

# City of Austin Fiscal Year 2015-16 Action Plan

Providing Opportunities, Changing Lives

**Homeless &  
Special Needs  
Assistance**

**Renter  
Assistance**

**Homebuyer  
Assistance**

**Homeowner  
Assistance**

**Housing  
Development  
Assistance**

**Neighborhood  
& Commercial  
Revitalization**

**Small  
Business  
Assistance**

**Financial  
Empowerment**



Neighborhood Housing and  
Community Development Office



**City of Austin, Texas**

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**DRAFT Fiscal Year 2015-16  
Annual Action Plan**

**For Consolidated Plan Years  
October 1, 2015 through September 30, 2016**



Prepared by:

City of Austin

Neighborhood Housing and Community Development Office

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## City of Austin Fiscal Year 2015-16 Action Plan

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## Executive Summary

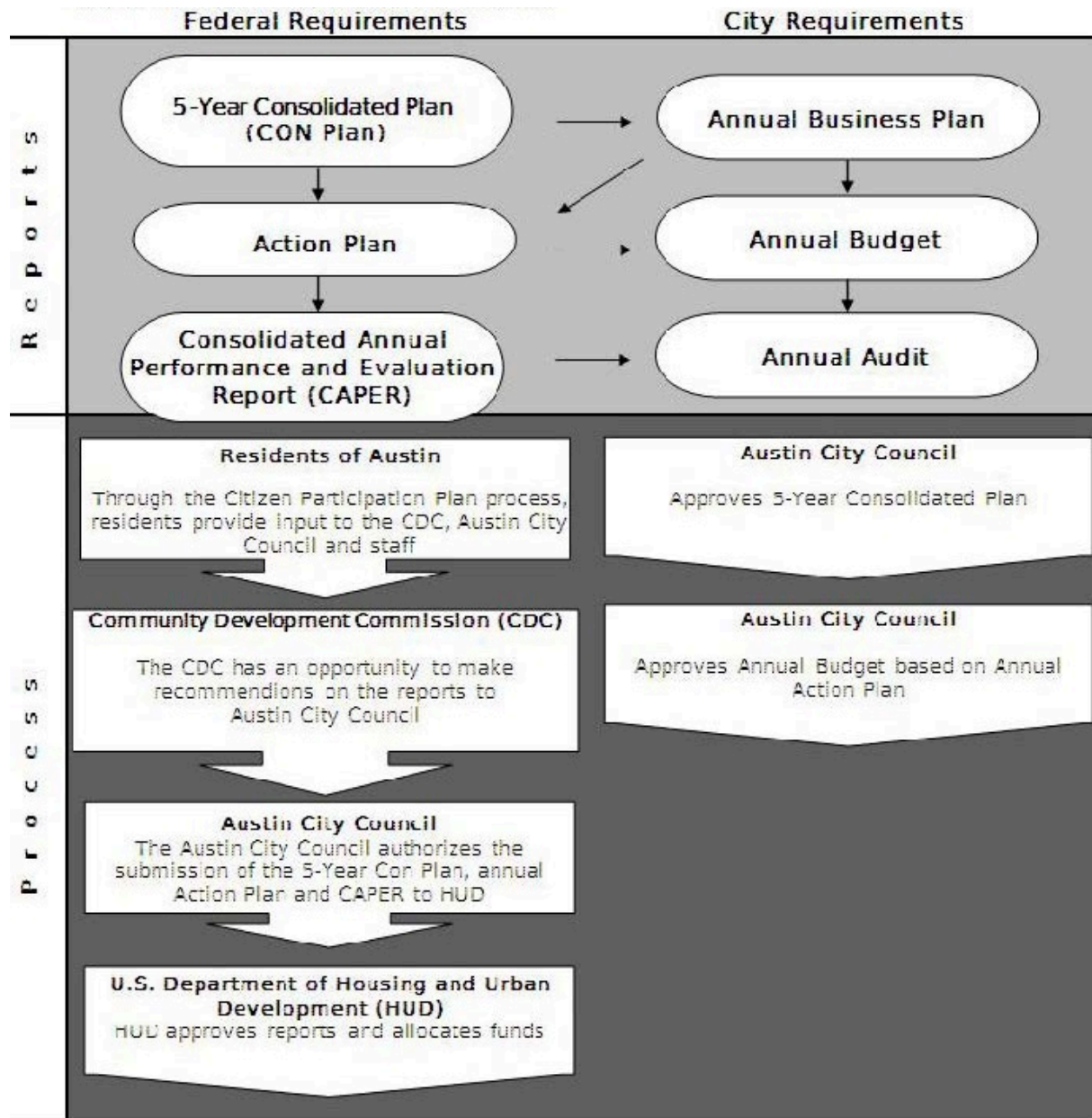
### AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

#### 1. Introduction

The City of Austin submits this Fiscal Year (FY) 2015-16 Action Plan as the second of five Action Plans within the Consolidated Plan for FY 2014-19. An annual Action Plan is required by the U.S. Department of Housing and Urban Development (HUD) from all jurisdictions receiving annual formula grants. The annual Action Plan is the City's application to HUD for formula grant funding for each fiscal year. The following section provides a concise summary of the FY 2015-16 Action Plan. It is anticipated the Austin City Council will approve submission of the plan to HUD on August 6, 2015. The final document is due to HUD no later than August 15, 2015.

In addition to HUD funding, the City of Austin also appropriates local funds to the Neighborhood Housing and Community Development (NHCD) Office for affordable housing and community development activities. HUD's guidance regarding the inclusion of non-federal funding sources in an annual Action Plan is that non-federal sources are to be included if they are reasonably expected to be made available to address the needs outlined in the plan. For this reason, NHCD has included the anticipated FY 2016 General Obligation Bond Fund allocation of \$10 million and the anticipated Housing Trust Fund (HTF). The FY 2015-16 City of Austin budget is expected to be approved by the Austin City Council in September 2015. Once the City budget is approved, NHCD will notify HUD of any additional funding allocated by the City that will leverage the federal investment outlined in the FY 2015-16 Action Plan.

This Action Plan is not intended to confer any legal rights or entitlements on any persons, groups, or entities, including those named as intended recipients of funds or as program beneficiaries. The terms of this Annual Action Plan are subject to amendment and to the effect of applicable laws, regulations and ordinances. Statements of numerical goals or outcomes are for the purpose of measuring the success of programs and policies and do not impose a legal obligation on the City to achieve the intended results. Actual funding of particular programs and projects identified in this Plan are subject to completion of various further actions, some of which involve discretionary determinations by the City or others. These include HUD approval of this Plan; appropriations by the United States Congress and the City Council; reviews and determinations under environmental and related laws; and results of bidding and contracting processes.



**Exhibit 1 - HUD and City Budget Process Comparison**

## 2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The City's FY 2014-19 Consolidated Plan establishes funding priorities for the FY 2015-16 Action Plan in the following high priority need areas: Homeless/Special Needs Assistance; Renter Assistance; Homebuyer Assistance; Homeowner Assistance; Housing Development Assistance; Small Business Assistance; Neighborhood and Commercial Revitalization and Financial Empowerment. These funding priorities were established based on the housing and community development needs identified through public and stakeholder input, the housing market analysis and the analysis of special populations. All of the proposed funding priorities will serve very-low, low- and moderate-income households in the City of Austin. In addition, the proposed activities will serve special needs populations including: seniors, persons with disabilities, persons experiencing homelessness and at risk of homelessness, persons living with HIV/AIDS, at risk children and youth, victims of domestic violence, housing authority residents, and persons returning to the community from correctional institutions and/or with criminal histories. Activities designated as high priority will be funded by the City of Austin in FY 2015-16. Medium priorities will be funded if funds are available. Low priority activities will not be funded.

City of Austin ordinance 820401-D ("The Austin Housing and Community Development Block Grant Ordinance") dated April 1, 1982, sets forth requirements and provisions for the administration of funds received by the City under the Housing and Community Development Act of 1974, as amended, including the assertion that "the primary objectives of community development activities in the City of Austin shall be the development of a viable urban community, including decent housing, a suitable living environment, elimination of slums and blight and expanding economic opportunities, principally for persons of low- and moderate-income," and that in implementing the above, "the City's general obligation to provide capital improvements to the target areas is not diminished except in extraordinary circumstances. Capital improvements in the target areas are to be funded through the normal course of city-wide capital improvements." Responsive to this ordinance, infrastructure needs are designated a low priority for Consolidated Planning purposes and will not be funded with Community Development Block Grant (CDBG) funding.

CONSOLIDATED PLAN PRIORITIES AND PROPOSED ACCOMPLISHMENTS				
Program	Program Description	Priority for Federal Funds	FY 2014-19 Con Plan Goal	Objectives and Outcomes
Homeless/Special Needs	Homeless/Special Needs Assistance provides services to the City's most vulnerable populations, including persons experiencing homelessness, persons living with HIV/AIDS, seniors, youth, children, and families.	High	33,282	Suitable Living Environment Availability/Accessibility
Renter Assistance	Renter Assistance provides assistance to renters so that rent is more affordable, provides tenants' rights services to equip renters with information that may allow them more stability and provides financial assistance for necessary rehabilitation to make homes accessible.	High	2,426	Decent Housing Availability/Accessibility
Homebuyer Assistance	Homebuyer Assistance provides counseling to renters wishing to become homebuyers and to existing homebuyers to help them stay in their homes. This category includes the Down Payment Assistance Program, which offers loans to qualifying low- and moderate-income homebuyers to help them buy their first home.	High	50	Suitable Living Environment Sustainability
Homeowner Assistance	Homeowner Assistance provides services for low- and moderate-income individuals who own their homes, but need assistance to make it safe, functional, and/or accessible.	High	2,502	Decent Housing Availability/Accessibility
Housing Development Assistance	Housing Development Assistance includes NHCD programs that offer assistance to non-profit and for-profit developers to build affordable housing for low- and moderate-income households.	High	155	Decent Housing Availability/Accessibility
Neighborhood and Commercial Revitalization	Neighborhood and Commercial Revitalization includes programs related to the revitalization of neighborhoods and corridors. These programs include commercial acquisition, competitive and non-competitive grants.	High	4	Creating Economic Opportunity Sustainability
Small Business Assistance	Small business assistance will provide a range of services for small business, from technical assistance to gap financing, to ensure not only the success of growing small businesses in the community, but also to encourage the creation of jobs for low- and moderate-income households.	High	179	Creating Economic Opportunity Availability/Accessibility
Financial Empowerment	The Individual Development Account Program (IDA) encourages households to save by providing a matched savings account for post-secondary education, to become a first-time homebuyer or to start a business	Medium	190	Creating Economic Opportunity
<b>Total</b>			38,784	

Exhibit 2 - FY14-19 Consolidated Plan Priorities Table

### **3. Evaluation of past performance**

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City of Austin reports its progress towards goals set in the 5-Year Consolidated Plan and Annual Action Plans in the end-of-year Consolidated Annual Performance and Evaluation Report (CAPER). The projects and goals outlined in the Action Plan are informed by past performance.

### **4. Summary of Citizen Participation Process and consultation process**

#### **Outreach**

The Neighborhood Housing and Community Development Office (NHCD) worked closely with the City's Communications & Public Information Office (CPIO) to develop an extensive community engagement and outreach strategy with the intent to promote awareness of the community needs assessment period, and to increase interest, thus increasing public participation. The collaborative efforts of NHCD and PIO resulted in the development of a FY 2015-16 Action Plan website, an online and in-person survey advertised online and at community events, and announcements on Spanish-language radio and television. Feedback and input opportunities were also offered through e-mail and postal mail. The City's outreach efforts targeted the general public, as well as areas of low-income households and racial/ethnic minority concentration. Announcements were published in English and Spanish. In addition, to further outreach efforts and target special populations, NHCD staff highlighted the annual Action Plan process before City of Austin Boards & Commissions.

#### **Community Needs Assessment**

The community needs assessment period ran from March 20 through May 15, 2015. The City of Austin's Citizen Participation Plan (CPP) requires that the City conduct two public hearings during the community needs assessment period. The public hearings were held before the Austin City Council on April 16, 2015 and before the Community Development Commission (CDC) on May 12, 2015. In total, nine speakers participated in the public hearings. The City of Austin also received 200 responses to a survey that was made available in hardcopy form (123 responses) and online (77 responses).

See Attachment I for a summary of the public comments provided during the public hearings and copies of all written comments received during the community needs assessment period. Comments received during the draft Action Plan comment period will be added to the final Action Plan.

#### **Draft Comment Period**

There will be a 30-day public comment period on the draft Action Plan. The City provided the draft report electronically online and provided hard copies at ten community centers beginning on May 22, 2015. During the 30-day public comment period that will run from May 22 through June 22, 2015, the public will have with the opportunity to provide specific feedback on the recommended priorities and

activities outlined in the FY 2015-16 draft Action Plan. Two additional public hearings will be held before the CDC on June 1, 2015 and the Austin City Council on June 11, 2015 to obtain feedback on the draft Action Plan. Comments received during the draft Action Plan comment period will be added to the final Action Plan.

## **5. Summary of public comments**

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

Nine comments were received through the two public hearings held in accordance with the City of Austin's Citizen Participation Plan, five written comments were received, and 200 community needs assessment surveys were completed. A diverse number of topics relating to affordable housing and community development were provided through the public comments, including: Deep Affordability, Fair Housing, General Obligation Bonds/SMART™ Housing, Home Repair, Homelessness, Transitional Housing, Permanent Supportive Housing (PSH), Tenant-Based Rental Assistance (TBRA), and Community Development needs.

See Attachment I for a summary of the public comments provided during public hearings and copies of all written comments received during the community needs assessment period. Comments received during the draft Action Plan comment period will be added to the final Action Plan.

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

All comments or views received were accepted.

## **7. Summary**

In FY 2015-16, the City of Austin expects to receive \$11.2 million from HUD through four formula grants: Community Development Block Grant (CDBG); HOME Investment Partnerships Program (HOME); Emergency Solutions Grant Program (ESG); and Housing Opportunities for Persons with AIDS (HOPWA). Formula grants provided through HUD are determined by statutory formulas. Reasonably anticipated local resources include the 2013 General Obligation (G.O.) Bonds and resources from the City of Austin's Housing Trust Fund (HTF).

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

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

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	AUSTIN	
CDBG Administrator	AUSTIN	NHCD
HOPWA Administrator	AUSTIN	HHSD
HOME Administrator	AUSTIN	NHCD
ESG Administrator	AUSTIN	HHSD
HOPWA-C Administrator	NA	NA

Table 1 – Responsible Agencies

### Narrative (optional)

#### LEAD AGENCY AND PARTICIPATING ORGANIZATIONS

##### Neighborhood Housing and Community Development Office (NHCD)

NHCD is designated by the Austin City Council as the single point of contact for HUD, and is the lead agency for the administration of the CDBG, HOME, HOPWA, and ESG grant programs. NHCD administers the CDBG and HOME programs. NHCD is directly responsible for developing the 5-Year Consolidated Plan, the Annual Action Plan, and the end-of-year Consolidated Annual Performance and Evaluation Report (CAPER).

##### Austin Housing Finance Corporation (AHFC)

AHFC was created in 1979 as a public, non-profit corporation organized pursuant to Chapter 394 of the Texas Local Government Code, and administers many of the City's housing programs. Employees of NHCD manage the funding and operations of AHFC through an annual service agreement executed between the City and AHFC.

**Austin/Travis County Health and Human Services Department (HHSD)**

The City Council designates HHSD to administer the HOPWA and ESG programs. HHSD works in partnership with the community to promote health, safety, and well-being. HHSD is comprised of five divisions: Administrative Services, Community Services, Disease Prevention and Health Promotion, Environmental Health Services, and Maternal, Child, and Adolescent Health. HHSD administers a number of housing and public services programs identified under the Homeless/Special Needs priority on the FY 2014-19 Investment Plan.

**Economic Development Department (EDD)**

EDD executes the City of Austin's economic development strategy, which consists of attracting corporate relocations and expansions, managing urban redevelopment, promoting international business, developing locally-owned small businesses, and developing the creative economy through arts and music. EDD administers the Family Business Loan Program (FBLP) identified under the Small Business Assistance priorities funded with Section 108 funds. Section 108 is a loan guarantee provision of the Community Development Block Grant (CDBG) Program.

**Community Development Commission (CDC)**

The CDC advises the Austin City Council in the development and implementation of programs designed to serve low- and moderate-income residents and the community at large, with an emphasis on federally-funded programs. The CDC is comprised of 15 members; seven members are elected through a neighborhood-based process and all are appointed by the Austin City Council. The CDC also oversees the Community Services Block Grant (CSBG) program managed by HHSD. CSBG regulations require 15 members including representatives from geographic target areas: Colony Park, Dove Springs, East Austin, Montopolis, Rosewood-Zaragosa/Blackland, St. Johns/Rundberg, and South Austin.

**Urban Renewal Board (URB)**

The URB oversees the Urban Renewal Agency's functions and is comprised of seven members appointed by the Mayor, with consent of the Austin City Council. The Urban Renewal Board also oversees the implementation and compliance with Urban Renewal Plans that are adopted by the Austin City Council. An Urban Renewal Plan's primary purpose is to eliminate slum and blighting influence within a designated area of the City. The City Council adopted Resolution No. 971119-34 on November 19, 1997, declaring the East 11th and 12th Streets Revitalization Area to be a slum and blighted area and designated this area appropriate for an urban renewal project under Ordinance 990114-10. Subsequently, the Austin City Council adopted an Urban Renewal Plan. The City of Austin and the Urban Renewal Agency, in the shared interest of completing the Urban Renewal Project, have entered into an agreement, which identifies each party's roles and responsibilities for the completion of the revitalization for these two corridors.



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## **AP-10 Consultation – 91.100, 91.200(b), 91.215(l)**

### **1. Introduction**

To ensure that priority needs are carried out in the most efficient manner, the City's Neighborhood Housing and Community Development Office (NHCD) coordinates with other City departments in its administration of program and activities including Planning and Zoning Department (PZD), Economic Development Department (EDD), Austin/Travis County Health and Human Services Department (HHSD), Austin Energy/Austin Green Building, Austin Water Utility, Austin Code Compliance Department, and the Austin Sustainability Office. NHCD consults with boards and commissions and external agencies with missions related to affordable housing and community development, including the African American Resource Advisory Commission, Austin Home Repair Coalition, Austin Mayor's Committee for People with Disabilities (AMCPD), Commission on Seniors (COS), Community Advancement Network (CAN), Community Development Commission (CDC), Austin Housing Coalition (CHDO), Early Childhood Council (ECC), Ending Community Homelessness Coalition (ECHO), Hispanic/Latino Quality of Life Resource Advisory Commission, Austin Area Comprehensive HIV Planning Council, Housing Authority of the City of Austin (HACA), Housing Authority of Travis County (HATC), HousingWorks Austin, Real Estate Council of Austin (RECA), and Urban Renewal Board (URB).

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

The City of Austin provides funding and works closely in partnership with the Ending Community Homelessness Coalition (ECHO), the entity that also acts as the coordinator of the region's Continuum of Care. Leadership from the two local housing authorities, Seton Hospital, private housing providers, City and County health and human services departments, social service programs that serve the homeless, as well as criminal justice entities serve on the ECHO Membership Council and Permanent Supportive Housing Finance Leadership Committee. ECHO partners with the local mental health authority to expand housing resources for homeless clients who also have mental illness. The City awarded \$3.5million of General Obligation bonds towards development of 50 units of Housing First Permanent Supportive Housing, with a target population of clients with mental illness. This facility will include a new neighborhood integrated clinic and is expected to open in late 2016. ECHO will launch a Healthcare-Housing Task Force to more closely coordinate healthcare delivery to homeless clients and people living in supportive housing. ECHO is also pursuing a partnership with a managed care organization to streamline access to healthcare for homeless clients. The City is requiring City funded projects to use the Homeless Management Information System. ECHO executive leadership participates in planning partnerships with psychiatric stakeholders, criminal justice executives, and employment specialists led by Central Health, Austin-Travis County Integral Care, Travis County Public Safety and Justice, and Goodwill.

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

For years the City of Austin Health and Human Services Department (HHSD) served as the lead for the community Continuum of Care (CoC) application. Although this function is now coordinated by ECHO, the City HHSD and NHCD staff continue to provide leadership roles in development of the annual CoC application including participation on the CoC Committee, the Independent Review Team and Data Work Group, and serve on the ECHO Membership Council, which is the governing body of the CoC. By doing so, the City of Austin is involved with the annual program evaluation process for the local HUD CoC Funding renewal applications and development of coordinated assessment, which prioritizes persons experiencing homelessness based on a vulnerability scale and community priorities, and provides feedback on local funding priorities. This participation ensures that City of Austin resources are aligned with HUD CoC funds as well as other federally-funded programs.

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

During development of the NHCD Action Plan, HHSD Community Based Resources Unit staff engaged with the members of ECHO to gather information that informs decisions on ESG allocations, performance standards, and evaluation outcomes. ECHO, NHCD, and HHSD staff continue to explore ways to further strengthen this relationship.

The City HHSD and ECHO work together to evaluate outcomes and will be working to develop similar outcomes to evaluate Rapid Rehousing programs as appropriate. All ESG-funded programs enter data into the Homeless Management Information System (HMIS), which is administered by ECHO. HMIS staff analyze the data and report progress on ending homelessness to HHSD and other community entities.

The City of Austin has taken an active role in supporting a more effective HMIS so that the data can help guide policy decisions and identify program effectiveness. The City of Austin allocates General Fund dollars to support ECHO by funding an HMIS Director position. City Staff have taken an active role with ECHO in developing coordinated assessment and improving other components of the continuum. City staff attend monthly HMIS User Group meetings and meet with ECHO staff about HMIS operations and administration planning.

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

Table 2 – Agencies, groups, organizations who participated

1	<b>Agency/Group/Organization</b>	Ending Community Homelessness Coalition (ECHO)
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Austin provides funding and works closely in partnership with the Ending Community Homelessness Coalition (ECHO), which is the coordinator of the region's Continuum of Care (CoC). Leadership from City and County Health and Human Services Department (HHSD) attend monthly ECHO Membership Council meetings, serve on the CoC Independent Review Team, and coordinate activities serving the homeless and low-income communities in the area. NHCD reviews the CoC application through the Certificate of Consistency process. ECHO is one of several partners represented on the Austin City Council Appointed PSH Leadership Finance Committee. ECHO is an active contributor to the information in the Consolidated Plan regarding homeless needs and strategies.
2	<b>Agency/Group/Organization</b>	Housing Authority of the City of Austin (HACA)
	<b>Agency/Group/Organization Type</b>	PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	HACA was consulted to provide information on its activities and needs relating to public housing. As one of two Public Housing Authorities (PHAs) serving the City of Austin boundaries, input from and coordination with HACA is valuable to address community needs efficiently.

3	<b>Agency/Group/Organization</b>	Austin Mayor's Committee for People with Disabilities
	<b>Agency/Group/Organization Type</b>	Board/Commission - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Persons with Disabilities
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Austin Mayor's Committee for People with Disabilities advises the City Council and City Manager regarding problems affecting persons with disabilities in the Austin area. NHCD staff made a presentation before the board on April 13, 2015. The Community Needs Assessment process was discussed, and the members had an opportunity to ask questions or raise concerns about how the City's programs address the needs of those with disabilities in Austin.
4	<b>Agency/Group/Organization</b>	Community Development Commission
	<b>Agency/Group/Organization Type</b>	Board/Commission - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Non-Homeless Special Needs Economic Development Household Affordability
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Community Development Commission (CDC) advises the City Council on the development and implementation of programs designed to serve the poor and the community at large with emphasis on federally funded programs. Per the City of Austin's Citizen Participation Plan, the CDC is required to conduct two public hearings to inform the annual Action Plan and make recommendations to the Austin City Council before final approval.

5	<b>Agency/Group/Organization</b>	Asian American Quality of Life Advisory Commission
	<b>Agency/Group/Organization Type</b>	Board/Commission - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Asian American Quality of Life Commission advises the City Council on issues related to the Asian American Resource Center and provides on-going guidance and support for the City's Asian American quality of life initiatives. NHCD staff made a presentation before the board on April 21, 2015. The Community Needs Assessment process was discussed, and the members had an opportunity to ask questions or raise concerns about how the City's programs address the needs of residents.
6	<b>Agency/Group/Organization</b>	Hispanic/Latino Quality of Life Resource Advisory Commission
	<b>Agency/Group/Organization Type</b>	Board/Commission - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Hispanic/Latino Quality of Life Resource Advisory Commission advises the City Council on issues relating to the quality of life for the City's Hispanic/Latino community and recommends programs and policies designed to alleviate any inequities that may confront Hispanics and Latinos in social, economic, and vocational pursuits including education, youth services, housing and community development, cultural arts, economic development, health, civic engagement, and transportation. NHCD Staff made a presentation before the board on April 22, 2015. The Community Needs Assessment Process was discussed, and the members had an opportunity to ask questions or raise concerns about how the City's programs address the needs of residents.

7	<b>Agency/Group/Organization</b>	African American Resource Advisory Commission
	<b>Agency/Group/Organization Type</b>	Board/Commission - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The African American Resource Advisory Commission advises the City Council on issues relating to the quality of life for the City's African American community and recommends programs designed to alleviate any inequities that may confront African Americans in social, economic and vocational pursuits, including: health care; housing, including affordable housing, home ownership and homelessness; entertainment opportunities for professionals and students; employment; and cultural venues, including museums, theaters, art galleries and music venues. NHCD staff made a presentation before the board on May 6, 2015. The Community Needs Assessment process was discussed, and the members had an opportunity to ask questions or raise concerns about how the City's programs address the needs of residents. NHCD staff originally requested to brief the board in April, but it was not possible to get on their agenda at that time.

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

The City of Austin contacted a variety of agency types and partnering organizations in preparing the FY 2015-16 Annual Action Plan. No agencies were intentionally excluded from consultation.



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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Ending Community Homelessness Coalition (ECHO)	The Community Plan to End Homelessness guides Continuum of Care prioritization and has 4 goals to prevent homelessness: 1) Develop community-wide strategies for affordable housing; 2) Identify and provide services for those most at-risk of becoming homeless in our community using a triage model; 3) Increase employment and income opportunities for people at-risk of losing their homes; and 4) Educate the community about homelessness and advocate for evidence-based practices and solutions. These are in alignment with the City of Austin Consolidated Plan which includes two prevention objectives: 1) Assist persons experiencing homelessness or who are at risk of becoming homeless; and 2) Assist persons living with HIV/AIDS to achieve stable housing and increase access to medical care and supportive services.
Imagine Austin	City of Austin Planning Development and Review Department	Adopted by the City Council on June 15, 2012, Imagine Austin is the City's 30-year comprehensive plan. Informed by the ideas and contributions of the community, the plan is based on Austin's greatest asset: its people. It includes implementation guidelines and the following priority programs: 1) A compact, connected Austin with improved transportation options; 2) Sustainably managed water resources; 3) Invest in Austin's workforce, education systems, and entrepreneurs; 4) Protect environmentally sensitive areas and integrate nature into the City; 5) Invest in Austin's creative economy; 6) Develop and maintain household affordability throughout Austin (NHCD is lead in implementing the Household Affordability priority program and will continue to partner with other City departments and community entities to guide implementation of Imagine Austin through its strategic plan); 7) Create a 'Healthy Austin' program; and 8) Revise Austin's land development regulations and processes.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Long-Range Capital Improvement Program Strategic Plan	City of Austin Capital Planning Office	The City of Austin's Capital Planning Office, in conjunction with City departments, developed the Long-Range Capital Improvement Program Strategic Plan to further align capital investments with the City's Comprehensive Plan and related City priorities. The Long-Range CIP Strategic Plan has a 10-year or longer planning horizon and provides the basis for identifying both on-going capital needs and strategic opportunities for capital investment.
Housing Opportunity in Central Texas	Capital Area Council of Governments	Housing Opportunity in Central Texas is a summary report of the regional effort to promote equitable growth through the Sustainable Places Project, an ambitious regional planning initiative. The report summarizes key findings of data analysis, deliberation, and the many related products built by the project that will impact future policy decisions.
Sustainable Places Project	Capital Area Council of Governments	The Capital Area Texas Sustainability (CATS) Consortium, through a grant from HUD and regional partnership of local governments, regional organizations, and other stakeholder groups, is developing a new approach to planning in Central Texas by introducing an analytics tool to provide a better understanding of the impacts of various development patterns. The Capital Area Council of Governments (CAPCOG) serves as the grant administrator for the regional collaboration. CAPCOG is contracting with the City of Austin and the University of Texas Sustainable Development Center to assist in developing and testing the tool.
Colony Park Master Plan	City of Austin Neighborhood Housing and Community Development	The City of Austin received \$3,000,000 in grant funds from HUD to create a master plan for the Colony Park tract, a proposed 208-acre development in Northeast Austin. On December 11, 2014, the Austin City Council voted unanimously to approve an amendment to the Imagine Austin Comprehensive Plan by adopting the Colony Park Master Plan and Design Guidelines that incorporate best practice strategies for energy-efficient building design; water conservation and zero-waste technology; and standards to create a model sustainable and livable mixed-use, mixed-income community. NHCD continues to explore funding opportunities for the implementation of the master plan.

Table 3 – Other local / regional / federal planning efforts

**Narrative (optional)**

## AP-12 Participation – 91.105, 91.200(c)

### 1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The City of Austin's Citizen Participation Plan requires that the City conduct two public hearings during the community needs assessment period. There is a 30-day public comment period on the draft Action Plan. The City will provide the draft report electronically online and will provide hard copies at ten community centers. During the 30-day public comment period, there are two additional public hearings on the draft Action Plan. The public hearings are held before the Community Development Commission (CDC) and before the Austin City Council.

A copy of all public comments received during both the community needs assessment period and the draft Action Plan comment period are included in Attachment I.

### Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Non-targeted/ broad community	5 citizens provided public testimony.	Public Hearing before the Austin City Council on April 16, 2015: Public testimony stressed the importance of housing affordability, housing access, home repairs for low income households, tenant based rental assistance, and homeless services.	All comments or views received were accepted.	<a href="https://austintexas.gov/department/city-council/council-meetings">https://austintexas.gov/department/city-council/council-meetings</a>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Meeting	Persons with disabilities	The meeting was attended by members of the Austin Mayor's Committee for People with Disabilities, and was open to the public.	A presentation and community needs discussion was held during the April 13, 2015 meeting of the Austin Mayor's Committee for People with Disabilities. Comments and questions from board members related to the the City's Architectural Barrier Removal Program, as well as the need for housing that is both accessible and affordable to persons with disabilities.	All comments or views received were accepted.	<a href="http://www.austintexas.gov/amcpd">http://www.austintexas.gov/amcpd</a>
3	Public Meeting	Minorities	The meeting was attended by members of the Asian American Quality of Life Commission and was open to the public.	A presentation and community needs discussion was held during the April 21, 2015 meeting of the Asian American Quality of Life Commission. Comments and questions from board members related to eligible uses of federal funding, as well as services and housing options for seniors so they can remain connected their families, social networks, and community.	All comments or views received were accepted.	<a href="http://www.austintexas.gov/content/asian-american-quality-life-advisory-commission">http://www.austintexas.gov/content/asian-american-quality-life-advisory-commission</a>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Public Meeting	Minorities	The meeting was attended by members of the Hispanic/Latino Quality of Life Resource Advisory Commission, and was open to the public.	A presentation and community needs discussion was held during the April 22, 2015 meeting of the Asian American Quality of Life Commission. Comments and questions from board members related to demographic and economic conditions, housing affordability, and the importance of public outreach during the community needs assessment phase.	All comments or views received were accepted.	<a href="https://www.austintexas.gov/content/hispaniclatino-quality-life-resource-advisory-commission-0">https://www.austintexas.gov/content/hispaniclatino-quality-life-resource-advisory-commission-0</a>
5	Public Meeting	Minorities	The meeting was attended by members of the African American Resource Advisory Commission, and was open to the public.	A presentation and community needs discussion was held during the May 6, 2015 meeting of the African American Resource Advisory Commission. Comments and questions from board members related to regional demographic and economic trends, and the importance of early public outreach during the community needs assessment phase.	All comments or views received were accepted.	<a href="http://www.austintexas.gov/content/asian-american-quality-life-advisory-commission">http://www.austintexas.gov/content/asian-american-quality-life-advisory-commission</a>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
6	Internet Outreach	Non-targeted/ broad community	77 responses to the English / Spanish online survey, and 237 page views through May 15, 2015.	Online survey respondents indicated their top housing, community and economic development needs. Summary findings are featured in Attachment I of this document.	All comments or views received were accepted.	<a href="http://www.austintexas.gov/usingplan">www.austintexas.gov/usingplan</a>
7	Advertisement on Spanish Language Television	Non-English Speaking - Specify other language: Spanish	Not applicable.	A 30-second advertisement encouraging community input on the Annual Action Plan was aired in May 2015 on the local affiliate of Univision.	Not applicable.	
8	Public Hearing	Low income community	4 citizens provided public testimony.	Public Hearing before the Community Development Commission on May 12, 2015: Public testimony stressed the importance of home repairs for low income households.	All comments or views received were accepted.	

Table 4 – Citizen Participation Outreach

## Expected Resources

### AP-15 Expected Resources – 91.220(c) (1, 2)

#### Introduction

In addition to HUD funding, the City of Austin allocates revenue to the Neighborhood Housing and Community Development (NHCD) Office for affordable housing and community development activities. HUD's guidance regarding the inclusion of non-federal funding sources in an annual Action Plan is that non-federal sources are to be included if they are reasonably expected to be made available to address the needs outlined in the plan. The FY 2015-16 City of Austin budget is expected to be approved by the Austin City Council in September 2015. Once the City budget is approved, NHCD will notify HUD of any additional funding allocated by the City that will leverage the federal investment outlined in the FY 2015-16 Action Plan.

This Action Plan is not intended to confer any legal rights or entitlements on any persons, groups, or entities, including those named as intended recipients of funds or as program beneficiaries. The terms of this Annual Action Plan are subject to amendment and to the effect of applicable laws, regulations and ordinances. Statements of numerical goals or outcomes are for the purpose of measuring the success of programs and policies and do not impose a legal obligation on the City to achieve the intended results.

Actual funding of particular programs and projects identified in this Plan are subject to completion of various further actions, some of which involve discretionary determinations by the City or others. These include HUD approval of this Plan; appropriations by the United States Congress and the City Council; reviews and determinations under environmental and related laws; and results of bidding and contracting processes.



**Priority Table**

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition; Admin and Planning; Economic Development; Housing; Public Improvements; Public Services	7,078,382	285,000	0	7,363,382	21,250,984	The Community Development Block Grant (CDBG) Program is authorized under Title I of the Housing and Community Development Act of 1974 as amended. The primary objective of CDBG is the development of viable communities by: Providing decent housing; Providing a suitable living environment; Expanding economic opportunities. To achieve these goals, any activity funded with CDBG must meet one of three national objectives: Benefit low- and moderate-income persons; Aid in the prevention of slums or blight; Meet a particular urgent need.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition; Homebuyer assistance; Homeowner rehab; Multifamily rental new construction; Multifamily rental rehab; New construction for ownership; TBRA	2,433,108	347,000	0	2,780,108	8,763,071	The HOME Program was created by the National Affordable Housing Act of 1990 (NAHA), and has been amended several times by subsequent legislation. The three objectives of the HOME Program are: 1) Expand the supply of decent, safe, sanitary, and affordable housing to very low and low-income individuals; 2) Mobilize and strengthen the ability of state and local governments to provide decent, safe, sanitary, and affordable housing to very low- and low-income individuals; 3) Leverage private sector participation and expand the capacity of non-profit housing providers.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOPWA	public - federal	Permanent housing in facilities; Permanent housing placement; Short term or transitional housing facilities; STRMU; Supportive services; TBRA	1,117,794	0	0	1,117,794	3,353,382	The Housing Opportunity for Persons with AIDS (HOPWA) Program was established by the U.S. Department of Housing and Urban Development (HUD) to address the specific needs of low-income persons living with HIV/AIDS and their families. HOPWA makes grants to local communities, states, and non-profit organizations. HOPWA funds provide housing assistance and related supportive services in partnership with communities and neighborhoods.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing; Financial Assistance; Overnight shelter; Rapid re-housing (rental assistance); Rental Assistance Services; Transitional housing	622,474	0	35,000	657,474	1,867,422	The Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act) became law on May 20, 2009, and consolidated several homeless assistance programs administered by the U.S. Department of Housing and Urban Development (HUD). It also renamed the Emergency Shelter Grants program to the Emergency Solutions Grants (ESG) program. The ESG program is designed to be the first step in a continuum of assistance to help clients quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness. ESG-funded programs leverage other federal and local funds including HOPWA, City of Austin General Fund, State Housing and Homeless Services Program funding.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Housing Trust Fund	public - local	Homeowner rehab; Housing TBRA; Other	630,450	0	0	0	4,700,000	The Austin City Council also dedicates 40 percent of all City property tax revenues from developments built on City-owned lands to affordable housing. This policy is anticipated to generate revenues in perpetuity to the Housing Trust Fund (HTF).
Other	public - federal	Economic Development	0	0	8,000,000	8,000,000	0	Funds to be administered by the City of Austin Economic Development Department, and used for the Family Business Loan Program (FBLP). Please see section AP-85 Other Actions (Discussion), for a comprehensive description.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - federal	Financial Assistance	0	0	0	0	0	The City of Austin received \$250,000 in grant funds from the U.S. Department of Health and Human Services, Administration for Children and Families, for a National Assets for Independence Demonstration Grant for Individual Development Accounts (IDA). IDAs are special savings accounts designed to assist low-income individuals and families move toward asset ownership through matched savings and financial education. An IDA can be used to buy a first home, pay for college or other training, and start or expand a small business. NHCD will use these funds to administer projects that provide IDAs and related services to low-income individuals and families. Because the participants' deposits are matched, the account can grow substantially in proportion to the amount deposited on a regular basis.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - local	Acquisition; Homeowner rehab; Housing New construction for ownership; Other	10,000,000	0	0	10,000,000	20,000,000	In 2013 voters approved the City of Austin proposition for \$65 million in general obligation bonds for affordable housing. These funds will be utilized for constructing, renovating, improving and equipping housing for low-income persons and families; acquiring land and interests in land and property necessary to do so; and funding affordable housing programs.

Table 5 - Expected Resources – Priority Table

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

The City of Austin will satisfy its matching requirement through S.M.A.R.T. Housing™ Fee Waivers, General Obligation (G.O.) Bond Funding, and Capital Improvement Program (CIP) Funds.

The U.S. Department of Housing and Urban Development (HUD) requires that the Participating Jurisdictions (PJs) that receive HOME funds match .25 cents of every dollar. The matching requirement mobilizes community resources in support of affordable housing. The table below calculates the total required contribution of matching funds from the City of Austin for FY 2015-16 funding. The 25% match is consistent with data displayed on HUD Form PR-33, which was exported from the Integrated Disbursement and Information System on May 21, 2015.

Calculation		FY 2015-16
	Grant Allocation	2,433,108
	Administration (10%)	243,311
	Amount of Incurring Repayment	-
	<b>Total Match Obligation</b>	<b>2,189,797</b>
	25% Match Percentage	
	<b>Match Requirement</b>	<b>547,449</b>
	Sources	
	Non-Federal Funds	410,587
	Bond Proceeds (25% Maximum)	136,862
	<b>Total Sources of Match</b>	<b>547,449</b>



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

There are several publically owned parcels that may be utilized to address the needs identified in the FY 2015-16 Action Plan:

- 0.73 Acres on Linden Street - The City is planning to construct four new single-family homes.
- 208.16 Acres on Loyola Lane (Colony Park) - On December 11, 2014, the City Council voted unanimously to approve an amendment to the Imagine Austin Comprehensive Plan by adopting the Colony Park Master Plan and Design Guidelines, which incorporate best practice strategies for energy-efficient building design; water conservation and zero-waste technology; and standards to create a model sustainable and livable mixed-use, mixed-income community. NHCD continues to explore funding opportunities for the implementation of the Colony Park Master Plan.
- 5.15 Acres on Tillery Street and Henninger Street - Pecan Grove development to be determined.
- 0.50 Acres on Goodwin Avenue - Construction was completed in Spring 2015 of three new single-family homes. Homes will be sold under a Community Land Trust model.
- 44.45 Acres on Levander Loop, "Animal Shelter" Property - The Austin Housing Finance Corporation has acquired 6.0 acres out of the 44.45 acres of the Levander Loop property, which includes the Austin Animal Shelter. AHFC will begin the public outreach process to inform the community of plans to engage a design team to design the site. A Request for Qualifications will be released to begin the design team solicitation process.
- 1.50 Acres on E. 12th Street "Anderson Village" - Constructing 24 rental units, including five Permanent Supportive Housing Units (PSH) was completed in November 2013. The units are currently leased to low-income residents; some have VASH Vouchers and are receiving supportive services through local non-profit organizations.
- Rosewood Property – In the event the Housing Authority of the City of Austin (HACA) is awarded a Choice Neighborhood Implementation Grant, NHCD will provide CDBG funds over a 5 year period to assist in the redevelopment of this property according to the plan developed in partnership with the community.

## Discussion

### NOTICE OF REPROGRAMMING OF FUNDS

NHCD proposes to reprogram the following CDBG and HOME funds through the FY15-16 Action plan process according to the guidelines established in the City of Austin Citizen Participation Plan. Exhibits 1 and 2 outline the reprogramming of these funds.

#### Exhibit 1 CDBG

Amount	From	To
15,113	Community Development	Housing
296,798	Administration	Housing
100,000	Debt service	Community Development

#### Exhibit 2 HOME

Amount	From	To
93,016	Administration	Housing

## Annual Goals and Objectives

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

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Homeless/Special Needs	2014	2019	Homeless; Non-Homeless; Special Needs	Throughout the city of Austin	Homeless/Special Needs	CDBG: \$823,765 HOPWA: \$1,084,261 ESG: \$575,789	Public service activities other than Low/Moderate Income Housing Benefit: 407 Persons Assisted Tenant-based rental assistance / Rapid Rehousing: 123 Households Assisted Homeless Person Overnight Shelter: 2000 Persons Assisted HIV/AIDS Housing Operations: 349 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
2	Renter Assistance	2014	2019	Affordable Housing	Throughout the city of Austin	Renter Assistance	CDBG: \$517,993 HOME: \$510,300	Public service activities other than Low/Moderate Income Housing Benefit: 511 Persons Assisted Rental units rehabilitated: 15 Household Housing Unit Tenant-based rental assistance / Rapid Rehousing: 101 Households Assisted
3	Homebuyer Assistance	2014	2019	Affordable Housing	Throughout the city of Austin		HOME: \$645,000	Direct Financial Assistance to Homebuyers: 15 Households Assisted
4	Homeowner Assistance	2014	2019	Affordable Housing	Throughout the city of Austin	Homeowner Assistance	CDBG: \$2,498,470 HOME: \$698,634	Homeowner Housing Rehabilitated: 502 Household Housing Unit
5	Housing Development Assistance	2014	2019	Affordable Housing; Homeless	Throughout the city of Austin	Housing Development Assistance	CDBG: \$965,253 HOME: \$655,863	Rental units constructed: 9 Household Housing Unit Homeowner Housing Added: 10 Household Housing Unit Other: 3 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	Small Business Assistance	2014	2019	Non-Housing Community Development	Throughout the city of Austin	Small Business Assistance	CDBG: \$390,000	Jobs created/retained: 6 Jobs Businesses assisted: 31 Businesses Assisted ** Family Business Loan Program excluded here because funding is not new.
7	Neighborhood and Commercial Revitalization	2014	2019	Non-Housing Community Development	Throughout the city of Austin	Neighborhood and Commercial Revitalization	CDBG: \$0	4 units
8	Financial Empowerment	2014	2019	Financial Empowerment				Public service activities other than Low/Moderate Income Housing Benefit: 95 Persons Assisted

Table 6 – Goals Summary

## Goal Descriptions

1	Goal Name	Homeless/Special Needs
	Goal Description	Persons experiencing homelessness or with special needs are Austin's most vulnerable populations and therefore are a high priority for the FY 2014-19 Consolidated Plan. This decision was made based on feedback from the public process, including stakeholder meetings that included homeless and special needs providers, public hearings, and a Consolidated Plan survey.

2	<b>Goal Name</b>	Renter Assistance
	<b>Goal Description</b>	The City of Austin's 2014 Comprehensive Housing Market Study identifies the high need for affordable rental housing in Austin. This analysis was echoed in every aspect of the public input process from service providers, government partners, policy makers, and community members. Renter assistance is a high priority in the FY 2014-19 Consolidated Plan.
3	<b>Goal Name</b>	Homebuyer Assistance
	<b>Goal Description</b>	The City identified assistance to homebuyers as a high priority in the FY 2014-19 Consolidated Plan. The housing market analysis illustrates the difficulty for low- to moderate income households to transition from renting to buying a home with the rising real estate market in Austin. The public process also highlighted the need for financial literacy for new and current homebuyers to have the necessary tools to stay in their homes.
4	<b>Goal Name</b>	Homeowner Assistance
	<b>Goal Description</b>	Preserving the safety and livability of the housing of low-income homeowners, allowing owners to stay in their homes, and improving the City's aging housing stock were highlighted as high priority needs by stakeholders and community members. Homeowner assistance is a high priority in the FY 2014-19 Consolidated Plan.
5	<b>Goal Name</b>	Housing Development Assistance
	<b>Goal Description</b>	The need for affordable housing for low-to-moderate income renters, including special needs populations and homebuyers was reflected in the housing market analysis and public input received from the community. The City's main tool to create affordable housing is through financing to non-profit and for-profit developers. In addition, the City encourages the development of affordable housing through developer incentives. The City therefore, makes Housing Development Assistance a high priority for the FY 2014-19 Consolidated Plan.
6	<b>Goal Name</b>	Small Business Assistance
	<b>Goal Description</b>	Recognizing that small businesses are important drivers of the Austin economy, assistance to small businesses is a high priority for the City of Austin. Feedback from the FY 2014-19 Consolidated Plan survey identified job creation as the highest community development need.

7	<b>Goal Name</b>	Neighborhood and Commercial Revitalization
	<b>Goal Description</b>	Neighborhood and Commercial Revitalization includes programs related to the revitalization of the East 11th and 12th Street Corridors, the Neighborhood Opportunity Improvement Program (NOIP), and the Colony Park Master Plan. East 11th and 12th Street programs include commercial acquisition and development, historic preservation efforts related to public facilities, and parking facilities within the corridors.
8	<b>Goal Name</b>	Financial Empowerment
	<b>Goal Description</b>	Individual Development Accounts (IDA) are promoted and funded through an IDA Grant

Table 7 – Goal Descriptions

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

Extremely low-income households: 108 (TBRA, RHDA, A&D and HRLP)  
 Low-income households: 20 (RHDA, A&D, HRLP, and DPA)  
 Moderate-income households: 16 (A&D, DPA, HRLP)

Totals include the number of households for all HOME financed programs: Down Payment Assistance (DPA), Tenant Based Rental Assistance (TBRA), Homeowner Rehabilitation Loan Program (HRLP), Rental Housing Development Assistance (RHDA), and Acquisition and Development (A&D).

Estimates are based on data reflecting the percent of households served by income category in FY 2013-14.

## AP-35 Projects – 91.220(d)

### Introduction

In accordance with the Federal Register Notice dated March 7, 2006, outcome measures are established for each activity as follows:

#### Objectives

1. Create Suitable Living Environment
2. Provide Decent Affordable Housing
3. Create Economic Opportunities

#### Outcomes

1. Availability/Accessibility
2. Affordability
3. Sustainability

The City of Austin plans to undertake the following projects throughout FY 2015-16:

#	Project Name
1	Child Care Services
2	Senior Services
3	Youth Support Services
4	ARCH - ESG Shelter Operating and Maintenance
5	Homeless Management Information System
6	Rapid Re-Housing Program
7	ESG Administration
8	HOPWA Permanent Housing Placement (PHP)
9	HOPWA Short-Term Supported Housing Assistance (STSH)
10	HOPWA Short-Term Rent, Mortgage, and Utility (STRMU)
11	HOPWA Supportive Services
12	HOPWA Tenant Based Rental Assistance (TBRA)
13	HOPWA Transitional Housing
14	HOPWA Housing Case Management
15	HOPWA Administration
16	HOME Tenant-Based Rental Assistance
17	Tenants' Rights Assistance
18	Architectural Barrier Removal (ABR) Program - Renter
19	Down Payment Assistance (DPA)
20	Architectural Barrier Removal (ABR) Program - Owner
21	Homeowner Rehabilitation Loan Program (HRLP)
22	Emergency Home Repair (EHR) Program



#	Project Name
23	Rental Housing Development Assistance (RHDA)
24	Acquisition and Development (A&D)
25	CHDO Operating Expense Grants
26	Microenterprise Technical Assistance
27	Community Development Bank
28	Family Business Loan Program (FBLP)
29	Neighborhood Commercial Management
30	Choice Neighborhoods Implementation
31	East 11th and 12th Street Revitalization Debt Service
32	HOME Administration
33	CDBG Administration
34	Individual Development Account (IDA) Program
35	GO Repair! Program
36	Neighborhood Opportunity Improvement Program (NOIP)
37	Lead Smart and Lead Healthy Homes

**Table 8 – Project Information**

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

Allocation priorities are based on the FY 2014-2019 Consolidated Plan, and are informed by public comments received during the community needs assessment period. Please see Attachment I to view public comments received

## Projects

### AP-38 Projects Summary

#### Project Summary Information

Table 9 – Project Summary

1	<b>Project Name</b>	Child Care Services
	<b>Target Area</b>	Throughout the city of Austin
	<b>Goals Supported</b>	Homeless/Special Needs
	<b>Needs Addressed</b>	Homeless/Special Needs
	<b>Funding</b>	CDBG: \$611,434
	<b>Description</b>	The City of Austin Neighborhood Housing and Community Development Office (NHCD) contracts with child care providers for services that increase the supply of quality childcare, and with a social service agency that provides a child care voucher service for families in crisis such as homelessness. The programs provide services to children (ages: 0-13 years) from low-income families with gross incomes less than 200 percent of Federal Poverty Guidelines who reside within the Austin city limits.
	<b>Target Date</b>	9/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Public service activities other than Low/Moderate Income Housing Benefit: 218 Persons Assisted
	<b>Location Description</b>	Throughout the city of Austin

	<b>Planned Activities</b>	Child Care Services will increase the supply of childcare for low-income families. Social service contracts through HHSD will provide: 1) child care vouchers for families in crisis, including homeless and near homeless families, and parents enrolled in self-sufficiency programs; 2) direct child care services for teen parents who are attending school; and 3) direct child care services through the Early Head Start child development program. Objective: Suitable Living Environment; Outcome: Availability/Accessibility
2	<b>Project Name</b>	Senior Services
	<b>Target Area</b>	
	<b>Goals Supported</b>	Homeless/Special Needs
	<b>Needs Addressed</b>	Homeless/Special Needs
	<b>Funding</b>	CDBG: \$20,717
	<b>Description</b>	NHCD contracts with a sub-recipient to provide guardianship and bill payer services that help prevent and protect seniors from becoming victims of abuse, neglect, or financial exploitation. Persons must meet income, age, and residential eligibility requirements.
	<b>Target Date</b>	9/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Public service activities other than Low/Moderate Income Housing Benefit: 30 Persons Assisted
	<b>Location Description</b>	Throughout the city of Austin
3	<b>Planned Activities</b>	Senior Services will provide legal protection for low-income seniors who are at risk of abusive, neglectful, or financially exploitative situations. Objective: Suitable Living Environment; Outcome: Availability/Accessibility
	<b>Project Name</b>	Youth Support Services
	<b>Target Area</b>	Throughout the city of Austin

	<b>Goals Supported</b>	Homeless/Special Needs
	<b>Needs Addressed</b>	Homeless/Special Needs
	<b>Funding</b>	CDBG: \$191,614
	<b>Description</b>	The Youth Support Services program provides access to holistic, wraparound services and support to youth designated as at-risk and their families. The program's three components provide different levels of intervention: school-based intensive wraparound services, community-based wraparound services, and summer camps. The program, in partnership with the youths and their families, addresses the needs and challenges of the youth's situation to improve his or her functioning in school, the community, and home.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Public service activities other than Low/Moderate Income Housing Benefit: 159 Persons Assisted
	<b>Location Description</b>	Throughout the city of Austin
	<b>Planned Activities</b>	Youth Support Services will serve youth designated at-risk and their families. The services and support will be customized to the youth and family and will be delivered utilizing the wraparound model. The interventions will focus on the areas of basic needs, mental health services, educational support and social enrichment. Services will continue to be accessed through designated schools and community centers.
<b>4</b>	<b>Project Name</b>	ARCH - ESG Shelter Operating and Maintenance
	<b>Target Area</b>	
	<b>Goals Supported</b>	Homeless/Special Needs
	<b>Needs Addressed</b>	Homeless/Special Needs
	<b>Funding</b>	ESG: \$313,922

	<b>Description</b>	The City of Austin/Travis County Health and Human Services Department (HHSD) contracts with a private non-profit organization, to operate the Austin Resource Center for the Homeless (ARCH). All clients served in the ARCH have low- to moderate-incomes and are at or below 50 percent of MFI. Emergency Solutions Grant (ESG) funds are used to provide maintenance and operations for this program. The ARCH provides emergency shelter to homeless adult males through its Overnight Shelter program, and provides Day Sleeping to homeless adult males and females. The ARCH provides basic services such as showers, laundry facilities, mailing addresses, telephone use, and lockers through its Day Resource Center program. The Day Resource Center program also includes a number of services such as mental health care, legal assistance, and employment assistance provided by co-located agencies. In addition, ARCH also houses the Healthcare for the Homeless clinic.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Homeless Person Overnight Shelter: 2000 Persons Assisted  This number is lower than previously because it is only counting night shelter clients and not day resource clients. The funding supports the entire building, but the service provided is Shelter.
	<b>Location Description</b>	Throughout the city of Austin
	<b>Planned Activities</b>	The ARCH will serve individuals with its Night Sleeping, Day Sleeping and Day Resource Programs. All clients will be entered into the Homeless Management Information Systems database.
5	<b>Project Name</b>	Homeless Management Information System
	<b>Target Area</b>	Throughout the city of Austin
	<b>Goals Supported</b>	Homeless/Special Needs
	<b>Needs Addressed</b>	Homeless/Special Needs
	<b>Funding</b>	ESG: \$13,200
	<b>Description</b>	The HMIS funding will support 22 HMIS licenses at all three ESG-funded programs - Communicable Disease Unit, Downtown Austin Community Court and Front Steps ARCH.

	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	NA - database licenses
	<b>Location Description</b>	Throughout the city of Austin
	<b>Planned Activities</b>	The HMIS funding will support 22 HMIS licenses at all three ESG-funded programs - Communicable Disease Unit, Downtown Austin Community Court and Front Steps ARCH. The Austin community is now utilizing coordinated assessment and these licenses will help support that initiative.
6	<b>Project Name</b>	Rapid Re-Housing Program
	<b>Target Area</b>	Throughout the city of Austin
	<b>Goals Supported</b>	Homeless/Special Needs
	<b>Needs Addressed</b>	Homeless/Special Needs
	<b>Funding</b>	ESG: \$248,667
	<b>Description</b>	There are three ESG-funded programs connecting clients with safe and stable housing. 1) Communicable Disease Unit of the Austin/Travis County Health and Human Services Department will provide Rapid Re-housing to homeless persons with HIV/AIDS who are not utilizing shelter services. 2) Downtown Austin Community Court provides homeless community court clients with Rapid Re-housing services. 3) Front Steps provides homeless clients at the ARCH and clients referred from other programs with Rapid Re-housing services.
	<b>Target Date</b>	9/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Tenant-based rental assistance / Rapid Re-housing: 123 Households Assisted

	<b>Location Description</b>	Throughout the city of Austin
	<b>Planned Activities</b>	The Rapid Re-Housing program provides housing location, case management and direct financial assistance to rapidly rehouse homeless persons who are receiving services from ESG-funded programs at the Communicable Disease Unit, Austin Resource Center for the Homeless and Downtown Austin Community Court. It is anticipated that 123 households will be assisted through this project during FY 2015-16.  Objective: Suitable Living Environment; Outcome: Availability/Accessibility
<b>7</b>	<b>Project Name</b>	ESG Administration
	<b>Target Area</b>	Throughout the city of Austin
	<b>Goals Supported</b>	Homeless/Special Needs
	<b>Needs Addressed</b>	Homeless/Special Needs
	<b>Funding</b>	ESG: \$46,685
	<b>Description</b>	Funds provide administrative costs for programs. The maximum allowable is 7.5% of the total ESG Allocation.
	<b>Target Date</b>	9/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	NA - Administration
	<b>Location Description</b>	Throughout the city of Austin
	<b>Planned Activities</b>	Administration of Federal Programs
<b>8</b>	<b>Project Name</b>	HOPWA Permanent Housing Placement (PHP)
	<b>Target Area</b>	Throughout the city of Austin
	<b>Goals Supported</b>	Homeless/Special Needs

	<b>Needs Addressed</b>	Homeless/Special Needs
	<b>Funding</b>	HOPWA: \$32,702
	<b>Description</b>	The City of Austin HHSD contracts with AIDS Services of Austin, to manage the Permanent Housing Placement (PHP) program. PHP is designed to increase stability to reduce homelessness and increase access to care and support. The program may provide clients with first month's rent, security deposit, and utility connection fees to meet urgent needs of eligible persons living with HIV/AIDS and their families with a cap of "Fair Market Rent". The goal is to prevent homelessness and to support independent living for persons with HIV/AIDS who can access the program through HIV case management.
	<b>Target Date</b>	9/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	HIV/AIDS Housing Operations: 32 Household Housing Unit
	<b>Location Description</b>	Throughout the city of Austin
	<b>Planned Activities</b>	PHP will help prevent homelessness and will support independent living of persons with HIV/AIDS. Persons can access the program through HIV case management. PHP will assist eligible clients to establish a new residence where on-going occupancy is expected to continue. Assistance will be provided to eligible clients and their families with payment of first month's rent to secure permanent housing and will complement other forms of HOPWA housing assistance.
9	<b>Project Name</b>	HOPWA Short-Term Supported Housing Assistance (STSH)
	<b>Target Area</b>	Throughout the city of Austin
	<b>Goals Supported</b>	Homeless/Special Needs
	<b>Needs Addressed</b>	Homeless/Special Needs
	<b>Funding</b>	HOPWA: \$103,694



	<b>Description</b>	The City of Austin HHSD contracts with AIDS Services of Austin to manage the Short-Term Supportive Housing (STSH) program. The STSH program provides short-term emergency shelter needs to persons living with HIV/AIDS. Short-term facilities provide temporary shelter (up to 60 days in a six-month period) to prevent homelessness and allow an opportunity to develop an individualized housing and service plan to guide the client's linkage to permanent housing.
	<b>Target Date</b>	9/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	HIV/AIDS Housing Operations: 85 Household Housing Unit
	<b>Location Description</b>	Throughout the city of Austin
	<b>Planned Activities</b>	Transitional Housing will provide eligible households with housing and supportive services to maintain stability and receive appropriate levels of care.
<b>10</b>	<b>Project Name</b>	HOPWA Short-Term Rent, Mortgage, and Utility (STRMU)
	<b>Target Area</b>	Throughout the city of Austin
	<b>Goals Supported</b>	Homeless/Special Needs
	<b>Needs Addressed</b>	Homeless/Special Needs
	<b>Funding</b>	HOPWA: \$56,631

	<b>Description</b>	The Austin/Travis County Health and Human Services Department contracts with AIDS Services of Austin (ASA) to manage the Short-Term Rent, Mortgage, and Utility Assistance program (STRMU). Both agencies work with four community-based organizations to provide essential financial help to persons living with HIV/AIDS and their families. Case managers assess client needs and submit requests for assistance. STRMU provides monthly payments to eligible clients who are at risk of becoming homeless. The service allows clients to remain in their current residences and limits support to three months, with a cap of \$853 per month. The time limit may be waived for clients based on medical needs. Eligibility is restricted to those with notices to vacate, evictions, and utility termination notices.
	<b>Target Date</b>	9/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	HIV/AIDS Housing Operations: 67 Household Housing Unit
	<b>Location Description</b>	Throughout the city of Austin
	<b>Planned Activities</b>	STRMU will provide short-term housing assistance to prevent homelessness of the renters or homeowners. It will help maintain a stable living environment for households who experience financial crisis and possible loss of their housing arrangement.
<b>11</b>	<b>Project Name</b>	HOPWA Supportive Services
	<b>Target Area</b>	Throughout the city of Austin
	<b>Goals Supported</b>	Homeless/Special Needs
	<b>Needs Addressed</b>	Homeless/Special Needs
	<b>Funding</b>	HOPWA: \$90,969

	<b>Description</b>	Project Transitions administers the Supportive Services program and provides residential supportive services to help program participants stabilize their living situation and help address care needs of persons living with HIV/AIDS. The program is designed to increase stability, reduce homelessness and increase access to care and support. A variety of supportive services are offered to all clients including: facility-based meals, life skills management counseling, substance abuse relapse prevention support, client advocacy, transportation, and assistance with obtaining permanent housing. Case managers ensure that clients are informed of the availability of needed medical and supportive services. They also provide referrals and assistance in accessing those services. Project Transitions has 30 apartments located in two agency-owned facilities and other apartments are leased throughout the community.
	<b>Target Date</b>	9/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	HIV/AIDS Housing Operations: 45 Household Housing Unit
	<b>Location Description</b>	Throughout the city of Austin
	<b>Planned Activities</b>	Supportive Services will assist persons living with HIV/AIDS to stabilize their living situation and help address care needs.
<b>12</b>	<b>Project Name</b>	HOPWA Tenant Based Rental Assistance (TBRA)
	<b>Target Area</b>	Throughout the city of Austin
	<b>Goals Supported</b>	Homeless/Special Needs
	<b>Needs Addressed</b>	Homeless/Special Needs
	<b>Funding</b>	HOPWA: \$579,877

	<b>Description</b>	The City of Austin HHSD contracts with AIDS Services of Austin to manage Tenant-Based Rental Assistance (TBRA) program. The program provides rent, mortgage, utility assistance, and assistance with shared housing arrangements for income-eligible persons with HIV/AIDS and their families. Income eligibility is restricted to families earning an income at or below 10 percent of MFI and for households of one with zero income. The program goal is to prevent homelessness and support independent living of persons living with HIV/AIDS.
	<b>Target Date</b>	9/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	HIV/AIDS Housing Operations: 75 Household Housing Unit
	<b>Location Description</b>	Throughout the city of Austin
	<b>Planned Activities</b>	TBRA will provide rent, mortgage, utility assistance, and assistance with shared housing arrangements to meet the urgent needs of eligible persons with HIV/AIDS and their families. The goal is to prevent homelessness and to support independent living of persons living with HIV/AIDS who access the program through HIV case management.
<b>13</b>	<b>Project Name</b>	HOPWA Transitional Housing
	<b>Target Area</b>	Throughout the city of Austin
	<b>Goals Supported</b>	Homeless/Special Needs
	<b>Needs Addressed</b>	Homeless/Special Needs
	<b>Funding</b>	HOPWA: \$195,662

	<b>Description</b>	The City of Austin HHSD contracts with Project Transitions for Transitional Housing services. The program is designed to increased stability, to reduce homelessness and increase access to care and support. Transitional Housing provides facility-based and scattered-site housing with support services to persons living with HIV/AIDS. Transitional Housing may not provide housing for any individual for more than 24 months. A variety of supportive services are offered to all clients including: facility-based meals, life skills management counseling, substance abuse relapse prevention support, client advocacy, transportation and assistance with obtaining permanent housing. Case managers ensure that clients are informed of the availability of needed medical and supportive services and provide referrals and assistance in accessing those services. Project Transitions has 30 apartments located in two agency-owned facilities and other apartments that are leased throughout the community.
	<b>Target Date</b>	9/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	HIV/AIDS Housing Operations: 45 Household Housing Unit
	<b>Location Description</b>	Throughout the city of Austin
	<b>Planned Activities</b>	Transitional Housing will provide eligible households with housing and supportive services to maintain stability and receive appropriate levels of care.
14	<b>Project Name</b>	HOPWA Housing Case Management
	<b>Target Area</b>	Throughout the city of Austin
	<b>Goals Supported</b>	Homeless/Special Needs
	<b>Needs Addressed</b>	Homeless/Special Needs
	<b>Funding</b>	HOPWA: \$24,726
	<b>Description</b>	Provides housing case management and inspections for HOPWA clients.
	<b>Target Date</b>	9/30/2016

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	NA
	<b>Location Description</b>	Throughout the city of Austin
	<b>Planned Activities</b>	Case managers develop a strategy for helping clients obtain and maintain housing stability. Regular follow-up visits occur at a frequency appropriate to need.
15	<b>Project Name</b>	HOPWA Administration
	<b>Target Area</b>	Throughout the city of Austin
	<b>Goals Supported</b>	Homeless/Special Needs
	<b>Needs Addressed</b>	Homeless/Special Needs
	<b>Funding</b>	HOPWA: \$33,533
	<b>Description</b>	Funds provide administrative costs for programs.
	<b>Target Date</b>	9/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	NA - Administration
	<b>Location Description</b>	Throughout the city of Austin
	<b>Planned Activities</b>	Administration of Federal Programs
16	<b>Project Name</b>	HOME Tenant-Based Rental Assistance
	<b>Target Area</b>	Throughout the city of Austin
	<b>Goals Supported</b>	Renter Assistance

	<b>Needs Addressed</b>	Renter Assistance
	<b>Funding</b>	HOME: \$510,300
	<b>Description</b>	The Tenant-Based Rental Assistance (TBRA) program provides rental-housing subsidies and security deposits to eligible case-managed families working toward self-sufficiency.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Tenant-based rental assistance / Rapid Rehousing: 101 Households Assisted
	<b>Location Description</b>	Throughout the city of Austin
	<b>Planned Activities</b>	The Austin Housing Finance Corporation (AHFC) will oversee the TBRA program and contracts with The Housing Authority of the City of Austin (HACA) and the Salvation Army to administer program services. Objective: Decent Housing; Outcome: Affordability
<b>17</b>	<b>Project Name</b>	Tenants' Rights Assistance
	<b>Target Area</b>	Throughout the city of Austin
	<b>Goals Supported</b>	Renter Assistance
	<b>Needs Addressed</b>	Renter Assistance
	<b>Funding</b>	CDBG: \$237,993

	<b>Description</b>	Tenants' Rights Assistance provides services to tenants residing in Austin city limits. Objectives of this program include: 1) facilitate mediation services between landlords and low- to moderate-income tenants to complete health and safety related repairs in rental units, which will help maintain reasonable habitability standards; 2) provide direct counseling and technical assistance to low-income renters regarding tenant/landlord issues; 3) provide public education and information through workshops and public forums on landlord/tenant relationships and educate renters on their rights as well as their responsibilities under the law; and 4) identify fair housing complaints that can be investigated and may assist in resolving, reducing or minimizing discriminatory housing practices.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Public service activities other than Low/Moderate Income Housing Benefit: 511 Persons Assisted
	<b>Location Description</b>	Throughout the city of Austin
	<b>Planned Activities</b>	This program will provide mediation, counseling, public information, and assistance to help the community identify fair housing complaints. The program will also further fair housing in the elimination of discrimination, including the present effects of past discrimination, and the elimination of de facto residential segregation. Objective: Suitable Living Environment; Outcome: Availability/Accessibility
<b>18</b>	<b>Project Name</b>	Architectural Barrier Removal (ABR) Program - Renter
	<b>Target Area</b>	Throughout the city of Austin
	<b>Goals Supported</b>	Renter Assistance
	<b>Needs Addressed</b>	Renter Assistance
	<b>Funding</b>	CDBG: \$280,000



	<b>Description</b>	The program modifies or retrofits the living quarters of eligible, low- and moderate-income elderly and disabled renters, at or below 80% of the Median Family Income (MFI) for the Austin area. The Program seeks to remove architectural barriers in the homes of elderly and severely disabled renters, increasing mobility and self-sufficiency and allowing clients to remain in their homes.
	<b>Target Date</b>	9/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Rental units rehabilitated: 15 Household Housing Unit
	<b>Location Description</b>	Throughout the city of Austin
	<b>Planned Activities</b>	The program will provide improvements and modifications related to the removal of architectural barriers that restrict mobility and accessibility, and are limited to those considered to be part of the structure and permanently affixed. Eligible Program services include wheelchair ramps, handrails and reconfiguring of areas of the home to the extent that the disabled resident will be able to use them. Program assistance will be provided in the form of a grant, up to \$15,000 per household for the year. Objective: Suitable Living Environment; Outcome: Availability/Accessibility
19	<b>Project Name</b>	Down Payment Assistance (DPA)
	<b>Target Area</b>	Throughout the city of Austin
	<b>Goals Supported</b>	Homebuyer Assistance
	<b>Needs Addressed</b>	Homebuyer Assistance
	<b>Funding</b>	HOME: \$645,000
	<b>Description</b>	The Down Payment Assistance (DPA) Program assists low-and moderate- income first-time homebuyers, at or below 80% of the Median Family Income (MFI) for the Austin area, by providing the necessary financial gap assistance for down payment and closing costs to purchase a home. The Program increases housing opportunities and promotes financial stability for eligible households.

	<b>Target Date</b>	9/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Direct Financial Assistance to Homebuyers: 15 Households Assisted
	<b>Location Description</b>	Throughout the city of Austin
	<b>Planned Activities</b>	The DPA Program will provide financial gap assistance for down payment and closing costs to purchase a home through two options: Standard DPA and Shared Equity DPA. Standard DPA will provide no less than \$1,000 and up to \$14,999 in the form of a 0% interest, forgivable loan, with a 5-year loan term. Shared Equity DPA will provide no less than \$15,000 and up to \$40,000 in the form of a 0% interest, forgivable loan, with a 10-year loan term, and 30-year shared equity term. The loan will be forgiven at a monthly prorated amount until the loan term is met. Shared equity will be forgiven after 30 years. Shared Equity DPA is subject to Purchase Option and Right of First Refusal. Objective: Decent Housing; Outcome: Affordability
20	<b>Project Name</b>	Architectural Barrier Removal (ABR) Program - Owner
	<b>Target Area</b>	Throughout the city of Austin
	<b>Goals Supported</b>	Homeowner Assistance
	<b>Needs Addressed</b>	Homeowner Assistance
	<b>Funding</b>	CDBG: \$1,173,470
	<b>Description</b>	The program modifies or retrofits the living quarters of eligible, low- and moderate-income elderly and disabled homeowners at or below 80% of the Median Family Income (MFI) for the Austin area. The Program seeks to remove architectural barriers in the homes of elderly and severely disabled homeowners, increasing mobility and self-sufficiency and allowing clients to remain in their homes.
	<b>Target Date</b>	9/30/2016

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Homeowner Housing Rehabilitated: 76 Household Housing Unit
	<b>Location Description</b>	Throughout the city of Austin
	<b>Planned Activities</b>	The program will provide improvements and modifications related to the removal of architectural barriers that restrict mobility and accessibility, and are limited to those considered to be part of the structure and permanently affixed. Eligible Program services include wheelchair ramps, handrails and reconfiguring of areas of the home to the extent that the disabled resident will be able to use them. Program assistance will be provided in the form of a grant, up to \$15,000 per household for the year. Objective: Suitable Living Environment; Outcome: Availability/Accessibility
<b>21</b>	<b>Project Name</b>	Homeowner Rehabilitation Loan Program (HRLP)
	<b>Target Area</b>	Throughout the city of Austin
	<b>Goals Supported</b>	Homeowner Assistance
	<b>Needs Addressed</b>	Homeowner Assistance
	<b>Funding</b>	CDBG: \$325,000 HOME: \$698,634
	<b>Description</b>	The Homeowner Rehabilitation Loan (HRLP) Program assists low- and moderate-income homeowners, at or below 80% of the Median Family Income (MFI) for the Austin area, by providing financial assistance and addressing substandard housing conditions. The result of the program is that the housing is decent, safe, sanitary, and in good repair.
	<b>Target Date</b>	9/30/2016

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Homeowner Housing Rehabilitated: 9 Household Housing Unit
	<b>Location Description</b>	Throughout the city of Austin
	<b>Planned Activities</b>	The HRLP Program will provide financial assistance for rehabilitation or reconstruction costs in order to bring the home up to code compliance. Rehabilitation will provide no less than \$15,000 and up to \$75,000 (\$100,000 for Historical) in the form of a 0% interest, forgivable loan, with a maximum loan term of 15 years. If it is determined that it is economically infeasible to rehabilitate a property, reconstruction is necessary. Reconstruction will provide \$130,000 in the form of a 0% interest, forgivable loan, with a 20-year loan term, and 30-year shared equity term. The loan will be forgiven at a monthly prorated amount until the loan term is met. Shared equity will be forgiven after 30 years. Shared Equity HRLP is subject to a Purchase Option and Right of First Refusal Agreement. Eligible repairs include the foundation, roof, plumbing, HVAC system, electrical work and other major interior and exterior repairs. Objective: Suitable Living Environment; Outcome: Sustainability
22	<b>Project Name</b>	Emergency Home Repair (EHR) Program
	<b>Target Area</b>	Throughout the city of Austin
	<b>Goals Supported</b>	Homeowner Assistance
	<b>Needs Addressed</b>	Homeowner Assistance
	<b>Funding</b>	CDBG: \$1,000,000
	<b>Description</b>	The Emergency Home Repair (EHR) Program makes repairs to alleviate life-threatening living conditions and health and safety hazards for low- and moderate-income homeowners. Households residing in Austin city limits and earning incomes at or below 80 percent of MFI are eligible. Eligible households can receive up to \$5,000 for home repairs per year.
	<b>Target Date</b>	9/30/2016

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Homeowner Housing Rehabilitated: 417 Household Housing Unit
	<b>Location Description</b>	Throughout the city of Austin
	<b>Planned Activities</b>	Households that are owner-occupied and low- to moderate-income will receive home repairs to alleviate life-threatening conditions or health and safety hazards. Objective: Decent Housing; Outcome: Sustainability
<b>23</b>	<b>Project Name</b>	Rental Housing Development Assistance (RHDA)
	<b>Target Area</b>	Throughout the city of Austin
	<b>Goals Supported</b>	Housing Development Assistance
	<b>Needs Addressed</b>	Housing Development Assistance
	<b>Funding</b>	CDBG: \$515,298 HOME: \$232,483
	<b>Description</b>	The Rental Housing Development Assistance (RHDA) program provides opportunities to build and preserve affordable rental units for low- and moderate-income households and low-income persons with special needs (e.g. permanent supportive housing). RHDA provides below-market-rate financing to non-profit and for-profit developers for the acquisition, new construction, or rehabilitation of affordable rental housing. RHDA serves households with incomes at or below 50 percent of MFI with a target of serving households with incomes at or below 30 percent of MFI. If the funding source allows, an exception can be made to serve households between 51 percent and 80 percent of MFI under certain circumstances.
	<b>Target Date</b>	9/30/2016

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Rental units constructed: 9 Household Housing Unit
	<b>Location Description</b>	Throughout the city of Austin
	<b>Planned Activities</b>	RHDA will increase the supply of affordable rental units for income-eligible households. Objective: Decent Housing; Outcome: Affordability
24	<b>Project Name</b>	Acquisition and Development (A&D)
	<b>Target Area</b>	Throughout the city of Austin
	<b>Goals Supported</b>	Housing Development Assistance
	<b>Needs Addressed</b>	Housing Development Assistance
	<b>Funding</b>	CDBG: \$438,345 HOME: \$348,380
	<b>Description</b>	The Acquisition and Development (A&D) program works with lenders, non-profit and for-profit developers to leverage City and federal funds to increase homeownership opportunities for low- to moderate-income buyers. Activities of the A&D program include: 1) the acquisition and development of land; 2) the acquisition and rehabilitation of existing residential structures for homeownership; 3) the acquisition of newly constructed ownership units; and 4) the construction of new housing, all for sale to income-eligible households with incomes at or below 80 percent of MFI.
	<b>Target Date</b>	9/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Homeowner Housing Added: 10 Household Housing Unit
	<b>Location Description</b>	Throughout the city of Austin

	<b>Planned Activities</b>	A&D will increase the supply of affordable homeownership units for income-eligible households. A&D activities using HOME funds that provide direct financial assistance to homebuyers will use the "recapture" method combined with a shared equity model, this ensures that HOME funds are returned for other HOME-eligible activities. For A&D activities using HOME funds that provide funding to a developer, the "resale" method will be used to ensure affordability throughout the affordability period. Objective: Decent Housing; Outcome: Affordability
25	<b>Project Name</b>	CHDO Operating Expense Grants
	<b>Target Area</b>	Throughout the city of Austin
	<b>Goals Supported</b>	Housing Development Assistance
	<b>Needs Addressed</b>	Housing Development Assistance
	<b>Funding</b>	HOME: \$75,000
	<b>Description</b>	The Community Housing Development Organizations (CHDO) Operating Expenses Grant program provides financial support to eligible, City-certified CHDOs actively involved in housing production or expected to begin production within 24 months. Under the terms of the grant, CHDOs must access CHDO set-aside funds to produce affordable housing for the community. Funding can only be used for the organization's operating expenses and cannot be used on project-related expenses.
	<b>Target Date</b>	9/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Other: 3
	<b>Location Description</b>	Throughout the city of Austin
	<b>Planned Activities</b>	Eligible CHDOs will receive financial assistance to support their operations as affordable housing providers. Financial support to CHDOs allows them to maintain or increase their capacity to create affordable rental and homeownership units. Objective: Decent Housing; Outcome: Affordability

26	<b>Project Name</b>	Microenterprise Technical Assistance
	<b>Target Area</b>	Throughout the city of Austin
	<b>Goals Supported</b>	Small Business Assistance
	<b>Needs Addressed</b>	Small Business Assistance
	<b>Funding</b>	CDBG: \$200,000
	<b>Description</b>	The program will provide training and technical assistance to current and aspiring Microenterprises. Objective: Creating Economic Opportunity; Outcome: Sustainability
	<b>Target Date</b>	9/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Businesses assisted: 31 Businesses Assisted
	<b>Location Description</b>	Throughout the city of Austin
	<b>Planned Activities</b>	
27	<b>Project Name</b>	Community Development Bank
	<b>Target Area</b>	Throughout the city of Austin
	<b>Goals Supported</b>	Small Business Assistance
	<b>Needs Addressed</b>	Small Business Assistance
	<b>Funding</b>	CDBG: \$150,000
	<b>Description</b>	The Community Development Bank (CDB) provides funds to a Community Development Financial Institution (CDFI) to administer loan programs offering flexible capital and technical assistance to small and minority businesses that are expanding or relocating to low-income areas. The performance goal for this program is job creation or retention for low- to moderate-income individuals.



	<b>Target Date</b>	9/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Jobs created/retained: 6 Jobs
	<b>Location Description</b>	Throughout the city of Austin
	<b>Planned Activities</b>	The program will create or retain jobs for low- to moderate-income individuals. Objective: Creating Economic Opportunity; Outcome: Availability/Accessibility
28	<b>Project Name</b>	Family Business Loan Program (FBLP)
	<b>Target Area</b>	Throughout the city of Austin
	<b>Goals Supported</b>	Small Business Assistance
	<b>Needs Addressed</b>	Small Business Assistance
	<b>Funding</b>	CDBG Section 108: *No new funding
	<b>Description</b>	The FBLP is a public-private partnership between the City of Austin, U.S. Small Business Administration (SBA) certified community lenders and private banks. Please see section AP-85 Other Actions (Discussion), for a comprehensive description.
	<b>Target Date</b>	9/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Facade treatment/business building rehabilitation: 2 (Source: Austin Economic Development) Jobs created/retained: 42 (Source: Austin Economic Development) Businesses assisted: 8 (Source: Austin Economic Development)
	<b>Location Description</b>	Throughout the city of Austin
	<b>Planned Activities</b>	The Family Business Loan Program (FBLP) makes low-interest loans to qualified Austin small business owners who are ready to expand their business and create jobs.

29	<b>Project Name</b>	Neighborhood Commercial Management
	<b>Target Area</b>	Throughout the city of Austin
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	
	<b>Funding</b>	:
	<b>Description</b>	Provides gap financing to eligible borrowing businesses.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	Throughout the city of Austin
	<b>Planned Activities</b>	These loans can be used for acquisition of land, improvements, various fixed costs, new construction, and leasehold improvements.
30	<b>Project Name</b>	Choice Neighborhoods Implementation
	<b>Target Area</b>	Throughout the city of Austin
	<b>Goals Supported</b>	Neighborhood and Commercial Revitalization
	<b>Needs Addressed</b>	Neighborhood and Commercial Revitalization
	<b>Funding</b>	CDBG: 0
	<b>Description</b>	In the event the Housing Authority of the City of Austin (HACA) is awarded a Choice Neighborhood Implementation Grant, NHCD will provide CDBG funds over a 5 year period to assist in the redevelopment of this property according to the plan developed in partnership with the community.
	<b>Target Date</b>	9/30/2016

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	Throughout the city of Austin
	<b>Planned Activities</b>	
<b>31</b>	<b>Project Name</b>	East 11th and 12th Street Revitalization Debt Service
	<b>Target Area</b>	Throughout the city of Austin
	<b>Goals Supported</b>	Neighborhood and Commercial Revitalization
	<b>Needs Addressed</b>	Neighborhood and Commercial Revitalization
	<b>Funding</b>	CDBG: \$749,835
	<b>Description</b>	The City secured a \$9,350,000 HUD Section 108 Loan Guarantee to implement the East 11th and 12th Streets revitalization project. The source for repayment of the Section 108 Loan will be from small business loan repayments and current and future CDBG funds for a 20-year period ending in 2017.
	<b>Target Date</b>	9/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	Debt Servicing for Revitalization Objective: Creating Economic Opportunity; Outcome: Availability/Accessibility
<b>32</b>	<b>Project Name</b>	HOME Administration

	<b>Target Area</b>	
	<b>Goals Supported</b>	Renter Assistance Homebuyer Assistance Homeowner Assistance Housing Development Assistance
	<b>Needs Addressed</b>	Renter Assistance Homebuyer Assistance Homeowner Assistance Housing Development Assistance
	<b>Funding</b>	HOME: \$270,311
	<b>Description</b>	Funds provide administrative costs for programs
	<b>Target Date</b>	9/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	Throughout the city of Austin
	<b>Planned Activities</b>	Funds provide administrative costs for programs
	<b>Project Name</b>	CDBG Administration
<b>33</b>	<b>Target Area</b>	Throughout the city of Austin

	<b>Goals Supported</b>	Homeless/Special Needs Renter Assistance Homebuyer Assistance Homeowner Assistance Housing Development Assistance Small Business Assistance Neighborhood and Commercial Revitalization
	<b>Needs Addressed</b>	Homeless/Special Needs Renter Assistance Homebuyer Assistance Homeowner Assistance Housing Development Assistance Neighborhood and Commercial Revitalization Small Business Assistance
	<b>Funding</b>	CDBG: \$1,429,676
	<b>Description</b>	Funds provide administrative costs for programs
	<b>Target Date</b>	9/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	NA
	<b>Location Description</b>	Throughout the city of Austin
	<b>Planned Activities</b>	Funds provide administrative costs for programs
<b>34</b>	<b>Project Name</b>	Individual Development Account (IDA) Program
	<b>Target Area</b>	Throughout the city of Austin

	<b>Goals Supported</b>	Neighborhood and Commercial Revitalization
	<b>Needs Addressed</b>	Neighborhood and Commercial Revitalization
	<b>Funding</b>	*No new funding
	<b>Description</b>	The Individual Development Account (IDA) Program assists low-income residents to become economically self-sufficient in the long-term through education, training, and asset building. An IDA can be used for the purchase of a first home, to continue education, or to start or expand a small business. The result of the program is financially stable, self-sufficient families. Families may qualify at or below 200% federal poverty, as a TANF recipient, or with the EITC.
	<b>Target Date</b>	9/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Public service activities other than Low/Moderate Income Housing Benefit: 95 Persons Assisted
	<b>Location Description</b>	Throughout the city of Austin
	<b>Planned Activities</b>	For every \$1 an enrolled participant saves (up to \$1000), the IDA program will match with \$4 (up to \$4000 maximum). Individuals must save for at least six months and as long as 24 months, make monthly deposits, attend asset specific training, and additional financial education hours.
35	<b>Project Name</b>	GO Repair! Program
	<b>Target Area</b>	Throughout the city of Austin
	<b>Goals Supported</b>	Homeowner Assistance
	<b>Needs Addressed</b>	Homeowner Assistance
	<b>Funding</b>	General Obligation Bonds: \$2,000,000

	<b>Description</b>	The G.O. Repair! Program addresses substandard housing conditions for low- and moderate-income homeowners residing in Austin city limits. The program provides financial assistance to make repairs that will eliminate health and safety hazards and/or provide improved accessibility.
	<b>Target Date</b>	9/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	Throughout the city of Austin
	<b>Planned Activities</b>	The program will provide up to \$15,000 per home for repairs
36	<b>Project Name</b>	Neighborhood Opportunity Improvement Program
	<b>Target Area</b>	Throughout the city of Austin
	<b>Goals Supported</b>	Neighborhood and Commercial Revitalization
	<b>Needs Addressed</b>	Neighborhood and Commercial Revitalization
	<b>Funding</b>	Reprogrammed CDBG (see AP-15): \$100,000
	<b>Description</b>	The Neighborhood Opportunity Improvement Program (NOIP) is a competitive grant application program that provides funding to non-profit and for profit organizations to increase opportunities in disadvantaged neighborhoods with limited access to funding. Up to \$100,000 is available for qualified projects. The projects must target low- moderate-income census tracts and report on performance measures defined in the grant agreement which increase access to opportunities for area residents.
	<b>Target Date</b>	9/30/2016

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	4
	<b>Location Description</b>	Throughout the city of Austin
	<b>Planned Activities</b>	NOIP will provide grants annually through a competitively driven process. The projects must target low-moderate-income census tracts and report on performance measures defined in the grant agreement which increase access to opportunities for area residents.
<b>37</b>	<b>Project Name</b>	Lead Smart and Lead Healthy Homes
	<b>Target Area</b>	Throughout the city of Austin
	<b>Goals Supported</b>	Renter Assistance Homeowner Assistance
	<b>Needs Addressed</b>	Renter Assistance Homeowner Assistance
	<b>Funding</b>	*No new funding
	<b>Description</b>	The Lead Hazard Reduction Demonstration (LHRD) and Lead Hazard Control/Healthy Homes (LHCHH) Grants provide lead abatement services in the homes of eligible, low- and moderate- income homeowners and renters, at or below 80% of the Median Family Income (MFI) for the Austin area. Single-family homes, townhomes, condominiums, multifamily units, or manufactured homes permanently affixed to real property, and built before 1978 are eligible; and a child under the age of six must reside in or visit the home frequently. The program serves Travis County residents through an Inter-Local Agreement. The result of the program is that the housing is safe and health hazards have been removed.
	<b>Target Date</b>	9/30/2016



	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Rental units rehabilitated: 50 Household Housing Unit
	<b>Location Description</b>	Throughout the city of Austin
	<b>Planned Activities</b>	The Lead Hazard Reduction Demonstration (LHRD) and Lead Hazard Control/Healthy Homes (LHCHH) Grants will identify young children who are either poisoned or at risk of being poisoned by lead-based paint, educate families on poisoning prevention, and to provide intervention for qualifying families through lead hazard reduction, removal and replacement of lead contaminated housing components, and stabilizing or enclosing painted surfaces. Additional services include elevated blood lead level draws (EBLL) and temporarily relocating families during the abatement activities. Qualifying participants can be provided with up to \$30,000 in assistance through the program. Objective: Suitable Living Environment; Outcome: Sustainability

**AP-50 Geographic Distribution – 91.220(f)**

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

The City of Austin does not currently direct its investments in specific target areas.

**Geographic Distribution**

Target Area	Percentage of Funds
Throughout the city of Austin	100

**Table 10 - Geographic Distribution**

**Rationale for the priorities for allocating investments geographically**

The City of Austin does not currently direct its investments in specific target areas.

**Discussion**

While the City of Austin does not currently target investments to specific geographic areas, it considers the geographic dispersion of affordable housing to be a key core value in the investment of affordable housing-related activities with federal and local funds. The City supports providing affordable housing in areas outside of low-income neighborhoods, thereby reducing racial and ethnic segregation, de-concentrating poverty, and providing for more economic opportunities for low-income households. NHCD currently provides funding preference through a scoring matrix system to projects that assist in the dispersion of affordable housing stock throughout the community, to focus on areas in Austin where there is a shortage of affordable housing. As a result of this focus, NHCD has achieved greater geographic dispersion in the units it has funded in recent years. NHCD focuses its outreach efforts around data available through the eCon Planning Suite and CPD Maps to more effectively target programmatic outcomes responsive to ownership opportunities and rental subsidies for low income residents. Please see maps included in Attachment II.

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

Affordable housing is a critical priority for the City of Austin. The need for affordable housing for extremely low-, low- and moderate-income renters, special needs populations and homebuyers was reflected in the 2014 Comprehensive Housing Market Study. The report revealed that affordable housing opportunities for renters earning below \$25,000 had grown by nearly 7,000 units since 2012, estimating the 2014 gap at approximately 48,000 units.

The Study identified top housing needs as:

- Deeply affordable rental units
- Geographically dispersed opportunities
- Preservation of affordable housing in neighborhoods where long-time residents are being displaced due to redevelopment
- Affordable housing near transit and other services

For more information on Austin housing market conditions, the 2014 Comprehensive Housing Market Study is available online: [www.austintexas.gov/housing](http://www.austintexas.gov/housing)

One Year Goals for the Number of Households to be Supported:	
Homeless	2,686
Non-Homeless	572
Special-Needs	523
Total	3,781

**Table 11 - One Year Goals for Affordable Housing by Support Requirement**

One Year Goals for the Number of Households Supported Through:	
Rental Assistance	402
The Production of New Units	19
Rehab of Existing Units	502
Acquisition of Existing Units	0
Total	924

**Table 12 - One Year Goals for Affordable Housing by Support Type**  
**Discussion**

**The following is a breakdown of the values featured in Table 11 - One Year Goals for Affordable Housing by Support Requirement**

- Homeless = 2686 (CDBG=377, HOME=101, ESG=2123, HOPWA=85)
- Non-Homeless = 572 (CDBG=540, HOME=32)

- Special-Needs = 523 (CDBG = 523)

**The following is a breakdown of the values featured in Table 12 - One Year Goals for Affordable Housing by Support Type**

- Rental Assistance = 402 (CDBG=18, HOME=107, ESG=123, HOPWA=154)
- The Production of New Units = 19 (CDBG=10, HOME=9)
- Rehab of Existing Units = 502 ((CDBG =497, HOME=5)
- Acquisition of Existing Units = 0

**Long Term Affordability**

The City of Austin uses shared equity tools to preserve affordable housing. The shared equity model allows income eligible homebuyers and homeowners to obtain substantial mortgage assistance or housing reconstruction services in exchange for two provisions that preserve affordability in Austin by recapturing funds to assist another low- to moderate- income buyer to purchase the home.

**A Community Land Trust (CLT)** is a tool to preserve public investment in affordability, allowing preservation of affordable units in perpetuity. The CLT will retain ownership of the land, while the homeowner owns the improvements. The CLT limits the sales price of the home and requires that subsequent buyers be income-eligible.

Austin Housing Finance Corporation (AHFC), as a tax-exempt public entity, receives a **100% property tax exemption** on all land it owns. AHFC occasionally partners with an affordable housing developer through purchase of the land and a long-term leasehold deed of trust held by AHFC. The benefit of AHFC's property tax exemption helps sustain the project's viability and affordability. This structure is typically used when the affordable housing development meets several key criteria, among them: location on/near a transit-oriented development or core transit corridor, near critical services and amenities, in a high-opportunity area, and serving low-income residents.

**Preservation of Affordable Housing**

NHCD regularly examines the loss of existing affordable housing stock in the community. The City will continue to follow recommendations of the most recent reports by:

- Developing and sharing data to strengthen intergovernmental coordination to increase opportunities for preservation in high opportunity areas.
- Maximizing the use of partnerships by promoting existing programs and services to affordable housing targeted for preservation.
- Exploring educational and outreach initiatives to help ensure low-income residents have reasonable avenues through education to remain in affordable housing.
- Pursuing new strategies to bring forward alternative resources and incentives, expanding efforts to increase long-term, permanent affordability.
- Developing data regarding the condition of Austin's housing units, including unit counts for subsidized properties.

NHCD is actively working with stakeholders to investigate new financing tools, including creating of a strike fund that can be used to preserve affordable housing in Austin. A steering committee is charged with 1) creating a framework for the strike fund, 2) identifying relevant goals and performance metrics, and 3) developing a brand and shared narrative.

### **Geographic Dispersion**

The City supports providing affordable housing in areas outside of low-income neighborhoods, thereby reducing racial and ethnic segregation, deconstructing poverty, and providing more economic opportunities for low-income households. In 2014, through Resolution 20140327-037, a Housing/Transit/Jobs (HTJ) Action Team was convened to address Austin's affordability, transportation, and economic development challenges simultaneously, and implement the community's shared vision as articulated by Imagine Austin.

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

The City of Austin boundaries are served by two Public Housing Authorities (PHAs): the Housing Authority of the City of Austin (HACA) and the Housing Authority of Travis County (HATC). The agencies are not departments of the City or County, respectively, but work independently of the City of Austin and Travis County. Both HACA and HATC share updates on agency progress through regular contacts and meetings with City staff.

HACA's PHA Annual and Five-Year Plan provide comprehensive information on actions that HACA has planned or considered for implementation in the next year to address the need for public housing. HACA's Public Housing 2015 Annual and Five-Year plan can be found on the Housing Authority of the City of Austin's website at <http://www.hacanet.org/forms/index.php>.

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

#### **Housing Authority of the City of Austin (HACA)**

HACA serves over 19,000 individuals through the administration of both the Public Housing and Housing Choice Voucher programs.

HACA's Public Housing program is comprised 1,839 units within 18 properties located throughout the city of Austin. There are currently 8,444 families on this program's waiting list. For each of HACA's 18 public housing properties, there is a Resident Council that serves as the voice of the residents at that development. All property residents are considered members of the Resident Council and are encouraged to participate in meetings and decision-making at the property. The opportunity to become leaders at the property, voice concerns about program operations, and advocate for necessary changes often serves as a springboard for residents to become further involved in their community and plan specific goals for achieving economic and housing self-sufficiency. The Citywide Advisory Board meets monthly and serves as the forum for all resident council leaders to present on current events and upcoming programming for each property.

The Housing Choice Voucher (HCV) program is the largest program with over 6,000 rental vouchers supporting more than 15,200 individuals. HACA administers several additional voucher programs, including Veteran Affairs Supporting Housing, Homeless Program Grant, Family Unification, Mainstream, Non-Elderly with Disabilities, and Hurricane Ike-Conversion vouchers. There are currently 2,082 families on the Housing Choice Voucher waiting list.

In addition to these programs, HACA has launched a number of key initiatives. HACA entered into the second phase of an Energy Performance Contract that will provide central air conditioning, new double-pane windows, insulation and bath vents for more than 1,000 public housing units. HACA completed the construction of the Henry Flores Education and Training Center which will provide after school programming and job skills training for the residents and surrounding community of the Meadowbrook

public housing development. HACA, under its non-profit subsidiary Austin Pathways, also launched Unlocking the Connection, a first of its kind initiative aimed at offering free basic broadband, digital literacy programming and access to a device for all HACA public housing residents. The City of Austin is a key partner in this collaborative effort.

#### **Housing Authority of Travis County (HATC)**

HATC administers eight housing services programs, the largest of which is 566 units of Housing Choice Vouchers, with approximately 800 individuals and families on a waiting list to receive a voucher. HATC receives a Shelter Plus Care grant for 95 units to provide assistance for homeless individuals and families in the Austin Travis County metropolitan area, as well as inter-local agreements with two other counties that allow for services in those areas. HATC is a partner in the Permanent Supportive Housing (PSH) Leadership Council to assist in developing a financial model for a multi-jurisdictional solution to fund PSH in Austin. The City of Austin is committed to continuing the support of partnership and efforts that will improve public housing and resident initiatives, and will continue coordinating with both HACA and HATC in FY 2015-16 to inform public housing residents of affordable housing programs and opportunities.

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

The City of Austin collaborates closely with local PHA officials to ensure that City housing programs are linked to the needs of public housing residents. The Housing Authority of the City of Austin through its subsidiary, Austin Affordable Housing Corporation (AAHC), continues to be successful in moving families toward self-sufficiency with 93 families who have become homeowners through its down payment assistance program. The program provides qualified families participating in the Public Housing or Housing Choice Voucher programs with a \$10,000 forgivable loan to be applied towards the down payment on a new or existing home. If the applicant meets all program criteria for the first five years, then the loan is forgiven.

HACA's Six Star program provides another alternative for those who are ready to move out of public housing, but have not met all the criteria to purchase a home. The Six Star program allows residents to reside at one of AAHC's apartment homes at a rate lower than the fair market rental rate. The rent amount increases slightly over the course of the three-year program, until the fair market rent is reached. The Six Star program allows participants to continue to learn financial management and work toward goals that will support sustainable economic and housing self-sufficiency and ultimately homeownership. In 2011, AAHC implemented another alternative to homeownership through the creation of a Community Land Trust (CLT). This program provides HACA's Public Housing residents the ability to purchase a home at an extremely affordable price while the land is held by the CLT. HACA closed on its first CLT Home in April of 2013.

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

Neither the Travis County Housing Authority nor the Housing Authority of the City of Austin (HACA) is designated as troubled. For 13 consecutive years, HACA has been designated as a high performing agency by the U.S. Department of Housing and Urban Development.

**Discussion**



## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### **Introduction**

The City of Austin coordinates the administration of the Emergency Solutions Grant (ESG) funding with local and state funding of homeless services. ESG funds serve primarily the downtown single adult homeless population, many of whom are chronically homeless. ESG funds provide emergency shelter, Rapid Rehousing Housing Location, and Housing Stabilization Case Management.

The Ending Community Homelessness Coalition (ECHO) serves as the lead planning entity on homeless issues in Austin/Travis County. As part of this responsibility, ECHO coordinates and completes Austin's Continuum of Care (CoC) application and Community Plan to End Homelessness. ECHO also administers Austin's homeless count and survey, which is a HUD prerequisite for CoC funding, and the Homeless Management Information System (HMIS). The City of Austin allocates General Fund dollars to support a Homeless Management Information System (HMIS) Director position.

A Roof Over Austin is an initiative of the City of Austin and ECHO to provide Permanent Supportive Housing (PSH) and other deeply affordable housing options to the lowest-income residents of the City, including the chronically homeless. In 2010, the Austin City Council passed a resolution to create 350 new PSH units in the City by 2014. The target populations of this initiative are chronically homeless individuals and families, including youth aging out of foster care, veterans and those with mental, behavioral, or physical disabilities. PSH units are defined as subsidized rental units linked to a range of support services that enable tenants to live independently and participate in community life. The 350 unit goal was met and on October 2, 2014, the City Council approved a resolution setting a new goal to create 400 additional units of PSH in the next four years, 200 of which will be dedicated as "Housing First" units.

**Describe the jurisdictions one-year goals and actions for reducing and ending homelessness, including:**

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

The City of Austin funds two outreach case managers at the Downtown Austin Community Court (DACC) to provide outreach and case management to mostly unsheltered frequent offenders of the court, and other frequent users of the shelter system. The City also allocates Emergency Solutions Grant (ESG) funds to support two employees at DACC who provide Rapid Rehousing Housing Search and Placement and Housing Stability Case Management, and work with the outreach case managers. The ESG-funded staff members are one part of a two-person team and primarily work to find housing for these hard-to-serve populations. The City is partnering with ECHO to develop the community Coordinated Assessment.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

The City of Austin Health and Human Services Department (HHSD) funds a private non-profit organization to operate the Austin Resource Center for the Homeless (ARCH). The ARCH provides emergency shelter to homeless adult males through its Overnight Shelter program and provides Day Sleeping to homeless adult males and females. The ARCH provides basic services such as showers, laundry facilities, mailing addresses, telephone use, and lockers through its Day Resource Center program. The Day Resource Center program also includes a number of services such as mental health care, legal assistance, and employment assistance provided by co-located agencies. In addition, ARCH also houses the Healthcare for the Homeless clinic operated by CommunityCare/Central Health. The ARCH will serve 2,000 individuals with its Night Sleeping Program. All clients are entered into the Homeless Management Information Systems database. While the City also funds other shelters, transitional housing and homeless services including a shelter for women and children, it does not utilize ESG funds to do so. All clients served in the ARCH have low- to moderate-incomes and are at or below 50 percent of MFI. ESG funds are used to provide maintenance and operations for this program.

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

Front Steps, Inc., City of Austin Downtown Austin Community Court, and City of Austin HHSD Communicable Disease Unit will all administer ESG Rapid Rehousing funds in coordination to move homeless, particularly chronically homeless, from the streets and shelter into permanent housing. The ESG Rapid Rehousing Coordinator is housed at Front Steps, at the Austin Resource Center for the Homeless. The Rapid Rehousing program serves frequent users of the shelter, frequent offenders at the Community Court and HIV positive homeless individuals. Many of these program clients are the hardest to serve and chronically homeless. This program brings together case management and housing location, and coordinates with other funding sources like the City of Austin General Fund dollars, to bring housing resources to this hard-to-serve population.

As a community, Austin has exceeded HUD goals for moving clients to permanent housing with 86% in 2013 and 94% in 2014. In anticipation of additional measures on length of homelessness, ECHO and the City are looking for efficiencies through the new coordinated assessment system now being used community-wide, added resources in landlord outreach and case management specialization to reduce the number of days before securing permanent housing.

### **Helping low-income individuals and families avoid becoming homeless, especially extremely**

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

The Ending Community Homelessness Coalition (ECHO) coordinates the Continuum of Care funded projects and submits the annual application to HUD. ECHO works with the Reentry Roundtable, Travis County Criminal Justice, Central Health's Psychiatric Stakeholders, ATCIC leadership and other community planning organizations. ECHO coordinate Discharge Planning from hospitals, treatment facilities and jails to assist persons leaving mental/physical health facilities to locate support services and housing, and persons with mental/physical health challenges leaving other institutions to do the same. Central Health, the local healthcare taxing district, has identified Permanent Supportive Housing as a top 10 strategy for improving mental health in Travis County.

The City of Austin ESG funds are not allocated to Homelessness Prevention. However, the ESG Rapid Re-housing program and the ESG-funded Emergency Shelter do serve persons exiting an institution where they have resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution.

The HOPWA Program coordinates with Best Single Source Plus program so eligible clients will receive rent, mortgage and utility assistance. This program is funded by the City of Austin via the Basic Needs Coalition. Clients must have an income at or below 200% of the federal poverty guideline and a financial need that, with sufficient assistance, is expected to be met with one, three, or twelve months of case management and financial assistance. This extends housing assistance to clients who may be eligible or ineligible for assistance through HOPWA and who are very likely to become self-sufficient in maintaining housing stability in the future. HOPWA has a collaborative contract with the Austin Housing Authority called Shelter Plus. Its purpose is to serve clients considered homeless as defined by HUD. HOPWA is allowed a limited number of housing slots that allow homeless clients to bypass the Section 8 wait list. The HOPWA program also participates in the Customer Assistance Program through Austin Energy for utility payment allocations to avoid cutoff of client utilities. HOPWA case managers also work with community agencies like Easter Seals Housing, Mobile Loaves and Fishes Housing, Housing First, and the Foundation Communities properties. Housing case managers address the needs of HOPWA eligible individuals by providing case management that focuses on housing assessments and housing service plans. HOPWA consortium agencies also leverage supportive services through this funding. These services include food bank, medication and eye glasses assistance, health insurance premium assistance, payment for identification documents, and medical services such as oral health and medication nutrition therapy.

**Discussion**

Please see above.

**AP-70 HOPWA Goals – 91.220 (I)(3)**

<b>One year goals for the number of households to be provided housing through the use of HOPWA for:</b>	
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	67
Tenant-based rental assistance	75
Units provided in permanent housing facilities developed, leased, or operated with HOPWA funds	0
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	0
Total	142

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

### Introduction

The City of Austin conducts a number of initiatives that aim to remove barriers to affordable housing, including regularly reviewing the City's Analysis of Impediments to Fair Housing Choice (AI). The City of Austin completed its most recent AI in 2015. Below is the list of impediments to fair housing choice that were identified in the 2015 AI. The complete analysis is available online: [www.austintexas.gov/housing](http://www.austintexas.gov/housing)

### Impediments to Fair Housing Choice

1. Lack of affordable housing in Austin disproportionately impacts protected classes with lower incomes and higher poverty rates.
2. Lack of affordable housing citywide exacerbates segregation created through historical policies and practices.
3. Information on housing choice is not widely available in languages other than English and/or in accessible formats. No information is available to people who are members of protected classes about possibilities to live in housing that was created in higher opportunity areas through city incentive and developer agreement programs.
4. Complaint data and lawsuits signal non-compliance of property owners and builders with reasonable accommodations and accessibility requirements.
5. Overly complex land use regulations limit housing choice and create impediments to housing affordability. These include: minimum site area requirements for multifamily housing, limits on accessory dwelling units, compatibility standards, overly restrictive neighborhood plans and excessive parking requirements.
6. Private market barriers exist in the city in the forms of "steering" (the practice of real estate agents showing certain homebuyers only certain neighborhoods because of their race or ethnicity), high loan denials for African Americans, and overly complex and rigorous standards for rental agreements.
7. City incentives to create affordable housing may not be equitably distributed throughout the city and may not serve the protected classes with the greatest needs.
8. The City's historical lack of enforcement of city codes governing the maintenance of housing stock in different neighborhoods disproportionately impacts protected classes, influences housing preferences and restricts access to opportunities.
9. The city is limited in its ability by state law to use inclusionary zoning as a tool to broaden housing choice.
10. The City's historical lack of funding for public infrastructure and amenities, including parks, in different neighborhoods may disproportionally impact protected classes, influence housing preferences, and restrict access to opportunities.
11. Lack of knowledge about fair housing requirements creates barriers to affirmatively furthering fair housing.
12. "Crime in neighborhood" is a frequently cited reason for dissatisfaction with current housing.

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

The following are the fair housing activities planned to help create greater equity through city policy and financial actions. Nonprofit and private sector partners will also play a role in addressing these activities and improving equity throughout Austin. See the City's Analysis of Impediments to Fair Housing for more detail.

- Work through the CodeNEXT process to modify land use and regulatory requirements to expand housing choice and reduce housing access barriers.
- Provide for enhanced matched pair testing and enforcement for lending, steering, leasing and sales for all protected classes, especially persons with disabilities.
- Calibrate S.M.A.R.T. Housing incentives to function in high opportunity areas.
- Implement Homestead Preservation Districts in gentrifying areas and fully utilize inclusionary housing tools available under legislation.
- Implement policies that correct health and safety deficiencies in maintenance of housing stock within the City -- informed by a report from the Entrepreneurship and Community Development Clinic of the University of Texas School of Law entitled, "Addressing Problem Properties: Legal and Policy Tools for a Safer Rundberg and Safer Austin" (August 2013).
- Implement new, or examine existing policies and procedures, to ensure that new multi-family housing meets applicable accessibility standards and to inspect existing city funded/assisted properties to make sure the properties are still accessible.
- Expand access to public parks in areas of the city where high concentrations of persons from protected classes do not live within ¼-mile walking distance of a park. Implement the City of Austin Urban Parks Work Group recommendations.
- Review available information pertaining to public infrastructure and amenities.
- Improve areas of minority/low-income concentration and integrate housing for different incomes in these areas while improving the existing housing stock and infrastructure.
- Provide fair housing training of City staff in planning, development review, economic development, and other city departments with impact on housing development and conditions that affect people who are members of protected classes.
- City leaders should engage neighborhood associations, CDCs, and academics in a goal to create economic, racial and ethnic diversity as a core value for each neighborhood and the city as a whole. The obligation to affirmatively further fair housing should be incorporated into city policies.
- Add to the City's affordable housing impact statement, which is used in code and zoning changes, a "Fair Housing Impact" statement, which would analyze the impact of the change on fair housing

opportunities for all protected classes.

- Review available data on police response time in high and low opportunity areas.

## Discussion

The City of Austin adopted a new comprehensive plan for Austin's future in 2012. NHCD is lead in implementing the Household Affordability Priority Program, which contains a number of short- and long-term implementation steps focusing on addressing barriers to affordable housing. NHCD is providing recommendations as part of the City's current Land Development Code revision process to reduce policy barriers that negatively impact affordable housing development.

Based on recommendations from the City's Community Development Commission, the following actions will be part of the strategy to remove or ameliorate the barriers to affordable housing:

- In order to increase low-income Austinites access to affordable housing throughout the city, the land development code must increase development incentives such as Vertical Mixed Use (VMU) with specific requirements for on-site affordable housing and set aside 10% of the units at 60% MFI for rental or 80% Median Family Income (MFI) for homeownership
- Further examination of the impact of density in the unique economic Austin environment to determine its impact on members of protected classes
- Work with communities representing members of protected classes to explain CodeNEXT implications in layman's terms

In May of 2015, the City Council Housing Committee forwarded a recommendation to the full City Council related to the use of homestead preservation districts and homestead preservation reinvestment zones to address affordable housing issues in Austin. Additional activities to address barriers to affordable housing include:

- **Affordability Impact Statements** are required for proposed City ordinances, rules or processes that could impact housing affordability.
- The City of Austin offers a housing counseling program that provides **financial literacy skills, lending education, homebuyer education and foreclosure prevention**. In addition, the City contracts with two non-profit organizations to further financial literacy related to foreclosure prevention and to offer the HousingSmarts program in Spanish. The City of Austin discourages predatory lending and requires that all households participating in the Down Payment Assistance Program secure a fixed-rate mortgage at prevailing interest rates. The City will continue seeking partnerships with local agencies to ensure the residents are informed on quality lending opportunities that lead to positive results.



- The Austin City Council passed an ordinance in 2014 adding protections based on “source of income” to Austin’s **Fair Housing Ordinance**. This change will enable households with vouchers to access housing that was not previously an option.
- Austin Tenants' Council (ATC) **Fair Housing Program** serves to provide tenant-landlord fair housing education/outreach, counseling, documentation, and investigation of housing discrimination complaints. The agency also provides advice about remedies under fair housing laws and coordinates legal services to assist victims of housing discrimination. ATC carries out testing and enforcement activities to prevent or eliminate discriminatory housing practices.
- **Accessibility/Visitability Standards** - The City of Austin’s S.M.A.R.T. Housing™ program encourage the development of reasonably priced units and has created more than 20,000 units. The program has standards for accessibility beyond federal and state levels. In 2014, the City Council expanded the Visitability Ordinance and added a local amendment to the International Residential Code requiring new single-family homes and duplexes to have at least one first-floor entrance without a step and at least one bathroom or half-bath on the first floor, further promoting accessibility/visitability.

## AP-85 Other Actions – 91.220(k)

### Introduction

Federal regulations require that Participating Jurisdictions (PJs) include in their annual Action Plans how they will use HUD grant funds in conjunction with other HUD funding and local resources in order to improve the lives of low- and moderate-income households. Federally-mandated guidelines are outlined below, along with a brief description of a best practice or an initiative underway or planned to begin in FY 2015-16 to meet the specific directive.

### Actions planned to address obstacles to meeting underserved needs

Affordable housing remains an underserved need with the City of Austin. The Comprehensive Housing Market Study (2014) showed a gap of approximately 48,000 units of affordable housing units for renter households making less than \$25,000 annually. To assist in closing that gap, the City will continue to prioritize resources to build and preserve affordable housing. Through the City of Austin's Acquisition and Development (A&D) and Rental Housing Development Assistance (RHDA) programs, NHCD has partnered with various lenders and non-profit and for-profit developers to increase and preserve the supply of affordable rental and homeownership opportunities that will benefit low- and moderate-income households.

### Actions planned to foster and maintain affordable housing

**Create and Retain Affordable Housing:** Through the City of Austin's Acquisition and Development and Rental Housing Development Assistance programs, NHCD has partnered with various lenders and non-profit and for-profit developers to increase and preserve the supply of affordable rental and homeownership opportunities that will benefit low- and moderate-income households.

**Community Housing Development Organizations (CHDOs)** are non-profit housing providers whose organizational mission includes the development of affordable housing for low- and moderate-income households. The City is able to work closely with CHDOs to help them meet their housing development goals by coordinating with the Austin Housing Coalition, an organization comprised of local, non-profit affordable housing providers. The City meets with the Austin Housing Coalition to discuss policy matters and provides CHDO Operating Expenses Grants to help increase organizational capacity. NHCD will continue to work closely and support CHDOs in FY 2015-16 to increase opportunities that will foster and maintain affordable housing.

The City of Austin administers the **Neighborhood and Community Revitalization (NOIP) program**. NOIP is a competitive grant application program that enables non-profit and for-profit organizations to increase opportunities in disadvantaged neighborhoods with limited access to funding. It will provide grants annually through a competitively driven process. The proposed projects must target low- to moderate-income census tracts and report on performance measures defined in the grant agreement which increase access to opportunities for area residents.

In 2012, HUD awarded HACA a \$300,000 **Choice Neighborhoods Planning Grant** to target the Rosewood Courts public housing property and the Rosewood neighborhood. The Austin Housing Finance Corporation supported the application as a co-applicant. The Rosewood Choice Neighborhoods Planning process employed a comprehensive approach to neighborhood planning to revitalize the distressed Rosewood Courts public housing complex while investing and leveraging investments in well-functioning services, high quality public schools and education programs, high quality early learning programs and services, public assets, public transportation, and improved access to jobs. HACA and AHFC applied for a **Choice Neighborhoods Implementation Grant** in April 2015. If awarded, the City of Austin plans to contribute CDBG funds over a 5 year period to assist in the redevelopment of Rosewood Courts.

NHCD administers the following **home repair programs**: Architectural Barrier Removal - Rental and Owner, Emergency Home Repair, Homeowner Rehabilitation Loan Program, and the G.O. Repair! Program, which is leveraged by members of the Home Repair Coalition membership. In addition, NHCD collaborates with Austin Energy, Austin Water Utility, and the City's Code Compliance Department to offer comprehensive services promoting healthier homes.

In addition, AHFC recently contracted with **Green & Healthy Homes Initiative (GHHI)** in an effort to improve client service delivery and outcomes. GHHI is a non-profit, social enterprise that integrates energy, health and safety-based housing interventions in lower income households. Their model breaks the cycle for low-income families of deferred housing investments that result in higher medical bills, energy costs, and housing maintenance costs.

NHCD is actively working with stakeholders to investigate new financing tools, including creating of a **strike fund** that can be used to preserve affordable housing in Austin. A steering committee is charged with 1) creating a framework for the strike fund, 2) identifying relevant goals and performance metrics, and 3) developing a brand and shared narrative.

### **Actions planned to reduce lead-based paint hazards**

The City of Austin was awarded \$2.5 million through HUD's Lead Hazard Reduction Demonstration Grant in 2011. The funding is used to provide services to 150 homes for the presence of lead based paint hazards in eligible low-income rental and owner-occupied housing during the three-year grant period. The City's LeadSmart Program serves homes built prior to 1978 where children under six years of age live or spend a significant amount of time and who have tested positive for lead poisoning. The program targets communities with the greatest need, a high incidence of lead poisoning, and older rental housing. The City of Austin was awarded \$2.5 million through HUD's Lead Hazard Control/Healthy Homes Grant in May 2013. This grant provides services to 138 eligible households for the three-year grant period targeting homeowners and renters earning at or below 80 percent MFI with children under the age of six, and living in homes built prior to 1978.

## **Actions planned to reduce the number of poverty-level families**

All programs administered by the City of Austin aim to address critical needs through housing, community development, and public services to benefit eligible residents, including persons in poverty, so they can increase their opportunities for self-sufficiency. HOPWA, ESG, and CDBG activities in particular assist households that fall under the special populations category outlined in the FY 2009-14 Consolidated Plan.

### Housing Opportunities for People with AIDS (HOPWA) Activities

The Austin/Travis County Health and Human Services Department (HHSD) administers all HOPWA activities for the City of Austin. These programs provide housing assistance for income-eligible persons living with HIV/AIDS and their families. The goals of these programs are to prevent homelessness and to support independent, self-sufficient living among persons living with HIV/AIDS. The services ensure clients have improved access to primary medical care and other supportive services.

### Emergency Solutions Grant (ESG) Activities

The Austin/Travis County Health and Human Services Department (HHSD) administers all ESG activities for the City of Austin. These programs are designed to be the first step in a continuum of assistance to help clients quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness. ESG can also assist with the operational costs of the shelter facility, and for the administration of the grant.

### Public Service Activities

The Austin/Travis County Health and Human Services Department (HHSD) and NHCD administer the public services contracts funding with CDBG funds. Public services offer supportive services to households with gross incomes less than 200 percent of Federal Poverty Guidelines. Childcare Services provides childcare vouchers for homeless and near-homeless families and direct child care services for teen parents who are attending school. Youth Services provides access to holistic, wraparound services and support to youth designated as at-risk and their families. Senior Services offers services that prevent and protect seniors in becoming victims of abuse, neglect, and/or financial exploitation. Austin's Tenants' Council is another community partner that provides public services that focus on housing discrimination, tenant-landlord education and information, and housing repair and rehabilitation.

## **Actions planned to develop institutional structure**

### **City of Austin - Interdepartmental Coordination**

NHCD administers housing, community, and economic development programs, which require interdepartmental coordination. Many City of Austin departments coordinate efforts to provide program services and projects outlined in the annual Action Plan.

The City of Austin contracts with the Austin Housing Finance Corporation (AHFC) to develop affordable rental and homeownership opportunities and housing rehabilitation of owner-occupied homes. HHSD provides support to Austin residents living with HIV/AIDS and their families through the use of HOPWA grant funds. HHSD also provides assistance to help clients quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness using Emergency Solutions Grant (ESG) funds. HHSD and NHCD jointly administer several public service programs. The Economic Development Department will foster small business expansions in low- and moderate-income neighborhoods to stimulate job creation through the Family Business Loan Program (FBLP). Numerous non-federally funded housing programs and activities offered by NHCD rely on the coordination of other City departments including: Austin Energy, Austin Water Utility, Budget Office, City Manager's Office, Code Compliance Department, Contract and Land Management Department, Government Relations, HHSD, Law Department, Office of Sustainability, Parks and Recreation Department, Planning and Development Review Department, Public Works, Solid Waste Services, and Watershed Protection Review. Below are initiatives and programs that require interdepartmental coordination and will be underway in FY 2015-16:

#### **Developer Incentives and Community Development**

- East 11th and 12th Streets Revitalization
- Imagine Austin Comprehensive Plan, Household Affordability Priority Program and implementation
- Fair Housing Action Plan – Coordination and implementation of actions to remove barriers to fair housing choice that were identified in the City's 2015 Analysis of Impediments to Fair Housing Choice
- S.M.A.R.T. Housing™ Program
- Development Density Bonuses

#### **Redevelopment of Publicly-Owned Land**

- Colony Park Sustainable Communities Initiative
- Agreements between the City of Austin and developers including affordable housing as a community benefit

#### **Home Repair and Other Initiatives**

- Holly Good Neighbor Program - Austin Energy
- Code Department utilizing a referral system to identify and address homes needing substantial and costly repairs
- Austin/Travis County HHSD, Ending Community Homelessness Coalition (ECHO) and other key agencies for activities supporting the Community Plan to End Homelessness

#### **City of Austin Interdepartmental Partnership: Austin Water Utility**

The Private Lateral Program (P-Lat) assists in replacing aging water infrastructure for eligible

homeowners. NHCD administers the program through a partnership with Austin Water Utility. This collaboration leverages home repair services offered by the department by supporting the department's outreach and construction expertise through cross promotion. Additionally, this program furthers the City's commitment to HUD's Healthy Homes Initiative which takes a comprehensive approach to reducing housing-related hazards in a coordinated fashion, rather than addressing a single hazard at a time. The program provides the opportunity for homeowners to maintain a safe environment for themselves and their families, free of health hazards and safety concerns. For more information visit: <http://www.austintexas.gov/department/private-lateral-program>

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

NHCD will continue to work closely with the following organizations to overcome gaps and enhance coordination efforts: African American Resource Advisory Commission (AARAC), Community Development Commission (CDC), Community Advancement Network (CAN), Community Housing Development Organizations (CHDOs), Austin Housing Coalition, Ending Community Homelessness Coalition (ECHO), Housing Authority of the City of Austin (HACA), Housing Authority of Travis County (HATC), HousingWorks, and the Urban Renewal Agency, as well as other key stakeholders and organizations. NHCD will also remain engaged with housing finance agencies, the National Association of Local Housing Finance Agencies (NALHFA) and the Texas Association of Local Housing Finance Agencies (TALHFA), to connect with other agencies whose missions address critical housing needs.

In FY 2015-16, NHCD will continue to participate in Opportunity Mapping, which is a research tool used to understand the dynamics of opportunity within geographic areas. The purpose of opportunity mapping is to illustrate where opportunity-rich communities exist (and assess who has access to these communities) and to focus on areas of need in underserved or opportunity-poor communities. Key indicators include: sustainable employment, high-performing schools, access to high-quality healthcare, adequate transportation, quality child care, safe neighborhoods, and institutions that facilitate civic and political engagement. As NHCD moves forward in implementing a geographic dispersion/siting policy ensuring affordable housing in all parts of Austin, staff will utilize the Kirwan Opportunity Map to further the City's housing and community development goals.

## Discussion

### Section 108 Loan Guarantee/Family Business Loan Program (FBLP)

Since FY 2012, the Economic Development Department (EDD) has successfully executed the Family Business Loan Program (FBLP) using a \$3.0 million HUD Section 108 loan guaranty. As of April 2015, FBLP has originated 8 loans worth approximately \$2.8 million to local business owners, who have committed to creating 139 new jobs benefiting low-to moderate income (LTMI) persons.

Six of the eight loans (75%) loans were approved under HUDs presumption rule for businesses located in census tracts with 20% poverty and general distress. Projects have included the renovation of a fire-damaged building in the East 6th Street corridor into a donation-based yoga studio, and rehabilitation of a 1950's era Quonset into a modern event space that can accommodate a variety of public and private events. Approved loan applicants represent a diversity of industries, from the resurrection of an Austin iconic eatery to a local for-profit music school practicing the motto "outstanding music lessons for everyone." The business owners also represent the diversity of Austin's small business community, with 38% of loans approved for women-owned businesses and 63% of loan approved for minority-owned businesses.

In addition to the Section 108 funds, a total of 9 local, private for-profit and non-profit community lenders (partner lenders) have coordinated with FBLP to provide the Austin market greater access to capital. As of April 2015, FBLP's partner lenders have originated over \$9 million in financing for FBLP loans, leveraging FBLP funding more than 3:1. This success has increased the applicant pool and demand for additional program funding. Following successful outreach efforts to Chambers of Commerce and local community groups, FBLP has developed an active pipeline of potential loans. Currently, 5 clients are seeking to obtain approximately \$2.5 million in loans for their business expansion projects, and EDD anticipates commitments from these loans for 81 new jobs to be created for LTM income persons in Austin within 5 years.

The original \$3.0 million allocation is almost exhausted, but in FY 2015, EDD will accept \$8.0 million in additional Section 108 program funding from HUD to meet existing loan demands and expand the program to serve all LTMI communities in Austin. EDD requires Austin City Council and Texas Attorney General's Office approval of the \$8.0 million Section 108 HUD loan guarantee to provide this funding for the FBLP, and approval through the FY 2015-16 Action Plan process.

## Program Specific Requirements

### AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

#### Introduction

The following information is being included in response to the Annual Action Plan Review Checklist that has been provided by HUD. Additional program related information can be found in Attachment II.

#### 20% CDBG Administrative Cap

- CDBG Entitlement: \$7,078,382
- Administrative Expense: \$1,415,676 = 20.00%

#### 15% CDBG Public Service Cap

- CDBG Entitlement: \$7,078,382
- Public Service Expense: \$1,061,757 = 15.00%

#### 10% HOME Administrative Cap

- HOME Entitlement: \$2,433,108
- Expense: \$243,310 = 10.00%

#### 15% CHDO Set Aside

- HOME Entitlement: \$2,433,108
- CHDO Set Aside: \$364,966 = 15.00%

#### 7.5% ESG Administrative Cap

- ESG Entitlement: \$622,474
- ESG Administrative Expense: \$46,685 = 7.5%

#### 3% HOPWA Administrative Cap

- HOPWA Entitlement: \$1,117,794
- HOPWA Administrative Expense: \$33,533 = 3.00%

#### HOPWA - Selection of Project Sponsors

The Austin/Travis County Health and Human Services Department (HHSD) has contracted with two agencies, AIDS Services of Austin (ASA) and Project Transitions (PT) since 1995. These two agencies have been the sole respondents to Notifications of Funding Availability (NOFA) for HOPWA services. They were selected to provide these services via a Request for Applications (RFA) process in August of 2002 and have been the designated sub-recipients for these services since then. These agencies carry out activities independently or collaboratively with other housing case management providers in the area and have a history of satisfactory service performance and delivery.



**Monitoring**

The goal of the City of Austin's monitoring process is to assess sub-recipient/contractor performance in the areas of program, financial and administrative compliance with applicable federal, state and municipal regulations and current program guidelines. The City of Austin's monitoring plan consists of active contract monitoring and long-term monitoring for closed projects. For more information including a copy of the City of Austin's Monitoring Plan please see Attachment II-D.

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

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

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

**Other CDBG Requirements**

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low-and moderate-income. Specify the years covered that include this Annual Action Plan.	75.00%

**HOME Investment Partnership Program (HOME)  
Reference 24 CFR 91.220(I)(2)**

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

The City does not anticipate utilizing any other forms of investment beyond those identified in Section 92.205.

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

To view the City's Resale and Recapture Policy, please see Attachment II-B.

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

Cities receiving HOME Investment Partnership Funds are required to comply with a designated affordability period. The affordability period of any project is contingent upon the amount per unit subsidy received and may be five, ten, or fifteen years long. Participating jurisdictions are required to utilize the recapture or resale provisions to ensure continued affordability and the wise stewardship of federal funds. The following NHCD programs use HOME funds to assist homebuyers, developers, or homeowners; thus, recapture and resale provisions are incorporated in its program guidelines: Down Payment Assistance (DPA), Homeowner Rehabilitation Loan Program (HRLP), and the Acquisition and Development (A&D).

**Resale**

In cases where HOME funding was provided to the developer, but not directly to the homebuyer, the resale method is used. The affordability period is enforced through a Restrictive Covenant signed by the homebuyer at closing and is recorded in the Travis County Clerk's Official Public Records. The Restrictive Covenant details the length of the affordability period and the specific resale requirements that must be satisfied should the owner wish to sell the property prior to the end of the affordability period. Both recapture and resale options have distinct advantages; the decision of which option to use is a matter of weighing factors such as trends in the marketplace, the availability of homeownership opportunities for lower-income households in the community, and the homebuyer program's local objectives.

**Recapture**

Under a recapture provision, the HOME financial assistance generally must be repaid. This option allows the seller to sell to any willing buyer at any price; PJs can decide what proportion of net proceeds from sale, if any, will go to the homebuyer and what proceeds will go to the PJ. Once the HOME funds are repaid, the property is no longer subject to any HOME restrictions. The funds may

then be used for any other HOME-eligible activity. The City's Resale/Recapture Policy can be found in Attachment II-B.

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

The City has no plans to utilize HOME funds to refinance existing debt secured by multifamily housing rehabilitated with HOME funds.

### **Emergency Solutions Grant (ESG) Reference 91.220(l)(4)**

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

Please see ESG Program Standards featured in Attachment II-C.

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

The Ending Community Homelessness Coalition (ECHO) is the Homeless Management Information System administrator in the community and has taken the lead on implementation of the coordinated assessment. In 2013, the Austin Continuum of Care (CoC) approved a new framework for housing stability for the entire CoC with coordinated assessment that identifies three permanent housing interventions based on the principle of providing the least intervention necessary. The new system will ensure that individuals are placed in the best housing situation to meet their individual needs, which in turn will increase housing stability. Based on need, individuals will receive one of the three interventions, which may include one-time housing assistance, rapid rehousing with three to twenty-four months of support, or permanent supportive housing (PSH). PSH is intended to be reserved for those individuals and families who are unable to remain stably housed "but for" a permanent subsidy and ongoing supportive services. The strategy of "just enough" assistance is important as Austin has more demand for assistance than available resources. The assessment tool identifies which Permanent Housing intervention best meets each client's need. The tool includes diversion and self-sufficiency outcomes matrix. In January 2014 ECHO launched the second pilot of its assessment questions and will continue to pilot and modify as needed. The framework calls for multiple "front doors" making the assessment easily accessible when fully implemented. CoC has made numerous presentations about the changes and continues to involve the community throughout implementation; all social service agencies and local intercept points will be made aware of how persons approach the system. All CoC programs have agreed to participate.

The City of Austin has two projects funded through the Medicaid 1115 Healthcare Transformation Waiver that provide assertive community treatment (ACT) services for chronically homeless

individuals with complex health conditions. Program participants are housed in PSH units, with one project strictly dedicated to Housing First practices as ACT team staff members engage individuals who are extremely vulnerable and typically very high users of healthcare, behavioral health, criminal justice, and emergency shelter systems in the community. Partners and providers of direct service in these projects include the local mental health authority, nonprofit housing and homeless services providers, and the county healthcare district. The City has dedicated \$500,000 to be administered through the local housing authority as housing vouchers for participants in the City ACT PSH program. The FY15-16 goals for these projects include enrolling over 50 new individuals into the program.

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

In 2012, the City of Austin HHSD completed the funding for the Rapid Re-housing program. There was one applicant, Front Steps, and they received the award. Since then, there has been no new competition due to the reduction in award.

The grant sub-award process, as well as details on all programs, are featured in Attachment II-C, ESG Program Standards.

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

HHSD works with the Ending Community Homelessness Coalition (ECHO) to develop the ESG program and ECHO has persons who are homeless or formerly homeless as members.

**5. Describe performance standards for evaluating ESG.**

All City of Austin homeless contracts have the following performance measures:

- Number of unduplicated clients served.
- Number of households provided homeless services that transition from homelessness into housing. In addition, all ESG recipients must provide demographic information to reflect the IDIS report screens.

For additional information, please see the ESG Program Standards featured in Attachment II-C.

## Discussion

Please see above.

## Attachments

**Citizen Participation Comments**

**Attachment I: Citizen Participation Plan, Public Notice and Comments**



**CITY OF AUSTIN  
NEIGHBORHOOD HOUSING AND COMMUNITY DEVELOPMENT (NHCD) OFFICE**

**CITIZEN PARTICIPATION PLAN**

**A. PURPOSE**

Participating Jurisdictions (PJs) that receive U.S. Department of Housing and Urban Development (HUD) entitlement grant funds must develop a Citizen Participation Plan (CPP). The CPP describes efforts that will be undertaken to encourage citizens to participate in the development of the City's federal reports: 5-Year Consolidated Plan, annual Action Plan, and the Consolidated Annual Performance and Evaluation Report (CAPER).

The CPP is designed to encourage the participation of city residents in the development of the federal reports listed above, particularly those residents who are predominantly low- and moderate-income. The CPP also encourages local and regional institutions and other organizations (including businesses, developers, and community and faith-based organizations) in the process of developing and implementing the 5-Year Consolidated Plan and related reports. The City takes appropriate actions to encourage the participation of persons of minority backgrounds, persons with limited-English proficiency, and persons with disabilities.

The City of Austin is committed to compliance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973, as amended. Reasonable modifications and equal access to communications will be provided upon request. The City of Austin does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs and activities.

The City of Austin considers it the right of all Austin's residents to have the opportunity to provide input and comment on the use of public funds and the community's needs related to affordable housing and community and economic development.

The CPP applies to five areas of planning for the use of affordable housing, community and economic development made possible through HUD funding:

- 1) The 5-Year Consolidated Plan;
- 2) The annual Action Plan;
- 3) The Consolidated Annual Performance and Evaluation Report (CAPER);
- 4) Substantial amendments to a 5-Year Consolidated Plan and/or annual Action Plan; and
- 5) Amendments to the CPP, itself.

The City of Austin's program/fiscal year begins October 1 and ends September 30. In order to receive entitlement grant funding, the U. S. Department of Housing and Urban Development (HUD)

requires jurisdictions to submit a Consolidated Plan every five years. This plan is a comprehensive strategic plan for community planning and development activities. The annual Action Plan serves as the City's application for these HUD grant programs. Federal law also requires citizens have opportunities to review and comment on the local jurisdiction's plans to allocate these funds.

The purpose of programs covered by this CPP is to improve the Austin community by providing: decent housing, a suitable living environment, and growing economic opportunities – all principally for low- and moderate- income households.

This document outlines how members of the Austin community may participate in the five planning areas listed above. General requirements for all or most activities are described in detail in Section E of the Citizen Participation Plan (CPP).

## **B. HUD PROGRAMS**

The City of Austin receives four entitlement grants from the U.S. Department of Housing and Urban Development (HUD), to help address the City's affordable housing, community and economic development needs. The four grant programs are described below:

1. **Community Development Block Grant Program (CDBG):** Title I of the Housing and Community Development Act of 1974 (PL 93-383) created the CDBG program. It was re-authorized in 1990 as part of the Cranston-Gonzalez National Affordable Housing Act. The primary objective of the CDBG program is to develop viable urban communities by providing decent housing and a suitable living environment and by expanding economic development opportunities for persons of low and moderate income. The City develops locally defined programs and funding priorities for CDBG, but activities must address one or more of the national objectives of the CDBG program. The three national objectives are: (1) to benefit low- and moderate- income persons; (2) to aid in the prevention or elimination of slums or blight; and/or (3) to meet other urgent community development needs. The City of Austin's CDBG program emphasizes activities that directly benefit low and moderate-income persons.
2. **HOME Investment Partnerships Program (HOME):** HOME was introduced in the Cranston-Gonzalez National Affordable Housing Act of 1990 and provides funding for housing rehabilitation, new housing construction, acquisition of affordable housing, and tenant-based rental assistance. A portion of the funds (15 percent) must be set aside for community housing development organizations (CHDOs) certified by the City of Austin.
3. **Emergency Shelter/Solutions Grant (ESG):** The ESG Program is authorized by the Steward B. McKinney Homeless Assistance Act of 1987 and was amended by the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act of 2009. ESG has four primary objectives: (1) to improve the quality of existing emergency shelters for the homeless; (2) to provide additional emergency shelters; (3) to help meet the cost of operating emergency shelters; and (4) to provide certain essential social services to homeless individuals. The program is also intended to help reduce the number of people at risk of becoming homeless.
4. **Housing Opportunities for Persons with AIDS (HOPWA):** HOPWA funds may be used to assist housing designed to meet the needs of persons with HIV/AIDS, including the prevention of homelessness. Supportive services may also be included. HOPWA grants are allocated to Eligible Metropolitan Statistical Areas (EMSAs) with a high incidence of HIV/AIDS. The City of Austin receives a HOPWA grant on behalf of a five-county EMSA (Bastrop, Hays, Travis, Williamson, and Caldwell Counties).



**C. LEAD AGENCY**

The Neighborhood Housing and Community Development (NHCD) Office is designated by the Austin City Council as the lead agency for the administration of the CDBG, HOME, HOPWA, and ESG grant programs. Through the U.S. Department of Housing and Urban Development (HUD) NHCD directly administers the CDBG and HOME programs. The City Council designates the Austin/Travis County Health and Human Services Department (HHSD) to administer the HOPWA and ESG programs.

As the lead agency for HUD, NHCD is responsible for developing the 5-Year Consolidated, annual Action Plans, and the Consolidated Annual Performance and Evaluation Report (CAPER). NHCD coordinates with the HHSD, boards and commissions and other community agencies to develop these documents. Needs and priorities for funding for the ESG and HOPWA grants are developed by HHSD in consultation with community agencies.

**D. PLANNING ACTIVITIES SUBJECT TO CITIZEN PARTICIPATION PLAN**

**ACTIVITY 1 – FIVE-YEAR CONSOLIDATED PLAN.** The City of Austin's 5-Year Consolidated Plan is developed through a collaborative process whereby the community establishes a unified vision for Austin's affordable housing, and community and economic development initiatives.

Citizen participation is an essential component in developing the 5-Year Consolidated Plan, including amending the plan as well as reporting on program performance. Consultations, public hearings, community meetings, citizen surveys and opportunities to provide written comment are all a part of the strategy to obtain citizen input. The City will make special efforts to solicit the views of citizens who reside in the designated CDBG-priority neighborhoods of Austin, and to encourage the participation of all citizens including minorities, the non-English speaking population, and persons with disabilities. Actions for public participation in the 5-Year Consolidated Plan follow:

1. ***Consultations with Other Community Institutions.*** In developing the Consolidated Plan, the City will consult with other public and private agencies, both for-profit and non-profits that either provide or have direct impact on the broad range of housing, health, and social services needed by Austin residents. Consultations may take place through meetings, task forces or committees, or other means with which to coordinate information and facilitate communication. The purpose of these meetings is to gather information and data on the community and economic development needs of the community. The City will seek specific input to identify the needs of persons experiencing homelessness, persons living with HIV/AIDS and their families, persons with disabilities and other special populations.
2. ***Utilize Quantitative and Qualitative Data on Community Needs.*** City staff shall review relevant data and conduct necessary evaluation and analysis to provide an accurate assessment of community needs and priorities on which to base strategic recommendations.
3. ***Initial Public Hearings.*** There will be a minimum of two public hearings at the beginning stages of the development of the Consolidated Plan before the Community Development Commission (CDC), policy advisers to NHCD appointed by the City Council, to gather information on community needs from citizens. There will be two more hearings sponsored by organizations working with low- and moderate-income populations. An additional hearing will be held

before City Council. Based on public testimony received, the CDC will make recommendations to City Council on the community needs.

4. **Written Comments.** Based on public input and quantitative analysis, NHCD staff will prepare a draft 5-Year Consolidated Plan, which also includes proposed allocation of first-year funding. A period of 30 calendar days will be provided to receive written comments on the draft 5-Year Consolidated Plan. The draft plan will be made available at public libraries, public housing authorities, neighborhood centers, at NHCD's Office, and on the NHCD's web site ([www.austintexas.gov/housing/publications](http://www.austintexas.gov/housing/publications).) In addition, upon request, federal reports will be provided in a form accessible to persons with disabilities.
5. **Draft Consolidated Plan Public Hearings.** There will be a public hearing held before the City Council to receive oral public comments on the draft. An additional hearing will be held before the Community Development Commission (CDC). These hearings will be scheduled during the 30-day written comment period on the draft plan. The CDC will be given the opportunity to make recommendations to Council on the draft 5-Year Consolidated Plan/ Action Plan.
6. **Final Action on the Consolidated Plan.** All written or oral testimony provided will be considered in preparing the final 5-Year Consolidated Plan. A summary of testimony received and the City's reasons for accepting or not accepting the comments must be included in the final document. The City Council will consider these comments, CDC recommendations, and the recommendations of the City Manager before taking final action on the 5-Year Consolidated Plan. Final action by the City Council will occur no sooner than fifteen calendar days next following the second City Council public hearing on the draft plan. When approved by City Council, the 5-Year Consolidated Plan will be submitted to HUD, no later than August 15 each year.

**ACTIVITY 2 – ONE-YEAR ACTION PLAN.** Each year the City must submit an annual Action Plan to HUD, reporting on how that year's funding allocation for the four HUD entitlement grants will be used to achieve the goals outlined in the 5-Year Consolidated Plan.

1. NHCD staff will gather input from citizens and consultations to prepare the draft Action Plan. There shall be two public hearings: one before the Community Development Commission (CDC) and one before the City Council to receive citizen input on the community needs, including funding allocations.
2. NHCD staff will gather public input and statistical data to prepare the draft Action Plan. A draft Action Plan will be available for 30 days for public comment after reasonable notice to the public is given.
3. During this comment period, the CDC and the City Council shall conduct two additional public hearings to receive public comments on the draft Action Plan and 5-Year Consolidated Plan, if it is during a Consolidated Planning year.
4. The CDC will be given the opportunity to make recommendations to the City Council prior to its final action.
5. Final action by the City Council will occur no sooner than fifteen calendar days following the second Council public hearing on the draft Action Plan.
6. When approved by City Council, the Action Plan will be submitted to HUD.

**ACTIVITY 3 – SUBSTANTIAL AMENDMENTS TO CONSOLIDATED/ACTION PLAN.** Recognizing that changes during the year may be necessary to the 5-Year Consolidated Plan and annual Action Plan after approval, the Citizen Participation Plan allows for "substantial amendments" to plans. These "substantial amendments" apply only to changes in CDBG funding allocations. Changes in funding

allocation for other HUD grant programs received by the City of Austin -- HOME, ESG, and HOPWA -- are not required to secure public review and comment. The CPP defines a substantial amendment as:

- a) A proposed use of CDBG funds that does not address a need identified in the governing 5-Year Consolidated Plan or annual Action Plan; or
- b) A change in the use of CDBG funds from one eligible program to another. The eligible programs defined in the City of Austin's Business Plan are "Housing" or "Community Development."
- c) A cumulative change in the use of CDBG funds from an eligible activity to another eligible activity that decreases an activity's funding by 10% or more OR increases an activity's funding by 10% or more during fiscal year. An activity is defined as a high priority need identified in the Consolidated Plan that is eligible for funding in the Action Plan (see Attachment #1 -- NHCD's Investment Plan).

In the event that there are substantial amendments to the governing the 5-Year Consolidated Plan or annual Action Plan,

- 1. The City will draft the amendment and publish a brief summary of the proposed substantial amendment(s) and identify where the amendment(s) may be viewed
- 2. After reasonable notice, there will be a 30-day written public comment period
- 3. During the 30-day comment period, the City Council shall receive oral comments in public hearings.
- 4. The CDC will be given the opportunity to make recommendations to City Council prior to its final action.
- 5. Upon approval by Council, the substantial amendment will be posted in the official City Council minutes and available online and in the City Clerk's office. Final action by the City Council will occur no sooner than fifteen calendar days next following the second Council public hearing on the draft plan.

**ACTIVITY 4 – CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER).**

The City is required to submit annually by December 30 a CAPER to HUD that describes the City's progress in meeting the goals in the 5-Year Consolidated Plan.

- 1. NHCD staff prepares the draft CAPER.
- 2. After reasonable notice is provided, the CAPER is available for 15 days for written public comment.
- 3. The final CAPER and public comments will then be submitted to HUD.
- 4. The CAPER and public comments will be presented at a CDC meeting.

**ACTIVITY 5 – AMENDMENTS TO CITIZEN PARTICIPATION PLAN.** In the event that changes to this Citizen Participation Plan (CPP) are necessary, the NHCD staff shall draft them.

- 1. After reasonable notice, these will be available to the public for 15 days for written comment.
- 2. The CDC and City Council shall each hold a public hearing to receive oral public comments on the proposed change.
- 3. The CDC will be given the opportunity to make recommendations to City Council prior to its final action.
- 4. Upon approval by City Council, the substantial amendment will be posted in the official City Council minutes and available online and in the City Clerk's office.

The City will review the CPP at a minimum of every 5 years for potential enhancement or modification; this review will occur as a component of the Consolidated Planning process.

#### **E. GENERAL REQUIREMENTS**

The City of Austin is committed to compliance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973, as amended. Reasonable modifications and equal access to communications will be provided upon request. The City of Austin does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs and activities.

1. **Public Hearings.** Public hearings before the Austin City Council, the Community Development Commission (CDC), and other appropriate community organizations will be advertised in accordance with the guidelines outlined in the notification section below. The purpose of public hearings is to provide an opportunity for citizens, public agencies, and other interested parties to provide input on the City of Austin's affordable housing, community and economic development needs. Public hearings will be held in locations accessible to low- and moderate- income residents and persons with disabilities. Spanish translation and translation for individuals with hearing impairments will be provided upon request.
2. **Public Meetings.** Public meetings of the Austin City Council, Community Development Commission (CDC), and other boards and commissions overseeing HUD programs provide opportunities for citizen participation and comment on a continuous basis. Public meeting notices are posted at the Office of the City Clerk at least three days (72 hours), prior to the meeting date, in accordance with the Texas Open Meetings Act. Public meetings are held in locations accessible to persons with disabilities. Spanish translation and translation for individuals with hearing impairments will be provided upon request.

**Notification.** The Neighborhood Housing and Community Development (NHCD) Office will provide the community advance notice of public hearings and/or public comment periods. The notice will be provided at least two weeks prior to the public hearing date and the start date of comment periods.

Related to the CPP specified federal documents, NHCD will provide public notifications by utilizing City of Austin publications and media (television, print, electronic) that will maximize use of City resources and reach an increased number of Austin residents by direct mail. Related to federal publications referenced above, NHCD will notify the public about public hearings, comment periods, public meetings, and additional opportunities for public feedback through communications outlets that are designed to increase public participation and generate quantifiable feedback/results. NHCD will utilize the following notifications mechanisms as available: City of Austin utility bill inserts (distribution to approximately 410,000 households, 2011); City of Austin web site; and Channel 6, the municipally-owned cable channel. In addition, NHCD will use other available media (print, electronic, television) to promote public feedback opportunities. Notifications will be published in English and Spanish.

NHCD will coordinate with the Community Development Commission, Urban Renewal Agency, other governmental agencies, public housing authorities, key stakeholders, and the general public during the development of the 5-Year Consolidated Plan and annual Action Plan.

3. **Document Access.** Copies of all planning documents, including the following federal reports: City's Citizen Participation Plan (CPP), 5-Year Consolidated Plan, annual Action Plan, and the Consolidated Annual Performance and Evaluation Report (CAPER), will be available to the public upon request. Citizens will have the opportunity to review and comment on applicable federal

reports in draft form prior to final adoption by the Austin City Council. These documents will be made available at public libraries, public housing authorities, certain neighborhood centers, at NHCD's Office, and on the NHCD's web site ([www.austintexas.gov/housing/publications](http://www.austintexas.gov/housing/publications).) In addition, upon request, federal reports will be provided in a form accessible to persons with disabilities.

4. **Access to Records.** The City will provide citizens, public agencies, and other interested parties reasonable and timely access to information and records relating to the Citizen Participation Plan (CPP), 5-Year Consolidated Plan, annual Action Plan, and CAPER, and the City's use of assistance under the four entitlement grant programs, as stated in the Texas Public Information Act and the Freedom of Information Act.
5. **Technical Assistance.** The City will provide technical assistance upon request and to the extent resources are available to groups or individuals that need assistance in preparing funding proposals, provided that the level of technical assistance does not constitute a violation of federal or local rules or regulations. The provision of technical assistance does not involve re-assignment of City staff to the proposed project or group, or the use of City equipment, nor does technical assistance guarantee an award of funds.

**F. CITIZENS' COMPLAINTS**

Written complaints related to NHCD's programs and activities funded through entitlement grant funding may be directed to the Neighborhood Housing and Community Development (NHCD) Office. A timely, written, and substantive response to the complainant will be prepared within 15 working days of receipt of the complaint by NHCD. If a response cannot be prepared within the 15-day period, the complainant will be notified of the approximate date a response will be provided. Written complaints must include complainant's name, address, and zip code. A daytime telephone number should also be included in the event further information or clarification is needed. Complaints should be addressed as follows:

Neighborhood Housing and Community Development Office  
Attn: Director  
City of Austin  
P.O. Box 1088  
Austin, Texas 78767

If the response is not sufficient, an appeal may be directed to the City Manager, and a written response will be provided within 30 days. An appeal should be addressed as follows:

City Manager's Office  
Attn: City Manager  
P.O. Box 1088  
Austin, Texas 78767

**G. CITY OF AUSTIN'S RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN**

The City of Austin does not anticipate any displacement to occur as a result of any HUD funded activities. All programs will be carried out in such a manner as to safeguard that no displacement occurs. However, in the event that a project involving displacement is mandated in order to address a concern for the general public's health and welfare, the City of Austin will take the following steps:

1. A public hearing will be held to allow interested citizens an opportunity to comment on the proposed project and voice any concerns regarding possible relocation. Notice of the public

hearing/meeting will be made as per the procedure noted in Section E - General Requirements section of the Citizen Participation Plan.

2. In the event that a project involving displacement is pursued, the City of Austin will contact each person/household/business in the project area and/or hold public meetings, depending on the project size; inform persons of the project and their rights under the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and respond to any questions or concerns.
3. Relocation assistance will be provided in adherence with the City's Project Relocation Plan and the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended.

The City's Anti-Displacement and Relocation Assistance Plan may be viewed in NHCD's Action Plan submitted annually to HUD. The document is available online at [www.austintexas.gov/housing](http://www.austintexas.gov/housing); NHCD, 1000 E. 11<sup>th</sup> Street, Austin, Texas 78702.

*The City of Austin is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. ♿ For assistance please call 974-2210 OR 974-2445 TDD.*



Neighborhood Housing and Community Development Office  
Fiscal Year 2015-16 Action Plan  
Notice of Public Hearings on Community Needs

In Fiscal Year 2015-2016, the City of Austin expects to receive continued federal funding through four U.S. Department of Housing and Urban Development (HUD) entitlement grants: Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA). In order to receive these HUD grants, the City of Austin must submit an annual Action Plan to HUD that provides the community needs, resources, priorities, and proposed activities with regard to housing, community development, economic development, and public services. The City has begun development of its Fiscal Year 2015-16 Action Plan, which is due to HUD on or before August 15, 2015.

As required by the City's Citizen Participation Plan and Texas Local Government Code, Chapter 373, the steps for public participation includes two public hearings: one public hearing before the Austin City Council and one public hearing before the Community Development Commission (CDC). There is also a 30-day public comment period on the draft Action Plan.

#### Public Hearings on Community Needs

The public is invited to attend the following public hearings:

- 6:30 PM **Tuesday, April 14, 2015:** Before the Community Development Commission (CDC), Austin Energy, Town Lake Center, 721 Barton Springs Road
- 1:00 PM **Thursday, April 16, 2015:** Before the Austin City Council at Austin City Hall, City Council Chambers, 301 W. Second Street

#### Written Comments

Written comments may be submitted until 5 PM on April 24, 2015. Please include a name, address, and phone number.

#### Mail to:

Neighborhood Housing and Community Development Office  
Attn: Action Plan  
P.O. Box 1088  
Austin, Texas 78767  
Email: [NHCD@austintexas.gov](mailto:NHCD@austintexas.gov)

For more information concerning the Fiscal Year 2015-16 Action Plan process and public hearings, City of Austin staff may be reached at (512) 974-3100 (voice) or (512) 974-3102 (TDD) Monday through Friday, 8 AM to 5 PM.

The City of Austin is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request.

For assistance please call (512) 974-2210 OR (512) 974-2445 TDD.



Departamento de Vivienda y Desarrollo Comunitario  
Plan de Acción para el Año Fiscal 2015-16  
Audiencia Pública de las Necesidades de la Comunidad

La Ciudad de Austin espera recibir fondos federales durante el Año Fiscal 2015-16 a través de cuatro programas del Departamento de Vivienda y Desarrollo Urbano de los E. U. (HUD): Subvención Bloque Para el Desarrollo Comunitario (CDBG), Sociedades de Inversiones para el Hogar (HOME), Subsidio para Refugios de Emergencia (ESG), Oportunidades de Vivienda para Personas con SIDA (HOPWA). Para recibir estos subsidios de HUD, la Ciudad de Austin debe presentar una Plan de Acción anual ante HUD, que describa las necesidades, recursos, prioridades y actividades propuestas para la comunidad con respecto a la vivienda, desarrollo de la comunidad, desarrollo económico, y servicios públicos. La Ciudad ha comenzado a desarrollar su Plan de Acción para el Año Fiscal 2015-16, que debe presentarse ante HUD en o antes de 15 de agosto, 2015.

Tal como lo requiere el Capítulo 373 del Decreto de Gobierno Local de Texas y el Plan de Participación de los Ciudadanos de la Ciudad, los pasos para la participación del público en el Plan de Acción anual son cuatro audiencias públicas: dos audiencias públicas ante el Concejo Deliberante y dos audiencias públicas ante la Comisión para el Desarrollo de la Comunidad (CDC)]. También hay un período de 30 días de comentarios por escrito sobre el Borrador del Plan de Acción.

Audiencias Públicas sobre Necesidades de la Comunidad  
Se invita al público a que asista a las siguientes audiencias:

- 6:30 PM **martes, 14 de abril, 2015:** Ante la Comisión de Desarrollo Comunitario (CDC), Austin Energy, Town Lake Center, 721 Barton Springs Road
- 1:00 PM **jueves, 16 de abril, 2015:** Ante el Concejo Municipal de Austin, City Hall, City Council Chambers, 301 W. Second Street

Comentarios por Escrito

El público puede someter comentarios por escrito a la siguiente dirección:

Envíelos por correo a:

Neighborhood Housing and Community Development Office

Attn: Plan de Acción

P.O. Box 1088

Austin, Texas 78767

Email: [NHCD@austintexas.gov](mailto:NHCD@austintexas.gov)

Para obtener más información del Plan de Acción y audiencias públicas, puede ponerse en contacto con personal de la Ciudad de Austin al 512-974-3100 (voz) o al 512-974-3102 (TDD) de Lunes a Viernes, de 8 AM a 5 PM.

La Ciudad de Austin está comprometida a cumplir con el Decreto sobre Americanos con Discapacidades. Se proveerán razonables modificaciones e igual acceso a comunicaciones cuando éstas sean solicitadas. Para obtener asistencia, llame 512-974-2210 O 512-974-2445 TDD.



Department » Housing » Programs » Fiscal Year 2015 - 2016 Action Plan



## FISCAL YEAR 2015 - 2016 ACTION PLAN

### **\*\*Please note the new date for the Public Hearing before the Community Development Commission\*\***

Information in [Español](#).

In Fiscal Year 2015 -2016, the City of Austin expects to receive continued federal funding through four U.S. Department of Housing and Urban Development (HUD) entitlement grants: Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA). In order to receive these HUD grants, the City of Austin must submit an annual Action Plan to HUD that provides the community needs, resources, priorities, and proposed activities with regard to housing, community development, economic development, and public services. The City has begun development of its Fiscal Year 2015-16 Action Plan, which is due to HUD on or before August 15, 2015.

As required by the City's Citizen Participation Plan and Texas Local Government Code, Chapter 373, the steps for public participation includes two public hearings: one public hearing before the Austin City Council and one public hearing before the Community Development Commission (CDC). There is also a 30-day public comment period on the draft Action Plan. See below for more details.

### **TAKE ACTION! HELP THE CITY PRIORITIZE HOW FEDERAL DOLLARS ARE ALLOCATED TO ADDRESS COMMUNITY NEEDS**

Your feedback is an important part of the City's plan to assist Austin's low to moderate-income families. The Neighborhood Housing and Community Development Office provides programs and services to support affordable housing, job creation and public services for persons with disabilities, seniors and youth. Community

input helps drive local and federal investment decisions to address Austin's needs and shapes the City of Austin application for funding for housing and community development – the City's 2015-2016 Action Plan.

Austin's residents may provide ideas through June of 2015 by participating in public hearings or by providing feedback in a number of other ways. See below for more details.

#### **4 Ways to Take Action**

Help the City of Austin prioritize local and federal investments in programs and services for low to moderate income residents.

##### **1. Take a Survey**

What are your community's greatest needs? Helping residents buy or maintain a home or assisting local businesses and creating new jobs? Provide input on your community's needs using the survey in English [here](#) and in [Espanol](#).

##### **2. Host a Meeting**

Be a community needs champion. Host a brief exercise at your next neighborhood association meeting, professional gathering, church get-together, PTA event or any other community gathering. The Neighborhood Housing and Community Development Office will provide you with an activity kit to help facilitate participants' discussion about community needs in Austin. Email [NHCD@austintexas.gov](mailto:NHCD@austintexas.gov) if you are interested in this feedback opportunity.

##### **3. Voice Your Ideas**

Public hearings will be conducted before the Community Development Commission and the Austin City Council on the City's Community Needs Assessment and the Draft Action Plan.

###### **Upcoming Community Needs Assessment Public Hearings**

- Tuesday, May 12, 2015, 6:30 PM: Before the Community Development Commission (CDC), Street-Jones Building, room 400a

Public hearings on the Draft Action Plan will take place in June of 2015. Check back for dates and times.

##### **4. Submit Written Comments**

Submit comments by **email** to [NHCD@austintexas.gov](mailto:NHCD@austintexas.gov), by **mail** to: NHCD Attn: Action Plan, P.O. Box 1088, Austin, TX 78767, or by **phone** by calling 512-974-3100. The deadline to submit comments for the needs assessment period is **May 15, 2015**.

For more information concerning the Fiscal Year 2015-16 Action Plan process and public hearings, City of Austin staff may be reached at (512) 974-3100 (voice) or (512) 974-3102 (TDD) Monday through Friday, 8 AM to 5 PM.

Share    

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**From:** Keller, Kathy (DFPS)  
**Sent:** Wednesday, April 08, 2015 1:54 PM  
**To:** Gonzalez, Dolores; Lucey, Ron (DARS)  
**Subject:** RE: Help us spread the word about our Community Needs process?

I sent in comments from my gmail account to [NHCD@austintexas.gov](mailto:NHCD@austintexas.gov):

To Whom It May Concern,

Please consider these comments as you move forward with the annual Action Plan. I speak on behalf of not only people with disabilities in the Austin community but also the baby-boomers. We are aging and we represent one of the fastest, if not the fastest, growing population in the nation.

We need homes that are affordable and user-friendly. Homes that are built with energy efficiency in mind as well as universal design, open spaces and easy access to public transportation. We want to age in place, not in an institutional environment. My generation is more active than any previous generation in this age bracket. We plan to live well into old age and want homes that will accommodate our needs without additional construction.

Last year a young friend of mine contacted me to ask if I could help her find an accessible apartment. She uses a wheelchair and accessibility is a necessity. We both worked hard at it for several months and I'm here to tell you it was not an easy task. There simply are not enough accessible affordable living spaces for people with disabilities. The choices are very limited.

Affordability is a big issue and everyone is aware of it. You'd have to be comatose or 6 feet under not to know what a serious problem this is for a large portion of the Austin population. This is especially difficult for people on fixed incomes such as older adults and people with disabilities. The rise in property taxes and rental prices also effects blue collar workers, people raising children, people caring for family members or people with ongoing health issues, just to name a few.

It is our civic duty to create an environment where everyone is welcome and can participate in the good life that Austin has to offer. There is no advantage to the Austin community to ignore a population who is currently being under-served. We have to be smarter than that.

The City of Austin is a leader in advocacy for sustainable living. I applaud the ongoing effort and have participated in several of the programs offered such as energy audits and rebates for energy efficient appliances, etc. Austin can be a leader in affordable accessible community housing. It takes planning and communication and education. We have the skills and the opportunity to make this happen. Do we have the will to tackle the challenge? That is the question I leave with you today.

I sincerely hope this task force will embrace the effort to include affordable accessible housing in the Action Plan and ensure that Austin lives up to its reputation as not only the Music Capital of the World, and the coolest place to live (if not the weirdest), but also as the friendliest and most inclusive city in the nation - a city moving into the future and taking all of its citizens with it.

Thank you for your time.

Kathy Keller  
EIR Accessibility Coordinator  
Department of Family and Protective Services  
512.438.3225

**From:** Gonzalez, Dolores  
**Sent:** Thursday, April 02, 2015 9:05 AM  
**Subject:** FW: Help us spread the word about our Community Needs process?

## TAKE ACTION! HELP PRIORITIZE FEDERAL FUNDING FOR AUSTIN'S COMMUNITY NEEDS

Your feedback is an essential part of the City's plan to assist Austin's low-income families. The Neighborhood Housing and Community Development Office provides programs and services to support affordable housing, job creation and public services for persons with disabilities, seniors and youth.

Community input helps drive local and federal investment decisions that address Austin's needs. You may provide your ideas through June by participating in public hearings or by giving feedback in writing and online.

### Public Hearings on Community Needs

- 6:30 PM Tuesday, April 14, 2015: Before the Community Development Commission (CDC), Austin Energy, Town Lake Center, 721 Barton Springs Road
- 4:00 PM Thursday, April 16, 2015: Before the Austin City Council at Austin City Hall, City Council Chambers, 301 W. Second Street

Public hearing on the draft Action Plan will follow in June.

Your input helps drive investment decisions and shapes the City of Austin application for funding for housing and community development – the City's 2015-2016 Action Plan.

Learn more at <http://www.austintexas.gov/news/community-needs-assessment-fy-2015-16-action-plan> or call **512-974-3100** for more information.





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Planning Council Chair

**Sarah Pahl, MSSW, JD**  
Planning Council Vice-Chair

**David Kirk, Ph.D.**  
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ATCIC

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**Jaime Rodriguez**  
U.S. Bureau of Prisons

**Danny Smith**  
Travis County Sheriff's Office

**Jana Sturdivant**  
Community Representative

**Louella Tate, Ph.D.**  
Community Representative

**Kenneth Thompson**  
DFPS FHD Specialist

**Pete Valdez**  
City of Austin Community Court

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Victoria Terranova  
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Marvin Dunbar  
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Cliff Brown

[www.reentryroundtable.net](http://www.reentryroundtable.net)  
[austinreentryroundtable@gmail.com](mailto:austinreentryroundtable@gmail.com)

## Austin/Travis County Reentry Roundtable

*Building Successful Strategies for  
Offender Reentry and Reintegration in Austin/Travis County, Texas*

Betsy Spencer, Director  
Neighborhood Housing and Community Development Office  
Attn: Action Plan  
P. O. Box 1088  
Austin, Texas 78767

April 14, 2015

Dear Ms Spencer:

The Austin/Travis County Reentry Roundtable is a coalition of public sector leaders, criminal justice system leaders, service providers, advocacy organizations and formerly incarcerated persons working collaboratively to bring partners and stakeholders together to promote public safety through effective reentry and reintegration of formerly incarcerated persons and individuals with criminal histories.

Over the last four decades, the rate of incarceration in the United States more than quadrupled and the size of the prison population increased from 200,000 to 1.5 million. In Travis County, approximately 2,400 individuals are released from prison, 2,800 persons are on parole, and more than 16,000 individuals are on probation annually. In 2013, there were more than 53,000 bookings were processed through the Travis County Jail. The Travis County jail has seen a more than 100% increase in the number of inmates receiving mental health care in their facilities between 2002 and 2012.

The Roundtable applauds the work that the City of Austin has done in the past year to shed more light on the issues and challenges related to reentry of formerly incarcerated persons in Austin. Several recent reports written and/or sponsored by the Neighborhood Housing and Community Development Office highlight the impact of the barriers faced by persons with criminal backgrounds in our community:

2014 Consolidated Plan: "Persons with poor credit histories and/or criminal backgrounds have been shown to be disproportionately impacted because of the tight rental housing market. Landlords are able to be more selective in selecting prospective tenants when there are fewer housing units and a several rental applications for the each available unit." (p. 41)

2014 Austin Comprehensive Housing Market Study: "1 in 3 homeless persons in Austin have a felony/criminal record and can't find a place to rent" (p.7)

Draft Analysis of Impediments to Fair Housing Choice Report (AI): "Organizations that assist low income renters identified unreasonable look back periods in tenant qualifications as a barrier to housing choice. In tight rental markets, landlords often impose very strict guidelines and are more 'choosy' in tenant selection. To the extent that expanded criteria disproportionately affect protected classes, they may have disparate impacts on housing choice." (Section V, p.3)

Recommended Fair Housing Goal/Activity in the AI: "Pursue implementation of reasonable look back periods in lease agreements in developments with City of Austin funds." (Executive Summary, p.4)

The Housing Works Housing the Hardest to Serve Report: "Recipients of city funding are required to use reasonable criminal history 'look-back periods' when reviewing the criminal histories of housing applicants, *but there is no clear and consistent definition of 'reasonable.'* Thus, a prospective tenant can be denied housing based on a range of crimes (felony or misdemeanor) that occurred years in the past." [emphasis added]

In 2014, ECHO in partnership with the City convened community stakeholders to develop a community definition of Housing First: "Applicants are seldom rejected solely on the basis of poor credit or financial history, poor absent rental history, criminal convictions, or any other behaviors are generally held to indicate a lack of "housing readiness."

Based on the facts and findings outlined above, there is substantial evidence that the reentry population has significant and disproportionate needs to be considered in the FY2015-16 City of Austin Action Plan. We look forward to continuing to work with the NHCD to address the housing and community development needs of this population.

Sincerely,

A handwritten signature in cursive script that reads "Laura E. Sovine".

Laura Sovine  
Chair

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April 24, 2015

Neighborhood Housing and Community Development Office  
 Attn: Action Plan

To whom it may concern:

I am writing to provide input on behalf of Sustainable Food Center (SFC) regarding the City of Austin Community Development Block Grant 2016 Action Plan, and to underscore the needs and the opportunities regarding inclusion of healthy food and food systems in the plan. With roots in Austin going back 40 years to our founding as Austin Community Gardens in 1975, SFC continues to cultivate a healthy community by strengthening the local food system and improving access to nutritious, affordable food. However, healthy food access disparities in our community persist.

One Voice Central Texas recently released information showing that despite Austin's enormous economic growth, one fourth of children currently live in poverty and 35% of low-income children in Central Texas are overweight or obese ([One Voice, 2014](#)). These topics may not immediately appear linked but it is clear that those who live in the poorest neighborhoods also have the least access to healthy foods like fresh fruit and vegetables. According to the [Community Advancement Network Dashboard](#), those in our community with limited transportation or in areas with no grocery stores or farmers markets do not have the option of making healthy food choices. Additionally, healthy foods can cost more than those high in calories. Food provided by hunger agencies such as food banks/pantries is often limited to cheap, highly processed foods containing empty calories. Charities focused on hunger struggle with providing sustainable solutions. The sustainable food movement – including gardening resources and education, healthy cooking classes, and access to healthy foods for low-income children and families – provides long-term solutions to eliminating food insecurity and limited food access.

[Imagine Austin](#), the city's long-term plan, emphasizes food systems in several sections, calling for improved linkages among all points in our local food system – from production to processing through distribution and purchasing. The plan recommends promoting community and school gardens, incentivizing healthy food marketing and sales, and expanding on current market structures such as farmers' markets and farm-to-cafeteria efforts. Many of these concepts are echoed in the Austin / Travis County [Community Health Improvement Plan \(CHIP\)](#), which includes improvements to our built environment with a focus on access to healthy food as a priority area. In order to reach the CHIP goal of ensuring that "all in our community have reasonable access to affordable, quality, nutritious food," objectives include increasing participation in nutrition programs, creating new distribution and production points (like farmers' markets and community gardens), and incentivizing stores in low-income neighborhoods to offer healthy food options.

Austin faces great challenges but clear opportunities regarding healthy food and food systems. We are fortunate that we have assets and resources on which to build – knowledge and skills in our community, interest and commitment from individuals and organizations, and ongoing programming and projects. Including in the 2016 CDBG Action Plan such healthy food and food systems efforts as school and community gardens, farmers' markets and other farm-direct sales, and culturally appropriate nutrition education, will direct appropriate attention and funding to these vital solutions.

Thank you for the opportunity to provide this input. If I can provide additional information at any time, please feel free to contact me.

Sincerely,

Andrew W. Smiley, Deputy Director

2921 E 17<sup>th</sup> ST, Austin, Texas 78702 | P 512 236 0074 | F 512 236 0098 | [www.sustainablefoodcenter.org](http://www.sustainablefoodcenter.org)



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From: Marilyn Hartman  
Sent: Friday, April 24, 2015 8:39 AM  
To: NHCD  
Subject: Input for Community Needs Assessment

As a strong advocate for people with severe and persistent mental illness (SPMI), I would like to provide input for the Community Needs Assessment. There are far too many people with SPMI in our jails and prisons, using our EMS and ERs inappropriately, and/or homeless; these are costly situations for taxpayers and highly detrimental to the ill persons. There is a severe shortage of supportive housing which is a best solution to this problem, and a cost-effective one.

NAMI (National Alliance on Mental Illness) is about to launch a program called *Stepping Up*, a national initiative to divert people with mental illness from jails into treatment. It is an effort involving communities and counties across the country. Travis County and the City of Austin need to "step up," increasing its involvement with this population and creating many more supportive housing units, at a faster rate than has been the case.

In this solution, I will also note that mental illness, with or without substance use disorder, is the most over-represented disability in our jails and prisons. People with SPMI do not belong there! They should be in the community in supervised settings where they can continue their recovery to become stable and productive.

Respectfully submitted,

Marilyn Hartman  
Member, NAMI Austin Advocacy Committee (National Alliance on Mental Illness)  
[marilyn.hartman@earthlink.net](mailto:marilyn.hartman@earthlink.net)  
512-470-7840



NEEDS ASSESSMENT FOR HOUSING AFFORDABILITY APRIL 2015

Stuart Hersh [shersh@austin.rr.com](mailto:shersh@austin.rr.com) 512-587-5093

1. 100 replacement homes for Onion Creek homeowners who wish to stay in Austin following their buyout
2. \$3,000,000 for GO Repair Program to shorten waiting lists for low-income homeowners needing repairs for Property Maintenance Code compliance or to reduce architectural barriers for those with disabilities and seniors
3. 1,000 new or rehabilitated rental units for persons/families at or below 50% and 30% median Family Income, with at least 100 rental units for Housing First households at or below 30% Median Family Income
4. Adoption of Good Landlord Program to promote safety and housing affordability

**Public Hearing - Austin City Council**  
**FY 2015-16 Action Plan - Community Needs Assessment**  
**April 16, 2015**

The following reflects excerpts from the transcript of public testimony. The complete meeting transcript is available here: <http://www.austintexas.gov/edims/document.cfm?id=229269>

Name	Statement
Stuart Hersh, Consultant	<p>"Mayor pro tem and members of the council, my name is Stewart Harry Hersh and like most in Austin I rent and my presentation to you is based on the best recommendations of my best bosses at the city for 30 years, which is Kiss. And Ms. Houston always scuse us to explain what those acronyms mean. In my case it's keep it simple, Stewart. There are four basic things that I think would drive our success next year if adopted. 100 is 100 replacement homes for onion creek homeowners who may want to remain in the city. They don't have many opportunities based on market housing. That's something we need to look at. Three million dollars for general obligation repair program. This serves very low income homeowners. Who are trying to stay in their house. They either need property maintenance work or architectural barrier removal if they are seniors. And we haven't funded at that level, but to get rid of the waiting list we need to do that. A thousand new or rehabilitated units in the rental market for 50 and 30% median family income families with 100 of those being housing first and recognition of the great need of our homeless population who is hard to serve. And fourth, adoption of a good landlord program to promote both safety and housing affordability. We have a lot of potential partners if we do a good program. My bosses always said that don't propose something unless you pay for it. And this year that pay for it context occurs while trying to increase the amount of homestead exemption. So I have six suggestions. Hope I don't run out of time. One, you need to merge the new review and inspection department with code to create a resource pool to do that. And then you need to flatten the organization to have more line employees doing review permit inspections and code enforcement and fewer bosses because I used to manage that as a middle manager and now it takes department heads to do it. I don't know where this stupidity went. You need to flatten the organization. You need to replace aging SUV's with small pickup trucks like we used to. We used to be able to get around Austin in pickups. I don't think you need an SUV. We need to align the code interpretation among all the code interpretations among all the employees in this new merged department so you don't get different answers from different people depending upon which department you go talk to. You need to free me \$3 million out of the code enforcement fees we collect each month from our utility bills to pay for the go program as I mentioned earlier and then you need to free resources for the good landlord programs because we have some landlords who I believe want to serve very low income people and the homeless and they need to make some repairs do that. We can pull those things together and have synergy instead of conflict all the time. And I think this council's prepared to do things that we haven't done in the past. We actually did this in the 70's and early 80's in the building inspection department. [Buzzer sounds] So sometimes it's about moving back to what we used to do better, not always looking to Portland and Seattle. Thank you very much."</p>
Enrique Rivera, Salvation Army	<p>"Hi, my name is Enrique Rivera and I'm with the Salvation Army. I have some handouts if it's appropriate to go ahead. I'm here today to speak to you about the tenant based rental assistance partnership. The rental based rental assistance partnership is -- it's been in existence since 1970 -- 1998. It's a partnership between the housing authority, city of Austin, and the passages program. The passages program is a comprehensive case management program that seeks to move people from homelessness into housing. And this source of funding which provides basically transitional housing for a point of a time of the year is very important in us moving many families and individuals out of shelters into housing. The program traditionally has basically served in the area of 300 people annually in the past reporting year, which is October through September. It served 303 people, with 62% of those individuals being served being children. The passages collaboration, what it seeks to do is go ahead and surround the people who we're serving with funding with supportive services to help them continue to move toward self sufficiency. We're able to provide comprehensive case management for 18 months, subsidized child care for those who need it, limited assistance, life skills training, employment assistance, referrals to rapid housing and other permanent housing opportunities. The tvra program is funded through home funds with use of home housing trust funds as well. Approximately every year we have 78 to 80% of the people who participate in it move on into permanent housing. And during that year basically we're working with these families and individuals to increase their income so that when they exit -- when the voucher ends that they're in a better position to be able to afford the housing themselves. You had budget listed there for you. That's basically what I have come here to speak with you about today. It's a very important program. Serves a great number of people annually. And I believe that it's a very -- it's an important part of the continuum we've created here in Austin. I'd also like to go ahead and thank the city for the past support obviously since 1998, that its granted towards the program and we look forward to hopefully working with the program in the future."</p>
Kathy Stark, Austin Tenants Council	<p>"Good afternoon. My name is Kathie Stark, I'm the executive director of the Austin tenants' council. We do landlord-tenant issues and we also do foyer housing enforcement and education, nondiscrimination and housing. First thing is housing. We need more housing. As you all know well over 50% of the people that live in Austin are renters. We need all kinds of housing. We need affordable housing on the northside, the northwest side. We need affordable housing in all areas of town. The city of Austin has funded the Austin tenants' council to run a rental repair program and that program is pretty much unique in Texas. What it does is it assists low income tenants in getting repairs done to their home. Those repairs are completed by the landlord. We assist those tenants in the process of getting those repairs done. Successful outcome to us is all the repairs are made and that property does not go substandard. So that is one of the things I'm requesting funding for. The other thing is as we build affordable housing, I'd like to see that any funds that go to the city or the city waivers, that the housing that is produced has some caveats in it, and one of the caveats is that has to have a reasonable look back period. [4:59:03 PM] What that means is they can't have a policy on criminal background is that if you've ever been arrested we can't rent to you. It has to be a reasonable look back policy, that you were arrested, it was a felony, but it's been five years, you've been gainfully employed, it hasn't been any trouble, so you should be able to find housing in the city. So the city when it's building housing could have that in place saying you have to have a reasonable look-back period. I think that that would go a long way to helping find housing for people that are hard to house at this point. A lot of the people that are homeless have a hard time finding housing because of, you know, the records that they have during the time that they're homeless. So this would help move people through the process in housing that the city supports. I guess housing we just need housing. I can't tell you how high the rents are out there. I think you've heard in the zoning cases what some of the properties, 600 square feet are going for. I appreciate you listening to me. Thank you very much."</p>
Charles Cloutman, Meals on Wheels and More	<p>"Thank you, mayor pro tem. Charles Cloutman here with meals on wheel and more and chair of the Austin housing coalition. I'm here to first of all thank you for your previous funding, past funding for the go repair program, which Stewart was talking about. They've repaired hundreds of thousands within this city and keeping people, he would herly and disabled in their house and let them age in place. Thank you for the bottom of my heart to know these people and know that they're safe and secure and their houses don't leak and a thunderstorm comes in and they're not fearful. So we appreciate that. We ask for further funding, three million dollars has been asked every year. We've yet to have been funded at our level that we can run with. Every one of the agencies, the six agencies utilizing this funding has waiting lists. It seems to be counterintuitive to let that continue. The community development commission recommends every year for three million dollars and yet it falls on other ears. So I've asked for that funding T we also -- also on a personal note I would like to say after the onion creek floods, we must provide some sort of help for the people that are coming out of onion creek. We're buying them out and there's no place to put them. Unless we want them to go to Buda, Kyle, manor, some other place, but if we want to keep them where they belong in their homes and schools and their churches and their communities, we must help them relocate. So I'm not sure that that's not my bailiwick, it's not my area of influence, but it's something that we need to do and -- because I'm close to that, I see that and I ask you to fund that and to help that and secure that. This is a needs assessment and that's a need. And third and last, because I am a commissioner on the building and standards commission, we are constantly faced with rental housing that is substandard. And when we force the current landlord to repair these houses, he ends up selling the house and it becomes market rate. If you want to see Riverside corridor become market rate, do nothing. But if you want to stop that and if you want to be able to help people stay in their homes and help a landlord that is cash strapped, you can fix the place with an affordability rider to the property, create a fund, a strike fund that will administer through housing that will allow this landlord to borrow the money, to fix the property, to keep people in there with a covenant with the city, 25 year, 15 year, whatever the housing department recommends. It's not my world. But we must do something. We can't allow this to continue to happen. If we do nothing it will happen. We are throwing the book at the bad players. Somebody needs to catch the poor bystanders getting hurt in the meantime. It's not fair to let them live in substandard housing. [Buzzer sounds] So thank you."</p>

**Public Hearing - Austin City Council  
FY 2015-16 Action Plan - Community Needs Assessment  
April 16, 2015**

*The following reflects excerpts from the transcript of public testimony. The complete meeting transcript is available here: <http://www.austintexas.gov/edims/document.cfm?id=229269>*

Name	Statement
Ann Howard, Ending Community Homelessness Coalition	"My name is Ann Howard, the executive director of the ending community homelessness coalition. And the -- we want to support what's been the use of the federal dollars in this community. That's really focusing on housing and housing for the poorest among us. I think that HUD is doing a pretty good job actually at challenging the local community to quilt these funds together to make sure that we have a rather seamless continuum. As the homeless representative here, I need you to drive this funding to the lowest economic level to folks that we can rehouse who maybe have zero income, and we know that in the right supportive environment we can get that income up so they can maintain their own housing. The ESG stands for emergency solutions grant. It used to focus just on shelter, but now HUD is focusing short of repurposing that money to focus on permanent housing. Mr. Zimmerman, the concept of permanent in this -- you will hear it a lot from me because what we're moving away from is transitional, where the person only has six months, 12 months, 18 months to address all their issues. When it's permanent it's lease based. They need to abide by the lease. The rent needs to be paid. And as long as that happens they get to stay, just like other renters in town. And so as we develop more permanent housing for folks at the lowest income level, we have numerous programs from the local, state and federal and private philanthropy to make sure we can help them then attain the income to maintain that housing. So we're all -- it's really fun actually to hear these other colleagues step up here and tell you what they think because I think we would all clap for each other. We have worked so closely over the last three years to try to get all of these policies lining up so that we can maximize the use. Of every dollar. We appreciate mayor pro tem. We spent hours at the state capitol Monday or Tuesday night to speak out on this -- on behalf of the city for the source of income protection. There's just so many policies at play that I think if we keep trying to bring them all together you're going to see -- you're going to see the right results for this community in the coming months and years. Thank you."

**Public Hearing - Community Development Commission  
FY 2015-16 Action Plan - Community Needs Assessment  
May 12, 2015**

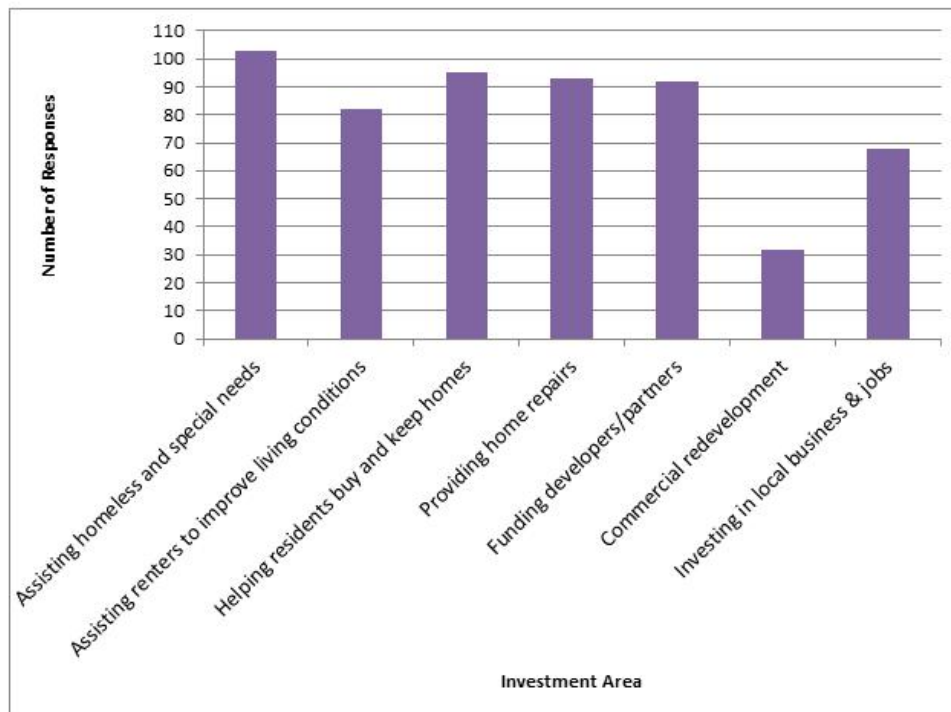
*Four speakers participated in the Public Hearing before the Community Development Commission on May 12, 2015. Most speakers advocated for increased funding for the City of Austin's GO Repair! Program. In Fiscal Year 2014-15, Go Repair! Received \$2,000,000 in funding from General Obligation Bonds, a local source. Speakers also advocated for providing assistance to residents who live in the Onion Creek area of Southeast Austin who were adversely impacted by extensive flooding that occurred in October 2013.*

### Community Needs Assessment: Summary of Survey Responses

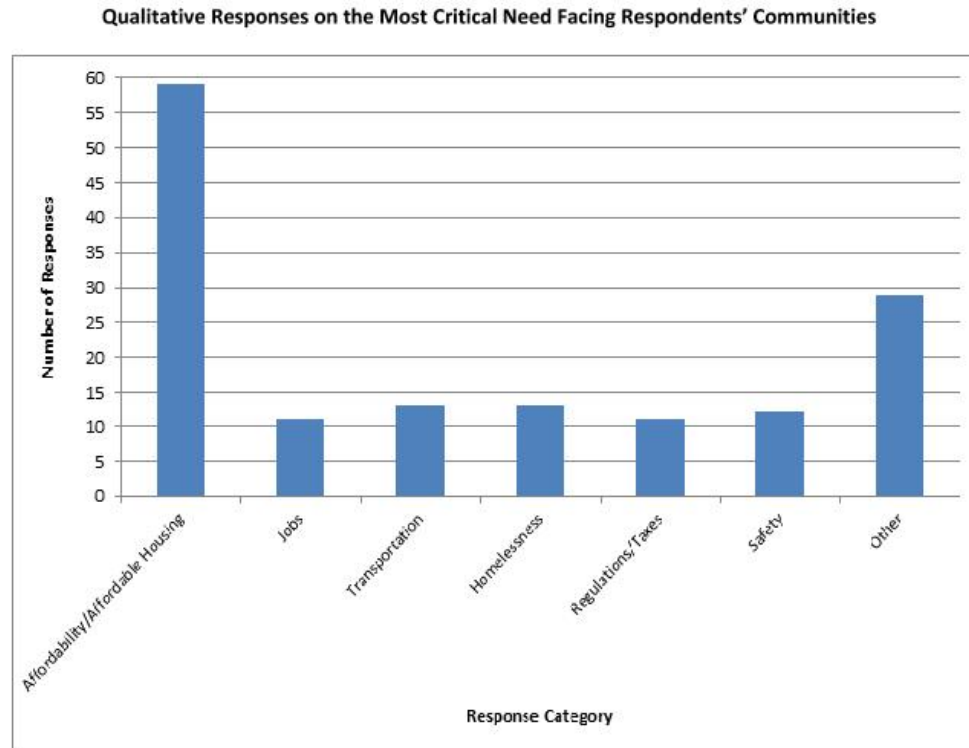
As part of the Needs Assessment process, a survey was created to gauge community priorities in the City's seven investment areas for low- to moderate-income residents. The survey was provided online in English and Spanish from April 10 to May 15, 2015. Paper copies in both languages were also distributed at several community events and meetings. 200 surveys were submitted: 123 paper surveys and 77 online.

The survey asked community members to select three investment areas that represented the highest needs in their community. Most respondents selected "assisting homeless and special needs population" (18%), with helping residents buy and keep homes (17%), and providing home repairs and safety improvements (16%), as the second and third most common responses. The graph below shows the numbers of responses provided for each investment area.

**Survey Responses – Top Community Needs**



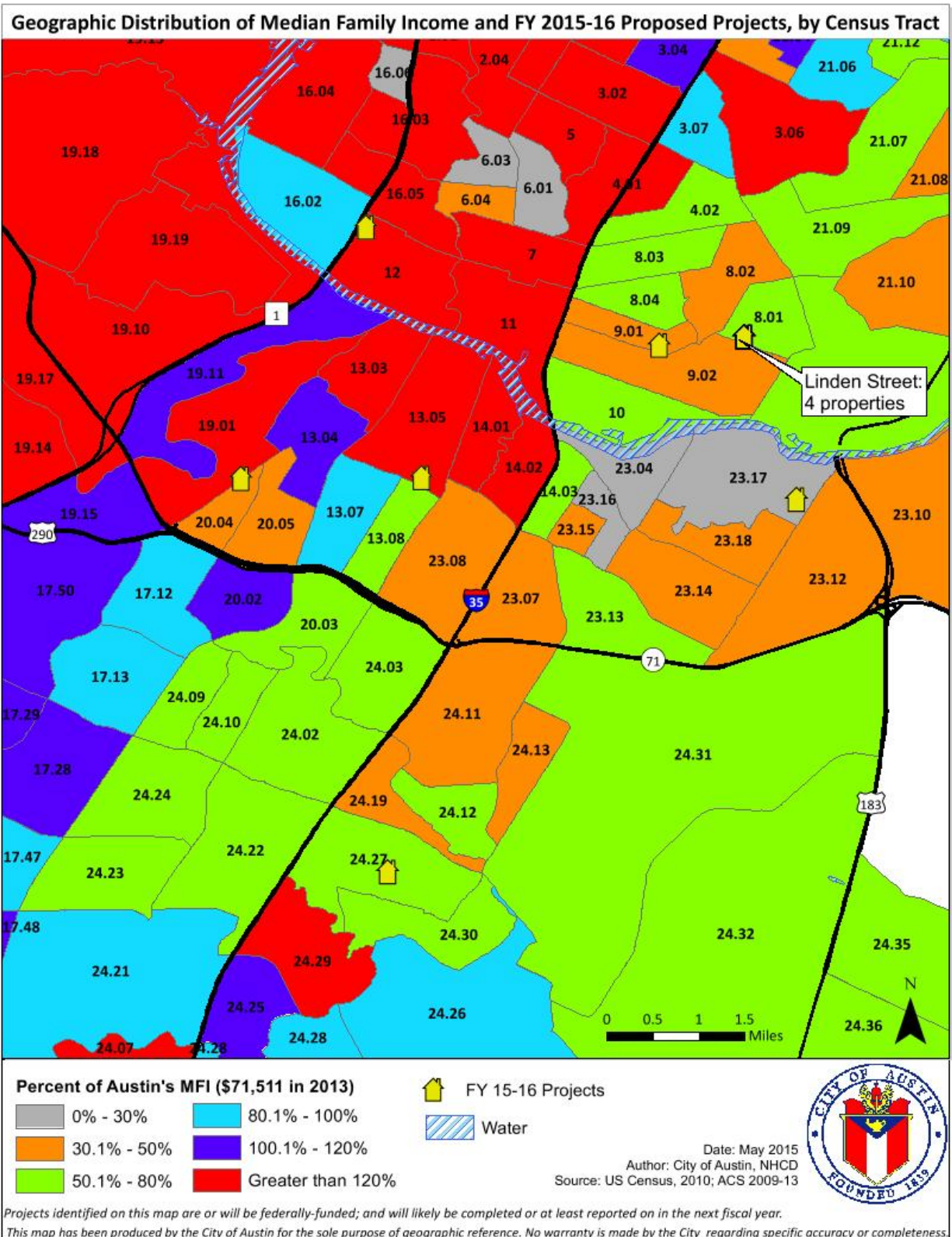
The survey also asked for qualitative feedback from residents, requesting them, in one word or phrase, to describe the most critical need facing their communities. The most common type of response dealt with affordability and affordable housing (40%). 20% of responses were categorized as “other,” a group that includes diverse issues ranging from education to utilities.

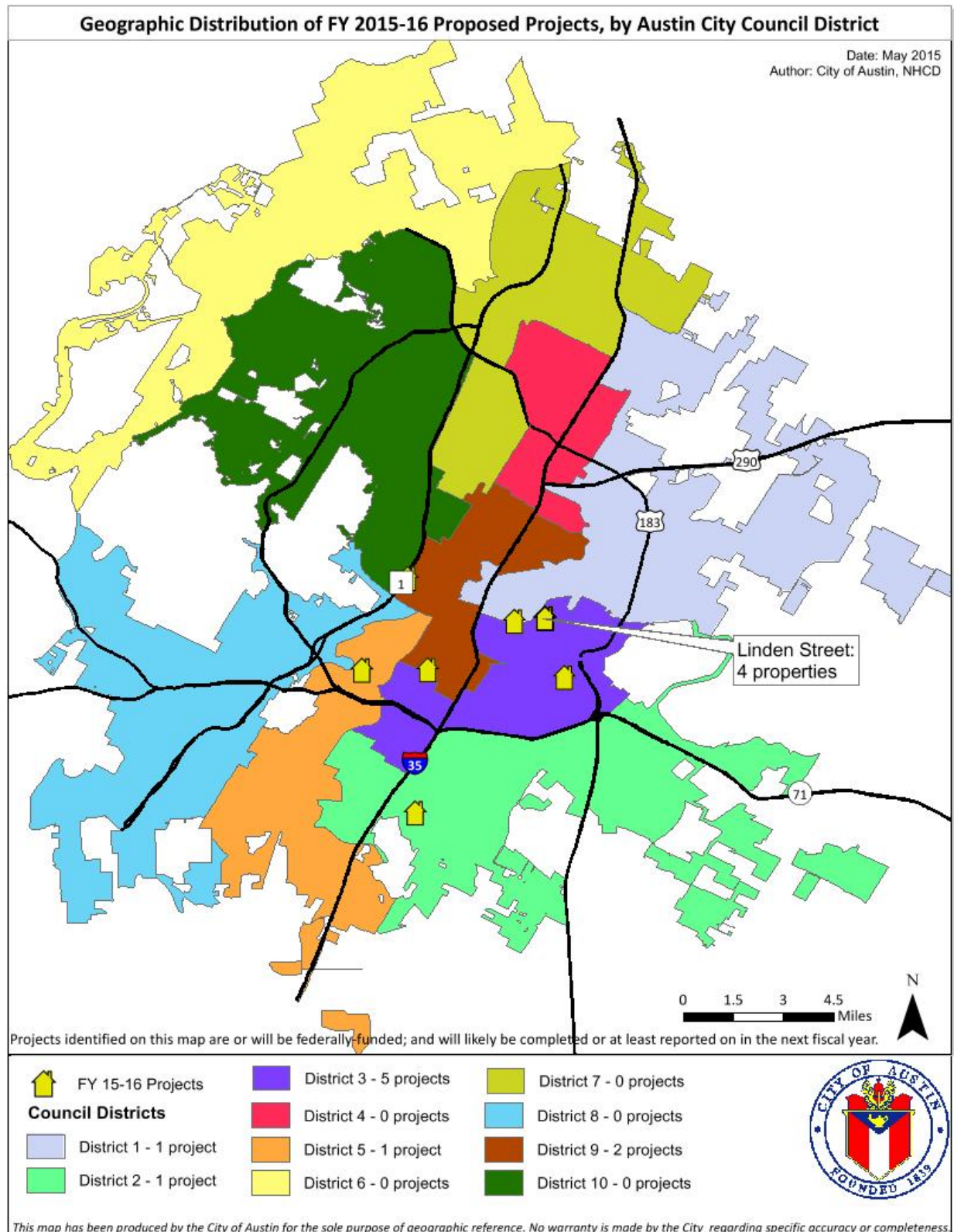


**Grantee Unique Appendices**

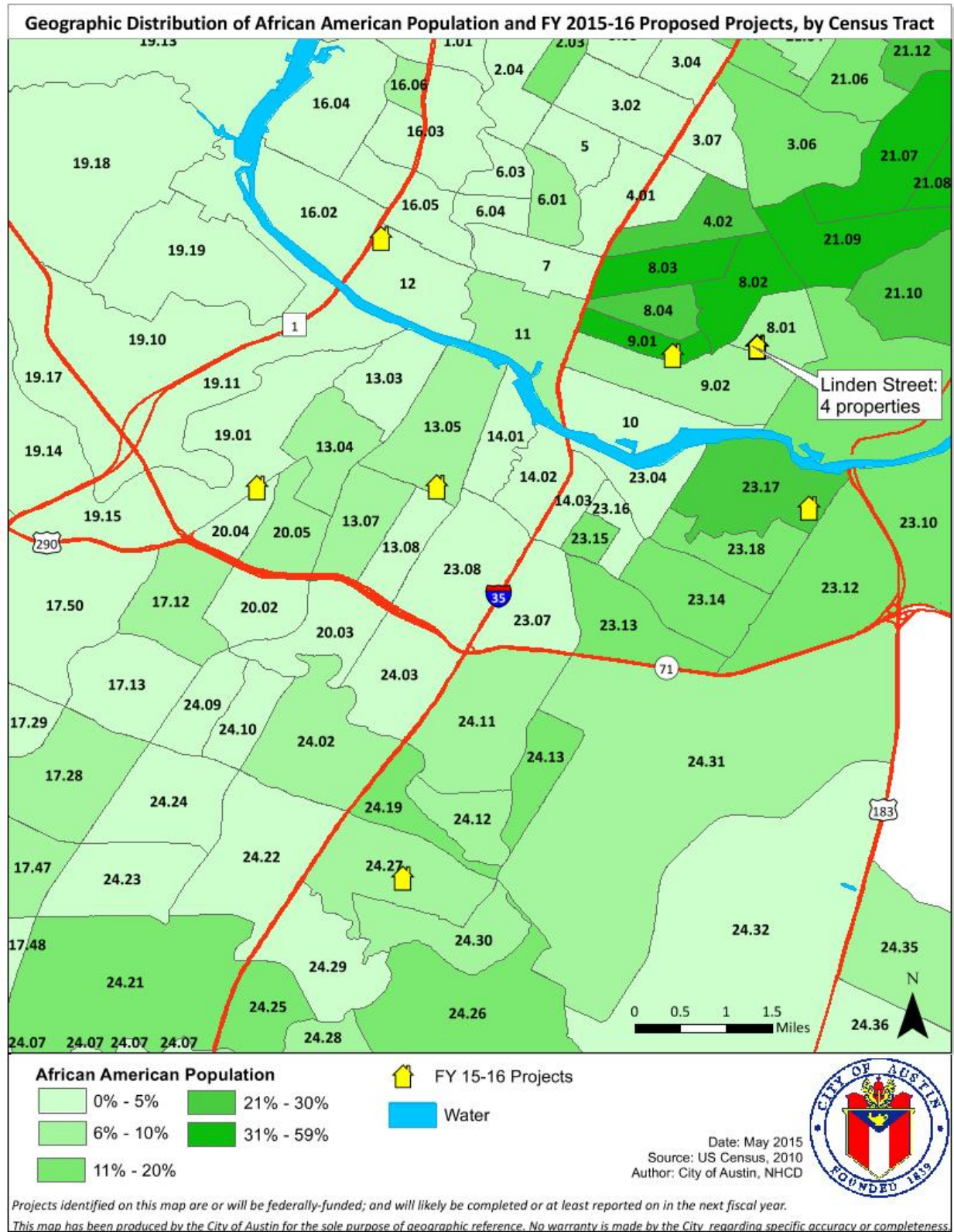
**Attachment II A: Maps**

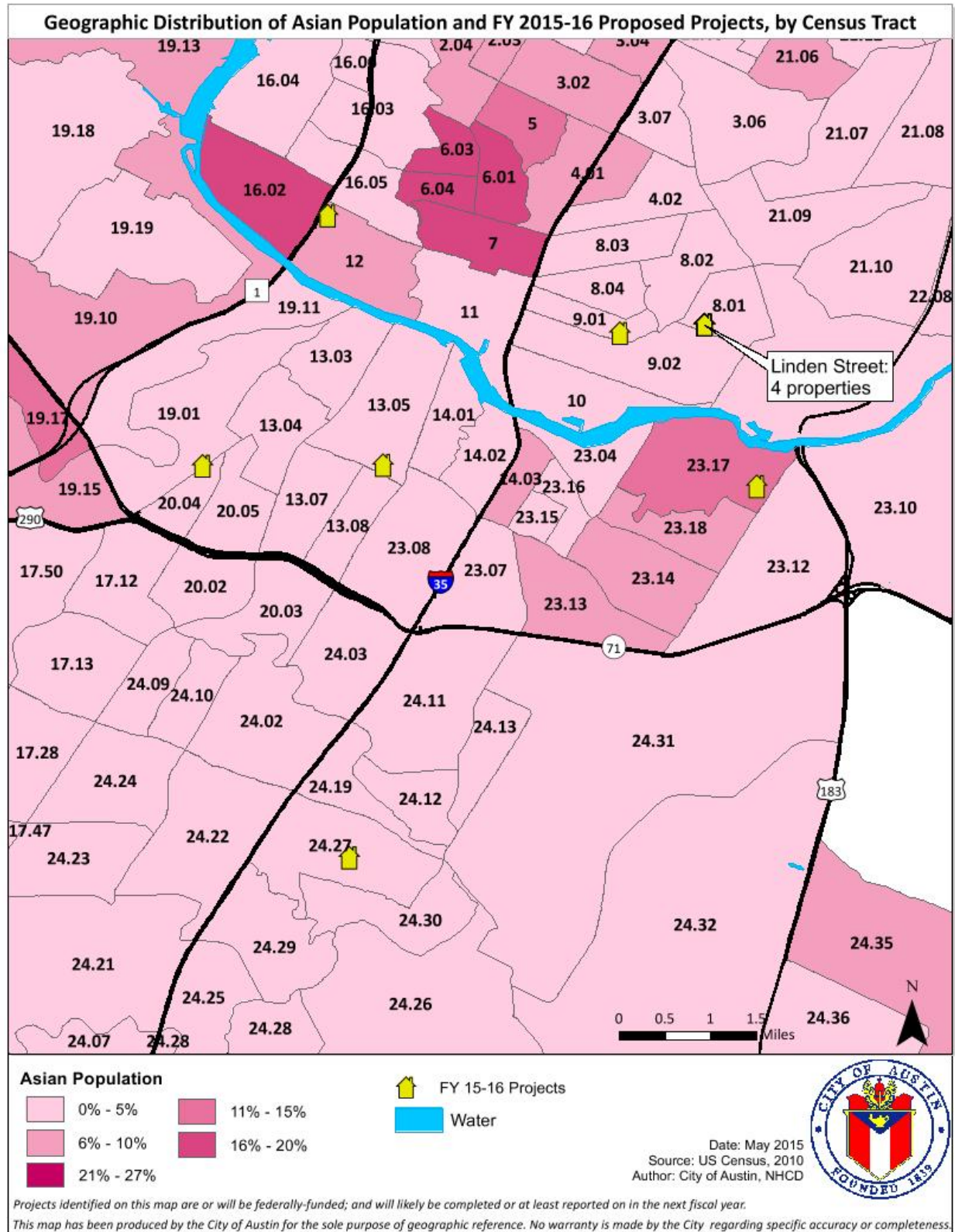




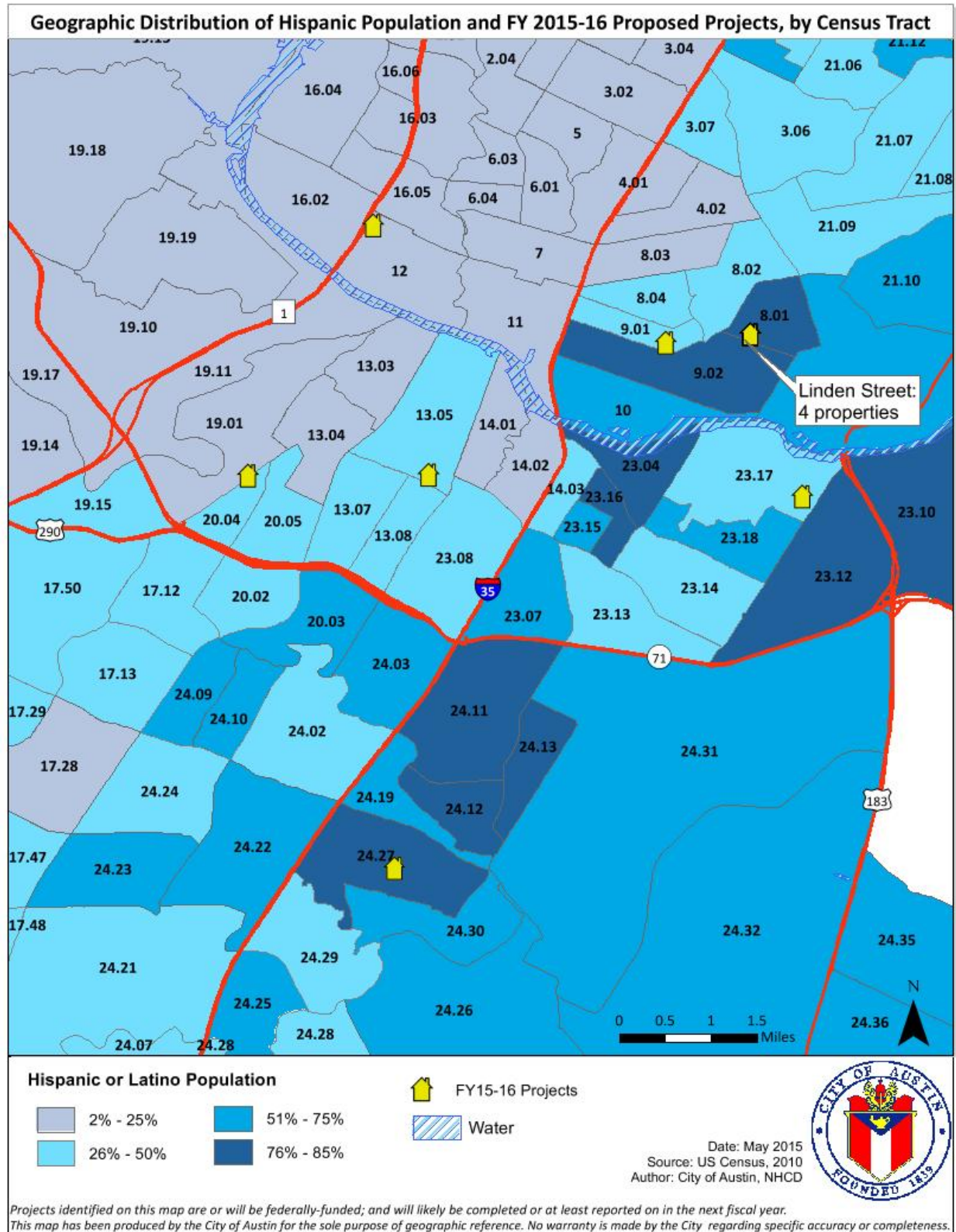












**Attachment II B: Resale and Recapture Policies**

## RESALE AND RECAPTURE POLICIES

Participating Jurisdictions (PJs) undertaking HOME-assisted homebuyer activities, including any projects funded with HOME Program Income (PI), must establish written resale and/or recapture provisions that comply with HOME statutory and regulatory requirements. These provisions must also be set forth in the PJ's Consolidated Plan. The written resale and/or recapture provisions that a PJ submits in its annual Action Plan must clearly describe the terms of the resale and/or recapture provisions, the specific circumstances under which these provisions will be used (if more than one set of provisions is described), and how the PJ will enforce the provisions for HOME-funded ownership projects. HUD reviews and approves the provisions as part of the annual Action Plan process.

The purpose of this section is to provide the "resale" and "recapture" policies of the City of Austin's Neighborhood Housing and Community Development Department (NHCD) and its subrecipient, the Austin Housing Finance Corporation (AHFC). As stated above, HOME requires that PJs utilize resale and/or recapture provisions to ensure continued affordability for low- to moderate-income homeowners and as a benefit to the public through the wise stewardship of federal funds.

NHCD has three programs which use HOME funds to assist homeowners or homebuyers:

1. Down Payment Assistance (DPA) - new homebuyers;
2. Acquisition and Development (A&D) - developers of new ownership housing, and;
3. Homeowner Rehabilitation Loan Program (HRLP) - owners of existing homes.

### Resale

This option ensures that the HOME-assisted units remain affordable over the entire affordability period. The Resale method is used in cases where HOME funding is provided directly to a developer to reduce development costs, thereby, making the price of the home affordable to the buyer. Referred to as a "Development Subsidy," these funds are not repaid by the developer to the PJ, but remain with the property for the length of the affordability period.

Specific examples where the City of Austin would use the resale method include:

1. providing funds for the developer to acquire property to be developed or to acquire affordable ownership units;
2. providing funds for site preparation or improvement, including demolition; and
3. providing funds for construction materials and labor.

### The City of Austin Resale Policy

**Notification to Prospective Buyers.** The resale policy is explained to the prospective homebuyer(s) prior to signing a contract to purchase the HOME-assisted unit. The prospective homebuyer(s) sign an acknowledgement that they understand the terms and conditions applicable to the resale policy as they have been explained. This document is included with the executed sales contract. *(See attached Notification for Prospective Buyers on Page IV-11.)*

**Enforcement of Resale Provisions.** The resale policy is enforced through the use of a Restrictive Covenant signed by the homebuyer at closing. The Restrictive Covenant will specify:

1. the length of the affordability period (based on the dollar amount of HOME funds invested in the unit; either 5, 10, or 15 years);
2. that the home remain the Buyer's principal residence throughout the affordability period; and
3. the conditions and obligations of the Owner should the Owner wish to sell before the end of the affordability period, including:
  - a. the Owner must contact the Austin Housing Finance Corporation in writing if intending to sell the home prior to the end of the affordability period;
  - b. The subsequent purchaser must be low-income as defined by HOME, and occupy the home as his/her new purchaser's primary residence for the remaining years of the affordability period. (However, if the new purchaser receives direct assistance through a HOME-funded program, the affordability period will be re-set according to the amount of assistance provided); and
  - c. The sales price must be affordable to the subsequent purchaser; affordable is defined as limiting the Principal, Interest, Taxes and Insurance (PITI) amount to no more than 30% of the new purchaser's monthly income.

**Fair Return on Investment.** The City of Austin will administer its resale provisions by ensuring that the Owner receives a fair return on his/her investment and that the home will continue to be affordable to a specific range of incomes. Fair Return on Investment means the total homeowner investment which includes the total cash contribution plus the approved capital improvements credits as described below:

1. The amount of the down payment;
2. The cost of any capital improvements, documented with receipts provided by the homeowner, including but not limited to:
  - a. Any additions to the home such as a bedroom, bathroom, or garage;
  - b. Replacement of heating, ventilation, and air conditioning systems;
  - c. Accessibility improvements such as bathroom modifications for disabled or elderly, installation of wheel chair ramps and grab bars, any and all of which must have been paid for directly by the Owner and

- which were not installed through a federal, state, or locally-funded grant program; and
- d. Outdoor improvements such as a new driveway, walkway, retaining wall, or fence.

Note: All capital improvements will be visually inspected to verify their existence.

3. The percentage of change as calculated by the Housing Price Index (HPI) Calculator of the Federal Housing Finance Agency. The HPI Calculator is currently located at <http://www.fhfa.gov/DataTools/Tools/Pages/HPI-Calculator.aspx> and projects what a given house purchased at a point in time would be worth today if it appreciated at the average appreciation rate of all homes in the area. The calculation shall be performed for the Austin-Round Rock-San Marcos, TX Metropolitan Statistical Area.

**Affordability to a Range of Buyers.** The City will ensure continued affordability to a range of buyers, particularly those whose total household incomes range from 65 percent to no greater than 80 percent MFI. If the City of Austin or the Austin Housing Finance Corporation implements a Community Land Trust, the range of incomes will be broadened considerably.

Sales prices shall be set such that the amount of Principal, Interest, Taxes, and Insurance does not exceed 30 percent of the new Buyer's annual income. For FY 2015-16, the affordable sales price shall not exceed \$175,000, which would be affordable to a 4-person household at 80 percent MFI at today's home mortgage interest rates.

*Example:* A home with a 10-year affordability period was purchased six years ago by a person (the "original homeowner") who now wishes to sell. The original homeowner's mortgage was \$52,250 at 6.75% interest for 30 years, and has made payments for 72 months. The current mortgage balance is \$48,270. The principal amount paid down so far is \$3,980.

#### Calculating Fair Return on Investment.

*Down payment:* The original homeowner was required to put down \$1,000 earnest money at the signing of the sales contract.

*Cost of Capital Improvements:* The original homeowner had a privacy fence installed four years ago at the cost of \$1,500 and has receipts to document the improvement. A visual inspection confirmed the fence is still in place.

*Percentage of Change.* The original purchase price for the home was \$55,000 and the amount of developer subsidy was \$25,000, thus requiring the 10-year affordability period.

For the purposes of using the Federal Housing Finance Agency's Housing Price Index calculator, the home was purchased in the 3<sup>rd</sup> Quarter of 2006, and will be

calculated using the most current quarter available, 1<sup>st</sup> Quarter 2012. Using the Housing Price Index calculator, the house would be worth approximately \$61,112.

*Calculating the Fair Return to the Original Owner:*

Down payment:	\$1,000
Capital Improvements:	\$1,500
Principal Paid:	\$3,980
Increase in value per HPI:	<u>\$6,112</u>
	\$12,592 Fair Return on Investment

In order to realize a fair return to the original homeowner, the sales price must be set at roughly \$61,000 (i.e., \$55,000 [\$3,980 in principal payments made plus remaining mortgage balance of \$48,270] + \$1,000 down payment + \$1,500 capital improvements + \$6,112 HPI increase = \$60,862)

*Affordability for a Range of Buyers.* If the original homeowner sets the sales price at \$61,000 to get a fair return on investment, and if 2012 assumptions are used for front/back ratios, interest rates, insurance, taxes, an 80% Loan-to-Value (LTV) Ratio, etc., the monthly PITI would be approximately \$483.

The PITI of \$483 could, in theory, be supported by an annual household income of \$19,500 and not exceed 30% of the subsequent homeowner's monthly income. The housing costs could be supported more realistically by households with incomes between 50% and 80% MFI. However, with an 80% LTV ratio, most buyers will require down payment assistance which, if HOME funds are used, would create a new affordability period based on the level of the new HOME investment.

If the subsequent homeowner does not require any HOME subsidy to purchase the home, the affordability period would end in 4 years at which time the subsequent homeowner could sell to any buyer at any price.



### Recapture

Under HOME recapture provisions financial assistance must be repaid if it is provided directly to the buyer or the homeowner. Upon resale the seller may sell to any willing buyer at any price. The written agreement and promissory note will disclose the net proceeds percentage if any that will be allotted to the homebuyer and what proceeds will return to the PJ. Once the HOME funds are repaid to the PJ, the property is no longer subject to any HOME restrictions. The funds returned to the PJ may then be used for other HOME-eligible activities.

### The City of Austin Recapture Policy

The City of Austin and Neighborhood Housing and Community Development (NHCD) HOME funded program under the recapture provisions is the Down Payment Assistance Program (DPA). The Austin Housing Finance Corporation's (AHFC) HOME funded program under recapture provisions is the Homeowner Rehabilitation Loan Program (HRLP).

The (HOME) federal assistance will be provided in the form of a 0% interest, deferred payment loan. The fully executed (by all applicable parties) and dated Written Agreement, Promissory Note and Deed of Trust will serve as the security for these loans. The Deed of Trust will also be recorded in the land records of Travis County or Williamson County.

The payment of the DPA or HRLP Promissory Note is made solely from the net proceeds of sale of the Property (except in the event of fraud or misrepresentation by the Borrower described in the Promissory Note).

The City of Austin and/or AHFC/NHCD may share any resale equity appreciation of HOME-assisted DPA or HRLP loans with the Borrower/Seller according to the following two recapture models:

**Standard Down Payment Assistance.** The City of Austin will calculate the recapture amount and add this to the existing payoff balance of the DPA loan. The entire payoff balance must be paid to AHFC/NHCD before the homebuyer receives a return. The recapture amount is limited to the net proceeds available from the sale. However, the amount of standard Down Payment Assistance will be forgivable at the end of maturity date if the borrower met all of the program requirements.

Appraised Value of Property or Sales Price (whichever is less)	\$
Original Senior Lien Note Amount	(-) \$
Any reasonable and customary sales expenses paid by the Borrower in connection with the sale (Closing costs)	(-) \$
Net proceeds	\$
DPA Original Note Amount	(-) \$
Equity to Borrower/Seller	= \$

Shared Equity Down Payment Assistance (DPA). The City of Austin and AHFC/NHCD will permit the Borrower/Seller to recover their entire investment (down payment and capital improvements made by them since purchase) before recapturing the HOME investment. The recapture amount is limited to the net proceeds available from the sale.

Down Payment Formula. Equity to be shared: The Appraised Value of the Property at time of resale less original senior lien Note, less borrower's cash contribution, less capital improvement recapture credit, less the Original Principal Amount of Mortgage Assistance under the DPA Mortgage, calculated as follows:

Appraised Value of Property or Sales Price (whichever is less)	
Original Senior Lien Note Amount	(-) \$
Any reasonable and customary sales expenses paid by the Borrower in connection with the sale (Closing costs)	(-) \$
Net proceeds	\$
Borrower's Cash Contribution	(-) \$
Capital Improvement Recapture Credit	(-) \$
DPA Mortgage Assistance Amount	(-) \$
Equity to be Shared	=

The homebuyer's entire investment (cash contribution and capital improvements) must be repaid in full before any HOME funds are recaptured. The capital improvement recapture credit will be subject to:

1. The borrower having obtained NHCD approval prior to his/her investment; and
2. The borrower providing proof of costs of capital improvements with paid receipts for parts and labor.

Calculation of Shared Equity Percentage. Percentage shall remain the same as calculated at initial purchase (as set forth above).

Shared Equity Payment Due to NHCD or the City of Austin. Shall be (Equity to be shared) x (Shared Equity Percentage), calculated as follows:

Equity to be shared		\$
Shared Equity Percentage	X	%
Shared Equity Payment Due to NHCD/City of Austin	=	\$

Total Due to NHCD or City of Austin. Shall be the total of all amounts due to NHCD or the City of Austin calculated as follows:

Mortgage Assistance Amount		\$
Interest and Penalties	+	\$
Shared Equity Payment	+	\$
Total Due to NHCD/City of Austin	=	\$

HRLP Homeowner Reconstruction Formula. Upon executing and dating the Promissory Note, Written Agreement and the Deed of Trust the parties agree that the Mortgage Assistance Amount provided to Borrower by AHFC is to be 25% of the Borrower's/Sellers equity in the Property.

Equity to be Shared. The Appraised Value of the Property at time of resale, less closing costs, homeowner's cash contribution (if any), capital improvement recapture credit, AHFC original assistance amount, calculated as follows:

Appraised Value of Property or Sales Price (whichever is less)	
Any reasonable and customary sales expenses paid by the Borrower/Seller in connection with the sale (Closing costs)	(-) \$
Homeowner's Cash Contribution	(-) \$
Capital Improvement Recapture Credit	(-) \$
AHFC or the City of Austin Original HRLP Assistance Amount	(-) \$
Equity to be Shared	=

Calculation of Shared Equity Percentage: Percentage shall remain the same as initially determined (as set forth above). Shared Equity Payment Due to AHFC or the City of Austin: Shall be (Equity to be shared) x (Shared Equity Percentage), calculated as follows:

Equity to be shared	\$
Shared Equity Percentage	25%
Shared Equity Payment Due to AHFC or the City of Austin	= \$

Total Due to AHFC or the City of Austin: Shall be the total of all amounts due to AHFC or the City of Austin calculated as follows:

Existing Owing HRLP Mortgage Assistance Amount	\$
Shared Equity Percentage Payment	+ \$
Sum Total Due to AHFC or the City of Austin	\$

HRLP Homeowner Rehabilitation Formula. Equity to be shared: The Appraised Value of the Property at time of resale, less closing costs, homeowner's cash contribution (if any), capital improvement recapture credit, AHFC or the City of Austin's original assistance amount, calculated as follows:

Appraised Value of Property or Sales Price (whichever is less )		
Any reasonable and customary sales expenses paid by the homeowner in connection with the sale (Closing costs)	(-) \$	
Homeowner's Cash Contribution	(-) \$	
Capital Improvement Recapture Credit	(-) \$	
AHFC and/or the City of Austin's Original HRLP Assistance Amount	(-) \$	
Equity to Borrower/Seller	=	

Net proceeds consist of the sales prices minus loan repayment, other than HOME funds, and closing costs. If the net proceeds of the sale are insufficient to fully satisfy the amounts owed on the HRLP Note the AHFC or the City of Austin may not personally seek or obtain a deficiency judgment or any other recovery from the Borrower/Seller. The amount due to Lender is limited to the net proceeds, if any, if the net proceeds are not sufficient to recapture the full amount of HOME funds invested plus allow Borrower to recover the amount of Borrower's down-payment and capital improvement investment, including in, but not limited to, cases of foreclosure or deed-in-lieu of foreclosure,. If there are no net proceeds AHFC or the City of Austin will receive no share of net proceeds.

However, in the event of an uncured Default, AHFC or the City of Austin may, at its option, seek and obtain a personal judgment for all amounts payable under the Note. This right shall be in addition to any other remedies available to AHFC and/or the City of Austin. If there are insufficient funds remaining from the sale of the property and the City of Austin or the Austin Housing Finance Corporation (AHFC) recaptures less than or none of the recapture amount due, the City of Austin and/or AHFC must maintain data in each individual HRLP file that documents the amount of the sale and the distribution of the funds.

This will document that:

1. There were no net sales proceeds; or
2. The amount of the net sales proceeds was insufficient to cover the full amount due; and
3. No proceeds were distributed to the homebuyer/homeowner.

Under "Recapture" provisions, if the home is SOLD prior to the end of the required affordability period, the net sales proceeds from the sale, if any, will be returned to the City of Austin and/or AHFC to be used for other HOME-eligible activities. Other than the actual sale of the property, if the homebuyer or homeowner breaches the terms and conditions for any other reason, e.g. no longer occupies the property as his/her/their principal residence, the full amount of the subsidy is immediately due and payable.

If Borrower/Seller is in Default, AHFC and/or the City of Austin may send the Borrower/Seller a written notice stating the reason Borrower/Seller is in Default and telling Borrower/Seller to pay immediately:

- (i) the full amount of Principal then due on this Note,
- (ii) all of the interest that Borrower/Seller owes, and that will accrue until paid, on that amount, and
- (iii) all of AHFC/or the City of Austin's costs and expenses reimbursable Recovery against the Borrower/Seller responsible for the fraud or

misrepresentation is not limited to the proceeds of sale of the Property, but may include personal judgment and execution thereon to the full extent authorized by law.

#### Affordability Periods

HOME Program Assistance Amount	Affordability Period in Years
\$1,000 - \$14,999.99	5
\$15,000 – \$40,000	10
Over \$40,000	15
Reconstruction Projects*	20

\*City of Austin policy

A HOME Written Agreement, Note and Deed of Trust will be executed by the Borrower and the City of Austin and/or the Austin Housing Finance Corporation (AHFC) that accurately reflects the resale or recapture provisions before or at the time of sale.

References: [ HOMEfires Vol 5 No 2, June 2003 – Repayment of HOME Investment; Homebuyer Housing with a 'Recapture' Agreement; Section 219(b) of the HOME Statute; and §92.503(b)(1)-(3) and (c)]

#### City of Austin Refinancing Policy

In order for new executed subordination agreement to be provided to the senior first lien holder, the senior first lien refinance must meet the following conditions:

1. The new senior first lien will reduce the monthly payments to the homeowner, thereby making the monthly payments more affordable; or
2. Reduce the loan term;
3. The new senior lien interest rate must be fixed for the life of the loan (Balloon or ARM loans are ineligible);
4. No cash equity is withdrawn by the homeowner as a result of the refinancing actions;
5. AHFC/NHCD and/or the City will, at its discretion, agree to accept net proceeds in the event of a short sale to avoid foreclosure; and
6. Only if the borrower meets the minimum requirements to refinance, the City can re-subordinate to the first lien holder.

#### The refinancing request will be processed according to the following procedure:

1. Submit a written request to Compliance Division to verify the minimum refinancing requirements with one month in advance from the expected closing;
2. NHCD/AHFC will review the final HUD-1 Settlement Statement two weeks prior to closing the refinance.
3. If applicable, NHCD/AHFC or the City of Austin will issue written approval a week prior to the closing date.

4. NHCD/AHFC will be provided with a copy of the final, executed HUD-1 Settlement Statement, Promissory Note, and recorded Deed of Trust three days in advance of the closing date.
5. If written permission is not granted by AHFC/NHCD or the City of Austin allowing the refinance of the Senior Lien, the DPA OR HRLP Loan will become immediately due and payable prior to closing the refinance.
6. If written permission is granted by AHFC/NHCD and/or the City of Austin and it is determined that the refinancing action does not meet the conditions as stated above, the DPA OR HRLP Loan will become immediately due and payable prior to closing the refinance.
7. Home Equity loans will trigger the repayment requirements of the DPA OR HRLP Programs loans. The DPA or HRLP Notes must be paid off no later than when the Home Equity Loan is closed and funded.
8. The DPA OR HRLP Notes must be paid-in-full in order for AHFC/NHCD and/or the City of Austin to execute a release of lien.

### Basic Terminology

**Affordable Housing:** The City of Austin follows the provisions established on 24 CFR 92.254, and consider that in order for homeownership housing to qualify as *affordable housing* it must:

- Be single-family, modest housing,
- Be acquired by a low-income family as its principal residence, and
- Meet affordability requirements for a specific period of time as determined by the amount of assistance provided.

**The City:** means the City of Austin's Neighborhood Housing and Community Development Office (NHCD) or its sub recipient, the Austin Housing Finance Corporation (AHFC).

**Fair Return on Investment:** means the total homeowner investment which includes the total cash contribution plus the approved capital improvements credits.

**Capital Improvement:** means additions to the property that increases its value or upgrades the facilities. These include upgrading the heating and air conditioning system, upgrading kitchen or bathroom facilities, adding universal access improvements, or any other permanent improvement that would add to the value and useful life of the property. The costs for routine maintenance are excluded.

**Capital Improvement Credit:** means credits for verified expenditures for Capital Improvements.

**Direct HOME subsidy:** is the amount of HOME assistance, including any program income that enabled the homebuyer to buy the unit. The direct subsidy includes down payment, closing costs, interest subsidies, or other HOME assistance provided directly to the homebuyer. In addition, direct subsidy includes any assistance that reduced the purchase price from fair market value to an affordable price.

**Direct HOME subsidy for Homeowner Rehabilitation Loan Program:** is the amount of HOME assistance, including any program income that enabled the homebuyer to repair or reconstruct the unit. The direct subsidy includes hard costs and soft cost according to 24 CFR 92.206

**Net proceeds:** are defined as the sales price minus superior loan repayment (other than HOME funds) and any closing costs.

**Recapture:** The recapture provisions are established at §92.253(a)(5)(ii), permit the original homebuyer to sell the property to any willing buyer during the period of affordability while the PJ is able to recapture all or a portion of the HOME-assistance provided to the original homebuyer.

Source: Notice: CPD 12-003 <http://www.hud.gov/offices/cpd/lawsregs/notices/2012/12-003.pdf>

## INFORMATION FOR PROSPECTIVE BUYERS

The [Five] [Ten] [Fifteen]-Year Affordability Period  
&  
The Restrictive Covenant Running With the Land

I understand that because a certain amount of federal funds were used by [Developer Name] to develop the property at \_\_\_\_\_, the federal government requires that certain restrictions apply to the occupancy or re-sale of this home for a period of [five (5) ten (10) fifteen (15)] years. I understand that during that [five] [ten] [fifteen]-year period, those requirements will be enforced through a legally-enforceable document called a "Restrictive Covenant Running with the Land."

Please  
Initial  
Below

If I choose to purchase this home, at the time the home is sold to me, I will sign a Restrictive Covenant Running with the Land, and it will be filed in the Official Public Records of the Travis County Clerk's Office. The requirements of the Restrictive Covenant Running with the Land are:

- \_\_\_\_\_ • That I must occupy the home as my principal residence during the [5] [10] [15]-year period in which the Restrictive Covenant is in effect;
- \_\_\_\_\_ • If I wish to sell the Property before the end of that period, I am required to sell it to a subsequent buyer whose total household income is at or below 80% of the Austin area Median Family Income in effect for the year I wish to sell the home.
- \_\_\_\_\_ • The sales price must be set such that I receive a fair return which shall be defined as:
  1. The amount of any cash contributions including the down payment and principal payments made;
  2. The cost of any capital improvements, documented with receipts, and including but not limited to:
    - a. Any additions to the home such as a bedroom, bathroom, or garage;
    - b. Replacement of heating, ventilation, and air conditioning systems;
    - c. Accessibility improvements such as bathroom modifications for disabled or elderly, installation of wheel chair ramps and grab bars, any and all of which must have been paid for directly by the Owner and which were not installed through a federal, state, or locally-funded grant program; and
    - d. Outdoor improvements such as a new driveway, walkway, retaining wall, or fence.
- \_\_\_\_\_ • The sales price must be set so that the monthly principal, interest, taxes and insurance to be paid by the subsequent buyer will not exceed 30% of that subsequent buyer's monthly household income.
- \_\_\_\_\_ • I will notify the Austin Housing Finance Corporation (AHFC) in writing so that AHFC can assist with the compliance of this federal regulation.

I/We acknowledge having received this information about the federal requirements involved if I/we decide to purchase this home.

Signature

Date

Signature

Date

VI-12



**Attachment II C: ESG Program Standards**



**CITY OF AUSTIN**  
**Health and Human Services Department**

**EMERGENCY SOLUTIONS GRANT PROGRAM (ESG)**  
**PROGRAM STANDARDS AND GUIDELINES**

**A. ESG PROGRAM DESCRIPTION**

**I. Definitions** Terms used herein will have the following meanings:

**At Risk of Homelessness-**

- (1) An individual or family who: (i) Has an annual income below 30% of median family income for the area; AND (ii) Does not have sufficient resources or support networks immediately available to prevent them from moving to an emergency shelter or another place defined in Category 1 of the "homeless" definition; AND (iii) Meets one of the following conditions: (A) Has moved because of economic reasons 2 or more times during the 60 days immediately preceding the application for assistance; OR (B) Is living in the home of another because of economic hardship; OR (C) Has been notified that their right to occupy their current housing or living situation will be terminated within 21 days after the date of application for assistance; OR (D) Lives in a hotel or motel and the cost is not paid for by charitable organizations or by Federal, State, or local government programs for low-income individuals; OR (E) Lives in an SRO or efficiency apartment unit in which there reside more than 2 persons or lives in a larger housing unit in which there reside more than one and a half persons per room; OR (F) Is exiting a publicly funded institution or system of care; OR (G) Otherwise lives in housing that has characteristics associated with instability and an increased risk of homelessness, as identified in the recipient's approved Consolidated Plan;
- (2) A child or youth who does not qualify as homeless under the homeless definition, but qualifies as homeless under another Federal statute;
- (3) An unaccompanied youth who does not qualify as homeless under the homeless definition, but qualifies as homeless under section 725(2) of the McKinney-Vento Homeless Assistance Act, and the parent(s) or guardian(s) or that child or youth if living with him or her.

**CDO-** Community Development Officer;

**Chronic Homeless Person-** An individual who:

- (i) Is homeless and lives in a place not meant for human habitation, a safe haven, or in an emergency shelter; and
- (ii) Has been homeless and living or residing in a place not meant for human habitation, a safe haven, or in an emergency shelter continuously for at least one year or on at least four separate occasions in the last 3 years, where each homeless occasion was at least 15 days; and
- (iii) Can be diagnosed with one or more of the following conditions: substance use disorder, serious mental illness, developmental disability (as defined in section 102 of the Developmental Disabilities Assistance Bill of Rights Act of 2000 (42 U.S.C. 15002)), post-traumatic stress disorder, cognitive impairments resulting from brain injury, or chronic physical illness or disability;

**City-** City of Austin;

**ESG-** Emergency Solutions Grant program;

**HHSD-** Health and Human Services Department;

**Homeless Person(s)-**

(1) An individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:

- (i) An individual or family with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground;
- (ii) An individual or family living in a supervised publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state, or local government programs for low-income individuals); or
- (iii) An individual who is exiting an institution where he or she resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution;

(2) An individual or family who will imminently lose their primary nighttime residence, provided that:

- (i) The primary nighttime residence will be lost within 14 days of the date of application for homeless assistance;
- (ii) No subsequent residence has been identified; and
- (iii) The individual or family lacks the resources or support networks, e.g., family, friends, faith-based or other social networks needed to obtain other permanent housing;

(3) Unaccompanied youth under 25 years of age, or families with children and youth, who do not otherwise qualify as homeless under this definition, but who:

- (i) Are defined as homeless under section 387 of the Runaway and Homeless Youth Act (42 U.S.C. 5732a), section 637 of the Head Start Act (42 U.S.C. 9832), section 41403 of the Violence Against Women Act of 1994 (42 U.S.C. 14043e-2), section 330(h) of the Public Health Service Act (42 U.S.C. 254b(h)), section 3 of the Food and Nutrition Act of 2008 (7 U.S.C. 2012), section 17(b) of the Child Nutrition Act of 1966 (42 U.S.C. 1786(b)), or section 725 of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a);
- (ii) Have not had a lease, ownership interest, or occupancy agreement in permanent housing at any time during the 60 days immediately preceding the date of application for homeless assistance;
- (iii) Have experienced persistent instability as measured by two moves or more during the 60-day period immediately preceding the date of applying for homeless assistance; and
- (iv) Can be expected to continue in such status for an extended period of time because of chronic disabilities, chronic physical health or mental health conditions, substance addiction, histories of domestic violence or childhood abuse (including neglect), the presence of a child or youth with a disability, or two or more barriers to employment, which include the lack of a high school degree or General Education Development (GED), illiteracy, low English proficiency, a history of incarceration or detention for criminal activity, and a history of unstable employment;

(4) Any individual or family who:

- (i) Is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence;
- (ii) Has no other residence; and
- (iii) Lacks the resources or support networks, e.g., family, friends, faith-based or other social networks, to obtain other permanent housing;

**HUD-** U.S. Department of Housing and Urban Development;  
**NHCD-** Neighborhood Housing and Community Development Office;  
**Subrecipient-** An organization receiving ESG funds from the City to undertake eligible ESG activities.

- II. **General** The Emergency Solutions Grant Program (ESG), formerly known as the Emergency Shelter Grant Program, is funded through the City's Neighborhood Housing and Community Development Office (NHCD), which is made available by the U.S. Department of Housing and Urban Development (HUD). The City utilizes ESG funds to provide an array of services to assist homeless persons and persons at-risk of homelessness.

The ESG program is designed to be the first step in a continuum of assistance to help clients quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness.

The City's Health and Human Services Department is responsible for the implementation of ESG in compliance with the governing regulations of the ESG program. The City's Neighborhood Housing and Community Development Office (NHCD) is responsible for the planning and administration of the ESG program. The Community Development Officer (CDO) of NHCD has the authority to establish processes, procedures, and criteria for the implementation and operation of the program, and to waive compliance with any provision of these guidelines if s/he determines that to do so does not violate any Federal, state, or local law or regulation, and is in the best interest of the City. Nothing contained, stated, or implied in this document shall be construed to limit the authority of the City to administer and carry out the program by whatever means and in whatever manner it deems appropriate.

- III. **Eligible Organizations** The subrecipient must be a unit of local government or a private, non-profit organization, as defined by the Internal Revenue Service tax code, evidenced by having a Federal identification number, filed articles of incorporation, and written organizational by-laws.
- IV. **Ineligible Organizations** An organization will not be eligible to apply for ESG funds if it meets the following conditions:
- A. Outstanding audit or monitoring findings, unless appropriately addressed by a corrective action plan;
  - B. Current appearance on the List of Suspended and Debarred Contractors;
  - C. Terms and conditions of existing contract are not in full compliance;
  - D. History of non-performance with contracts.
- V. **Matching Funds** Subrecipient organizations that receive ESG funds must provide a dollar for dollar (or 100%) match to their ESG award amount.
- A. Sources of matching funds include:
    - i. Cash Contributions- Cash expended for allowable costs identified in OMB Circular A-87 and A-122. *Program Income* for the ESG program can also be used as match funds.
    - ii. Non-Cash Contributions- The value of any real property, equipment, goods, or services.
  - B. Funds used to match a previous ESG grant may not be used to match a subsequent award.
- VI. **Eligible Activities** The following is a list of eligible activities for the ESG Program:

- A. *Street Outreach*- Support services limited to providing emergency care on the streets, including engagement, case management, emergency health and mental health services, and transportation;
- B. *Emergency Shelter*- Includes essential services, case management, child care, education, employment, outpatient health services legal services, life skills training, mental health & substance abuse services, transportation, shelter operations, and funding for hotel/motel stays under certain conditions;
- C. *Homeless Prevention*- Includes housing relocation & stabilization services and short/medium-term rental assistance for individuals/families who are at risk of homelessness;
- D. *Rapid Re-Housing*- Includes housing relocation & stabilization services and short/medium-term rental assistance to help individuals/families move quickly into permanent housing and achieve stability;
- E. *Homeless Management Information System* (HMIS) costs; and
- F. *ESG Administration* costs.

## VII. **Client Eligibility**

In order to be eligible for services under the ESG program, clients must meet HUD's definition of homelessness or at-risk of homelessness, and must meet annual income guidelines for homelessness prevention activities.

### A. **ESG Eligibility Documentation**

- i. *Homelessness Prevention*: *This program will not provide Homelessness Prevention Services.*
- ii. *Rapid Re-Housing*:
  - a. Please refer to the *Homeless Eligibility Form* (Attachment A) or the *Unaccompanied Homeless Youth Eligibility Form* (also Attachment A) for more information on documenting homelessness for ESG clients.
  - b. Subrecipient agencies must collect the required supporting documentation requested in the *Homeless Eligibility Form* or the *Unaccompanied Homeless Youth Eligibility Form* in order for clients to be considered eligible for services.
  - c. All eligibility and supporting documentation for Rapid Re-Housing clients must be maintained in each client's file.

### B. **Confidentiality of Client Information**

- a. Subrecipients must have written client confidentiality procedures in their program policies and procedures that conform to items *b – d* below:
- b. All records containing personally identifying information of any individual or family who applies for and/or receives ESG assistance must be kept secure and confidential.
- c. The address or location of any domestic violence project assisted under ESG shall not be made public.
- d. The address or location of any housing for a program participant shall not be made public.

**VIII. Types and Limits of ESG Financial Assistance**

The Downtown Austin Community Court will provide rental assistance to ESG-eligible clients at the Community Court.

**IX. Coordination Between Service Providers**

The following list gives the types of service coordination activities to be undertaken for the ESG Program: Case management, permanent supportive housing, rapid re-housing and housing location and financial assistance.

Services will be coordinated between the downtown Austin Resource Center for the Homeless (ARCH), Downtown Austin Community Court, and in consultation with the local Continuum of Care as well as other service providers such as Austin Travis County Integral Care, Caritas of Austin, Salvation Army, Veterans Administration, Continuum of Care Permanent Supportive Housing programs and other appropriate federal, state and local service providers.

Agency	Case Management/ Supportive Services	Permanent Supportive Housing	Rapid Rehousing/ Housing Location	Direct Financial Assistance
Front Steps	X	X		
ESG Funded Programs	X		X	X
Caritas of Austin with CoC and City funding	X	X	X	X
Downtown Community Court	X		X	X
Other Continuum of Care programs	X	X		
City-funded Social Service Agencies	X	X	X	X

- X. Homeless Management Information System (HMIS)** Organizations receiving funding from the City of Austin for homelessness prevention and homeless intervention services are required to utilize the Local Homeless Management Information System (HMIS) to track and report client information for individuals who are at risk of homelessness or who are homeless. A high level of data quality is required. All ESG-funded programs will also be working with the community's Coordinated Assessment process.

**REQUIREMENTS INCLUDE:**

- A. "Open settings" for Uniform Data Elements (UDE) will be used for all of the program's client records in order to reduce duplication of records and improve cross-agency collaboration around client services;
- B. Data quality report(s) submitted monthly (report and minimum standards to be specified);



- C. HMIS user licenses must be purchased for staff entering data into City-funded programs (may use City funds for licenses);
- D. Participation in Annual Homeless Count, Annual Homeless Assessment Report (AHAR), and other required HUD reporting;
- E. Participation in a minimum of 6 hours of annual training for each licensed user as well as attendance at required City-sponsored training(s) regarding HMIS and CTK ODM System.

The HMIS Annual Report must identify compliance levels with all of the requirements listed above as well as any feedback regarding the HMIS system.

If HMIS data quality reports consistently fall below minimum standards, the City of Austin reserves the right to withhold payments until reporting improves to at least minimum standards.

## B. ESG PROGRAM MANAGEMENT

Management and operation of approved projects is the responsibility of the Subrecipient. The Subrecipient is the entity that will receive the City contract. Therefore, the subrecipient has the overall responsibility of the project's successful completion.

- I. **Grant Subaward Process** At its discretion, the City may use a competitive Request for Application and comprehensive review process to award ESG funding to providers of services to homeless persons and persons at-risk of homelessness. Activities will be consistent with the City's Consolidated Plan, in compliance with local, state, and Federal requirements and the governing regulations for use of ESG funds, and in conformance with program standards. The City will enter into written agreements with selected subrecipients, and will work with subrecipients to ensure that project costs are reasonable, appropriate, and necessary to accomplish the goals and objectives of the City's overall ESG Program. The subrecipient must be able to clearly demonstrate the benefits to be derived by the services provided to homeless individuals, and to low-to-moderate income families. Performance measures will be established in the contract. All ESG award decisions of the City are final.
- II. **Contracting** Subrecipients must enter into a written contract with the City for performance of the project activities. Once a contract is signed, the subrecipient will be held to all agreements therein.
  - A. Members of the Subrecipient organization, volunteers, residents, or subcontractors hired by the organization may carry out activities. Subrecipients must enter into a written contract with the subcontractors carrying out all or any part of an ESG project. All subcontractors must comply with the City and Federal procurement and contracting requirements.
  - B. All contracts are severable and may be canceled by the City for convenience. Project funding is subject to the availability of ESG funds and, if applicable, City Council approval.
  - C. Amendments - Any amendments to a contract must be mutually agreed upon by the Subrecipient and the City, *in writing*. Amendment requests initiated by the Subrecipient must clearly state the effective date of the amendment, in writing. HHSD staff will determine if an amendment request is allowable. HHSD reserves the right to initiate amendments to the contract.

- D. Liability - Subrecipients shall forward Certificates of Insurance to the Health and Human Services Department within 30 calendar days after notification of the award, unless otherwise specified. The City's Risk Management Department will review and approve the liability insurance requirements for each contract. Subrecipients must maintain current insurance coverage throughout the entire contract period, as well as for any subsequent amendments or contract extensions.

#### IV. Recordkeeping Requirements

- A. Project Records- The Subrecipient must manage their contract and maintain records in accordance with City and Federal policies, and must be in accordance with sound business and financial management practices, which will be determined by the City. Record retention for all ESG records, including client information, is five years after the expenditure of contract funds.
- B. Client Records- The Subrecipient must maintain the following types of client records to show evidence of services provided under the ESG program:
  - i. Client Eligibility records, including documentation of Homelessness, or At-Risk of Homelessness plus income eligibility and support documentation.
  - ii. Documentation of Continuum of Care centralized or coordinated assessment (for client intake)
  - iii. Rental assistance agreements and payments, including security deposits
  - iv. Utility allowances (excludes telephone)

#### V. Reporting Requirements

- A. Monthly Payment Requests and Expenditure Reports shall be submitted, in a format prescribed by the City, by the 15<sup>th</sup> calendar day of the month after the reporting month's end, which identify the allowable expenditures incurred under this contract.
- B. Monthly Matching Funds Reports shall be submitted, in a format prescribed by the City, by the 15<sup>th</sup> calendar day of the month after the reporting month's end, which identify the allowable matching funds used by the Subrecipient under this contract.
- C. Quarterly performance reports shall be submitted, in a format prescribed by the City, by the 15<sup>th</sup> calendar day of the month after the quarter end, which identify the activities accomplished under this contract.
- D. The Federal ESG program year ends on September 30<sup>th</sup>. At completion of all activities, a Contract Closeout Report must be submitted within 30 days of the end of the contract. The subrecipient is required to supply such information, in such form and format as the City may require. All records and reports must be made available to any authorized City representative upon request and without prior notice.
- E. All ESG Subrecipients must use HMIS to report on clients served by the ESG program.

#### VI. Program Limitations

- A. *ESG Administration* costs are limited to 7.5% of the total ESG allocation.
- B. ESG Street Outreach and Emergency Shelter costs are limited to the greater of: 60% of the City's 2011-12 ESG grant -or- the amount committed to emergency shelter for the City's 2010-11 ESG allocation.



- C. Program Income - Income derived from any ESG activity must be recorded and reported to HHSD as program income. Such income may not be retained or disbursed by the subrecipient without written approval from HHSD and is subject to the same controls and conditions as the subrecipient's grant allocation.
- D. ESG funds may not be used for lobbying or for any activities designed to influence legislation at any government level.
- E. A church or religious affiliated organization must show secularism when submitting an ESG application.
- F. Any ESG funds that are unallocated after the funding cycle will be reprogrammed by HHSD. Contracts that show three (3) consecutive months of inactivity (as documented by monthly reports or non-submission of required reports) will be reviewed on a case-by-case basis, and may be irrevocably canceled.

**VII. Performance Standards** ESG-funded programs will report into HMIS and have a high level of data quality specified in Section A. X. Homeless Management Information Systems. HMIS data quality is reviewed quarterly by City staff. All data quality is reviewed by the ECHO HMIS Administrator.

Performance measures will be reviewed quarterly by the City of Austin Health and Human Services Department. Measures will also be reviewed annually by the local Continuum of Care decision-making body, ECHO, during the annual Consolidated Evaluation and Performance Report process.

**VIII. Accessibility** In order to demonstrate compliance with the Americans with Disabilities Act (ADA) and Section 504 requirements, the following statements must be added to all public notices, advertisements, program applications, program guidelines, program information brochures or packages, and any other material containing general information that is made available to participants, beneficiaries, applicants, or employees:

(English Version)

\_\_\_\_\_ (insert the name of your organization) as a subrecipient of the City of Austin is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call \_\_\_\_\_ (insert your organization's phone number) (voice) or Relay Texas at 1-800-735-2989 (TDD) for assistance.

(Spanish Version)

\_\_\_\_\_ (insert the name of your organization) como un subreceptor de la Ciudad de Austin se compromete a cumplir con el Decreto de los Americanos Incapacitados. Con solo solicitarlo se proveerán modificaciones e igual acceso a comunicaciones. Para información favor de llamar a \_\_\_\_\_ (insert your organization's phone number) (voz) o Relay Texas 1-800-735-2989 (TDD) para asistencia.

**Attachment II D: Monitoring Plan**

## MONITORING PLAN

The goal of the City of Austin's monitoring process is to assess subrecipient/contractor performance in the areas of program, financial and administrative compliance with applicable federal, state and municipal regulations and current program guidelines. Under this plan, select programs and project activities are monitored through one or more of the following components. The City of Austin's monitoring plan consists of active contract monitoring and long-term monitoring for closed projects.

### Active Contract Monitoring

Prior to executing any agreement or obligation, monitoring takes the form of a compliance review. Verification is obtained to ensure that the proposed activity to be funded has received the proper authorization through venues such as the annual Action Plan, environmental review and fund release, and identification in the Integrated Disbursement & Information System (IDIS). A contract begins with written program guidelines, documentation and tracking mechanisms that will be used to demonstrate compliance with applicable federal, state and local requirements.

For activities implemented through external programs or third-party contracts with non-profit, for-profit and community-based organizations, a solicitation may be required in the form of a comprehensive Notice of Fund Availability (NOFA or Request for Proposals (RFP) which details performance, financial and regulatory responsibilities.

1. Compliance Review prior to obligation of funds. Prior to entering into any agreement or to the obligation of entitlement funds, the City conducts a compliance review to verify that the program activity has been duly authorized. The compliance review consists of verifying and documenting that:

- o The program activity has been approved as part of the Action Plan for the specified funding source and year;
- o The availability of applicable funds for the specific activity;
- o The activity has received environmental review and determination and fund release, as applicable;
- o The service provider is not listed in the System for Award Management (SAM);
- o The activity has been set up and identified in IDIS;
- o The scope of work defined in the contract has adequately addressed performance, financial and tracking responsibilities necessary to report and document accomplishments; and
- o The service provider has the required insurance in place.

After this information has been verified and documented, staff may proceed in obtaining authorization and utilization of entitlement funds for the activity.

2. Desk Review. Before processing an invoice for payment, staff reviews the invoice to verify that the item or service is an eligible expense and it is part of the contract budget. Staff also reviews performance reports and supporting documentation submitted with the invoice to ensure that the contractor is performing in accordance with the terms of the contract and the scope of work. This level of monitoring is performed on an ongoing basis throughout the duration of the contract.

3. Records Audit. The review at this level includes a review of all file documents as needed. A file checklist is used to determine if the required documents are present. Through the review of performance reports and other documentation submitted by the

contractor, staff is able to identify areas of concern and facilitate corrections and/or improvements. Should problems be identified, a contractor or recipient of funds may then be provided technical assistance as necessary to reach a resolution. However, if no resolution of identified problems occurs or the contractor fails to perform in accordance with the terms and conditions of the contract, the City of Austin has the authority to suspend further payments to the contractor or recipient of funds until such time that issues have been satisfactorily resolved.

4. Selected On-Site Monitoring. A risk assessment is conducted internally and is used to determine the priority of site reviews to be conducted. Based on the results of the risk assessment, a selected number of projects may be subject to an on-site review. The performance of contractors is reviewed for compliance with the program guidelines and the terms and conditions of the contract. In particular, staff verifies program administration and regulatory compliance in the following areas:

- Performance (*e.g.* meeting a national objective, conducting eligible activities, achieving contract objectives, performing scope of work activities, maintaining contract schedule, abiding by the contract budget);
- Record keeping;
- Reporting practices; and
- Compliance with applicable anti-discrimination regulations.

There will be follow-up, as necessary, to verify regulatory and program administration compliance has been achieved.

5. Contract Closeout. Once a project activity has been completed and all eligible project funds expended, the staff will require the contractor to submit a project closeout package. The contract closeout will provide documentation to confirm whether the contractor was successful in completing all performance and financial objectives of the contractor. Staff will review and ask the contractor, if necessary, to reconcile any conflicting information previously submitted. The project closeout will constitute the final report for the project. Successful completion of a project means that all project activities, requirements, and responsibilities of the contractor have been adequately addressed and completed.

#### Long-term Monitoring

Acceptance of funds from Neighborhood Housing and Community Development (NHCD) Office of the City of Austin, or its sub-recipient Austin Housing Finance Corporation (AHFC) obligates beneficiaries/borrowers to adhere to conditions for the term of the affordability period. NHCD is responsible for the compliance oversight and enforcement of long- or extended-term projects and financial obligations created through City-sponsored or -funded housing and community development projects. In this capacity, NHCD performs the following long-term monitoring duties:

- Performs compliance monitoring in accordance with regulatory requirements specified in the agreement;
- Reviews and verifies required information and documentation submitted by borrowers for compliance with applicable legal obligations and/or regulatory requirements; and
- Enforces and takes corrective action with nonperforming loans and/or projects deemed to be out of compliance in accordance with legal and/or regulatory terms and conditions.

Monitoring may be in the form of a desk review, on-site visit, visual or Housing Quality Standard (HQS) inspection or Uniform Physical Conditions Standards (UPCS) inspection. Technical assistance is available to assist beneficiaries/ borrowers in understanding any aspect of the contractual obligation so that performance goals are met with minimal deficiencies.

**Attachment II E: Summary Funding & Production Table**

NHCD OFFICE  
FISCAL YEAR 2015-16 FUNDING SUMMARY

Program / Activity	Funding Source	FY 2015-16 Budget	
		New Funding	Production
HOMELESS/SPECIAL NEEDS ASSISTANCE			
<b>Emergency Solutions Grant</b>			
<u>ARCH - ESG Shelter Operating and Maintenance</u>	ESG	313,922	2,000
<u>Communicable Disease Unit - Rapid Re-Housing Program</u>	ESG		
<u>Downtown Austin Court - Rapid Re-Housing Program</u>	ESG		
<u>Homeless Management Information Systems</u>	ESG	13,200	-
Front Steps - Rapid Re-Housing Program	ESG		
<u>Rapid Re-Housing Programs</u>	ESG	248,667	123
<b>Subtotal, Emergency Solutions Grant</b>		575,789	2,123
<b>Housing Opportunities for Persons for AIDS</b>			
Permanent Housing Placement	HOPWA	32,702	32
<u>Short termed supported housing assistance</u>	HOPWA	103,694	85
<u>Short-term rent mortgage and utilities</u>	HOPWA	56,631	67
<u>Supportive Services</u>	HOPWA	90,969	45
<u>Tenant-Based Rental Assistance</u>	HOPWA	579,877	75
Facility Based Transitional Housing	HOPWA	195,662	45
<u>HOPWA Housing Case Management</u>	HOPWA	24,726	-
<b>Subtotal, Housing Opportunities for Persons with AIDS</b>		1,084,261	349
<u>Child Care Services</u>	CDBG	611,434	218
<u>Senior Services</u>	CDBG	20,717	30
<u>Youth Support Services</u>	CDBG	191,614	159
<b>Subtotal, Public Services</b>		823,765	407
<b>Subtotal, Homeless and Special Needs</b>		2,483,815	2,879
<b>RENTER ASSISTANCE</b>			
<u>Tenant-Based Rental Assistance</u>	HOME	510,300	101
Architectural Barrier Program - Rental	GO Bonds	-	-
	CDBG	280,000	15
<u>Tenants' Rights Assistance</u>	CDBG	237,993	511
<b>Subtotal, Renters Assistance</b>		1,028,293	627
<b>HOMEBUYER ASSISTANCE</b>			
<u>Down Payment Assistance</u>	HOME	425,000	15
	HOME - PI	220,000	-
<b>Subtotal, Homebuyer Assistance</b>		645,000	15

**NHCD OFFICE**  
**FISCAL YEAR 2015-16 FUNDING SUMMARY**

Program / Activity	Funding Source	FY 2015-16 Budget	
		New Funding	Production
HOMEOWNER ASSISTANCE			
<u>Architectural Barrier Removal - Owner</u>	CDBG	1,173,470	76
<u>Emergency Home Repair Program</u>	CDBG	1,000,000	417
<u>Homeowner Rehabilitation Loan Program</u>	HOME	648,634	4
	HOME - PI	50,000	1
	CDBG	250,000	3
	CDBG - RL	75,000	1
<i>Subtotal, Homeowner Rehab</i>		1,023,634	9
<u>LeadSmart Program</u>	Lead	-	50
<u>GO Repair! Program</u>	GO Bonds	2,000,000	-
<b>Subtotal, Homeowner Assistance</b>		<b>5,197,104</b>	<b>552</b>
HOUSING DEVELOPER ASSISTANCE			
<u>Rental Housing Development Assistance</u>	CDBG	515,298	3
	CDBG - PI	-	-
	HOME	-	-
	HOME - PI	50,000	1
	HOME (CHDO)	182,483	5
	HTF	614,448	-
	GO Bonds	6,062,500	-
<i>Subtotal, Rental Housing Dev Assist</i>		7,424,729	9
<u>Acquisition and Development</u>	CDBG	338,345	5
	CDBG - RL	100,000	2
	HOME	165,897	-
	HOME (CHDO)	182,483	3
	GO Bonds	1,937,500	-
<i>Subtotal, Acquisition and Development</i>		2,724,225	10
CHDO Operating Expenses Grants	HOME (CO)	75,000	3
<b>Subtotal, Housing Developer Assistance</b>		<b>10,223,954</b>	<b>22</b>
COMMERCIAL REVITALIZATION			
Historic Preservation	CDBG	-	-
Public Facilities	CDBG	-	-
Parking Facilities	CDBG	-	-
Neighborhood Opportunity Improvement Program	CDBG	-	4
Choice Neighborhoods Implementation Grant	CDBG	-	-
<b>Subtotal, Commercial Revitalization</b>		<b>-</b>	<b>4</b>
SMALL BUSINESS ASSISTANCE			
<u>Community Development Bank</u>	CDBG	150,000	6
<u>Microenterprise Technical Assistance</u>	CDBG	200,000	31
Neighborhood Commercial Management	CDBG - RL	40,000	-
<u>Family Business Loan Program</u>	Section 108	-	52
<b>Subtotal, Small Business Assistance</b>		<b>390,000</b>	<b>89</b>



**NHCD OFFICE**  
**FISCAL YEAR 2015-16 FUNDING SUMMARY**

Program / Activity	Funding Source	FY 2015-16 Budget	
		New Funding	Production
FINANCIAL EMPOWERMENT			
Individual Development Account Program	IDA	-	95
Subtotal, Financial Empowerment		-	95
DEBT SERVICE			
Neighborhood Commercial Mgmt., Debt Service	CDBG	-	-
	Section 108	-	-
	Section 108 - PI	169,160	-
<u>East 11th and 12th Streets Revital. Debt Service</u>	CDBG	693,835	-
	CDBG - PI	56,000	-
	Section 108 - PI	190,000	-
Subtotal, Debt Service		1,108,995	-
ADMINISTRATION			
	ESG	46,685	-
	HOPWA	33,533	-
	CDBG	1,415,676	-
	CDBG - PI	14,000	-
	HOME	243,311	-
	HOME - PI	27,000	-
	HTF	211,399	-
Subtotal, Administration		1,991,604	-
TOTAL Programs, Debt Service, and Admin Cost		23,068,765	4,283

**FUND SUMMARIES:**

HOPWA	1,117,794	349
ESG	622,474	2,123
CDBG	7,078,382	1,478
CDBG - PI	70,000	-
CDBG - RL	215,000	3
HOME	1,993,142	120
HOME (CHDO)	364,966	8
HOME (CO)	75,000	3
HOME - PI	347,000	2
HTF	825,847	-
GO Bonds	10,000,000	-
Section 108 - PI	359,160	-
IDA	-	95
Lead		50

**Grantee SF-424's and Certification(s)**

**Attachment III: SF-424's and Certification(s)**

**\*\*Placeholder: Documents to be added to final version of the document.\*\***



*The City of Austin is committed to compliance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973, as amended and does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs and activities. Reasonable modifications and equal access to communications will be provided upon request. For assistance please call 512-974-2210 OR 512-974-2445 TDD.*