The City of Houston

Department of Housing and Community Development

Neighborhood Stabilization Program—Round Three

Proposed Action Plan

Housing Director: James D. Noteware

601 Sawyer Street, Fourth Floor

Houston, TX 77007

The City of Houston

Housing and Community Development Department

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1. NSP3 Grantee Information

NSP3 Program Administrator Contact Information	
Name (Last, First)	Rasheed, Deidre City of Houston, Housing and Community Development Department ("HCDD")
Email Address	Deidre.Rasheed@houstonTX.gov
Phone Number	713-868-8429
Mailing Address	601 Sawyer Fourth Floor, Houston, TX 77007

2. Areas of Greatest Need

Map Submission

The map (the "NSP Map") generated at the "HUD NSP3 Mapping Tool for Preparing Action Plan" website is attached hereto as Appendix A.

Data Sources Used to Determine Areas of Greatest Need

Describe the data sources used to determine the areas of greatest need.
Response: The City of Houston used several data sources to determine the areas of greatest need included the mapping tool with census track foreclosure indicators and the flood plain map.

Determination of Areas of Greatest Need

Describe how the areas of greatest need were established.
Response: Using the HUD mapping tool, the City of Houston (the "City") ensured that the areas of greatest need identified on the NSP Map had a minimum foreclosure score of 17 (State of Texas has an overall foreclosure score of 16) or above. The City overlaid the flood plain map to ensure that it will not fund projects in target areas that are located in the flood plain. The City identified areas whose homes may start decreasing in value due to high rates of foreclosures in the communities surrounding these areas. The City has determined that its areas of greatest need include most, if not all, of the areas with the highest percentages of homes financed by subprime mortgage related loans.

3. Definitions and Descriptions

Definitions

Term	Definition
Blighted Structure	A residential or commercial building that exhibits an extensive level of physical decline or decay.

Affordable Rents	HOME program rents will be used for projects funded by NSP3. These are updated annually by the U.S. Department of Housing and Urban Development. HOME Program rent limits are available at www.hud.gov.

Descriptions

Term	Definition
Long-Term Affordability	The City has adopted the HOME Program affordability standards to meet the continued affordability standards of the Neighborhood Stabilization Program ("NSP"). Utilizing these standards, the City will ensure that all NSP3-assisted housing remains affordable to individuals or families whose incomes do not exceed 120 percent of area median income. These standards require that rental and homeownership housing must remain affordable for 5 to 20 years, depending on the amount of NSP3 funds invested in the housing unit. Long-term affordability will be enforced through rental and deed restrictions, including resale/recapture provisions. The City shall ensure, to the maximum extent practicable and for the longest feasible term, that the redevelopment of abandoned and /or foreclosed upon residential properties remains affordable.
Housing Rehabilitation Standards	The City is currently developing its minimum property standards for multifamily new construction and rehabilitation projects.

4. Low-Income Targeting

Low-Income Set-Aside Amount

Enter the low-income set-aside percentage in the first field. The field for total funds set aside will populate based on the percentage entered in the first field and the total NSP3 grant.

Identify the estimated amount of funds appropriated or otherwise made available under the NSP3 to be used to provide housing for individuals or families whose incomes do not exceed 50 percent of area median income.
Response: Total low-income set-aside **percentage** (must be no less than 25 percent): 25.00% Total funds set aside for low-income individuals = $ 847,258.75

Meeting Low-Income Target

Provide a summary that describes the manner in which the low-income targeting goals will be met.
Response: The City of Houston will use legal agreements and income verification to insure that single family and/or multifamily projects developed with NSP3 funds meets these low-income housing targeting goals.

5. Acquisition and Relocation

Demolition or Conversion of LMI Units

Does the grantee intend to demolish or convert any low- and moderate-income dwelling units (i.e., ≤ 80% of area median income)?	Yes

If yes, fill in the table below.

Question	Number of Units
The number of low- and moderate-income dwelling units—i.e., ≤ 80% of area median income—reasonably expected to be demolished or converted as a direct result of NSP-assisted activities.	40
The number of NSP affordable housing units made available to low- , moderate-, and middle-income households—i.e., ≤ 120% of area median income—reasonably expected to be produced by activity and income level as provided for in DRGR, by each NSP activity providing such housing (including a proposed time schedule for commencement and completion).	40
The number of dwelling units reasonably expected to be made available for households whose income does not exceed 50 percent of area median income.	10

6. Public Comment

Citizen Participation Plan

Briefly describe how the grantee followed its citizen participation plan regarding this proposed substantial amendment or abbreviated plan.
Response: The City of Houston is currently planning two upcoming public hearings to inform the community of the details of the proposed NSP plan. A public notice was posted in the Houston Chronicle to receive comments from Saturday 2/12/2011 through Monday 2/28/2011. In addition, the public notice and the working draft of this application were posted to the HCDD website as of 2/11/2011.

Summary of Public Comments Received.

There will be a public hearing held on March 23rd to inform the public of the current plan and allow for public comments.

7. NSP Information by Activity

Activity Number 1	
Activity Name	Administration of the Grant
Use	Select all that apply: ☐ Eligible Use A: Financing Mechanisms ☒ Eligible Use B: Acquisition and Rehabilitation ☒ Eligible Use C: Land Banking ☒ Eligible Use D: Demolition ☒ Eligible Use E: Redevelopment
CDBG Activity or Activities	Administration – General Management and Oversight as allowed under 24 CFR 570.206

National Objective	N/A	
Activity Description	HCDD will use these funds to administer and monitor all activities carried out under this NSP3 program.	
Location Description	HCDD will prioritize the expenditure of NSP 3 funds in its identified areas of greatest need	
Budget	**Source of Funding**	**Dollar Amount**
	NSP3	$338,000.00
	(Other funding source)	$ 0
	(Other funding source)	$ 0
Total Budget for Activity		$338,000.00
Performance Measures	N/A	
Responsible Organization	**Name**	City of Houston, Housing and Community Development Department
	Location	601 Sawyer, Suite 400, Houston TX 77007
	Administrator Contact Info	Deidre Rasheed 713-868-8429 deidre.rasheed@houstonTX.gov

Activity Number 2	
Activity Name	24 CFR 570.201 (a) Acquisition and Rehabilitation
Uses	Select all that apply: ☐ Eligible Use A: Financing Mechanisms ☒ Eligible Use B: Acquisition and Rehabilitation ☒ Eligible Use C: Land Banking ☒ Eligible Use D: Demolition ☒ Eligible Use E: Redevelopment
CDBG Activity or Activities	24 CFR 570.201 (a) Acquisition and Rehabilitation, (b) dispositions, (i) relocation. 24 CFR 570.202 eligible rehabilitation and preservation of activities for homes and other residential properties
National Objective	Low Moderate Middle Income Housing (LMMH)
Activity Description	Developers and/or subrecipients will acquire foreclosed and/or abandoned single-family properties that are vacant at a maximum of 99% of appraised value. Properties will be secured and/or demolished as needed for safety and blight removal. HCDD will, through an RFQ/RFP process, select qualified developers and/or subrecipients to rehabilitate these properties or build new homes on such lots. These developers and/or subrecipients then will sell these properties to qualified low-income buyers. HCDD will work with developers and subrecipients to insure that any displacement that results from this activity will comply with URA. Developers and subrecipients will be required to set aside at least

	25% of their NSP allocation to serve households at or below 50% of area median income. Households earning less than 50% of area median income will be affirmatively sought for participation in this program. Proceeds from each such sale will be returned to HCDD or retained by the developer or subrecipient, in accordance with established resale and recapture provisions and other terms of the agreement by and between HCDD and each such developer or subrecipient. Homebuyers will be required to take an 8 hour training course to qualify for purchasing one of these homes. Use of sub-prime loans will be disallowed. In lieu of such loans, additional subsidies will be considered to see that buyers are committed to mortgages that they can afford. Affordability periods will reflect total subsidy allocated per homeowner based on a subsidy layering analysis. Long term affordability will be ensured via the affordability covenants and/or second mortgage normally placed by HCDD on homes serviced via the HAP down payment assistance program.
Location Description	HCDD will prioritize the expenditure of NSP 3 funds in its identified areas of greatest need

Budget	**Source of Funding**	**Dollar Amount**
	NSP3	$1,713,035.00
	(Other funding source)	$0
	(Other funding source)	$0
Total Budget for Activity		$1,713,035.00
Performance Measures	Number of families at each of (i) 120% or less of area median income and (ii) 50% or less of area median income served; Number of foreclosed and/or abandoned single family properties redeveloped	
Projected Start Date	8/1/2011	
Projected End Date	8/1/2015	
Responsible Organization	**Name**	City of Houston, Housing and Community Development Department
	Location	601 Sawyer Fourth Floor, Houston TX 77007
	Administrator Contact Info	Deidre Rasheed 713-868-8429 deidre.rasheed@houstonTX.gov

Activity Number 3	
Activity Name	Demolition & Land Bank
Use	Select all that apply: ☐ Eligible Use A: Financing Mechanisms ☐ Eligible Use B: Acquisition and Rehabilitation

	☒ Eligible Use C: Land Banking ☒ Eligible Use D: Demolition ☒ Eligible Use E: Redevelopment	
CDBG Activity or Activities	24 CFR 570.201 (a) Acquisition and Rehabilitation, (b)dispositions,(c) public facilities and improvements (i) relocation. 24 CFR 570.202 eligible rehabilitation and preservation of activities for homes and other residential properties	
National Objective	Low Moderate Middle Income Housing (LMMH)	
Activity Description	The City will establish a land bank through a governmental entity or nonprofit entity at least in part, to assemble, temporarily manage, and dispose of homes or residential properties that have been foreclosed upon for the purpose of stabilizing neighborhoods and encouraging re-use or redevelopment of said properties. The land bank will operate in specific, defined geographic area as a part of the larger NSP target areas. The City may demolish a structure on a property that it will land bank. HCDD will work with developers and subrecipients to insure that any displacement that results from this activity will comply with URA. If the City establishes the land bank as a governmental entity, it may also maintain each such foreclosed property that it does not own, provided it charges the owner of each such property the full cost of each of the demolition and maintenance service or places a lien on the property for the full cost of each such service. The City with the governmental entity or the nonprofit entity will develop a plan that will develop each such property for acceptable use within ten years.	
Location Description	HCDD will prioritize the expenditure of NSP 3 funds in it its identified areas of greatest need	
Budget	**Source of Funding**	**Dollar Amount**
	NSP3	$338,000.00
	(Other funding source)	$0
	(Other funding source)	$0
Total Budget for Activity		$338,000.00
Performance Measures	Number of foreclosed and/or abandoned properties redeveloped	
Projected Start Date	8/1/2011	
Projected End Date	8/1/2015	
Responsible Organization	**Name**	City of Houston, Housing and Community Development Department
	Location	601 Sawyer Fourth Floor, Houston TX 77007
	Administrator Contact Info	Deidre Rasheed 713-868-8429 deidre.rasheed@houstonTX.gov

Activity Number 4		
Activity Name	Acquisition & Rehabilitation	
Use	Select all that apply: ☐ Eligible Use A: Financing Mechanisms ☒ Eligible Use B: Acquisition and Rehabilitation ☒ Eligible Use C: Land Banking ☒ Eligible Use D: Demolition ☒ Eligible Use E: Redevelopment	
CDBG Activity or Activities	24 CFR 570.201 (a) Acquisition and Rehabilitation, (b)dispositions,(c) public facilities and improvements (i) relocation. 24 CFR 570.202 eligible rehabilitation and preservation of activities for homes and other residential properties	
National Objective	Low Moderate Middle Income Housing (LMMH)	
Activity Description	Developers and/or subrecipients will acquire foreclosed and/or abandoned multifamily properties at a maximum of 99% of appraised value. Properties will be secured and/or demolished as needed for safety and blight removal. HCDD will, through an RFQ/RFP process, select qualified developers and/or subrecipients to rehabilitate these properties. These developers and subrecipients then will lease these properties to qualified low-income tenants. HCDD will work with developers and subrecipients to insure that any displacement that results from this activity will comply with URA. Developers and subrecipients will be required to set aside at least 25% of their NSP allocation to serve households at or below 50% of area median income. Households earning less than 50% of area median income will be affirmatively sought for participation in this program. Proceeds from each such transaction will be returned to HCDD or retained by the developer or subrecipient, in accordance with established resale and recapture provisions and other terms of the agreement by and between HCDD and each such developer or subrecipient. Only temporary relocation may be required for this activity.	
Location Description	HCDD will prioritize the expenditure of NSP 3 funds in it its identified areas of greatest need	
Budget	**Source of Funding**	**Dollar Amount**
	NSP3	$1,000,000.00
	(Other funding source)	$ 0
	(Other funding source)	$ 0
Total Budget for Activity		$1,000,000.00

Performance Measures	Number of families at each of (i) 120% or less of area median income and (ii) 50% or less of area median income served; Number of foreclosed and/or abandoned multifamily properties redeveloped	
Projected Start Date	8/1/2011	
Projected End Date	8/1/2015	
Responsible Organization	**Name**	City of Houston, Housing and Community Development Department
	Location	601 Sawyer Fourth Floor, Houston TX 77007
	Administrator Contact Info	Deidre Rasheed 713-868-8429 deidre.rasheed@houstonTX.gov

8. Certifications

Certifications for State and Entitlement Communities

(1) **Affirmatively furthering fair housing**. The jurisdiction certifies that it will affirmatively further fair housing, which means that it will conduct an analysis to identify impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting the analysis and actions in this regard.

(2) **Anti-displacement and relocation plan.** The applicant certifies that it has in effect and is following a residential anti-displacement and relocation assistance plan.

(3) **Anti-lobbying.** The jurisdiction must submit a certification with regard to compliance with restrictions on lobbying required by 24 CFR part 87, together with disclosure forms, if required by that part.

(4) **Authority of jurisdiction.** The jurisdiction certifies that the consolidated plan or abbreviated plan, as applicable, is authorized under state and local law (as applicable) and that the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations and other program requirements.

(5) **Consistency with plan.** The jurisdiction certifies that the housing activities to be undertaken with NSP funds are consistent with its consolidated plan or abbreviated plan, as applicable.

(6) **Acquisition and relocation.** The jurisdiction certifies that it will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (42 U.S.C. 4601), and implementing regulations at 49 CFR part 24, except as those provisions are modified by the notice for the NSP program published by HUD.

(7) **Section 3.** The jurisdiction certifies that it will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u), and implementing regulations at 24 CFR part 135.

(8) **Citizen participation.** The jurisdiction certifies that it is in full compliance and following a detailed citizen participation plan that satisfies the requirements of Sections 24 CFR 91.105 or 91.115, as modified by NSP requirements.

(9) **Following a plan.** The jurisdiction certifies it is following a current consolidated plan (or

Comprehensive Housing Affordability Strategy) that has been approved by HUD. [Only States and entitlement jurisdictions use this certification.]

(10) **Use of funds.** The jurisdiction certifies that it will comply with the Dodd-Frank Wall Street Reform and Consumer Protection Act and Title XII of Division A of the American Recovery and Reinvestment Act of 2009 by spending 50 percent of its grant funds within 2 years, and spending 100 percent within 3 years, of receipt of the grant.

(11) **The jurisdiction certifies:**

a. that all of the NSP funds made available to it will be used with respect to individuals and families whose incomes do not exceed 120 percent of area median income; and

b. The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low- and moderate-income, including any fee charged or assessment made as a condition of obtaining access to such public improvements. However, if NSP funds are used to pay the proportion of a fee or assessment attributable to the capital costs of public improvements (assisted in part with NSP funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. In addition, with respect to properties owned and occupied by moderate-income (but not low-income) families, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than NSP funds if the jurisdiction certifies that it lacks NSP or CDBG funds to cover the assessment.

(12) **Excessive force.** The jurisdiction certifies that it has adopted and is enforcing:

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

b. A policy of enforcing applicable state and local laws against physically barring entrance to, or exit from, a facility or location that is the subject of such nonviolent civil rights demonstrations within its jurisdiction.

(13) **Compliance with anti-discrimination laws.** The jurisdiction certifies that the NSP grant will be conducted and administered in conformity with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d), the Fair Housing Act (42 U.S.C. 3601-3619), and implementing regulations.

(14) **Compliance with lead-based paint procedures.** The jurisdiction certifies that its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K, and R of this title.

(15) **Compliance with laws.** The jurisdiction certifies that it will comply with applicable laws.

(16) **Vicinity hiring.** The jurisdiction certifies that it will, to the maximum extent feasible, provide for hiring of employees that reside in the vicinity of NSP3 funded projects or contract with small businesses that are owned and operated by persons residing in the vicinity of NSP3 projects.

(17) **Development of affordable rental housing.** The jurisdiction certifies that it will be abide by the procedures described in its NSP3 Abbreviated Plan to create preferences for the development of affordable rental housing for properties assisted with NSP3 funds.

Annie D. Parker 2/23/11

Signature/Authorized Official Date

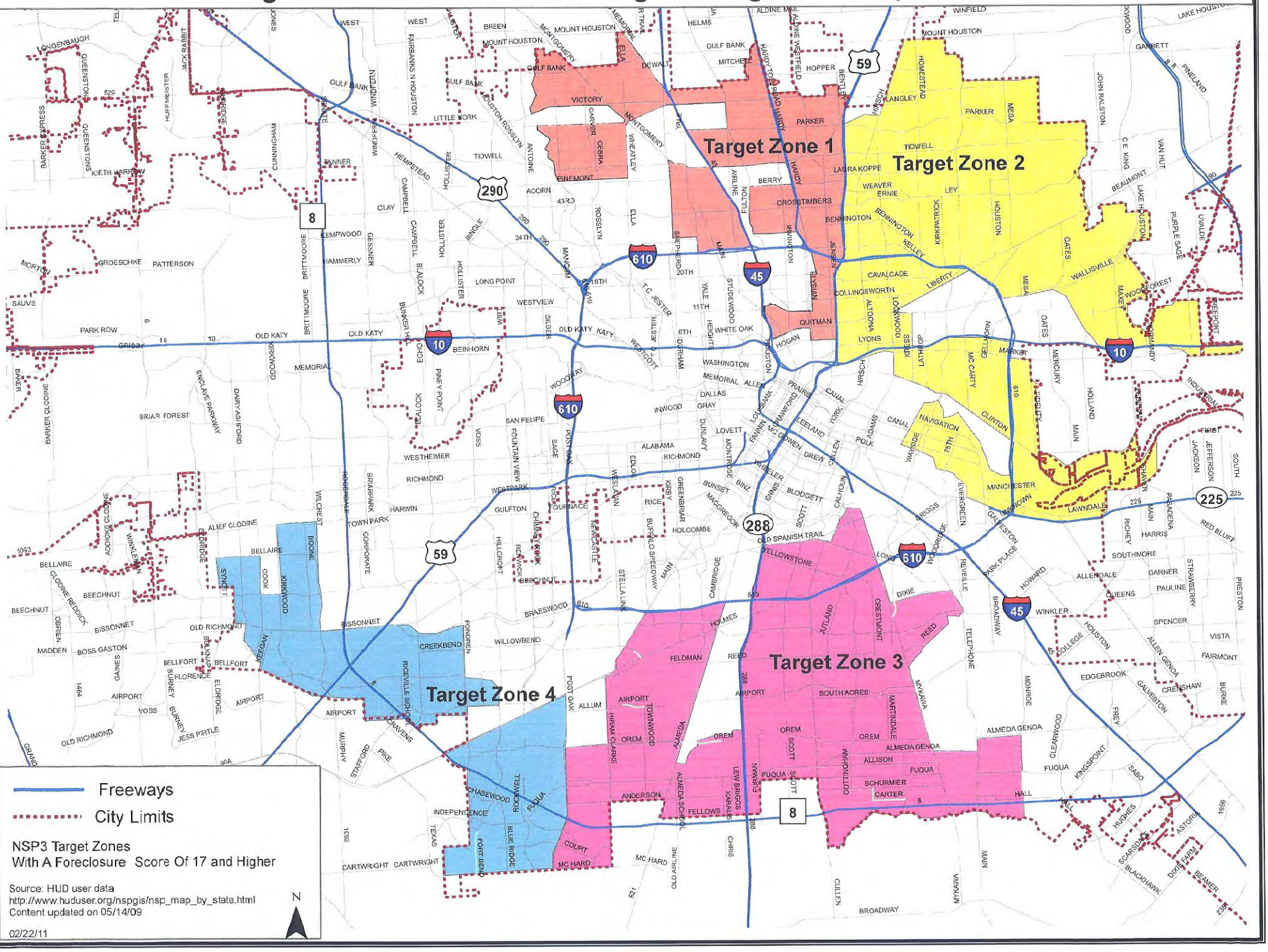
Mayor

Title

Appendix A

NSP Target Areas

Neighborhood Stabilization Program Target Zones (NSP 3)



Appendix B

NSP3 Public Notice

PUBLIC NOTICE

The City of Houston's (City) Housing & Community Development (HCDD) proposes to amend its 2010-2014 Consolidated Plan and Action Plan to include funding that has been allocated to it under the Neighborhood Stabilization Program (NSP) enabled by the Dodd-Frank Wall Street Reform Act and Consumer Protection Act of 2010 (NSP3). The Department has determined that for NSP3, the states and local governments with the greatest need for neighborhood stabilization funding are those communities that have high numbers of foreclosed and/or vacant properties in the neighborhoods with the highest concentrations of foreclosures, delinquent loans, and subprime loans. The United States Department of Housing and Urban Development (HUD) has notified the City of Houston of its rights to submit an action plan under an application for $3,389,035 in NSP3 funds.

Under NSP3 rules, these funds must be used to assist households that earn up to 120% of the Area Median Income for the Houston Metropolitan Statistical Area (MSA). It is further noted that 25% of the total allocation must be set aside to assist people who earn less than 50% of the Area Median Income for the Houston MSA.

HCDD, on behalf of the City proposes to budget the allocation to the following combination of eligible activities and in the amounts as follows:

Single Family Acquisition Rehabilitation	$ 1,713,035
Multifamily Acquisition and Rehabilitation	$ 1,000,000
Demolition	$ 338,000
Administration	$ 338,000
Total	**$ 3,389,035**

The public is invited to comment on this proposed amendment to the 2010 Consolidated Plan and 2010 Annual Action Plan for a period of 15 days, from Saturday February 12, 2011 through Monday, February 28, 2011. Contact Deidre Rasheed (Deidre.Rasheed@HoustonTX.gov) or Peggy Colligan (Margaret.Colligan@HoustonTX.gov) for more details. You may also call (713) 868-8300.

Appendix C:

Summary of Public Comments

February 24, 2011

James Noteware, Director
City of Houston
Housing and Community Development Department
P.O. Box 1562
Houston, Texas 77251-1562

Dear Mr. Noteware:

The Corporation for Supportive Housing (CSH) is a national nonprofit organization and community development financial institution that helps communities create permanent housing with services to prevent and end homelessness. CSH opened its Texas hub in 2008 and recently expanded to offer more direct technical assistance in the Houston/Harris County area. CSH is pleased to submit these comments on the draft NSP3 action plan, and welcomes the opportunity to provide additional recommendations and guidance in support of the community PSH initiative.

As you know, CSH was engaged by the Coalition for the Homeless of Houston/Harris County to complete a financial model for a Permanent Supportive Housing (PSH) Initiative. Many agencies came to the table to develop the model, including the Houston Housing and Community Development Department and the Harris County Community Services Department.

The model outlines the financial resources necessary to bring 1,750 units of permanent supportive housing and an additional 2,000 affordable housing units on-line by 2016. A minimum of $3.5 million in NSP3 funding provided in combination by Harris County and the City of Houston is a critical component of the financing strategy.

Therefore, in response to the recently published NSP3 draft action plan, the Corporation for Supportive Housing would like to recommend the following modifications:

(1) Increase the amount of funding directed toward rental housing to $2.2 million (represents a pro rata distribution of $3.5 million)
(2) Establish a 25% set aside for permanent supportive rental housing (defined as deeply subsidized rental units with attached supportive services targeted to homeless individuals and families), and create scoring or funding incentives for developers to include PSH units in NSP-funded affordable housing developments

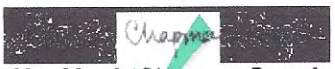
NSP funding is uniquely positioned to support integrated development of PSH units utilizing the 25% set-aside for households at of below 50% AMFI. The creation of incentives for these projects to include supportive housing units will be a first step in prioritizing PSH development to end homelessness in the City of Houston.

Additionally, the inclusion of PSH in integrated developments, particularly within the context of neighborhood stabilization, can be an effective tool to ensure project sustainability through increased occupancy rates, more stable rental revenue streams, and the presence of service providers on-site. PSH units, as defined, have fixed rental subsidy, guaranteeing affordability and operating income.

PSH can be an effective tool to end long-term homelessness when properly supported and cultivated within a community. It is essential for government agencies to prioritize federal and state resources to support the proliferation of PSH throughout the community. Modification to the proposed action plan as described will effectively achieve this desired outcome.

Thank you for your public service. CSH values the resources of NSP and other programs that are made available by your dedicated work.

Regards,



Signed by: Mandy Chapman Semple
02/24/11 3:06 PM -06:00

Mandy Chapman Semple
Program Manager
Corporation for Supportive Housing
512.569.6647
mandy.chapmansemple@csh.org
www.csh.org

Appendix D:

Application for Federal Assistance (SF 424)

FEDERAL ASSISTANCE

1. TYPE OF SUBMISSION: Pre-application ☐ Application ☐ **Construction** ☐ **Non-Construction** **Construction** ☐ **Non-Construction**

2. DATE SUBMITTED 03/01/2011

3. DATE RECEIVED BY STATE

4. DATE RECEIVED BY FEDERAL AGENCY 03/01/2011

Applicant Identifier 74-6001164

State Application Identifier

Federal Identifier

5. APPLICANT INFORMATION

Legal Name: City of Houston

Organizational DUNS:832431985

Address:

Street:601 Sawyer Street, 4th Floor

City: Houston

County: Harris

State: TX Zip Code 77007

Country: USA

Organizational Unit:

Department: Housing and Community Development Department

Division: Neighborhood Stabilization Program

Name and telephone number of person to be contacted on matters involving this application (give area code)

Prefix: Mr. First Name: James

Middle Name D.

Last Name Noteware

Suffix:

Email: Jim.Noteware@HoustonTX.gov

Phone Number (give area code)(713) 868-8605

Fax Number (give area code)(713) 865-4113

6. EMPLOYER IDENTIFICATION NUMBER *(EIN)*: ☐☐ -

☐☐☐☐☐☐ ◆ 746461100

7. TYPE OF APPLICANT: (See back of form for Application Types) Other (specify)C

8. TYPE OF APPLICATION: ◆ **New** ◆ **Continuation** ◆ **Revision**If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters.) ◆

◆ Other (specify)

9. NAME OF FEDERAL AGENCY:US Department of Housing & Urban Development

10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: ☐☐ -

☐☐☐ TITLE (Name of Program):Labor Management Cooperation Program18124

11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Application for Neighborhood Stabilization Program Round 3 funds from HUD for future allocation of such funds to stabilize certain areas of greatest need as identified by the City of Houston.

12. AREAS AFFECTED BY PROJECT *(Cities, Counties, States, etc.)*:Areas of greatest need identified within the City of Houston, TX

13. PROPOSED PROJECT

Start Date: August, 2011 Ending Date:August, 2015

14. CONGRESSIONAL DISTRICTS OF:

a. Applicant7,8,18,22,25,29 b. Project7,8,18,22,25,29

15. ESTIMATED FUNDING:

a. Federal	$. 003389035
b. Applicant	$. 00
c. State	$. 00
d. Local	$. 00
	$. 00
e. Other	
f. Program Income	$. 00
g. TOTAL	$. 00 3389035

16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?

a. Yes. ◆ THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ONDATE: b. No. ◆ PROGRAM IS NOT COVERED BY E. O. 12372 ◆ OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW

17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? ◆ Yes If "Yes" attach an explanation. ◆ No

18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.

a. Authorized Representative

Prefix Ms. First Name Annise Middle Name

Last Name Parker Suffix

b. Title Mayor, City of Houston c. Telephone Number (give area code) (832) 393-1011

d. Signature of Authorized Representative e. Date Signed 02/28/2011

INSTRUCTIONS FOR THE SF-424

Public reporting burden for this collection of information is estimated to average 45 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0043), Washington, DC 20503. **PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

This is a standard form used by applicants as a required face sheet for pre-applications and applications submitted for Federal assistance. It will be used by Federal agencies to obtain applicant certification that States which have established a review and comment procedure in response to Executive Order 12372 and have selected the program to be included in their process, have been given an opportunity to review the applicant's submission.

Item:	Entry:
1.	Select Type of Submission.
2.	Date application submitted to Federal agency (or State if applicable) and applicant's control number (if applicable).
3.	State use only (if applicable).
4.	Enter Date Received by Federal Agency Federal identifier number: If this application is a continuation or revision to an existing award, enter the present Federal Identifier number. If for a new project, leave blank.
5.	Enter legal name of applicant, name of primary organizational unit (including division, if applicable), which will undertake the assistance activity, enter the organization's DUNS number (received from Dun and Bradstreet), enter the complete address of the applicant (including country), and name, telephone number, e-mail and fax of the person to contact on matters related to this application.
6.	Enter Employer Identification Number (EIN) as assigned by the Internal Revenue Service.
7.	Select the appropriate letter in the space provided. A. State B. County C. Municipal D. Township E. Interstate F. Intermunicipal G. Special District H. Independent School District I. State Controlled Institution of Higher Learning J. Private University K. Indian Tribe L. Individual M. Profit Organization N. Other (Specify) O. Not for Profit Organization
8.	Select the type from the following list: • "New" means a new assistance award. • "Continuation" means an extension for an additional funding/budget period for a project with a projected completion date. • "Revision" means any change in the Federal Government's financial obligation or contingent liability from an existing obligation. If a revision enter the appropriate letter: A. Increase Award B. Decrease Award C. Increase Duration D. Decrease Duration
9.	Name of Federal agency from which assistance is being requested with this application.
10.	Use the Catalog of Federal Domestic Assistance number and title of the program under which assistance is requested.
11.	Enter a brief descriptive title of the project. If more than one program is involved, you should append an explanation on a separate sheet. If appropriate (e.g., construction or real property projects), attach a map showing project location. For preapplications, use a separate sheet to provide a summary description of this project.
12.	List only the largest political entities affected (e.g., State, counties, cities).
13	Enter the proposed start date and end date of the project.
14.	List the applicant's Congressional District and any District(s) affected by the program or project
15	Amount requested or to be contributed during the first funding/budget period by each contributor. Value of in kind contributions should be included on appropriate lines as applicable. If the action will result in a dollar change to an existing award, indicate only the amount of the change. For decreases, enclose the amounts in parentheses. If both basic and supplemental amounts are included, show breakdown on an attached sheet. For multiple program funding, use totals and show breakdown using same categories as item 15.
16.	Applicants should contact the State Single Point of Contact (SPOC) for Federal Executive Order 12372 to determine whether the application is subject to the State intergovernmental review process.
17.	This question applies to the applicant organization, not the person who signs as the authorized representative. Categories of debt include delinquent audit disallowances, loans and taxes.
18	To be signed by the authorized representative of the applicant. A copy of the governing body's authorization for you to sign this application as official representative must be on file in the applicant's office. (Certain Federal agencies may require that this authorization be submitted as part of the application.)

Appendix E

NSP3 Action Plan Contents Checklist

Appendix E: NSP3 Action Plan Contents Checklist

The checklist below is an optional tool for NSP3 grantees to help to ensure that all required elements of the NSP3 Substantial Amendment or the Abbreviated Plan are submitted to HUD. This checklist only includes the minimum required elements that must be included in the NSP3 Action Plan and grantees may want to add additional details. This document must be protected, as described above, in order to use the checkboxes in this checklist.

1. NSP3 Grantee Information

	Yes
Did you include the Program Administrator's name, address, phone, and email address?	☒

2. Areas of Greatest Need

	Yes
Does the narrative description describe how funds will give priority emphasis to areas of greatest need?	☒
Does the narrative description specifically address how the funds will give priority emphasis to those areas:	
• **With the highest percentage of home foreclosures?**	☒
• **With the highest percentage of homes financed by subprime mortgage related loan?; and**	☒
• **Identified by the grantee as likely to face a significant rise in the rate of home foreclosures?**	☒
Did you create the area of greatest needs map at http://www.huduser.org/NSP/NSP3.html?	☒
Did you include the map as an attachment to your Action Plan?	☒
***ONLY Applicable for States:* Did you include the needs of all entitlement communities in the State?**	☐

3. Definitions and Descriptions

	Yes
Are the following definitions and topics included in your substantial amendment?:	
• **Blighted structure in context of state or local law,**	☒
• **Affordable rents,**	☒
• **Ensuring long term affordability for all NSP funded housing**	

projects,	☒
• Applicable housing rehabilitation standards for NSP funded projects	☒

4. Low-Income Targeting

	Yes
Did you identify the estimated amount of funds appropriated to provide housing that meets the low-income set aside target?	☒
Did you provide a summary describing how your jurisdiction will meet its low-income set aside goals?	☒

5. Acquisition & Relocation

	Yes
For all acquisitions that will result in displacement did you specify:	
• The planned activity,	☒
• The number of units that will result in displacement,	☒
• The manner in which the grantee will comply with URA for those residents?	☒

6. Public Comment

	Yes
Did you provide your draft of the NSP3 substantial amendment for a minimum of 15 days for public comment?	☒
Did you include the public comments you received on the NSP3 substantial amendment in your plan?	☒

7. NSP Information by Activity

	Check all that apply
Did you include a description of all eligible NSP3 activities you plan to implement with your NSP3 award?	☒
For each eligible NSP3 activity you plan to implement did you include:	
• Eligible use or uses?	☒

• Correlated eligible CDBG activity or activities?	☒
• Associated national objective?	☒
• How the activity will address local market conditions?	☒
• Range of interest rates (if any)?	☒
• Duration or term of assistance?	☒
• Tenure of beneficiaries (e.g. rental or homeowner)?	☒
• If the activity produces housing, how the design of the activity will ensure continued affordability?	☒
• How you will, to the maximum extent possible, provide for vicinity hiring?	☒
• Procedures used to create affordable rental housing preferences?	☒
• Areas of greatest need addressed by the activity or activities?	☒
• Amount of funds budgeted for the activity?	☒
• Appropriate performance measures for the activity (e.g. units of housing to be acquired, rehabilitated, or demolished for the income levels represented in DRGR) ?	☒
• Expected start and end dates of the activity?	☒
• Name and location of the entity that will carry out the activity?	☒

8. Certifications

	Yes
Did you sign and submit the certification form applicable to your jurisdiction?	☒

9. Additional Documentation

	Yes
Did you include a signed SF-424?	☒

Appendix F

NSP3 Overall Budget

NSP3 Budget

Activity	Amount
NSP3 Program Administration	$ 338,000
Single Family Acquisition and Rehabilitation	$1,713,035
Multifamily Acquisition and Rehabilitation	$1,000,000
Demolition	$ 338,000
Total	$3,389,035