

2011 Consolidated Annual Performance
and Evaluation Report

Neal Rackleff, Director

July 1, 2011 - June 30, 2012



DRAFT



**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT GRANT PROGRAMS
CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT
PROGRAM YEAR 2011
(July 1, 2011 TO June 30, 2012)**

This document is a draft. It has been prepared to comply with the United States Department of Housing and Urban Development's (HUD's) public notice requirements. The numbers and narratives contained herein are subject to adjustments until the document is submitted to HUD no later than September 29, 2012, unless HUD allows an extension.

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CR05 Goals and Outcomes

Regulation Citation(s): 91.520(a)

**CR05-
N1.1**

Progress the jurisdiction has made in carrying out its Strategic Plan and its Action Plan. Provide an overview that includes **major initiatives and highlights** that were proposed and executed throughout the program year.

The Housing and Community Development Department (HCDD) prepares the Consolidated Annual Performance and Evaluation Report (CAPER), an evaluation of progress made in carrying out community development programs and activities identified in the 2011 Annual Action Plan, on behalf of the City of Houston (City). This annual report also assesses HCDD's success in addressing its five-year priorities and objectives contained in the 2010-2014 Consolidated Plan (Plan). In Program Year 2010, residents identified the most critical needs of the community through a *Needs Assessment Survey (Survey)*, conducted as part of HCDD's community planning process. In the *Survey*, respondents prioritized needs as follows: affordable housing (32.2%), homeless services (28.6%), economic development (28.4%), social services (7.6%), and public improvements (3.2%). It should be noted that 63% of the respondents thought that HCDD priorities should remain the same as they have been since 1995. Thus, affordable housing, homeless services, and jobs through economic development, remain the top three needs in the City.

HCDD established goals based on these prioritized needs for the five year period covered by the 2010-2014 Consolidated Plan (City of Houston Fiscal Years 2011-2015). The goals under the Strategic Plan contained in this Plan, are

- promoting the expansion of safe, sanitary, affordable housing stock
- reducing the homeless population through provision of shelter and supportive services to secure self-sufficiency
- strengthening the economy in targeted neighborhoods
- increasing the level of assistance to "special needs" populations (e.g., elderly, HIV positive, disabled, mentally ill, abused youth, etc.)
- upgrading infrastructure/public facilities in low and moderate-income communities

This report details HCDD's progress in meeting the goals established in the Annual Action Plan for Program Year 2011, which covers July 1, 2011 – June 30, 2012 (City Fiscal Year 2012), by comparing the actual accomplishments with the proposed performance measures. The CAPER contains details on activities funded by the federal Community Development Block Grant (CDBG), the HOME Investment Partnerships (HOME) Program, the Emergency Shelter Grant (ESG), and the Housing Opportunities for Persons with AIDS (HOPWA), as well as programs, special grants, and a range of other locally funded programs.

Federal funds (HOME, CDBG) were leveraged with private dollars to acquire, construct and/or renovate multifamily units targeting Houston's "special needs" populations (e.g., elderly, homeless, large families, HIV/AIDS, etc.). In addition to providing housing outcome data, the CAPER also provides data and information related to the status of other priority programs covering supportive (public) services, infrastructure/public facilities, homelessness, and small business assistance. Tables throughout this report provide data on units completed, number and type of individuals assisted, dollar amounts expended, source(s) of funds used to finance individual projects, and other relevant product and process data.

While HCDD did not meet all of its goals during this second program year, many program areas have made great movement towards meeting their five-year goals, which should be met or exceeded by the end of the five-year period. With many projects, particularly in the multifamily and infrastructure/public facility development areas,

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requiring more than one year for completion, performance against goals should improve in the latter portion of the five-year period. This year brings a significant change to the way the information required for the CAPER is formatted and reported.

Implementation of this new CAPER format, based on the IDIS Online platform and the electronic CAPER template, as presented in the document entitled “A Desk Guide for Using IDIS to Prepare the Consolidated Plan, Annual Action Plan, and CAPER/PER” provides an opportunity see where we are headed with the new e Con Planning Suite of Tools and the IDIS Online platform announced by HUD this year. HCDD participated in numerous webinars and have fully embraced the new tools available for use in developing the Consolidated and Annual Action Plans, and the CAPER. In addition to the webinars presented, HCDD staff also had the opportunity to attend an event in Houston, hosted by Ripley House Neighborhood Center, and presented by HUD Assistant Secretary for Community Planning and Development, Mercedes Márquez.

HCDD created a template to mirror the IDIS Online elements contained in this manual using Microsoft Word to create the narrative layout and Microsoft Excel to replicate the IDIS Online tables which are included throughout this CAPER, in the appropriate placement according to the manual. This CAPER will be a dry run, for the new IDIS Online electronic CAPER template. To support the transition to the new IDIS Online CAPER submission platform, HCDD has completed an evaluation of the prior guidance and format under the CPMP Tool, which was used previously, and the new IDIS Online CAPER format to ensure that this CAPER contains all required elements. At the end of this CAPER, there is a section that contains information requested in the prior CAPER format and guidance that did not appear to be requested in the new IDIS Online format. HCDD will seek guidance from HUD on the continued need to provide this information and the correct placement of this information within the IDIS Online structure. As this is a transitional CAPER, we wanted to be sure we provided all necessary information, but understand that going forward; some of the items presented may no longer be required.

PROGRAM AND/OR OPERATIONAL HIGHLIGHTS AND INITIATIVES FOR PY 2011

Houston Mayor Annise Parker and U.S. Department of Housing and Urban Development (HUD) Assistant Secretary Mercedes Márquez announced a collaborative partnership to enhance the City’s housing and community development activities. This joint technical assistance and capacity-building engagement combines knowledge and resources to maximize the use of federal funds to revitalize neighborhoods, help the homeless, and produce more affordable housing.

“We are honored that HUD not only recognizes the great progress the Department has made, but is also eager to assist the Department in achieving its ultimate goal of becoming one of the nation’s leading housing departments,” said Mayor Parker. “This vital partnership is unprecedented for the City and represents a new positive working relationship with HUD. We are both on the same team working together for Houston’s communities and families.” Upon taking office in early 2010, Mayor Parker concentrated on repairing the City’s previously strained relationship with HUD and appointed new leadership at the City’s Housing and Community Development Department (HCDD) to transform the Department.

Under the engagement, the City and HUD will work with local and national non-profits to build the management systems and capacity necessary to successfully carry out comprehensive and sustainable development and revitalization strategies that target an area’s specific needs. The City and HUD will work on a variety of capacity enhancement activities, such as:

- Establishing a first-of-its-kind equity fund in Houston to leverage private investment in community development efforts

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- Developing an extensive community development funding strategy, including the development of a market-based “revitalization plan” that will prioritize targeted areas for reinvestment
- Designing a thorough organizational plan to enhance operations and strategically integrate the City’s community development programs together

Besides streamlining and furthering the City’s community development endeavors, the partnership gives the City the tools it needs to tell “its story” of accomplishments by not only measuring the amount of assistance provided, but the impact such assistance has on local communities.

“These difficult times for our cities require all of us to work smarter and more efficiently to address the critical needs of our citizens,” said Assistant Secretary Márquez. “HUD is breaking down silos to offer more training and technical assistance. In the end, we’re working harder to help communities work better.”

The engagement is part of the One CPD initiative of HUD’s Office of Community Planning and Development. HUD and Enterprise Community Partners will work with HCDD on providing technical assistance and capacity-building that meets the specific needs of the City.

PUBLIC SERVICES

HCDD applied for round two of the Emergency Solutions Grant for funding to continue to assist individuals and families quickly regain stability in permanent housing after experiencing a housing crisis or homelessness and published the required substantial amendment to the 2011 Annual Action Plan. This furthered HCDD’s efforts in the areas of providing emergency shelter, homelessness prevention, rapid re-housing assistance, and data collection through the Homeless Management Information System or HMIS.

SINGLE FAMILY HOME REPAIR PROGRAM

During program year 2011, the SFHR program reaffirmed its commitment to the State of Texas General Land Office (GLO) to place primary focus on assisting at least 242 eligible low-to moderate households whose homes sustained damage as a direct result of Hurricane Ike under the Disaster Recovery Program (SFHR-DR). The SFHR staff is diligently working to complete rehabilitation on SFHR-DR Round One homes, so rehabilitation and reconstruction activities under the SFHR CDBG program can resume.

HOMEBUYER’S ASSISTANCE PROGRAM

HCDD previously committed to aggressively campaigning area realtors, builders, lenders, homebuyer education counselors, real estate and lending educational institutions, as well as other similar professionals, to inform them of HOME Investment Partnerships Program (HOME) funds available to assist low- to moderate-income homebuyers and to foster closer working relationships. In addition, we agreed to consistently make efforts to restructure nonworking policies and procedures to address the needs of the community, while still meeting HOME and other compliance guidelines. HAP has done this and will continue to take these actions to improve access to HAP. HCDD continually evaluates all aspects of the HAP program, with an aim towards making funds accessible to prospective qualified homebuyer and stakeholders to help us successfully deliver program.

HAP continues to increase program awareness by networking with area stakeholders, as well as participating in community events to inform potential homebuyers and industry professionals of the advantages to using HAP. HCDD amplified its Homebuyer’s Assistance Program (HAP) involvement in community events related to home buying, this included real estate and lending professionals, potential homebuyers, homebuyers counseling agencies, builders, and other industry related businesses. Several existing policies that limited homebuyer and stakeholder participation in the Homebuyer’s Assistance Program were re-evaluated and updated to allow additional builders and individuals to participant in HAP. The application process was also revised and streamlined, resulting in more efficient approval timelines. New Lead Based Paint guidelines were instituted.

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HAP established an open process for *Authorized Lender Applications* that allow lenders to apply to become an authorized lender monthly, whereas in the past this opportunity was only available quarterly. As a result, HAP has increased area lender participation from 21 authorized lending institutions to 32, which is a 66 percent increase in lender involvement. In addition, during this program year, HAP has increased area Authorized Residential Loan Originator participation from 42 to 70, a 60 percent increase. These additional participating lending professionals have broadened our supply of authorized financial experts homebuyer's have available to assist them in submitting applications for Homebuyer's Assistance.

In addition to the excellent participation in and response to HAP's increased these lender education, technical assistance, and outreach events, as a result of these efforts, homebuyer application packages are now coming more complete, reducing the amount of time needed to reach approval status.

PY2011 Homebuyer's Assistance Program Community Engagement Activities

| Date of Event | Name of Event | Short Description | Number Attended |
|---|--|--|-----------------|
| Presentation/Speaking Engagement | | | |
| 12/20/2012 | D. R. Horton | Guest Speaker Jorge Cavazos | 15 |
| 3/11/2012 | THE VOICE 700 AM | Host Don Leanard and Guest Speaker Jorge Cavazos | N/A |
| 3/14/2012 | Houston Center for Independent Living: Housing Seminar | Guest Speakers: Jorge Cavazos and Easter Seals of Greater Houston | 25 |
| 3/15/2012 | Easter Seals of Greater Houston: Homebuyer Seminar | Guest speaker: Jorge Cavazos and other Real Estate Professionals | 25 |
| 3/28/2012 | 1010 AM Radio Univision | Guest speaker discussing the Homebuyer Assistance Program | a |
| 4/13/2012 | HOUZE: Homebuyer's Assistance Program Update | Speakers were Jorge Cavazos and Energy Industry Professionals | 25 |
| 4/17/2012 | Avenue CDC: Homebuyer's Assistance Program Update | HCDD presented an update on Homebuyer's Assistance Program to Avenue CDC staff members | 4 |
| 4/24/2012 | 1010 AM Radio Univision | Guest speaker discussing the Homebuyer's Assistance Program | N/A |
| 4/26/2012 | National Association of Hispanic Real Estate Professionals | Guest Speakers included Tejano Center for Community Concerns, Credit Coalition, HCDD's Jorge Cavazos | 90 |
| 4/29/2012 | 1010 AM Radio Univision | Guest speaker discussing the Homebuyer's Assistance Program | |
| 5/1/2012 | Baylor College of Medicine: Housing Seminar | Guest speakers included Realtors, lenders, CDCs, and HCDD's Jorge Cavazos | 150 |
| 5/22/2012 | Univision Radio 1010 | Univision Radio 1010 with La Voz del Pueblo (Host-Renzo Heredia) | |

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| Date of Event | Name of Event | Short Description | Number Attended |
|---|--|---|-----------------|
| Technical Assistance/Homebuyer Education Event | | | |
| 3/22/2012 | REMAX Realty Center: Lender's Symposium | HCDD staff available as a resource on Homebuyer's Assistance Program | 15 |
| 6/14/2012 | Introduction Orientation for New Businesses | 1 hour intro (monthly) at University of Houston, Technical Procurement Assistance Center | 9 |
| 6/21/2012 | Homebuyer Education Class | Easter Seals of Greater Houston's Homebuyer Education Class | 25 |
| Community Event | | | |
| 5/10/2012 | Gulf Coast Community Services: Housing Seminar | Housing Seminar: Available resources such as Homebuyer's Assistance Program, market news, other programs. Guest speakers included Realtor, Habitat for Humanity, Sheltering Arms, HCDD Staff | 20-25 |
| 5/11/2012 5/12/2012 | Neighborhood LIFT | Wells Fargo downpayment assistance event. 585 people attended event. 60 event staffers. 50 mortgage personnel. 270 visited HCDD booth (70 first day and 200 second day). | 585 |
| 6/11/2012 | African American Pastors Fellowship, Rosharon Baptist Church | HCDD staff participated in this 2.5 hour evening event for 250 member organization | 35 |
| 6/16-17/2012 | Juneteenth Summer Celebration by Texas Black Expo | Event ran from 11 am to 5 pm on both days. Texas Black Expo. George R. Brown Convention Center. | 400 |
| Monthly Lender Training | | | |
| January 2012 – June 2012 | HCDD Monthly Lender Training | HCDD staff present information and materials on two components of participating in the Homebuyer's Assistance Program in this monthly lender education opportunity. One relates to the application process for lenders to apply to become an approved lender and the second provides training on the homebuyer application process focusing on completion of the homebuyer application for assistance and ensuring submission of a fully completed application. | 163 |
| *Homebuyer's Assistance Program Information and Materials Provided along with Fair Housing Information and Contact Phone Number was Provided at All Events, Fair Housing Information | | | |

MULTIFAMILY HOUSING PROGRAM

During this past year, HCDD has also placed an emphasis on and encouraged transit-oriented development (TOD) and sustainable development. When scoring applications that come in through the request for proposals process, we provide extra points for projects which are located within one mile of a metro stop and provide "green" features, such as installing energy efficient appliances, recycling programs, and providing "green" space for parks and gardens.

CHDO PROGRAM

Single family housing market conditions related to the downturn in the economy have led to the suspension of CHDO single family housing development efforts. HCDD is in dialog with HUD regarding our CHDO Program and has developed an improvement plan for restructuring this program. HCDD has made a commitment to focus its efforts on rebuilding the CHDO Program, by hiring staff with more expertise in HOME Program regulations, taking advantage of

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training opportunities available from HUD, and implementing changes to policies, procedures, and monitoring; to ensure compliance with HOME regulations. As part of HUD's OneCPD effort, HCDD's CHDO Program has been reviewed by Enterprise Community Partners (ECP) and they have identified solutions and recommendations to bring the program into compliance with HOME regulations. New single family construction has been suspended due to the current number existing homes that remain unsold. CHDO contracts with excess funds will be de-obligated and redirected to multifamily housing projects. By focusing CHDO activity on multi-family development, HCDD has been able to continue increasing the supply of affordable housing, while not further flooding the market with new single family homes. This allows HCDD to meet its required set-aside spending on CHDO activity. Further program evaluation will include an analysis of CHDO capacity, financial responsibility, and organizational management; ongoing training; capacity building; and strategic partnering; as necessary.

| | |
|------------------|---|
| CR05-N2.1 | Assess how the jurisdiction's use of funds , particularly CDBG, addresses the priorities and specific objectives identified in the plan , giving special attention to the highest priority activities identified. |
|------------------|---|

FUNDING ALLOCATIONS/EXPENDITURES/COMMITMENTS PROGRAM YEAR 2011

| CDBG PROGRAM DESCRIPTION | PROGRAM YEAR 2011 ALLOCATIONS | PROGRAM YEAR 2011 DRAWS | PROGRAM YEAR 2011 COMMITMENTS |
|--|-------------------------------------|-------------------------------|-------------------------------------|
| PUBLIC FACILITIES & IMPROVEMENTS | 6,666,794 | 7,709,124 | 6,666,794 |
| PUBLIC SERVICES | 5,100,472 | 5,176,209 | 5,100,472 |
| RESIDENTIAL REHAB/LEAD-BASED PAINT/RELOCATION/PROJECT DELIVERY | 6,277,750 | 3,375,123 | 6,277,750 |
| NEIGHBORHOOD PROTECTION – LEGAL/CODE ENFORCEMENT | 3,586,400 | 3,075,191 | 3,586,400 |
| ECONOMIC DEVELOPMENT | 2,400,000 | 4,239,499 | 2,400,000 |
| PROGRAM DELIVERY – PROCUREMENT LEGAL & AUDIT SERVICES | 300,000 | | 300,000 |
| GENERAL PROGRAM ADMIN | 6,082,854 | 6,062,649 | 6,082,854 |
| TOTAL CDBG | \$30,414,270 | 29,637,794 | \$30,414,270 |

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| HOME PROGRAM DESCRIPTION | PROGRAM YEAR 2011 ALLOCATIONS | PROGRAM YEAR 2011 DRAWS | PROGRAM YEAR 2011 COMMITMENTS |
|---|-------------------------------|-------------------------|-------------------------------|
| HOMEBUYER ASSISTANCE PROGRAM - NEW AND EXISTING HOMES | 4,400,999 | 3,640,829 | 4,400,999 |
| MULTIFAMILY ACQUISITION/REHABILITATION/NEW CONSTRUCTION/RELOCATION/PROGRAM DELIVERY | 4,400,999 | 578,064 | 4,400,999 |
| HOME CHDO PROGRAM SET-ASIDE (15% of HOME allocation) | | | |
| CHDO PRE-DEVELOPMENT ASSISTANCE | 188,614 | | 188,614 |
| HOME CHDO SINGLE FAMILY/MULTIFAMILY PROGRAMS | 1,697,529 | 1,566,922 | 1,697,529 |
| CHDO OPERATING EXPENSES | 628,714 | 75,988 | 628,714 |
| PROGRAM ADMINISTRATION | 1,257,428 | 1,440,678 | 1,257,428 |
| TOTAL HOME | \$ 12,574,282 | 7,302,481 | \$ 12,574,282 |

| ESG PROGRAM DESCRIPTION | PROGRAM YEAR 2011 ALLOCATIONS | PROGRAM YEAR 2011 DRAWS | PROGRAM YEAR 2011 COMMITMENTS |
|-------------------------------------|-------------------------------|-------------------------|-------------------------------|
| ESSENTIAL SERVICES [576.21.(a)(2)] | 398,288 | 188,946 | 398,288 |
| OPERATIONS [576.21.(a)(3)] | 464,671 | 282,141 | 464,671 |
| HOMELESS PREVENTION [576.21.(a)(4)] | 398,288 | 259,769 | 398,288 |
| ADMINISTRATION | 66,381 | 14,861 | 66,381 |
| TOTAL HOME | \$1,327,628 | 745,717 | \$1,327,628 |

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Response in Progress

Program Effects, Progress, and Impact on Identified Needs

| Program/Activity | Outcome/Objective | Indicator | Progress and Impact on Identified Needs |
|---|--|--|--|
| HOME Investment Partnerships Program (HOME) | | | |
| Homebuyer's Assistance Program | Improved affordability of decent owner occupied housing by providing down payment and closing cost assistance to low income households. | The number of low-moderate income homebuyers assisted. | The HOME Program funded Homebuyer's Assistance Program provided down payment and closing cost assistance to 170 first time homebuyers during this reporting period. This activity was identified as a high priority in the Consolidated Plan. |
| Multifamily Housing Program | Improved affordability of decent renter occupied housing through acquisition, rehabilitation, and/or new construction of multifamily housing properties for low-income households. | The number of restricted housing units acquired, constructed, or rehabilitated. | The HOME funded Multifamily Housing Program acquired, constructed, and/or rehabilitated, and made available 104 housing units during this reporting period. These units were restricted to low-moderate income households with incomes at 0-60% of AMI. This activity was identified as a high priority in the Consolidated Plan. |
| CHDO Housing Development | Improved availability of decent affordable rental housing through the provision of HOME funds to local certified CHDO's for the development/purchase and rehabilitation of single and multifamily housing units that will be made available to low income homebuyer's and renters. | The number of single family housing units made available to low-moderate income homebuyers or renters. | The goal for CHDO units is included in the total projected units for the Multifamily Housing Program. No CHDO units were completed during this program year. This activity was identified as a low priority in the Consolidated Plan. |
| Community Development Block Grant (CDBG) | | | |
| Neighborhood Facilities | Improved sustainability of suitable living environments through the acquisition/rehabilitation/new construction of neighborhood facilities. | The number of neighborhood facilities projects completed. | 8 CDBG funded Neighborhood Facilities projects were completed during this reporting period. This activity was identified as a high priority in the Consolidated Plan. |
| Dangerous Buildings Administration /Legal/Department/Code Enforcement | Improved sustainability of suitable living environments by promoting safe neighborhoods through code enforcement activity. | The number of locations (sites)/units cited. | 11,624 citations were issued for this reporting period. This activity was identified as a medium priority in the Consolidated Plan. |
| Public Services (Non Profits/Agencies) | Improved availability and accessibility of suitable living environments through the provision of public services for low to moderate income persons. | The number of persons receiving public services. | XX persons received assistance from the various CDBG funded Public Services provided during this period. This activity was identified as a high priority in the Consolidated Plan. |
| Single Family Home Repair Program | Improved availability/accessibility of decent affordable housing for low-income homeowners through the provision of home repair services needed to eliminate health/safety. | The number of housing units repaired or reconstructed. | The CDBG Single Family Home Repair program rehabilitated or reconstructed 23 housing units during this reporting period. This activity was identified as a high priority in the Consolidated Plan. |
| Lead-Based Paint - HCDD | Improved availability/accessibility of decent affordable housing through the provision of lead-based paint testing, remediation, and/or abatement activity, for low and moderate income homeowners. This includes application intake, eligibility screening, case management, inspections and management of lead abatement activity. | The number of housing units tested/inspected and abated. | 139 housing units were inspected and evaluated for lead hazards during this period. Of those, 16 received repair/abatement to address the presence of lead identified. While not specifically addressed in the Consolidated Plan, this activity was considered a low priority . |
| Lead-Based Paint - DHHS | Improved availability/accessibility of decent affordable housing through | The number of housing | XX housing units were inspected and evaluated for lead hazards |

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| | | | |
|---|--|--|--|
| | <i>the provision of lead-based paint testing, remediation, and/or abatement activity, for low and moderate income homeowners. This includes application intake, eligibility screening, case management, inspections and management of lead abatement activity.</i> | <i>units inspected and/or repaired</i> | <i>during this period. Of those, XX received repair/abatement to address the presence of lead identified. While not specifically addressed in the Consolidated Plan, this activity was considered a low priority. In addition, XX children received lead blood testing.</i> |
| Economic Development | <i>Improved affordability of economic opportunity through the provision of low cost loans to small businesses.</i> | <i>The number of businesses receiving loans and/or technical assistance.</i> | <i>XX businesses received technical assistance and XX businesses received loans, during this period. While not specifically addressed in the Consolidated Plan, this activity was considered a low priority.</i> |
| Housing Opportunities for Persons with Aids (HOPWA) | | | |
| Project or Tenant-based Rental Assistance – HIV/AIDS | <i>Improved affordability and accessibility of decent housing through the provision of project or tenant based rental assistance.</i> | <i>The number of households provided rental assistance.</i> | <i>XX households received rental assistance during this reporting period. This activity was identified as a high priority in the Consolidated Plan.</i> |
| Short-Term, Rent, Mortgage & Utility Assistance – HIV/AIDS | <i>Improved affordability of decent housing through the provision of short-term, rent, mortgage, & utility assistance.</i> | <i>The number of households receiving STRMU assistance.</i> | <i>XX households received STRMU assistance during this reporting period. This activity was identified as a high priority in the Consolidated Plan.</i> |
| Supportive Services – HIV/AIDS | <i>Improved affordability of decent housing through the provision of supportive services for low and moderate income households</i> | <i>The number of households receiving support services.</i> | <i>XX households received support services during this reporting period. This activity was identified as a medium priority in the Consolidated Plan.</i> |
| Technical Assistance/Housing Information/Resource Identification – HIV/AIDS | <i>Improved availability and accessibility of decent housing by providing information and referral services for low and moderate income households</i> | <i>The number of households receiving information and referral services.</i> | <i>XX households received information and referral services during this reporting period. This activity was identified as a low priority in the Consolidated Plan.</i> |
| Emergency Shelter/Solutions Grant (ESG) | | | |
| Homeless Prevention (rent/utility) | <i>Improved affordability of decent housing through the provision of homeless prevention activities such as rent and utility assistance.</i> | <i>The number of persons receiving homeless prevention assistance.</i> | <i>XX persons received homeless prevention assistance during this reporting period. This activity was identified as a high priority in the Consolidated Plan.</i> |
| Essential Services (case management) | <i>Improved availability and accessibility of suitable living environments through the provision of essential services such as case management.</i> | <i>The number of persons receiving essential services.</i> | <i>XX persons received essential services during this reporting period. This activity was identified as a high priority in the Consolidated Plan.</i> |
| Operations (shelter) | <i>Improved availability and accessibility of suitable living environments through the provision of shelter in transitional or supportive living centers.</i> | <i>The number of persons receiving shelter services.</i> | <i>XX persons received shelter services during this reporting period. This activity was identified as a high priority in the Consolidated Plan.</i> |

CR05-2.2

Use this field to identify strategies through which the jurisdiction is making **progress toward its goals**, as well as **strategies that need improvement**.

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Response in Progress

TABLE 1: ACCOMPLISHMENTS – PROGRAM YEAR

| Goal | Category | Funding | | Outcome | | | | | |
|--------|--------------------|---------|--------|---|--|--------|------------------|------------------------|-------|
| | | Source | Amount | Indicator | Expected | Actual | Unit of Measure | Percent Complete | |
| Goal 1 | Affordable Housing | | | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit | 4 | 8 | Persons Assisted | 200% | |
| | | | | Public Housing | Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit | 0 | 0 | Households Assisted | 0 |
| | | | | Homeless | Public Service Activities for Low/Moderate Income Housing Benefit | | | Households Assisted | |
| | | | | Non-Homeless Special Needs | Façade Treatment/Business Building Rehabilitation | 0 | 0 | Businesses | 0 |
| | | | | Non-Housing Community Development | Homeowner Housing Added | 0 | 0 | Household Housing Unit | 0 |
| | | | | | Homeowner Housing Rehabilitated | 193 | 24 | Household Housing Unit | .01% |
| | | | | | Direct Financial Assistance to Homebuyers | 215 | 170 | Households Assisted | 79.1% |
| | | | | | Jobs Created/Retained | | | Jobs | |
| | | | | | Businesses Assisted | | | Businesses Assisted | |

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Response in Progress

TABLE 2 ACCOMPLISHMENTS – STRATEGIC PLAN TO DATE

| Goal | Category | Funding | | Outcome | | | | | |
|--------|--------------------|---------|--------|---|--|--------|------------------|------------------------|-------|
| | | Source | Amount | Indicator | Expected | Actual | Unit of Measure | Percent Complete | |
| Goal 1 | Affordable Housing | | | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit | | | Persons Assisted | | |
| | | | | Public Housing | Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit | | | Households Assisted | |
| | | | | Homeless | Public Service Activities For Low/Moderate Income Housing Benefit | | | Households Assisted | |
| | | | | Non-Homeless Special Needs | Façade Treatment/Business Building Rehabilitation | | | Businesses | |
| | | | | Non-Housing Community Development | Homeowner Housing Added | | | Household Housing Unit | |
| | | | | | Homeowner Housing Rehabilitated | | | Household Housing Unit | |
| | | | | | Direct Financial Assistance to Homebuyers | 545 | 1,720 | Households Assisted | 26.4% |
| | | | | | Jobs Created/Retained | | | Jobs | |
| | | | | | Businesses Assisted | | | Businesses Assisted | |

Response in Progress

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| Specific Objective # | Strategies & Objectives | Performance Measures | 2011 Goals | 2011 Actuals | % of Current Year Goal Achieved | 5-Year Goals | % of 5-Year Goal Achieved |
|---|---|----------------------|------------|--------------|---------------------------------|--------------|---------------------------|
| Decent Housing - Availability/Accessibility | | | | | | | |
| DH 1.1 | <i>Preserve existing housing stock by providing assistance to low- and moderate-income homeowners that address emergency conditions that occur without warning, moderate repair, and reconstruction. Single Family Home Repair</i> | Units & | 193 | 24 | 12% | 882 | 19% |
| | | Households | 60 | 15 | 25% | 260 | 21% |
| DH 1.2 | <i>Increase the safety of homes by addressing and reducing exposure to lead-based paint. Housing Rehabilitation</i> | Units & | 975 | 856 | 88% | 4,582 | 40% |
| | | Persons | 23,000 | 24,293 | 106% | 110,690 | 43% |
| Decent Housing - Affordability | | | | | | | |
| DH 2.1 | <i>Increase supply of affordable rental housing through acquisition, new construction, and rehabilitation. Rental Housing</i> | Units | 250 | 104 | 42% | 1,250 | 43% |
| DH 2.2 | <i>Increase low- and moderate-income persons' access to affordable, decent housing throughout the City of Houston. Homebuyer's Assistance</i> | Households | 215 | 170 | 79% | 1,720 | 17% |
| DH 2.3 | <i>Support programs assisting persons with HIV/AIDS to secure housing and access to social services. Public Services</i> | Households | 4,228 | 4,323 | 102% | 19,740 | 46% |
| DH 2.4 | <i>Increase access to housing services to prevent homelessness. Public Services</i> | Persons | 4,297 | 0 | 0% | 10,922 | 58% |
| Suitable Living Environment - Availability/Accessibility | | | | | | | |
| SL 1.1 | <i>Improve the availability and accessibility of youth services to prevent juvenile delinquency. Public Services</i> | Persons | 11,300 | 13,745 | 122% | 57,900 | 57% |
| SL 1.2 | <i>Increase access to affordable health care and health services for extremely low- and low-income individuals. Public Services</i> | Persons | 5,350 | 18,416 | 344% | 35,605 | 77% |
| SL 1.3 | <i>Increase access to and availability of public services to low- and moderate-income persons. Public Services</i> | Persons | 10,763 | 9,322 | 87% | 49,314 | 41% |
| SL 1.4 | <i>Improve social services that support elderly and extremely elderly residents. Public Services</i> | Persons | 2,288 | 3,093 | 135% | 7,744 | 92% |
| SL 1.6 | <i>Increase access to services to support the homeless population. Public Services</i> | Persons | 19,855 | 49,172 | 248% | 119,640 | 71% |
| Suitable Living Environment - Sustainability | | | | | | | |
| SL 3.1 | <i>Improve the condition of and construct new public facilities in existing neighborhoods. Municipal, Public, and Private Facilities</i> | Facilities | 6 | 10 | 167% | 30 | 37% |
| SL 3.2 | <i>Maintain the integrity of neighborhoods by supporting code enforcement and crime prevention activities in existing neighborhoods. Code Enforcement and Crime Prevention</i> | Units & | 20,080 | 11,891 | 59% | 80,760 | 19% |
| | | Sites | 120 | 686 | 572% | 265 | 376% |
| Economic Opportunity - Availability/Accessibility | | | | | | | |
| EO 1.1 | <i>Provide access to job training and enrichment activities for developmentally disabled persons. Public Services</i> | Persons | 186 | 224 | 120% | 830 | 73% |

2011 PROGRAM YEAR CAPER

| Specific Objective # | Strategies & Objectives | Performance Measures | 2011 Goals | 2011 Actuals | % of Current Year Goal Achieved | 5-Year Goals | % of 5-Year Goal Achieved |
|--|---|----------------------|------------|--------------|---------------------------------|--------------|---------------------------|
| Economic Opportunity - Availability/Accessibility | | | | | | | |
| EO 1.2 | Provide job training and enrichment activities for low- and moderate-income persons. Public Services | Persons | 264 | 49 | 19% | 892 | 5% |
| Affordability of Economic Opportunity | | | | | | | |
| EO 2.1 | Increase access to business ownership for low- and moderate-income residents by providing business loans. Economic Development | Businesses | 25 | 0 | 0% | 85 | 67% |
| EO 2.2 | Increase access to business ownership for low- and moderate-income residents by providing technical assistance. Economic Development | Businesses | 1,500 | 0 | 0% | 3,000 | 50% |

PUBLIC FACILITIES AND IMPROVEMENTS

Response in Progress

| Strategies & Objectives | Performance Measures | 2011 Goals | 2011 Actuals |
|--|----------------------|------------|--------------|
| Suitable Living Environment - Availability/Accessibility | | | |
| (CDBG) Improve accessibility of structures used by disabled populations | Facilities | | |
| Suitable Living Environment - Sustainability | | | |
| (CDBG) Construct and rehabilitate public facilities | Facilities | 4 | 8 |
| (CDBG) Construct and rehabilitate school or neighborhood-based parks | Facilities | 7 | 2 |
| (CDBG) Building Code Violations Legal Support - Actions to follow-up property inspections by conducting title searches | Units | 80 | |
| (CDBG) Code Enforcement - Department of Neighborhoods | Units | 400 | |

Public Facilities and Improvements acquisition, rehabilitation and new construction activity for program year 2012:

SPARKS

The SPARKS Park program is a joint venture between the City of Houston, Independent School Districts and a nonprofit 501 C 3 organization known as SPARKS. The City of Houston provides funds for park projects located on the grounds of schools serving low to moderate income areas. These parks are open to the community. By collaboration between the school administration, the community, the school children and local donors, these projects are conceived, planned and constructed. During this program year, four projects begun in prior years continued and four new projects were started. In addition, the following school parks were completed and opened during the program year:

- Hollibrook Elementary
- Cornelius Elementary

PARKS

Two neighborhood park projects continued during the program year and one new project was started. These parks are open to the community and are located in low to moderate income areas.

2011 PROGRAM YEAR CAPER

PUBLIC FACILITIES

Most public facilities construction projects are multi-year projects. Many require extended periods to assemble the various funding components, while others involve multi-year design and construction schedules. Eight projects were completed during the program year, including the acquisition of six fire engines for the Houston Fire Department for fire stations serving low to moderate income areas. Seven ongoing projects were in either the design or construction phase during the period. Seven new projects were also started during this program year.

| Public Facilities Projects Completed During PY2011 | | | |
|---|-----------------------|-------------------------------|---------------|
| Project Name | PY11 Expenditures | Total Project Expenditures | Status |
| Neighborhood Facilities | | | |
| Houston Area Urban League | 330,000 | 330,000 | IDIS Complete |
| The Center | 34,000 | 500,000 | IDIS Complete |
| South Gessner Patrol Division | 0 | 2,500,000 | IDIS Complete |
| Vietnamese Community Center | 337,473 | 499,500 | IDIS Complete |
| Korean Community Center | 500,000.00 | 500,000 | IDIS Complete |
| Community Family Center | 0 | 1,270,000 | IDIS Complete |
| Fifth Ward Multi-Service Center | 223,330 | 480,000 | IDIS Complete |
| Houston Fire Department-Fire Trucks Purchase | 3,000,000.00 | 3,000,000 | IDIS Complete |
| Total Neighborhood Facilities | \$4,424,803.00 | \$9,079,500.00 | |
| SPARKS | | | |
| Hollibrook Elementary | 75,000.00 | 75,000.00 | IDIS Complete |
| Cornelius Elementary | 25,188 | 90,000 | IDIS Complete |
| Total SPARKS | \$100,188.00 | \$165,000.00 | |
| Total Public Facilities | \$4,524,991.00 | \$9,244,500.00 | |

2011 PROGRAM YEAR CAPER

Public Facilities Projects Initiated During Program Year 2011

| Project Name | Project Funding Amount | PY11 Expenditures | Project Expenditures To Date | PY11 Activity (Describe) | Status at 6/30/12 |
|---------------------------------------|------------------------|---------------------|------------------------------|---|-------------------|
| Neighborhood Facilities | | | | | |
| Pro Vision, Inc. | 950,000 | 63,804 | 63,804 | Bidding process initiated. Construction has not yet begun. | In Progress |
| Ibn Sina Dental | 1,300,000 | 800,428 | 800,428 | Acquisition complete. Construction to follow. | In Progress |
| Shifa Foundation | 850,000 | 0 | 0 | Project in underwriting phase. | Underwriting |
| Fort Bend Senior Center | 500,000 | 0 | 0 | Awaiting construction contract award. | In Progress |
| Johnson and Johnson Adult Day Care | 975,000 | 0 | 0 | In final phase of underwriting. Awaiting City Council approval. | In Progress |
| St. Monica Food Pantry | 675,000 | 0 | 0 | Just obtained Council approval. Moving forward with bidding. | In Progress |
| Star of Hope Women and Family Shelter | 300,000 | 0 | 0 | General Contractor selection underway. | In Progress |
| Total Neighborhood Facilities | \$5,550,000.00 | \$864,231.55 | \$864,231.55 | | |
| SPARKS | | | | | |
| Treasure Forest Elementary | 87,500 | 0 | 0 | Design and development underway. | In Progress |
| Sneed Elementary | 87,500 | 0 | 0 | Design and development underway. | In Progress |
| Berry Elementary | 87,500 | 0 | 0 | Design and development underway. | In Progress |
| Tijerina Elementary | 87,500 | 0 | 0 | Design and development underway. | In Progress |
| Total SPARKS | \$350,000.00 | \$0.00 | \$0.00 | | |
| PARKS | | | | | |
| Schwartz Park | 350,000 | 0 | 0 | Awaiting City Council approval | Awaiting Council |
| Total Parks | \$350,000.00 | \$0.00 | \$0.00 | | |
| Total Public Facilities | \$6,250,000.00 | \$864,231.55 | \$864,231.55 | | |

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2011 PROGRAM YEAR CAPER

Public Facilities Ongoing Projects Activity/Status for Program Year 2011

| Project Name | Project Funding Amount | PY11 Expenditures | Project Expenditures To Date | PY11 Activity (Describe) | Status at 6/30/12 |
|--------------------------------------|------------------------|-----------------------|------------------------------|--|-------------------|
| Neighborhood Facilities | | | | | |
| Harris County Cemetery | 800,000 | 0 | 0 | Contract pending City Council approval. Construction has not yet begun. | In Progress |
| Deluxe Theater | 3,960,000 | 19,747 | 543,305 | Design in progress. | Design Phase |
| Stanaker Library | 1,000,000 | 717,206 | 959,448 | Rehab of library near completion. | In Progress |
| Houston Food Bank | 1,000,000 | 0 | 0 | Project cancelled. | Cancelled |
| Sunnyside Multi-Service Center | 535,000 | 461,200 | 461,200 | Substantial completion of roof overlay. | In Progress |
| Ibn Sina Clinic | 1,200,000 | 307,565 | 478,976 | Construction started in April 2012. Project is approximately 50% complete. | In Progress |
| Acres Homes Multi-Service Center | 2,796,188 | 2,083,854 | 2,290,248 | Renovation of Multi-Service Center substantially complete. | In Progress |
| Total Neighborhood Facilities | \$11,291,188.00 | \$3,589,572.00 | \$4,733,177.00 | | |
| SPARKS | | | | | |
| Moreno Elementary | 75,000 | 0 | 0 | Design and Development underway. | In Progress |
| Eastwood Academy | 85,000 | 0 | 0 | Design and Development underway. | In Progress |
| McReynolds Middle School | 186,037 | 0 | 136,037 | Design and Development underway. | In Progress |
| Ketelsen Elementary | 75,000 | 0 | 0 | Design and Development underway. | In Progress |
| Total SPARKS | \$421,037.00 | \$0.00 | \$136,037.00 | | |
| PARKS | | | | | |
| Moody Park | 500,000 | 136,957 | 341,457 | Design in progress. | In Progress |
| Glenbrook Park | 2,500,000 | 1,446,108 | 1,624,374 | Phase I complete. Phase II awaiting City Council approval. | In Progress |
| Total Parks | \$3,000,000.00 | \$1,583,065.00 | \$1,965,831.00 | | |
| Total Public Facilities | \$14,712,225.00 | \$5,172,637.00 | \$6,835,045.00 | | |

PUBLIC SERVICES

HCDD uses the Public Services request for proposals process to solicit and select qualified sub-recipients to provide services to achieve to result in the selection of new, as well as previously funded Public Services sub-recipients. This allowed successful CDBG-funded programs such as the Child Care Program and Homeless Engagement Services to continue, while adding new programs such as Workforce Development and Employment Services for people with disabilities.

Change Resulted In New Providers/Services

2011 PROGRAM YEAR CAPER

In 2011, the CDBG Public Services activities included youth enrichment programs, child care, health care services, homeless prevention, work force development, HIV/AIDS education services, meal and transportation services for the elderly, and social services and employment services for the disabled. A request for proposals was issued to solicit and select Public Services subrecipients, which resulted in the addition of three new Public Services providers in the areas of workforce development, employment services for disabled persons, and social services to disabled persons. Under the Workforce Development program, low and moderate income clients are provided a community college education in in-demand fields with livable wages.

The following CDBG-funded activities and outcomes were accomplished during 2011:

- The Sunnyside Health Center provided health services to 15,598 patients;
- The Elderly Services Program provided home-delivered meals and transportation services to 2,934 seniors
- The Tuberculosis Control Program provided prevention and treatment to 981 patients;
- The Workforce Development Program provided case management, college preparation, and community college educations to 82 participants;
- The Youth Enrichment Program provided afterschool and summer enrichment programs to 10,111 youths;
- The Mayor's Afterschool Achievement Program provided services to 1,039 school-aged youths;
- SEARCH Homeless Services provided street outreach and essential services to 3,653 homeless clients;
- The Village Learning Center provided multiple services to 148 disabled persons;
- Educational Programs Inspiring Communities provided on-the-job training to 51 mentally disabled persons;
- The HIV/AIDS Education Program provided prevention and education services 1,675 school-aged youths;
- The Re-Entry Program provided job training and case management to 132 ex-offenders reintegrating into communities;
- The Meals on Wheels Program provided home delivered and congregate meals to 184 seniors;
- The Juvenile Delinquency Prevention Program provided after school and summer programs to 2595 youths that were at-risk of becoming delinquent or were status-offenders;
- The Daycare Program provided child care services to 104 low-moderate income families that were working, in job training or seeking employment;
- The Graffiti Removal Program abated graffiti from 686 sites in low-moderate income neighborhoods;
- The Houston Public Library, Computer Mobile Laboratory provided library and computer literacy services to 9,086 persons;
- The El Centro de Corazon, Mental Health Services Program provided mental health services to 162 persons;
- The Project Access provided free transportation services to healthcare and other homeless service providers for 4,273 homeless persons;
- THE CENTER Serving Persons with Mental Retardation provided job readiness and dental services to 248 persons with mental disabilities.
- The Goodwill Industries of Houston, The Ticket to Work Program provided job training and employment services to 49 disabled adults.

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2011 PROGRAM YEAR CAPER

SINGLE FAMILY HOME REPAIR PROGRAM

| Strategies & Objectives | Performance Measures | 2011 Goals | 2011 Actuals |
|---|----------------------|------------|--------------|
| Decent Housing - Availability/Accessibility | | | |
| <i>Preserve existing housing stock by providing assistance to low- and moderate-income homeowners that address emergency conditions that occur without warning, moderate repair, and reconstruction. Single Family Home Repair</i> | Units & | 193 | 24 |
| | Households | 60 | 15 |
| (CDBG) Single Family Home Repair - Tier 1 Units | Units | 50 | 6 |
| (CDBG) Single Family Home Repair - Tier 2 Units | Units | 128 | 3 |
| (CDBG) Single Family Home Repair - Tier 3 Units | Units | 15 | 15 |
| (CDBG) Single Family Home Repair - Relocation | Households | 60 | 15 |

Response in Progress

Since the beginning of the program year, HCDD has not met its goals for CDBG funded home repair under the Single Family Home Repair Program. This will not preclude the fact that

Since September 2010, HCDD stopped accepting new applications for CDBG rehabilitation and reconstruction activities to focus available resources to SFHR-DR. As SFHR-DR Round One activities are near completion, HCDD anticipates resuming the CDBG rehabilitation and reconstruction activities. In preparation, HCDD will review its waiting list to (1) ensure applicant eligibility documents are current and, where necessary to request updated documents, (2) purge households no longer interested in participating or no longer eligible to participate.

During program year 2011, SFHR-DR determined eligibility on 242 households; 121 single family residential homes are under construction; and 121 are awaiting construction to start. Although primary focus has been on SFHR-DR activities, the CDBG program was able to demolish and reconstructed sixteen (16) single family residential homes.

During program year 2011, SFHR-DR determined eligibility on 242 households; 121 single family residential homes are under construction; and 121 are awaiting construction to start. Although primary focus has been on SFHR-DR activities, the CDBG program was able to demolish and reconstructed sixteen (16) single family residential homes. During the 2011 Program Year, HCDD developed a plan whereby we would combine CDBG and CDBG-DR funding to ensure that we are able to meet the most critical home repair needs for the City and as a result it will allow us to fully realize not only the goals under the CDBG-DR program, but also the goals established for the CDBG Single Family Home Repair program. HCDD has vetted this plan with HUD and we have submitted this plan in writing to our local Houston HUD office. Although we fell short of our CDBG funded Single Family Home Repair Program, we anticipate and reiterate that our 5-Year goal is still achievable and we fully expect that by the end of the 5-Year consolidated planning period that we will have repaired XX single family units.

2011 PROGRAM YEAR CAPER

HOME BUYER'S ASSISTANCE PROGRAM

[Response in Progress](#)

| Strategies & Objectives | Performance Measures | 2011 Goals | 2011 Actuals |
|--|----------------------|------------|--------------|
| Decent Housing - Affordability | | | |
| <i>Increase low- and moderate-income persons' access to affordable, decent housing throughout the City of Houston. Homebuyer's Assistance</i> | Households | 215 | 170 |
| <i>(HOME) Housing Assistance Program Downpayment/Closing Cost Assistance</i> | Households | 170 | 141 |
| <i>(HOME) Houston HOPE Downpayment/Closing Cost Assistance</i> | Households | 45 | 29 |
| <i>(HOME) Housing Counseling for Homebuyer's Assistance Program</i> | Households | | |

While HAP assisted 170 low- to moderate income Houstonians to purchase affordable, decent, and safe housing using HOME funds, the program did not achieve its goal to assist 215 homebuyers. We did, however, assist an additional 19 homebuyers with Tax Increment Re-investment Zone funds. Both of these funding sources made homeownership a possibility for those who might otherwise not have been able to assemble the downpayment and other associated costs required to purchase a home. Numerous factors influenced program accomplishments during this program year. Among them is the declining economic climate throughout our country. Continued record unemployment rates, poor recovery in the housing market, and more stringent lending guidelines have limited economic advancements. All of the homebuyers assisted with also provided with Homebuyer Education Courses. HAP is in the process of updating existing policies and instituting new practices to grow homebuyer and stakeholder participation in HAP.

Lender involvement with HAP increased from 60 to 66 percent, which also increases other related industry awareness and participation in our program. Scheduled monthly training is available to all stakeholders. Homebuyer Education Course participation increased by 60 percent. New Lead Based Paint guidelines were instituted

MULTIFAMILY HOUSING PROGRAM

| Strategies & Objectives | Performance Measures | 2011 Goals | 2011 Actuals |
|--|----------------------|------------|--------------|
| Decent Housing - Affordability | | | |
| <i>Increase supply of affordable rental housing through acquisition, new construction, and rehabilitation. Rental Housing</i> | Units | 250 | 104 |
| <i>(HOME) Multifamily Housing Program</i> | Units | | 104 |
| <i>(HOME) CHDO Program</i> | Units | 0 | 0 |
| <i>(HOPWA) Housing Units Developed as Community Residences</i> | Units | 15 | 15 |

The Multifamily Housing Program goal of completing 250 HOME funded restricted units was not met, as only 104 HOME funded were completed during this program year. However, when considering all funding sources, 455 restricted units were added to the pool of quality affordable housing available for low- to moderate-income Houstonians.

Recently, the Multifamily Housing Program began placing a priority on rehabilitation projects in order to help revitalize and stabilize blighted neighborhoods and contribute to neighborhood development and community revitalization.

2011 PROGRAM YEAR CAPER

Almost half of HCDD's current multifamily projects involve rehabilitation. In addition to the four rehabilitation projects completed during the 2011 program year, new and ongoing rehabilitation projects under construction (funded by HOME, CDBG, CDBG-DR, Homeless and Housing Bonds, and NSP) include:

- Sunflower Terrace (158 restricted units)
- Sterling Grove Apartments (172 restricted units)
- Vista Bonita Apartments (118 restricted units)
- Regency Crossing (221 restricted units)
- Regency Walk (309 restricted units)
- Midtown Terrace (146 restricted units)
- Linda Vista (284 restricted units)
- 2100 Memorial (101 restricted units)

Two projects, Perry Street SRO and New Hope Housing at Rittenhouse, are being constructed to Leadership in Energy and Environmental Design (LEED) green development standards. Both projects are developed by New Hope Housing and will be Single Room Occupancies (SROs) for persons transitioning out of homelessness. The goal of the City of Houston's Multifamily Housing Program is to assist in providing safe, decent, and affordable high-quality rental housing to low- to moderate-income Houstonians. By partnering with both the public and private sectors and identifying other sources of funding, we were able to better leverage our dollars to acquire, construct, and/or rehabilitate multifamily units for the elderly, homeless, families, and other special needs populations. During the program year, HCDD used HOME, CDBG, CDBG-DR, Homeless and Housing Bonds, NSP, and HOPWA funds to complete eight projects, initiate seven new projects; with an additional 14 projects that continued under construction. Once completed, these 29 projects will provide 5,626 quality housing units, 70% of which will have rents restricted for low to moderate-income households.

W. Leo Daniels Projects completed during the 2011 Program Year include:

- Towers Apartment - Rehabilitation (51 restricted units)
- Jane Cizik Garden Place (Women's Home) - New Construction (23 restricted units)
- South Acres Ranch II - New Construction (49 restricted units)
- Chelsea Senior Community - New Construction (150 restricted units)
- Northline Apartment Homes - New Construction (172 restricted units)
- Hollyview Apartments - Rehabilitation (166 restricted units) CDBG-DR Only
- Reed Parque Townhomes - Rehabilitation (98 restricted units) CDBG-DR Only
- Reserve at Creekbend - Rehabilitation (100 restricted units) CDBG-DR Only

When using HOME funds, HCDD restricts a proportionate share of units to the share of HOME dollars as a fraction of total project costs. When using CDBG funds, the City restricts at least 51 percent of all units. When providing gap funding for projects awarded Low Income Housing Tax Credits (LIHTC) by the Department of Housing and Community Affairs (TDHCA), almost all units have restricted rents.

CHDO PROGRAM

[Response in Progress](#)

To assist in meeting CHDO spending to meet this requirement, two new multifamily housing projects were initiated by CHDO developers. In addition, there was one CHDO multifamily housing project that continued under construction for the 2011 program year. When completed, these projects will provide an additional XX income restricted units for low- to moderate-income renters.

2011 PROGRAM YEAR CAPER

CHDO Program improvement strategies are identified in the response to item CR05-N2.1.

| PY2011 CHDO Multifamily Housing Program Activity | | | | | | | | | | |
|--|--------------|------------------------------|----------------------------|----------------|-------------------|----------------------|----------------------|------------------------|------------------------|-------------|
| Project Name | Project Type | Status | Project Funding Commitment | Funds Drawn | Tax Credit Equity | Total Project Budget | COH Restricted Units | TDHCA Restricted Units | Total Restricted Units | Total Units |
| | | | | HOME | | | | | | |
| 4415 PERRY (SRO) | Homeless | Ongoing - Under Construction | 1,426,082 | 1,426,082 | 5,709,000 | 7,135,082 | 54 | 160 | 160 | 160 |
| GOLDEN BAMBOO III | Seniors | New - Under Construction | 828,450 | 773,904 | 13,290,000 | 14,063,904 | 10 | 130 | 130 | 130 |
| 2100 MEMORIAL | Seniors | New - Under Construction | 2,309,869 | - | - | - | 101 | | 101 | 197 |
| | | | 3,138,319 | 773,904 | 13,290,000 | 14,063,904 | 111 | 130 | 698 | 828 |

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2011 PROGRAM YEAR CAPER

CR05-2.3

Cite specific examples from the two accomplishments tables included in this section.

PUBIC FACILITIES AND IMPROVEMENTS

SOUTH GESSNER PATROL DIVISION

The Housing and Community Development Department provided \$2.5 million (CDBG funds) of the total \$8.7 million project budget, required to build HPD's new facility.

The facility incorporates the LEED™ Green Building standards and is LEED™ certified. The LEED™ certification system verifies the building was designed and constructed with attention to energy savings, water efficiency, and CO2 emissions. The police station will house 176 officers and civilians assigned to South Gessner Patrol, as well as officers from the Investigative First Responder (I.F.R.) Division. In order to reduce the amount of time officers are out of service on minor arrests, the station will also feature a jail lock-up for class C prisoners. A community meeting room will be available to help facilitate open lines of communication between officers and residents. The facility is equipped with a large emergency generator, an ice machine, and hurricane supplies, which will allow HPD to continue serving the community in the event of a natural or man-made disaster. Estimates at the time of project approval indicated that this facility will serve approximately 124,722 low- to moderate- income residents in the surrounding community.

According to Houston Police Chief Charles A. McClelland, Jr., this new facility will help achieve the Houston Police Department's core mission of protecting the public through better police/community relations. With its high visibility and community meeting room, residents will have an opportunity to get to know the officers working in their neighborhoods and partner with HPD to help make the area safer for everyone.

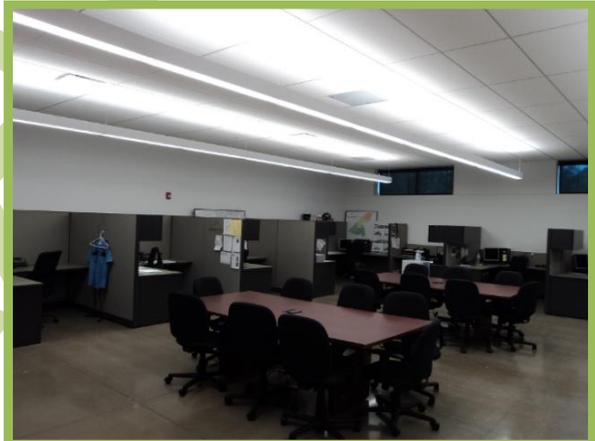


Mayor Parker, Police Chief Charles A. McClelland, Jr., and other local officials; City of Houston and project representatives, along with the community, attend the ribbon cutting ceremony for the new South Gessner Patrol Division on October 1, 2011

2011 PROGRAM YEAR CAPER



New South Gessner Patrol Division Facility



Office Space and Community Meeting Room Facilities at the New South Gessner Patrol Division Location

PUBLIC SERVICES

CHILD CARE PROGRAM

This program provides quality child care and parental development services for low- to moderate-income working parents and parents seeking employment or attending training. Service providers seek to offer children enriching and nurturing experiences, and offer their parents a relief from alienation and isolation frequent among working parents. The photos below show examples of children participating in Field trips provided to extend the children's learning and enhance their sense of community.

2011 PROGRAM YEAR CAPER



Children Feeding the Animals at Old Macdonald's Farm



More Children Feeding the Animals and Riding Horses at Old MacDonald's Farm



Children Learning What an Unkind Word Does to a Heart

2011 PROGRAM YEAR CAPER

MAYOR'S AFTERSCHOOL PROGRAM

The Mayor's After-School Achievement Program (ASAP) is designed to expand after-school opportunities for Houston youth. Through ASAP, the City of Houston funds schools & non-profit agencies to provide after-school programming for elementary & middle school-age youth. ASAP activities are offered during the school year, September to June, Monday-Friday, generally between 3:00 to 6:00 p.m.

Funded schools & organizations set their own curricula in collaboration with students, teachers, parents & program partners. Through ASAP, youth enjoy a well-rounded experience by participating in our required four key component areas.

Academic Enhancement - Activities may include tutorials, homework assistance, subject-specific & technology activities, test preparatory skills, and college exposure/preparatory skills.

Skill Development - Activities may include leadership development, team building, conflict management, financial literacy, and job readiness/career orientation skills, or other skill-specific or asset-based projects.

Enrichment - Activities may include recreation & sports; arts; dance; creative writing; and career exploration & technology activities.

Community Involvement - Activities may include citizenship, volunteerism, parental involvement, youth service projects & community service.



Mading Elementary students learn the parts of a computer in their technology course.

2011 PROGRAM YEAR CAPER



Rhoads Elementary students are hard at work completing the binding on their Patriotic Quilt.

MULTIFAMILY HOUSING PROGRAM

Accomplishment data provided in tables CR05.T1 and CR05.T2 include the following projects completed during this program year.

- W. Leo Daniels Towers Apartment - Rehabilitation (51 restricted units)
- Jane Cizik Garden Place (Women's Home) - New Construction (23 restricted units)
- South Acres Ranch II - New Construction (49 restricted units)
- Chelsea Senior Community - New Construction (150 restricted units)
- Northline Apartment Homes - New Construction (172 restricted units)

Examples of these accomplishments include the Jane Cizik Garden Place (Women's Home). HCDD is proud to have partnered with The Women's Home, a non-profit agency, to construct the Jane Cizik Garden Place, a new 88-unit apartment community serving women who live alone on a modest income and are recovering from homelessness, mental illness, and/or substance abuse disorders. This project is the very first of its kind in Houston, offering a permanent housing solution specifically for women in need. In addition, the project is LEED Certified, in keeping with HCDD's commitment to providing sustainable communities. Twenty-three of the 88 units are restricted to those with incomes of 60% of AMI or less.



Jane Cizik Garden Place (Women's Home)

2011 PROGRAM YEAR CAPER

The complex boasts affordable yet beautiful surroundings supported by active programming and community services. Amenities include a landscaped garden, community gazebo, and meditation, fitness, computer, and multi-purpose rooms. Social services provided by The Women's Home include group therapy, relapse prevention, counseling, vocational training, and onsite case management.

"I am grateful for being in a clean and sober living environment with women who want something better from life... it is a time for me to go and grow." - Cathy

CHDO PROGRAM

Two additional new projects are Golden Bamboo II for senior citizens and Zion Gardens for special needs populations, with a total of 200 units that were advanced through the production pipeline. In both cases, project developers partnered with an experienced for profit developer to assure that the projects could be completed. Additionally, HCDD worked closely with Harris County Community Development, to advance Temenos II and to redefine their project to better meet the needs of the population served. This apartment housing development will provide more than 80+ critically needed housing units for the homeless and extremely low-income community for individuals with incomes below 30% AMI. In addition, it will serve as a direct line of permanent affordable housing for persons currently residing at the "After Dark Program" who are deemed housing ready. These individuals, as well as other prospective residents, will have the unique opportunity to access employment training within the culinary and food service industry. The CHDO developer has extensive experience in providing supportive services including employment training and mental health services and is developing the skill set to perform this multi-family development function.



Golden Bamboo III – Construction in Progress

2011 PROGRAM YEAR CAPER



Zion Gardens – Construction in Progress

CR-10 Racial and Ethnic Composition of Families Assisted

Regulation Citation(s): 91.520(a)

| | |
|-----------------|---|
| CR10-1.1 | Use the narrative to highlight any key points regarding the data table. |
|-----------------|---|

[Response in Progress](#)

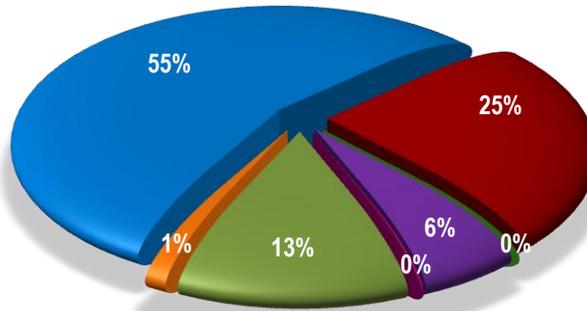
RACIAL AND ETHNIC COMPOSITION OF FAMILIES ASSISTED (CR10-T1.1)

The Racial and Ethnic Composition of Families Assisted Table shows the breakdown of persons assisted by the grants included in the table.

The City of Houston is comprised of various race/ethnicities as shown in the chart below based on the 2010 US Census.

2010 ACS 5-Year Race Estimates for Houston

- White alone
- Black or African American alone
- American Indian and Alaska Native alone
- Asian alone
- Native Hawaiian and Other Pacific Islander alone
- Some other race alone
- Two or more races:



An evaluation of the community's racial and ethnic composition along with the racial and ethnic composition of families assisted as shown in the tables above, as well as the racial/ethnic breakdown of those served by HCDD programs, as shown below, helps the City more clearly identify potential impediments to fair housing and other discriminatory issues or patterns that may exist.

Multifamily Housing Program Racial/Ethnic Groups Assisted

| Race/Ethnic Groups | # Assisted | |
|--|--------------|-------------|
| Black | 849 | 38.45% |
| Hispanic | 748 | 33.88% |
| Other Multi-Racial | 436 | 19.75% |
| Asian | 171 | 7.74% |
| American Indian/Alaska Native & Black/African American | 2 | 0.09% |
| Pacific Islander | 1 | 0.05% |
| Black African American & White | 1 | 0.05% |
| Total | 2,208 | 100% |

2011 PROGRAM YEAR CAPER

Homebuyer's Assistance Program Racial/Ethnic Groups Assisted

| Race/Ethnic Groups | # Assisted* | |
|--------------------|-------------|-------------|
| Black | 87 | 46.03% |
| Hispanic | 83 | 43.92% |
| White | 15 | 7.94% |
| Asian | 4 | 2.12% |
| Other | 0 | 0.00% |
| Total | 189 | 100% |

*All funding sources

Single Family Home Repair Program Racial/Ethnic Groups Assisted

| Race/Ethnic Groups | # Assisted | |
|--------------------|------------|-------------|
| Black | 39 | 75.00% |
| Hispanic | 8 | 15.38% |
| White | 4 | 7.69% |
| Russian | 1 | 1.92% |
| Total | 52 | 100% |

For a geographic representation of minorities in the city of Houston, see the minority concentration/low-mod concentration map contained in the Appendix, page XX. A geographic representation of the racial and ethnic composition of those served in the Single Family Home Repair and Homebuyer's Assistance Programs can be found in the Appendix, on page XX.

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2011 PROGRAM YEAR CAPER

CR-15 Resources and Investments

Regulation Citation(s): 91.520(a)

Explain any adjustments made to the default values contained in the Resources Made Available Table.

CR15-T1.1 Resources Made Available (HCDD Administered Funds)

Identify the resources made available.

| Sources of Funds | Source (federal, state, local) | Expected Amount Available (system generated) | Actual Amount Expended Program Year 2011 |
|-----------------------------------|--------------------------------|--|--|
| CDBG | Federal | \$27,342,559.00 | \$29,177,377.27 |
| CDBG PI | Federal | \$3,071,711.00 | \$460,416.90 |
| HOME | Federal | \$12,414,905.00 | \$3,210,123.43 |
| HOME PI | Federal | \$159,378.00 | \$196,790.62 |
| HOPWA | Federal | \$7,127,183.00 | \$8,721,820.97 |
| ESG | Federal | \$1,327,628.00 | \$1,566,333.29 |
| CDBG-R | Federal | \$4,630,567.63 | \$3,202,855.63 |
| HOMELESS AND HOUSING BONDS | Local | \$3,000,000.00 | \$2,700,000.00 |
| TIRZ AFFORDABLE HOUSING SET-ASIDE | Local | \$11,034,609.00 | \$14,147,439.99 |
| CDBG-DR Round 1 | State | \$38,999,917.06 | \$23,417,603.52 |
| NSP 1 | Federal | \$9,805,067.51 | \$3,042,895.34 |
| NSP 3 | Federal | \$3,389,035.00 | \$14,332.83 |
| HPRP | Federal | \$4,655,175.61 | \$4,587,765.77 |
| HHSP | State | \$1,017,009.34 | \$929,827.05 |
| Wells Fargo | Private | \$100,000.00 | 0 |
| TOTAL | | \$128,074,745 | \$93,375,582.61 |

2011 PROGRAM YEAR CAPER

CR15-T1.2 Other Resources Made Available (Other City of Houston Grants/Funding)

Identify the resources made available.

| Sources of Funds | Source (federal, state, local) | Expected Amount Available (system generated) | Actual Amount Expended Program Year 2011 |
|--|---|--|--|
| Texas Department of Transportation | Maintenance & Repair of Public Streets; School Crossing Safety | \$ 20,208,380.00 | \$ 136,772.45 |
| Texas Department of Health | Nutrition Services, Public Health Services, Child Obesity Prevention, Childhood Lead Poisoning Prevention, and Nutritional Services for Women and Children | \$ 19,532,301.00 | \$ 13,215,656.00 |
| Texas Department of Aging | Local Area Agency on Aging Operations, Senior Center Service Integration, Aging In Place, Preventive Health Services, Medicare Part D Outreach, Medicare Benefit Coordination, Home Delivered Meals, and Family Caregiver Support | \$ 10,547,527.00 | \$ 8,604,139.00 |
| Centers for Disease Control (Federal) | HIV Rapid Testing, TB Elimination, HIV/Aids Education And Prevention, And Immunization | \$ 12,676,293.00 | \$ 10,693,282.00 |
| Texas Department of Agriculture | Provides Low-Income Children Nutritious Meals During the Summer | \$ 2,645,735.00 | \$ 2,599,766.62 |
| Texas Parks and Wildlife Department | Parks and Youth Sports | \$ 1,000,000.00 | \$ 248,548.27 |
| Texas Health And Human Services | Prenatal Care Initiative - One-on-One Child Development, Education and Counseling | \$ 584,140.00 | \$ 483,626.42 |
| Office of the Governor - Criminal Justice Division | Police Storefront Improvements, Anti-Gang Initiatives | \$ 334,600.00 | \$ 191,432.52 |
| Governor's Office of Emergency Management | Disaster Preparedness Activities | \$ 172,624.20 | \$ 172,624.20 |
| U.S. Department of Justice | Weed & Seed | \$ 157,000.00 | \$ 65,391.77 |
| Harris County Protective Services | Juvenile Delinquency Prevention Programs | \$ 99,311.00 | \$ 37,217.36 |
| Neighborhood Centers, Inc. | Senior Center Service Coordination & Integration | \$ 50,100.00 | \$ 35,844.00 |
| Baylor College of Medicine | Health Kids Obesity Prevention Program | \$ 107,021.00 | \$ 71,919.96 |
| Collaborative for Children | Education initiative | \$ 137,409.00 | \$ 213,101.00 |
| The Association of Public Health Laboratories | TB Testing Support | \$ 41,390.00 | \$ - |
| TOTAL | | | \$ 36,769,321.57 |

2011 PROGRAM YEAR CAPER

CR15-T2.1 Geographic Distribution and Location of Investments Table

Not required. HCDD does not have target areas.

Maps are being included here to illustrate the geographic location of program/activity investment, see Appendix page XX.

Explain how Federal funds leveraged additional resources (private, state, and local funds)

CR15 - N1.1 Describe how additional resources were leveraged using the Federal dollars.

The City of Houston leveraged federal HUD resources with other public and private resources to assist in meeting its overall community development and housing goals, as administered by HCDD, including those identified in the PY2011 Annual Action Plan.

HCDD follows a policy of using its limited federal resources to leverage other funding for projects and activities, whether private, state, or local funding for its new construction and major rehabilitation projects, funding to support home repair and homebuyer activities. The primary purpose for leveraging these funds is to maximize the amount of, and opportunity for, decent, safe, sanitary, and affordable housing throughout the City of Houston and to increase access to.

Additional Funding Leveraged with Federal Dollars

| Program | Federal Funding | Additional Amount Leveraged |
|------------------------------------|-------------------------|-----------------------------|
| Multifamily Housing Program | \$ 6,054,286.00 | \$ 36,156,000.00 |
| Public Facilities and Improvements | \$ - | \$ - |
| Homebuyer's Assistance Program | \$ 3,619,500.00 | \$ 17,769,485.87 |
| Single Family Home Repair Program | \$ 1,285,595.60 | \$ 256,416.40 |
| Total | \$ 10,959,381.60 | \$ 54,181,902.27 |

CR15 - N2.1 Publicly owned land or property used to address needs identified in the plan

No publicly owned land or property was used to address the needs identified in the plan for ESG.

2011 PROGRAM YEAR CAPER

CR15 – T3.1 Fiscal Year Summary Home Match Report (HOME Grantees Only)

FISCAL YEAR SUMMARY HOME MATCH REPORT (HOME GRANTEEES ONLY)

| Fiscal Year Summary - HOME Match | |
|--|----------------|
| 1. Excess match from prior Federal fiscal year | \$2,974,033.23 |
| 2. Match contributed during current Federal fiscal year | \$1,412,278.00 |
| 3. Total match available for current Federal fiscal year (line 1 plus Line 2) | \$4,386,311.23 |
| 4. Match liability for current Federal fiscal year | \$776,728.73 |
| 5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4) | \$3,609,582.50 |

CR15 - T4.1 Match Contribution For The Federal Fiscal Year Table (HOME Grantees Only)

MATCH CONTRIBUTION FOR THE FEDERAL FISCAL YEAR TABLE (HOME GRANTEEES ONLY)

Match Contribution for the Federal Fiscal Year

| Project No. or Other ID | Date of Contribution | Cash (non-Federal sources) | Forgone Taxes, Fees, Charges | Appraised Land/Real Property | Required Infrastructure | Site Preparation, Construction Materials, Donated Labor | Bond Financing | Total Match |
|-------------------------|----------------------|----------------------------|------------------------------|------------------------------|-------------------------|---|----------------|-------------|
| The Women's Home | 10/25/10 - 12/31/10 | \$318,000 | | | | | | \$318,000 |
| 4415 Perry Street | 10/1/10 - 9/30/11 | \$893,793 | | | | | | \$893,793 |
| LARA Lot Program | 10/25/10 - 9/30/11 | \$200,485 | | | | | | \$200,485 |

CR15 – N3.1 Provide a description of how matching requirements were satisfied. Use this field to detail how HOME and ESG match requirements were satisfied. ESG data should be consistent with the information provided on CR-75 ESG Expenditures Table.

SATISFACTION OF HOME MATCH REQUIREMENTS

The Home Investment Partnership Program (HOME) requires that each participating jurisdiction (PJ) make a 25% match of any HOME funds drawn during the fiscal year (FY). The U.S. Department of Housing and Urban Development (HUD) may lower this amount if it determines that a PJ is fiscally distressed or is in a disaster area. HUD has determined that the City is fiscally distressed and the match amount has been lowered to 12.5% of HOME funds drawn. After match reporting for HUD FY 2010, the City had an excess match amount of \$2,974,033.23. HUD allows the excess match funds to be carried forward to be applied to future fiscal years' match liability.

2011 PROGRAM YEAR CAPER

For HUD FY 2011 (October 1, 2010 – September 30, 2011), the City had a match liability of \$776,728.73. The excess amount of \$2,974,033.23 from Program Year 2010 combined with the \$1,412,278.00 in match contributions the City documented during HUD FY 2011, leaves the City with an excess match amount of \$3,609,582.50 to be applied toward next year's HOME match requirement. The included Tables document the eligible projects the City used towards the HUD FY 2011 match liability.

SATISFACTION OF ESG MATCH REQUIREMENTS

The City allocated \$659,796 in CDBG funds toward the ESG match requirement, as part of the Child Care Council ESG administrative services contract. Child Care Council used the \$659,796 in CDBG funds to help subcontracted agencies meet their ESG match requirement. The ESG subcontracted agencies were required to provide \$667,832 in cash and/or in-kind contributions for ESG match. This brought the total match to \$1,327,628. In-kind contributions are detailed in each subcontractor's budget. The in-kind contributions include, but are not limited to: staff salaries, professional fees, contract services, food, childcare, rent, direct assistance to clients, space, utilities, etc.

CR15 - T5.1 Program Income Table (HOME Grantees Only)

Part II Program Income

Enter the following program income amounts for the reporting period: in block 1, enter the balance on hand at the beginning; in block 2, enter the amount generated; in block 3, enter the amount expended; and in block 4, enter the amount for Tenant-Based rental Assistance.

| 1. Balance on hand at Beginning of Reporting Period | 2. Amount received during Reporting Period | 3. Total amount expended during Reporting Period | 4. Amount expended for Tenant-Based Rental Assistance | 5. Balance on hand at end of Reporting Period (1 + 2 - 3) = 5 |
|---|--|--|---|---|
| \$ 1,000.00 | \$ 220,598.54 | \$ 197,790.62 | \$ - | \$ 23,807.92 |

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2011 PROGRAM YEAR CAPER

CR15 – T6.1 Minority Business And Women Business Enterprises Table (HOME Grantees Only)

Minority Business Enterprises and Women Business Enterprises

Indicate the number and dollar value of contracts for HOME projects completed during the reporting period

| CDBG | Total | Minority Business Enterprises | | | | White Non-Hispanic |
|------------------------------|-----------------|-----------------------------------|---------------------------|--------------------|-----------------|--------------------|
| | | Alaskan Native or American Indian | Asian or Pacific Islander | Black Non-Hispanic | Hispanic | |
| Contracts: Number | 3 | 0 | 0 | 0 | 2 | 1 |
| Dollar Amount | \$ 3,838,649.00 | 0 | 0 | 0 | \$ 3,730,922.00 | \$ 107,727.00 |
| Sub-Contracts: Number | 35 | 0 | 0 | 5 | 15 | 15 |
| Dollar Amount | \$ 2,053,875.19 | 0 | 0 | \$ 218,000.63 | \$ 654,758.20 | \$ 1,181,116.37 |
| | Total | Women Business Enterprises | Male | | | |
| Contracts: Number | 3 | 1 | 2 | | | |
| Dollar Amount | \$ 3,838,649.00 | \$ 107,727.00 | \$ 3,730,922.00 | | | |
| Sub-Contracts: Number | 35 | 9 | 26 | | | |
| Dollar Amount | \$ 2,053,875.19 | \$ 114,431.97 | \$ 1,939,443.22 | | | |

Minority Business Enterprises and Women Business Enterprises

Indicate the number and dollar value of contracts for HOME projects completed during the reporting period

| HOME INVESTMENT PARTNERSHIPS PROGRAM | Total | Minority Business Enterprises | | | | White Non-Hispanic |
|--------------------------------------|-----------------|-----------------------------------|---------------------------|--------------------|-----------------|--------------------|
| | | Alaskan Native or American Indian | Asian or Pacific Islander | Black Non-Hispanic | Hispanic | |
| Contracts: Number | 1 | 0 | 0 | 0 | 0 | 1 |
| Dollar Amount | \$ 7,948,667.00 | \$ - | \$ - | \$ - | \$ - | \$ 7,948,667.00 |
| Sub-Contracts: Number | 66 | 1 | 1 | 3 | 23 | 38 |
| Dollar Amount | \$ 6,345,458.77 | \$ 93,535.00 | \$ 5,000.00 | \$ 116,000.00 | \$ 2,628,797.98 | \$ 3,502,125.80 |
| | Total | Women Business Enterprises | Male | | | |
| Contracts: Number | 1 | 0 | 1 | | | |
| Dollar Amount | \$ 7,948,667.00 | \$ - | \$ 7,948,667.00 | | | |
| Sub-Contracts: Number | 66 | 6 | 60 | | | |
| Dollar Amount | \$ 6,345,458.77 | \$ 267,200.00 | \$ 6,078,258.77 | | | |

2011 PROGRAM YEAR CAPER

Minority Business Enterprises and Women Business Enterprises

Indicate the number and dollar value of contracts for HOME projects completed during the reporting period

| CDBG - DR | Total | Minority Business Enterprises | | | | White Non-Hispanic |
|------------------------------|------------------|-----------------------------------|---------------------------|--------------------|-----------------|--------------------|
| | | Alaskan Native or American Indian | Asian or Pacific Islander | Black Non-Hispanic | Hispanic | |
| Contracts: Number | 1 | 0 | 0 | 0 | 0 | 1 |
| Dollar Amount | \$ 12,409,600.00 | \$ - | \$ - | \$ - | \$ - | \$ 12,409,600.00 |
| Sub-Contracts: Number | 27 | 0 | 0 | 0 | 13 | 14 |
| Dollar Amount | \$ 7,855,234.59 | 0 | 0 | 0 | \$ 4,017,645.00 | \$ 3,837,589.59 |
| | Total | Women Business Enterprises | Male | | | |
| Contracts: Number | 1 | 0 | 1 | | | |
| Dollar Amount | \$ 12,409,600.00 | | \$ 1,249,600.00 | | | |
| Sub-Contracts: Number | 27 | 0 | 27 | | | |
| Dollar Amount | \$ 7,855,234.59 | \$ - | \$ 7,855,234.59 | | | |

Minority Business Enterprises and Women Business Enterprises

Indicate the number and dollar value of contracts for HOME projects completed during the reporting period

| CDBG - R | Total | Minority Business Enterprises | | | | White Non-Hispanic |
|------------------------------|-----------------|-----------------------------------|---------------------------|--------------------|---------------|--------------------|
| | | Alaskan Native or American Indian | Asian or Pacific Islander | Black Non-Hispanic | Hispanic | |
| Contracts: Number | 2 | 0 | 0 | 1 | 0 | 1 |
| Dollar Amount | \$ 2,717,884.00 | \$ - | \$ - | \$ 468,684.00 | \$ - | \$ 2,249,200.00 |
| Sub-Contracts: Number | 25 | 1 | 0 | 2 | 7 | 15 |
| Dollar Amount | \$ 1,802,710.97 | \$ 75,895.00 | \$ - | \$ 59,644.00 | \$ 920,218.64 | \$ 746,953.32 |
| | Total | Women Business Enterprises | Male | | | |
| Contracts: Number | 2 | 0 | 2 | | | |
| Dollar Amount | \$ 2,717,884.00 | \$ - | \$ 2,717,884.00 | | | |
| Sub-Contracts: Number | 25 | 6 | 19 | | | |
| Dollar Amount | \$ 1,802,710.97 | \$ 312,173.07 | \$ 1,490,537.90 | | | |

2011 PROGRAM YEAR CAPER

CR15 – T7.1 Minority Owners of Business Property Table (HOME Grantees Only)

Minority Owners of Rental Property - Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted

| HOME Investment Partnerships Program | Total | Minority Property Owners | | | | White Non-Hispanic |
|--------------------------------------|-------------|-----------------------------------|---------------------------|--------------------|----------|--------------------|
| | | Alaskan Native or American Indian | Asian or Pacific Islander | Black Non-Hispanic | Hispanic | |
| Number | 5 | Unknown | Unknown | Unknown | Unknown | Unknown |
| Dollar Amount | \$6,839,755 | | | | | |

CR15 – T8.1 Relocation And Property Acquisition Table (HOME Grantees Only)

Relocation and Real Property Acquisition - Indicate the number of persons displaced, the cost of relocation, the number of parcels acquired, and the cost of acquisition

| HOME Investment Partnerships Program | Number | Cost | | | | |
|---|--------|-----------------------------------|---------------------------|--------------------|----------|--------------------|
| Parcels Acquired | 1 | \$545,965.00 | | | | |
| Businesses Displaced | 0 | | | | | |
| Nonprofit Organizations Displaced | 0 | | | | | |
| Households Temporarily Relocated, not Displaced | 0 | | | | | |
| Households Displaced | Total | Minority Business Enterprises | | | | White Non-Hispanic |
| | | Alaskan Native or American Indian | Asian or Pacific Islander | Black Non-Hispanic | Hispanic | |
| Number | 0 | | | | | |
| Cost | 0 | | | | | |

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2011 PROGRAM YEAR CAPER

Relocation and Real Property Acquisition - Indicate the number of persons displaced, the cost of relocation, the number of parcels acquired, and the cost of acquisition

| CDBG | | Number | Cost | | | |
|---|-------|-----------------------------------|---------------------------|--------------------|----------|--------------------|
| Parcels Acquired | | 2 | \$1,300,000.00 | | | |
| Businesses Displaced | | 0 | | | | |
| Nonprofit Organizations Displaced | | 0 | | | | |
| Households Temporarily Relocated, not Displaced | | 0 | | | | |
| Households Displaced | Total | Minority Business Enterprises | | | | White Non-Hispanic |
| | | Alaskan Native or American Indian | Asian or Pacific Islander | Black Non-Hispanic | Hispanic | |
| Number | 0 | | | | | |
| Cost | 0 | | | | | |

Relocation and Real Property Acquisition - Indicate the number of persons displaced, the cost of relocation, the number of parcels acquired, and the cost of acquisition

| NSP1 | | Number | Cost | | | |
|---|-------|-----------------------------------|---------------------------|--------------------|----------|--------------------|
| Parcels Acquired | | 3 | \$548,172.11 | | | |
| Businesses Displaced | | 0 | | | | |
| Nonprofit Organizations Displaced | | 0 | | | | |
| Households Temporarily Relocated, not Displaced | | 42 | \$39,997.76 | | | |
| Households Displaced | Total | Minority Business Enterprises | | | | White Non-Hispanic |
| | | Alaskan Native or American Indian | Asian or Pacific Islander | Black Non-Hispanic | Hispanic | |
| Number | 0 | | | | | |
| Cost | 0 | | | | | |

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2011 PROGRAM YEAR CAPER

Relocation and Real Property Acquisition - Indicate the number of persons displaced, the cost of relocation, the number of parcels acquired, and the cost of acquisition

| CDBG-DR | | Number | Cost | | | |
|---|-------|-----------------------------------|---------------------------|--------------------|----------|--------------------|
| Parcels Acquired | | 0 | | | | |
| Businesses Displaced | | 0 | | | | |
| Nonprofit Organizations Displaced | | 0 | | | | |
| Households Temporarily Relocated, not Displaced | | 291 | \$86,991.67 | | | |
| Households Displaced | Total | Minority Business Enterprises | | | | White Non-Hispanic |
| | | Alaskan Native or American Indian | Asian or Pacific Islander | Black Non-Hispanic | Hispanic | |
| Number | 0 | | | | | |
| Cost | 0 | | | | | |

CR-20 Affordable Housing

Regulation Citation(s): 91.520(b)

HCDD has maximized all available funding for the benefit of low- to moderate-income persons and has strived to increase the supply of or access to affordable housing. Special emphasis has been placed on housing options for extremely low- to moderate-income, special needs, and homeless populations. Specific accomplishments during the 2011 program year are identified throughout this report.

CR20 – T1.1 Affordable Housing – Number Of Households Assisted Table

AFFORDABLE HOUSING – NUMBER OF HOUSEHOLDS ASSISTED TABLE

| | One-Year Goal | Actual |
|--|---------------|--------|
| Number of homeless to be provided affordable housing units | n/a | 23 |
| Number of non-homeless to be provided affordable housing units | n/a | 14 |
| Number of special-needs to be provided affordable housing units | n/a | 67 |
| Total | 250 | 104 |

Presently, goals related to the production of affordable multifamily housing units are not broken out in this manner. The Multifamily Housing Program goal developed for program year 2011 was for the total number of restricted, HOME funded, affordable housing units completed for the program year. Going forward, HCDD will strive to develop projections for these reporting categories. While on the surface, HCDD did not achieve its goal of 250 income-restricted affordable housing units, further analysis, as shown under CR20 Affordable Housing – N1.1, indicates that this program is on target to meet its 5-year goal.

The categories in the table below provide a broader picture of the overall outcomes for the Multifamily Housing Program during this reporting period.

2011 PROGRAM YEAR CAPER

| Program Year 2011 Completed Multifamily Project/Rental Unit Breakdown | | | | | | | Funding Source | | |
|---|---------------|--------------|-----------------------|------------------|------------------------|--------------|----------------|------|---------|
| Population Served | # of Projects | Total Units | HCDD / HUD Restricted | TDHCA Restricted | Total Restricted Units | % Restricted | HOME | CDBG | CDBG-DR |
| Homeless (SRO) | 1 | 88 | 23 | 0 | 23 | 26.1% | ✓ | | |
| Seniors/Disabled | 2 | 250 | 67 | 150 | 217 | 86.8% | ✓ | ✓ | |
| Families | 5 | 1,145 | 488 | 629 | 893 | 78.0% | ✓ | | ✓ |
| TOTAL | 6 | 1,483 | 578 | 779 | 1,117 | 75.3% | | | |

Two affordable housing need categories identified in the 2010-2014 Consolidated Plan were large families and the elderly. HOME funded affordable multifamily housing units completed during program year 2011 included 48 4-bedroom units, to meet the needs of large families. There were also 250 units designed with the needs of the elderly in mind, with 100 of those units also being suitable for the disabled. In addition, 88 units were produced for the homeless, with 23 of those units restricted to those with incomes of 60% of AMI or less. Taking into account all funding sources shows that a total of 1,483 units were completed during this program year, with 1,117 units added to the pool of available affordable housing restricted to those with incomes of 60% of AMI or less.

CR20 – T1.2 Affordable Housing – Number Of Households Supported Table

Response in Development

AFFORDABLE HOUSING – NUMBER OF HOUSEHOLDS SUPPORTED TABLE

| Number of households supported through: | One-Year Goal | Actual |
|---|---------------|------------|
| Rental Assistance | | n/a |
| The Production of New Units | | 53 |
| Rehab of Existing Units | | 51 |
| Acquisition of Existing Units | | 51 |
| Total | | 155 |

Again, these are new categories for which HCDD has not developed specific goals. Goals developed were for the total number of restricted, HOME funded, affordable housing units completed, during this program year.

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2011 PROGRAM YEAR CAPER

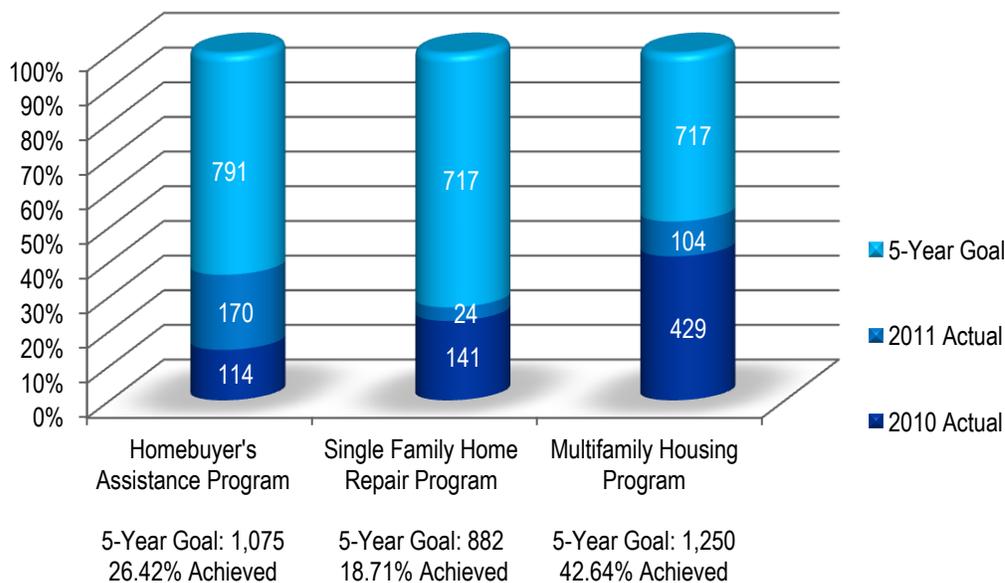
CR20 – N1.1 Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

AFFORDABLE HOUSING UNITS

| Description | PY 2011 Goal | PY 2011 Actuals |
|---|--------------|-----------------|
| (HOME) Multifamily Rental Units | 250 | 104 |
| (HOME) Homebuyer's Assistance | 215 | 170 |
| (CDBG) SFHR - Tier 1 Units | 50 | 6 |
| (CDBG) SFHR - Tier 2 Units | 128 | 3 |
| (CDBG) SFHR - Tier 3 Units | 15 | 15 |
| (HOPWA) Housing Units Developed as Community Residences | 15 | 15 |
| TOTAL | 673 | 313 |

The table above represents the affordable housing units for all of HCDD's affordable housing program areas, during the 2011 program year.

AFFORDABLE HOUSING ACTIVITIES



Looking at cumulative accomplishments for program years one and two, show that the Multifamily Housing Program has made up for not achieving its target in year one and now is well on its way to achieving its 5-year goal. The Homebuyer's Assistance Program, while not making up all of the ground needed to make up for not achieving its year one goal, has made programmatic changes that should result in a steady climb in the number assisted each year that will ultimately lead to meeting the 5-year goal. The challenges facing the Single Family Home Repair

2011 PROGRAM YEAR CAPER

Program continued in this program year, as evidenced by the achievement of only 18.71% of its 5-year goal after year two of the Consolidated Plan period, when it should be at 40% of that target. Changes in this program area to combine this program funding with disaster recovery program funding to meet project needs, are intended to increase output which will help to bring it into alignment with established goals. More information about these program changes are contained in the CR45 CDBG Section on page XX.

HCDD AFFORDABLE HOUSING PROGRAMS

Program Year 2011 Goal vs. Actual Tables

SINGLE FAMILY HOME REPAIR PROGRAM

| Strategies & Objectives | Performance Measures | 2011 Goals | 2011 Actuals |
|---|----------------------|------------|--------------|
| Decent Housing - Availability/Accessibility | | | |
| <i>Preserve existing housing stock by providing assistance to low- and moderate-income homeowners that address emergency conditions that occur without warning, moderate repair, and reconstruction. Single Family Home Repair</i> | Units & | 193 | 24 |
| | Households | 60 | 15 |
| (CDBG) Single Family Home Repair - Tier 1 Units | Units | 50 | 6 |
| (CDBG) Single Family Home Repair - Tier 2 Units | Units | 128 | 3 |
| (CDBG) Single Family Home Repair - Tier 3 Units | Units | 15 | 15 |
| (CDBG) Single Family Home Repair - Relocation | Households | 60 | 15 |

HOME BUYER'S ASSISTANCE PROGRAM

| Strategies & Objectives | Performance Measures | 2011 Goals | 2011 Actuals |
|--|----------------------|------------|--------------|
| Decent Housing - Affordability | | | |
| <i>Increase low- and moderate-income persons' access to affordable, decent housing throughout the City of Houston. Homebuyer's Assistance</i> | Households | 215 | 170 |
| <i>(HOME) Housing Assistance Program Downpayment/Closing Cost Assistance</i> | Households | 170 | 141 |
| <i>(HOME) Houston HOPE Downpayment/Closing Cost Assistance</i> | Households | 45 | 29 |
| <i>(HOME) Housing Counseling for Homebuyer's Assistance Program</i> | Households | 91 | 170 |

MULTIFAMILY HOUSING PROGRAM

| Strategies & Objectives | Performance Measures | 2011 Goals | 2011 Actuals |
|--|----------------------|------------|--------------|
| Decent Housing - Affordability | | | |
| <i>Increase supply of affordable rental housing through acquisition, new construction, and rehabilitation. Rental Housing</i> | Units | 250 | 104 |
| <i>(HOME) Multifamily Housing Program</i> | Units | | 104 |
| <i>(HOME) CHDO Program</i> | Units | 0 | 0 |
| <i>(HOPWA) Housing Units Developed as Community Residences</i> | Units | 15 | 15 |

2011 PROGRAM YEAR CAPER

| | |
|--------------------|--|
| CR20 – N1.2 | Identify any barriers that may have a negative impact on progress. Cite specific examples for programs that are not meeting their goals. |
|--------------------|--|

SINGLE FAMILY HOME REPAIR PROGRAM

Barriers having a negative impact on progress in meeting established goals include the challenges of operating two programs with different/conflicting program guidelines simultaneously.

At the time funding was awarded, HCDD lacked sufficient capacity to implement the disaster recovery program and administer the two programs simultaneously. Therefore, focus was quickly shifted to the disaster recovery program, as existing Single Family Home Repair Program guidelines prioritized this work over that of CDBG funded repair activity.

HOME BUYER'S ASSISTANCE PROGRAM

While HAP assisted 170 low- to moderate-income Houstonians to purchase affordable, decent, and safe housing using HOME funds, the program did not achieve its goal to assist 215 homebuyers. The program did, however, assist an additional 19 homebuyers with Tax Increment Re-investment Zone funds. Both of these funding sources made homeownership a possibility for those who might otherwise not have been able to assemble the downpayment and other associated costs required to purchase a home. Numerous factors influenced program accomplishments during this program year. Among them is the declining economic climate throughout our country. Continued record unemployment rates, poor recovery in the housing market, and more stringent lending guidelines have limited economic advancements. All of the homebuyers assisted with also provided with Homebuyer Education Courses. HAP is in the process of updating existing policies and instituting new practices to grow homebuyer and stakeholder participation in HAP.

MULTIFAMILY HOUSING PROGRAM

This program achieved its 2011 goals and as explained in the 2010 CAPER, challenges related to timing issues for multifamily housing projects have been overcome and as anticipated, projects that were ongoing in program year 2010 completed during this program year to bring actual restricted affordable housing units completed directly in line with cumulative goals for the first two program years under the 2010-2014 Consolidated Plan period. This program is on track to achieve its stated 5-year goals.

Current challenges involve re-evaluating program goals to align with the new IDIS Online electronic CAPER template tables. This effort is in progress.

CHDO PROGRAM

Challenges continue to surround the CHDO Single Family Development Program. This program has been suspended for new activity. Current program status finds that there were 14 CHDO homes built that remain unsold since 2010 and 3 homes that have been foreclosed upon by the lender. There are also 7 projects awaiting close out in IDIS to allow the affordability period to begin. It is HCDD's intention to clear out this inventory, before any revamping of the CHDO Single Family Development Program takes place.

At this time, CHDO set-aside requirements are being fulfilled through CHDO's that are developing projects for the Multifamily Housing Program. While none of the units completed during the 2011 program year were as a result of CHDO multifamily housing projects, there was one ongoing CHDO Multifamily Housing Program project that will add 54 income-restricted affordable housing units, upon completion and there were two new CHDO Multifamily Housing Program projects initiated during the 2011 program year, that will add 27 units of income-restricted affordable

2011 PROGRAM YEAR CAPER

housing, upon completion. According to the PR27, cumulative CHDO reservations as of the end of program year 2011 are at 21.6%, well above the 15% requirement.

CR20 – N2.1 Discuss how these outcomes will impact future annual Action Plans.

SINGLE FAMILY HOME REPAIR PROGRAM

The Single Family Home Repair Program was plagued with numerous challenges as it attempted to administer two separately funded programs simultaneously, causing focus to be shifted to the Disaster Recovery Program. This has led to difficulty in meeting established goals for the CDBG funded repair program. Going forward, operational changes to both programs, as well as improved coordination between the two programs, will be implemented in the coming program year and detailed in future action plans. These action plans will show revised and achievable goals that will provide for the maximum delivery of services within existing funding constraints. In addition, future goals will accommodate the improved implementation and administration of any increased funding received through Round II of the Disaster Recovery Program.

CR20 – N2.2 Based on the self-evaluation in the previous narrative, explain any adjustments and improvements that will be made to more effectively carry out the strategies.

SINGLE FAMILY HOME REPAIR PROGRAM:

The Single Family Home Repair Program goal is to be recognized nationally for its “best practices”. The first steps towards accomplishing this will require a thorough review of current policies and operational practices to identify and correct any deficiencies. When completed, revising and updating policies and procedures where needed, including standards to maintain an up-to-date and well-managed waiting list, will ensure that needy families receive assistance as quickly as possible. Then, steps will be taken to develop a case management tracking system that will fully automate and manage documents and track all aspects of the eligibility processing, as well as tracking all inspection activity including work write-ups, payment draws, contract procurement, and administration.

HOMEBUYER’S ASSISTANCE PROGRAM

Going forward, adjustments will be made to the Homebuyer’s Assistance Program (HAP) goals that will reflect changes in the economic climate and related industry factors affecting homebuyers’ ability to qualify for and purchase a home. HAP will broaden participation in industry related events that promote home ownership and will extend its networking ability with stakeholders by sponsoring stakeholder training and program promotional events.

MULTIFAMILY HOUSING PROGRAM

[Response in Development](#)

CHDO PROGRAM

[Response in Development](#)

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CR20 – T3.1 Number Of Persons Served Table

Response in Progress

NUMBER OF PERSONS SERVED

| Number of Persons Served | CDBG Actual | HOME Actual |
|--------------------------|-------------|-------------|
| Extremely Low-income | 0 | 0 |
| Low-income | 22 | 12 |
| Moderate-income | 29 | 41 |
| Total | 51 | 53 |

(Single Family Home Repair Program, Homebuyer's Assistance Program, Multifamily Housing Program)

AFFORDABLE HOUSING HOUSEHOLDS ASSISTED BY INCOME PERCENTAGE

| Program | Percent of Area Median Income | | | | |
|---------------------------|-------------------------------|------------|------------|------------|-----------|
| | 0-30% | 31-50% | 51-60% | 61-80% | 81-110% |
| Homebuyer's Assistance | 1 | 30 | 139 | 0 | 19 |
| Single Family Home Repair | 3 | 20 | 0 | 0 | 0 |
| MF Housing Program | 172 | 779 | 478 | 875 | 0 |
| Total | 176 | 829 | 617 | 875 | 19 |

CR20 – N2.3 Use this field to provide additional narrative regarding the information provided in the number of persons served affordable housing table.

Response in Progress

CR-25 Homeless and Other Special Needs

Regulation Citation(s): 91.220(d, e), 91.320 (d, e), 91.520 (c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

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

CR25 – N1.1 Highlight key accomplishments, milestones, and benchmarks.

During program year 2011, HCDD continued to prioritize the needs of non-homeless and other special needs populations. This population includes individuals who are elderly and frail, persons with developmental and physical disabilities, persons living with HIV and AIDS, persons suffering from mental illness, persons with substance abuse problems, victims of domestic violence, and veterans. The City conducted a Request for Proposals (RFP) that was highly competitive. Of the 6 outside agencies selected, 2 served the homelessness population. Through this process,

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agencies were added to provide job training, job placement, supported employment, transportation, day habilitation, afterschool child care, and medical services for persons with disabilities. The Workforce Development Program provided supportive services, college preparation, and paid tuition for low-moderate income persons to receive a community college education in degree programs that pay a livable wage. The HOPWA program continued to provide housing for persons living with HIV and AIDS. The Meals on Wheels program provided home delivered meals to home-bound seniors and congregate meals at senior centers. Non-emergency transportation services were also provided to seniors. Emergency shelter, transitional housing, and case management were provided to victims of domestic violence to assist them in re-establishing independent living away from their abuser. Through the Continuum of Care, the 100 in 100 initiative targeted housing for 100 homeless veterans in 100 days. Other agencies participating in this initiative provided homeless prevention and supportive services for non-homeless veterans at risk of becoming homeless.

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| CR25 – N1.2 | Also, identify any barriers that may have a negative impact on progress. |
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Barriers negatively impacting progress include the lack of funding and/or the overall reduction in funding to CDBG and ESG programs.

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| CR25 – N1.3 | Cite specific examples. Based on this, explain any adjustments and improvements that will be made to more effectively carry out the strategies. |
|--------------------|---|

Moving forward the HCDD will strategically plan funding around identified priorities that allow for the leveraging of other community funds. The Requests for Proposal issued will reflect the objectives to be addressed and the types of programs that will be funded. HCDD will look at ways to incorporate homelessness as a priority, across all available funding streams.

THIS SECTION WAS INTENTIONALLY LEFT BLANK

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

CR25 – N2.1 Highlight key accomplishments, milestones, and benchmarks

To address the transitional housing needs of homeless persons in Houston, Emergency Solutions Grant funding contracts to provide emergency shelter and transitional housing were awarded through the Child Care Council, to the following agencies:

2011 Transitional Housing and Shelter Providers

| Agency | Award | Description of Services Provided |
|--------------------------|---------|--|
| Catholic Charities | 227,132 | Transitional living, rent assistance, short term subsidy, employment counseling, case coordination. |
| Covenant House Texas | 217,000 | Crisis shelter for youth, transitional living, case management, life skills, substance abuse and mental health counseling, medical, and vocational training. |
| Downtown YMCA | 110,000 | Transitional living, case management, counseling, life-skills training for residents of SRO. |
| The Mission of Yahweh | 58,100 | Emergency Shelter and transitional living for women, women with young children, case management, vocational counseling. |
| Star of Hope Mission | 95,000 | Emergency shelter, transitional living, essential services. |
| The Women's Home | 115,000 | Transitional living, case management and essential services to dually diagnosed (mental health and substance abuse) homeless women. |
| Wellsprings Village Inc. | 42,000 | Transitional living for women with and without children, case management, and essential services. |
| Wheeler Avenue 5Cs | 31,500 | Transitional living for women and children, case management, life skills, career, employment assistance. |
| YWCA | 46,500 | Transitional living for young women aged out of foster care, case management, life skills, career and employment counseling. |

CR25 – N2.2 Also, identify any barriers that may have a negative impact on progress.

The continued reduction in CDBG and ESG funding continues to be a barrier to the provision of these vital services and has a negative impact on outcomes for this population.

CR25 – N2.3 Cite specific examples.

Because of the reduction in CDBG funding, the HCDD reduced the amount of CDBG funds utilized as matching funds for the ESG program from \$700,000 to \$659,796. This reduction required the selected agencies to increase their match requirements and reduced the amount of funds available to assist homeless clients.

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| CR25 – N2.4 | Based on this, explain any adjustments and improvements that will be made to more effectively carry out the strategies. |
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Current adjustments and improvements to this program are primarily related to the implementation of the new criteria associated with the Emergency Solutions Grant.

*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*

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| CR25 – N3.1 | Highlight key accomplishments, milestones, and benchmarks |
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The funds under HPRP are intended to target two populations of persons facing instability: 1) individuals and families who are currently in housing but are at risk of becoming homeless and need temporary rent or utility assistance to prevent them from becoming homeless or assistance to move to another unit (prevention), and 2) individuals and families who are experiencing homelessness (residing in emergency or transitional shelters or on the street) and need temporary assistance in order to obtain housing and retain it (rapid re-housing). HPRP funds have provided temporary financial assistance and housing relocation and stabilization services to over 2,500 individuals and families who are homeless or would be homeless. Outcomes were focused on housing stabilization, linking program participants to community resources and mainstream benefits, and helping them develop a plan for preventing future housing instability.

Funded by the HOPWA program, was Lydia's Place Apartments, owned by A Caring Safe Place, Inc. Lydia's Place provides fifteen (15), Single Room Occupancy ("SRO"), permanent housing, apartment units for HIV positive, indigent, low-income men. The construction of Lydia's Place was approved by Council on November 9, 2010. The groundbreaking ceremony for the facility was held on July 14, 2011; and the grand opening ceremony was held on May 3, 2012. Although this project is not IDIS complete, project close-out procedures are in progress. Jane Cizik Garden Place, a new 88-unit apartment community serving women who live alone on a modest income and are recovering from homelessness, mental illness, and/or substance abuse disorders, was completed during this program year. This project is the very first of its kind in Houston, offering a permanent housing solution specifically for women in need.

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| CR25 – N3.2 | Also, identify any barriers that may have a negative impact on progress. |
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While lack of resources and coordination of services are significant barriers to helping people permanently exit homelessness, the greatest barrier producing a negative impact on progress in this area is the continued reduction in CDBG funding and caps on public service funding.

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CR25 – N3.3

Cite specific examples.

A. Chronically Homeless Individuals and Families—The Houston/Harris County Continuum of Care currently only has capacity to meet 16% of the need for permanent supportive housing. In addition to a severe lack of housing, mainstream supportive services such as mental health services (there are up to 2,000 people on the public mental health provider’s waitlist, and they are only able to treat adults with schizophrenia, bi-polar disorder, and major depression) and substance abuse treatment (the state eliminated funding for coordinated intake and placement for publicly funded substance abuse treatment) are under-resourced, making it especially challenging for people to maintain housing when behavioral health needs arise.

B. Families with children—While rapid re-housing is an effective model for many families with children, adequate resources were not dedicated to this program model to meet the demand. There was also little coordination between shelters that serve households with children and intake for rapid re-housing.

C. Veterans and their families—Houston has one of the largest veteran populations in the country, and while programs like the Supportive Services for Veteran Families program helps many veteran families stabilize housing, the resources do not meet the demand. Many veterans do not qualify based on discharge status or other eligibility issues.

D. Unaccompanied youth—Houston does not have any licensed transitional living facilities for unaccompanied youth under the age of 18, making long-term housing solutions for youth who cannot be reunited with family and do not wish to enter the foster care system extremely challenging to secure.

CR25 – N3.4

Based on this, explain any adjustments and improvements that will be made to more effectively carry out the strategies.

A. Public funders and housing authorities across jurisdictions are working together to implement a permanent supportive housing strategy that will help bring the amount of permanent supportive housing needed to scale. The newly-revised CoC Steering Committee and workgroups are in the process of developing service and performance standards to ensure that the permanent supportive housing developed will meet the needs of people who have been chronically homeless.

B. For the new Emergency Solutions Grant funding, plans have been developed to significantly increase the portion dedicated to rapid re-housing to target people most in need of that type of housing assistance.

C. While the City of Houston does not administer funds directed specifically toward veterans and their families, the CoC as a whole supports the efforts of SSVF and VASH providers, and supports planning and service coordination in conjunction with rapid re-housing providers funded through ESG.

D. As part of the CoC’s efforts to “right size” transitional housing, we anticipate transitional housing funding to be dedicated to the target population of unaccompanied youth, as it is a best practice for that sub-population.

E. In addition, the CoC is in the beginning stages of developing a coordinated intake/access system to help people access the most appropriate type of housing for their needs.

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*Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become **homeless after 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); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.*

CR25 – N4.1 Highlight key accomplishments, milestones, and benchmarks

The strategy developed in our community for ESG homelessness prevention funds prioritizes people who are exiting publicly funded institutions, foster care, and incarceration, and are at-risk of homelessness. Our Continuum of Care has developed a prioritization tool for homelessness prevention sub-recipients of ESG funds. People with criminal convictions are prioritized as those most at-risk of becoming homeless and in need of homelessness prevention assistance to achieve housing stability. The City of Houston and Harris County coordinated ESG homelessness prevention and rapid re-housing strategies through the Continuum of Care, and Harris County was tasked with funding specialized rapid re-housing programs for unaccompanied youth (including youth who have aged out of foster care). As part of the new emphasis of ESG on developing systems of care, agreements were made with mainstream and other homeless service providers on behalf of the homelessness prevention system. One of the supportive service partners is a Local Initiatives Support Corporation (LISC) Financial Opportunity Center which focuses on people with barriers to employment such as criminal convictions and behavioral health issues. Another supportive service provider partnership involves an intensive case management provider that targets women with high-risk pregnancies, including women who are exiting incarceration (through jail in-reach and post-incarceration case management), have severe mental illness, or are drug abusers.

HCDD funds the HDHHS Community Re-Entry Network (CRN), which provides services to those leaving incarceration. Approximately 15,000 ex-offenders are released into the Houston community from the Texas Department of Criminal Justice each year. In response, HDHHS has developed the HDHHS Community Re-Entry Network, an innovative program and support system for ex-offenders in the Greater Houston area. The goal of the program is to increase successful community re-entry after incarceration. It is designed to focus on areas of the city that are most impacted by re-entry and recidivism, while providing a network of resources and linkages in close proximity. The expected outcomes include reduced recidivism and re-arrests, improved employment and retention rates, and stabilized housing for a minimum of one year. Services provided include case management, job training, and social skills training services. This program provided services to 132 ex-offenders during the 2011 program year.



CR25 – N4.2 Also, identify any barriers that may have a negative impact on progress.

The reduction in resources available to support homeless prevention activities for those being discharged from publicly funded institutions and systems of care continues to be a significant barrier. For the 2011 program year, programs were negatively impacted by an 18% decrease in CDBG Public Services funds resulting from an overall

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reduction in the CDBG award to the City and from reductions in program income. This reduced the amount available to award to sub-recipients that addressed the discharge planning needs of clients at risk of becoming homeless.

CR25 – N4.3 Cite specific examples.

As a result of reduced funding, during the request for proposal to seek CDBG Public Services providers, the City was only able to award contracts to six sub-recipients. Of those sub-recipients, only two addressed the needs of the homeless or persons at risk of becoming homeless. This negatively impacted the provision of services for persons at risk of homelessness after discharge from public institutions.

CR25 – N4.4 Based on this, explain any adjustments and improvements that will be made to more effectively carry out the strategies.

Adjustments were made as part of the Continuum of Care planning process, to further address the needs of this population.

CR25 – N4.5 Discuss progress made in terms of coordinating discharge policies that result in a decrease of homelessness.

Response in Development

CR-30 Public Housing

Regulation Citation(s): 91.220(h), 91.320 (j)

CR30 – N1.1 Actions taken to address the needs of public housing

CR30 – N1.2 Summarize actions taken during the program year and progress made toward specific public housing goals, if any, set forth in the Strategic Plan and Action Plan.

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

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During the 2011 Program Year, HHA made the following expenditures in support of its programs.

| HOUSTON HOUSING AUTHORITY PY2011* EXPENDITURES | |
|--|----------------|
| Section 8 Program | 134,693,780.89 |
| Public Housing Capital Fund Program | 6,138,547.33 |
| Public Housing Operations | 19,319,062.69 |
| Self-Sufficiency (ROSS Grant) | 195,058.72 |
| Veteran's Affairs Supportive Housing (VASH) | 3,853,976.12 |
| Section 8 Mod Rehab – Admin Fee | 353,592.88 |
| Section 8 New Construction – Rent Subsidy | 2,561,673.35 |
| Family Self-Sufficiency Coordinator (HCV) | 281,136.97 |

*July 1, 2011 - June 30, 2012

Operational Improvements/Accomplishments

- HHA significantly reduced vacancies in all of its public housing communities resulting in its highest occupancy level ever.
- HHA was awarded \$980,000 in highly competitive HUD grants to support public housing resident services. HHA received the biggest award in Texas.
- HHA tax credit property audits performed by TDHCA resulted in no findings.
- HHA installed new playground equipment at two public housing communities.
- HHA completed extensive community room makeovers at two public housing communities.
- HHA, in partnership with Houston Housing Resource, held its first annual Golf Tournament to raise funds for the Carmen V. Orta Memorial Scholarship. The golf tournament raised \$25,000

Physical Improvements

The Houston Housing Authority owns and manages over 3,500 units of low rent public housing. Described below are the physical activities & accomplishments associated with the various developments in HHA's portfolio.

- HHA purchased an industrial towable standby generator to provide back-up electricity in the event of a power disruption. The portable unit includes a built in trailer and is engineered to handle rugged conditions. It is stored on site at a centrally located development, but its state of the art design allows for easy transport, quick connect, start-up and use, at all other HHA housing developments.
- HHA installed an emergency back-up generator at its main office for its IT server room.
- HHA sold, via auction, its entire portfolio of scattered site properties totaling 174 single family homes. The proceeds of this activity will be used for the development of affordable housing.
- HHA partnered with CenterPoint Energy to provide energy efficient heating and cooling systems to 100 families. Energy efficient A/C systems (16 seer) were installed at units in Fulton Village, Victory Place, and the Historic Oaks at Allen Parkway Village.

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- HHA installed a new HVAC system in the Bellerive elderly housing development. The new system is providing outside air to all common areas of the 8 story building.
- HHA replaced handrails and concrete steps at rear entrances on seventeen units and installed new roofs on eighty-one buildings at Cuney Homes.
- HHA replaced damaged roofs on 15 buildings in the community, began decking reinforcement in nine second floor units, installed a site drainage system in the interior common green space, and initiated painting the building exteriors for the entire townhome community.



- HHA completed restoration of a two story duplex damaged by fire in Fourth Ward's Historic Rental Initiative.
- HHA started modernization work at Lyerly Senior Apartments, which includes roof repair, replacement of cabinets, appliances, and PTAC units, exterior wall restoration, and replacement of stone cladding, metal panels, insulation, and windows. This property was also selected to participate in the nationwide day of volunteering "Be AMAZING" sponsored by Sony Pictures Entertainment, to celebrate its movie, "The Amazing Spider-Man." Over 200 volunteers spent the day beautifying the courtyard and community room. Volunteers installed picnic tables, benches, planter boxes, barbecue grills, floors, and they also painted and replaced furniture. HHA worked with the Mayor's Volunteer Initiatives Program, a division of the City's Department of Neighborhoods, Keep Houston Beautiful, and KRBE-FM, to coordinate the event.



HHA upgraded the playgrounds at Irvinton Village and Forest Green Townhomes.

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The community room at Kelly Village was rehabilitated.

| | |
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| CR30 – N2.1 | Actions taken to encourage public housing residents to become more involved in management and participate in homeownership. |
| CR30 – N2.2 | Summarize actions taken during the program year. |
| CR30 – N2.3 | Provide explanation for actions proposed in the plan but not taken during the program. |
| CR30 – N2.4 | Explain how future actions will change based on the results of the current year. |

Resident Service Initiatives

In addition to providing “*quality, affordable housing options*,” the Houston Housing Authority’s mission is “[*to*] *promot[e] education and economic self-sufficiency*.” HHA strives to provide its residents with meaningful opportunities for education and economic self-sufficiency. HHA accomplishes this through the hard work of its dedicated Client Services department, its affiliate non-profit (Houston Housing Resource), and through partnerships with community organizations, including the following agencies:

- SER Jobs for Progress
- Houston Works
- YWCA

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- Houston Food Bank
- St. Vincent de Paul
- Neighborhood Center Inc.
- Advance, Inc.
- Energized for Excellence
- Interfaith Ministries for Greater Houston
- Gulf Support Community Services Association
- Boy Scouts
- YMCA Houston Texan's Branch
- Phoenix House
- Somilian Bantu Community Center
- University of Houston Graduate School of Social Work
- Houston Community College

The following is a sample of some of the resident service initiatives that HHA and its community partners provided to public housing residents during the last year:

- The Texas Department of Agriculture provided summer lunches to youth at 14 developments.
- HHA held Community Resource Fairs at Clayton Homes and other properties in coordination with several community partners. Residents were provided educational information, health screenings, and back to school supplies.
- The Houston Housing Authority, Houston Food Bank, and St. Vincent de Paul provided food boxes to senior households at many public housing communities. The Houston Food Bank distributed food boxes to senior households at Bellerive, Cuney Homes, HOAPV, Lyerly Senior Apartments, and Telephone Road.
- A "Back to School Bash" was conducted at Cuney Homes, Clayton Homes, HOAPV, Irvington Village, Oxford Place, and Wilmington House developments. The Resident Councils and community partners provided food and school supplies.
- HHA's Family Self Sufficiency (FSS) program participation increased 10% during 2012. The FSS program hosted monthly "Pathway to Success" meetings including interview tips, career assessment, credit repair, budgeting, banking, employment and money management.
- The Houston Housing Authority and Congresswoman Shelia Jackson Lee registered 763 youth and 225 adults, from 15 developments, to attend the "Toys for Kids" celebration at George R. Brown Convention Center.
- HHA hosted a monthly Resident Leadership Meeting with Resident Council Officers.

In addition to the initiatives of the HHA's Client Services department, the HHA administers a Section 3 program that has a stated mission "[to] promot[e] economic self-sufficiency and advancement through training, job placement, and entrepreneurial opportunities." As part of its Section 3 program, HHA monitors Section 3 compliance in its contracting and hiring. As of June 30, 2012, twenty-five of the thirty-eight (66%) employees hired by the Houston Housing Authority during between July 31, 2011 and June 30, 2012 certified that their household was under the Section 3 income threshold. HHA also recently employed 17 interns from public housing that were accepted into an annual, eight-week "Summer Internship Program."

HHA and the City of Houston Housing and Community Development (HCDD) have collaborated on Section 3 program administration and HHA allows a City of Houston Section 3 certified business to be automatically certified by HHA.

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| CR30 – N3.1 | Actions taken to provide assistance to troubled PHAs. |
| CR30 – N3.2 | Summarize actions taken during the program year. |
| CR30 – N3.3 | Provide explanation for actions proposed in the plan but not taken during the program. |
| CR30 – N3.4 | Indicate if the housing agency has removed the ‘troubled’ designation. |

N/A

The Houston Housing Authority has not been designated a “Troubled PHA” by HUD. Therefore, not actions were necessary on the part of HCDD, to provide assistance to remove such designation.

CR-35 Other Actions

Regulation Citation(s): 91.220(j, k), 91.320 (i, j)

Actions taken 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. 91.220 (j); 91.320 (i).

| | |
|--------------------|--|
| CR35 – N1.1 | Summarize specific actions taken during the program year to address regulatory barriers to affordable housing. |
|--------------------|--|

There is a standing city ordinance that all expenditures over \$50,000 require city council approval. All of our Single Family Home Repair Program Tier III homes average about \$100,000 including demolition, relocation, and storage and by definition each would require Council approval. Before we can go to City Council, we must first present the item to the Housing Committee, which only meets once a month. After council approves the contracts, they then must be signed by the Mayor, Controller and City Attorney. All of these different approvals can add anywhere from 60-90 days to these projects, resulting in a significant barrier to the timely completion of Single Family Home Repair projects.

A proposed solution would be to issue an RFP to create a pool of contractors that council would approve initially and hopefully eliminate the need for subsequent approvals.

Lead-based paint remediation requirements also impact the cost of rehabilitation of older affordable homes forcing the cost of needed repairs to exceed program limitations.

A difficult policy issue is the conflicting rules for various programs that must be met. This is overwhelmingly true in the case of Fair Housing. The courts have ruled that putting money for affordable housing into neighborhoods of high poverty and high minority concentration is illegal. Yet to spend these dollars in more affluent neighborhoods creates many problems:

- 1) Given a limited amount of dollars to devote to affordable housing, (in tax credits, HOME and CDBG funds),

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- a. The natural result of moving dollars for LMI properties into affluent neighborhoods (High Opportunity Neighborhoods—"HOAs") will cause a disinvestment in the traditional minority neighborhoods whose residents these programs were designed to help.
- b. Purchasing expensive land (in HOAs) for affordable housing development means that fewer units could be developed.
- 2) An underlying goal of fair housing is racial, economic and ethnic integration, but
 - a. All programs give more credit for more affordable units.
 - b. This causes most properties build as affordable housing to serve ONLY LMI households.
 - c. Integration could only occur at the fringes, since these properties are insular.
- 3) Neighborhood support is a requirement for all LMI development, yet
 - a. There is an inherent conflict between developments of LMI properties in affluent neighborhoods.
 - b. NIMBY, while illegal, makes it almost impossible for developers to build LMI housing in HOAs.
 - c. The number of tax credit development applications in the City of Houston went down from 18 to 4 between 2011 and 2012.
- 4) Gentrification is a negative of developing mixed income/mixed ethnic neighborhoods in areas that have been primarily minority populations. Yet,
 - a. It can allow an upgrade to these neighborhoods. But maintaining affordable housing within the neighborhood is key.

Possible solutions that we are exploring include:

- 1) Creating revitalization zones designed to specifically improve the older underserved neighborhood with better housing, green space, supermarkets, retail, and health facilities to name a few.
- 2) Give more credit to mixed income developments and do not penalize developments that serve a mixed income of residents
- 3) NIMBY is like "the elephant in the room". We need to educate our elected officials to the illegality of excluding LMI development based on the prejudice against the concept.
- 4) Exploring a different model for integrating communities should be considered. Revitalization of neighborhoods that are close to the central business district can be very appealing to young professionals and incentives should be given for development of these types of mixed communities. This would benefit not only the LMI population, but the City as a whole.

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| CR35 – N1.2 | Provide explanation for actions proposed in the plan but not taken during the program. |
|--------------------|--|

All actions proposed in the plan were taken during the 2011 program year.

| | |
|--------------------|--|
| CR35 – N1.3 | Explain how future actions will change based on the results of the current year. |
|--------------------|--|

No specific changes have been identified as a based on the results of the current year.

2011 PROGRAM YEAR CAPER

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j).

| | |
|--------------------|---|
| CR35 – N2.1 | Summarize specific actions taken during the program year. |
|--------------------|---|

A variety of programs removed obstacles to meeting underserved needs of Houston's low- to moderate-income residents.

The HCDD continues to fund several non-profit organizations that provide affordable housing, homeless services, and public services. HCDD funded projects that provided for the acquisition, rehabilitation, and construction of rental and owner housing units. These projects included single family housing reconstruction, minor home repairs, emergency repairs, homebuyer's assistance, and new construction/rehabilitation of multifamily rental housing. Seniors and special needs housing and services are underserved needs in the community. HCDD provided funding for two affordable senior housing projects, one public facility for seniors, and several senior services activities. These services included transportation assistance, food programs, health services, and other senior services. HCDD also provided funding to several special needs services projects. These services included job training, transportation assistance, alcohol/drug abuse services, case management, health, and other services.

All the activities outlined in the 2011 Action Plan helped meet an underserved need in the community. Since the need for affordable housing in our community is a high priority, HCDD made every effort possible to increase the availability of affordable housing for low- to and moderate-income persons by effectively utilizing available resources and entering into partnerships with the private sector. Efforts included safeguarding Houston's existing housing stock as well as new affordable housing projects.

A significant obstacle to meeting underserved needs continues to be the availability of funding. In addition, caps on public services limits the amount of services which can directly impact the quality of life for those with underserved needs.

HCDD office held three public hearings to address the underserved needs in Houston. Invitations were sent to non-profits, associations, human services providers, community leaders, churches, lenders, and elected officials. These public hearings were conducted to identify the needs of low- to moderate-income residents and neighborhoods.

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| CR35 – N2.2 | Provide explanation for actions proposed in the plan but not taken during the program. |
|--------------------|--|

All proposed actions were taken during the 2011 program year.

| | |
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| CR35 – N2.3 | Explain how future actions will change based on the results of the current year. |
|--------------------|--|

While no specific changes have been identified, HCDD will continue to fund the programs identified in the 2010-2014 Consolidated Plan to meet the needs of the underserved.

2011 PROGRAM YEAR CAPER

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

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|--------------------|---|
| CR35 – N3.1 | Indicate how many homes were made 'lead-free' in the course of the program year |
|--------------------|---|

[Response in Development](#)

| | |
|--------------------|---|
| CR35 – N3.2 | Summarize specific actions taken during the program year. |
|--------------------|---|

SINGLE FAMILY HOME REPAIR

SFHR program staff access the Harris Count Appraisal District website to determine the year the housing unit was built. Those homes built prior to 1972 are referred to the Department of Health and Human Services (DHHS) for assessment for lead hazards. DHHS then assigns an Environmental Investigator to inspect the dwelling unit to identify lead-based paint hazards.

DEPARTMENT OF HEALTH AND HUMAN SERVICES

On June 28, 2012 the Community & Children's Environmental Health Lead Program hosted a phone bank on Houston's TV Channels 45 and sister station Channel 61 Telefutera. The purpose for this event was to let the community know about the lead program and the work it does. The staff provided health education and received 294 phone calls. The program also participated in twenty (20) outreach events, these events resulted in client referrals so the program can provide our community with Lead Safe Homes and education in the Principles of Healthy Homes, during the 2011 program year, the program touched 2,456 families.

| | |
|--------------------|--|
| CR35 – N3.3 | Provide explanation for actions proposed in the plan but not taken during the program. |
|--------------------|--|

Single Family Home Repair

[Response in Development](#)

Department of Health and Human Services

All actions proposed in the plan were executed during the program year.

| | |
|--------------------|--|
| CR35 – N3.4 | Explain how future actions will change based on the results of the current year. |
|--------------------|--|

Single Family Home Repair

[Response in Development](#)

Department of Health and Human Services

Due the response received from the public, DHHS will host more phone banks, continue to participate in outreach efforts, and place more ads through a variety of media, and update the Bureau's website regularly, so that the community will have easy access to information on lead hazards and the principles of healthy homes.

2011 PROGRAM YEAR CAPER

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

| | |
|--------------------|---|
| CR35 – N4.1 | To the extent the information is available, estimate the number of families removed from poverty. |
|--------------------|---|

The latest 2010 American Community Survey (ACS) 5-Year Estimate data (2006-2010) for Houston shows that 21% of residents live below poverty. Poverty levels were highest among the economically active population, ages 18-64 and the population under 18 years of age, (17.5% and 32.1% respectively). More females than males (23.1% and 18.9% respectively) have incomes below the poverty level.

While no one program or service can address all the needs of those living in poverty and at present it is not possible to strictly identify changes in the number of residents living below poverty as a result of programs and services provided, HCDD's strategy for reducing the number of residents living in poverty has been and continues to be to conduct, support, and coordinate a broad array of services that address the needs of low- to moderate-income individuals and families in the community.

In program year 2011, the HCDD worked with multiple agencies and service providers to continue to create and promote affordable housing opportunities, provide supportive public services, create economic opportunities, and promote and increase access to community resources through public facilities and improvements projects. Targeting these programs, activities, and services to those in need throughout the City was of primary concern. The projects, programs and/or activities that received federal funds in program year 2011 and that contributed towards the accomplishment of poverty-reducing goals, are described in more detail throughout this document.

While a majority of our programs are focused on other aspects of need for the low- to moderate-income and families we serve, we do have two program areas that might result in the increased income needed to allow a person to move out of a poverty level existence – those that provide jobs for low- to moderate-income persons and those providing education and training to low- to moderate-income persons.

Many other programs focus on addressing quality of life concerns. These include HCDD's affordable housing programs, such as the Single Family Home Repair program which provides for the critical home repairs needed to ensure the health and safety of the repaired homes of low- to moderate-income families, and the Homebuyer's Assistance Program, which provides downpayment and closing cost assistance for first time homebuyers; assisting those unable to amass the finances required to purchase a home. This leads to increased household stability and allows families to build assets through homeownership. Excessive rent burdens have greatly affected low-income Houston households. HCDD's Multifamily Housing Program provides access to decent, safe, and affordable rental housing, which helps these individuals and families stabilize their housing and focus their attention on attaining an increased standard of living. The table below shows the number and income percentages of those assisted in these affordable housing programs during the 2011 program year.

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2011 PROGRAM YEAR CAPER

AFFORDABLE HOUSING HOUSEHOLDS ASSISTED BY INCOME PERCENTAGE

| Program | Percent of Area Median Income | | | | |
|---------------------------|-------------------------------|--------|--------|--------|---------|
| | 0-30% | 31-50% | 51-60% | 61-80% | 81-110% |
| Homebuyer's Assistance | 1 | 30 | 139 | 0 | 19 |
| Single Family Home Repair | 3 | 20 | 0 | 0 | 0 |
| MF Housing Program | 172 | 779 | 478 | 875 | 0 |
| Total | 176 | 829 | 617 | 875 | 19 |

In addition, HCDD funded public services are aimed at creating a more suitable living environment and improving the accessibility of services critical to meeting the needs of those living in poverty and doing so allows those in poverty to further stretch limited household resources.

CR35 – N4.2 Summarize the number of Section 3 residents and businesses assisted during the program year.

HCDD granted an additional 301 residents and 93 business, Section 3 certifications during this reporting period. In addition, HCDD collaborates and coordinates with the Houston Housing Authority (HHA) on Section 3 program administration and HHA allows a City of Houston Section 3 certified business to be automatically certified by HHA. The 269 residents certified as meeting income requirements were placed on a data base for job consideration and training opportunities and 133 were ultimately hired through this program during the 2011 program year.

CR35 – N4.3 Provide explanation for actions proposed in the plan but not taken during the program.

All proposed actions took place and in fact, additional opportunities were sought and accomplished as well, during the 2011 program year.

CR35 – N4.4 Explain how future actions will change based on the results of the current year.

[Response in Development](#)

2011 PROGRAM YEAR CAPER

Actions taken to develop institutional structure. 91.220(k); 91.320(j).

| | |
|--------------------|---|
| CR35 – N5.1 | Summarize specific actions taken during the program year. |
|--------------------|---|

INSTITUTIONAL STRUCTURE

At the request of Mercedes Márquez, Assistant Secretary, Community Planning and Development, US Department of Housing and Urban Development (HUD), Washington, HCDD submitted a request to HUD for technical assistance through HUD's One CPD initiative, on behalf of the City of Houston. HCDD requested specific technical assistance to continue to build an effective organization to serve as an innovative, national model.

This request included training and technical assistance in seven areas:

- A systems analysis and assessment
- Assistance in creating an equity fund
- Facilitation of a revitalization plan for Houston's historic neighborhoods
- Evaluation of the effectiveness of Houston's single family home repair delivery system
- Assistance in developing a broader-based community development strategy
- An organizational structure review focused on capacity to operate in compliance with HUD regulations
- Disaster Recovery program and related processes assessment geared towards streamlining operations

To date, the following progress has been made:

During this program year HCDD continued to evaluate organizational strategy and to look for ways to strengthen and streamline operations where needed. This resulted in changes in its organization structure related to several functional areas. Planning and grants management, two critical organizational areas have now been combined into a single new division. This new *Planning and Grants Management Division* will maintain responsibility for the consolidated planning and annual performance evaluation processes. This is the first time that these two vital components have been under the same leadership and will allow for greater coordination of the processes associated with each and will also improve consistency in the information contained in both the Consolidated/Annual Action Plans and the CAPER. In addition, the division will focus on coordinating HCDD's efforts to affirmatively further fair housing.

HCDD also continued to enhance its *Compliance and Monitoring Division*. This included increasing the number of FTE's available to perform the various division activities and ongoing staff training and certification. HCDD also took steps to increase operational capacity in its Single Family Home Repair Program, through hiring addition staff to fulfill the various required functions in that program area.

ENHANCE COORDINATION

In an effort to improve intergovernmental/inter-organizational cooperation, HCDD continues to collaborate with other local entities in sharing information and resources. Coordination and information-sharing are functions that HCCD acknowledges are of high importance to the success of its programs and activities. HCDD's structure continued to rely on these coordination and information-sharing functions that involved a wide variety of local, state, and federal agencies and organizations, public meetings and activities, and website offerings, as well as interaction among many internal departments and day-to-day interactions at the staff level. HCDD has strived to develop a collaborative and well coordinated community-based planning process that seeks to ensure the needs of extremely low-, low- and moderate-income persons, homeless persons, and other special needs populations within the City are being met.

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Networking takes place in the community through coordinating bodies and collaborations, such as the HCDD's Advisory Task Force, the Continuum of Care, Sustainable Communities Regional Planning Grant Program partners, Houston-Galveston Area Council, and others, connecting groups along one or another of the numerous lines of shared community interests.

An example of this coordination and information sharing can be seen in the efforts HCDD made during the program year to address issues relating to its Analysis of Impediments to Fair Housing Choice (AI). Following a letter from Christina Lewis with HUD FHEO identifying deficiencies in the AI, HCDD brought together a wide variety of stakeholders to begin the process of resolving the problems identified and to obtain needed technical assistance in this subject matter area. Two sessions (2012 Fair Housing Technical Assistance Meetings) were planned and hosted by the HCDD Planning and Grants Management Division. Outreach to a variety of stakeholders brought a broad range of viewpoints to the table to assist in developing both short and long-term solutions. Below are just some of the many organizations that were represented and participated in these meetings.

2012 Fair Housing Technical Assistance Meetings Participants



In addition to HCDD initiated collaborative efforts, it also supports the activities of organizations such as the Coalition for the Homeless of Houston/Harris County that coordinates and facilitates community partnerships around homeless activities in the area:

- The Homeless Services Coordinating Council is a group of more than 260 members and 130 active member agencies that meet regularly to improve services for homeless people.
- Continuum of Care
 - The CoC Collaborative is a partnership between the Harris County Community Development Department, City of Houston Housing and Community Development Department, and the Coalition of the Homeless of Houston/Harris County. The Collaborative applies for the Continuum of Care

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- Grant funds annually. The Coalition serves as the lead agency for the CoC application process. There is a CoC Steering Committee that meets regularly.
- HMIS Steering Committee includes representatives from the City of Houston, Harris County, Fort Bend County, one large agency, one medium agency, one small agency, and several the Coalition HMIS staff members and it will guide policy decisions for the HMIS Program.

There is a strong partnership among HOPWA providers, who meet regularly throughout the year. HCDD staff participates in these meetings. HCDD also participates in regional efforts such as that associated with the Sustainable Communities Regional Planning Grant Program and is playing a significant role in ensuring the needs of Houston's low- to moderate-income residents have a voice in this grants strategic direction, including the development and execution of the housing study associated with this effort.

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| CR35 – N5.2 | Provide explanation for actions proposed in the plan but not taken during the program. |
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All proposed actions were addressed during the program year.

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| CR35 – N5.3 | Explain how future actions will change based on the results of the current year. |
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HCDD will continue to evaluate its operations to look for ways to maximize its efforts on behalf of Houston's low- to moderate-income residents. HCDD will avail itself of all the technical assistance and training the OneCPD initiative has to offer and continue to work with OneCPD staff to address the seven assistance areas identified in its request.

Throughout the coming program year, HCDD will continue to evaluate existing partnerships and seek opportunities to improve collaborations among those organizations and agencies whose mission and activities align with the objectives and outcomes identified in the Consolidated Plan.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j).

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|--------------------|---|
| CR35 – N6.1 | Summarize specific actions taken during the program year. |
|--------------------|---|

Actions taken to enhance the coordination between the City's social service agencies took place this year specifically through the Emergency Solutions Grant (ESG) substantial amendment process. In April 2011, during the first HEARTH Clinic in Houston, members of the Houston/Harris County Continuum of Care (Continuum) working in Harris and Fort Bend Counties, developed community-wide priorities and goals in order to prepare for implementation of the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act. This meeting resulted in setting two priorities related to developing plans to better target the prevention of homelessness and to expand rapid re-housing capacity.

During the summer of 2011, a variety of workgroups, comprised of members of the Continuum and staffed by the Coalition for the Homeless of Houston/Harris County (Coalition), developed recommendations for 1) types of clients

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that should be targeted for services and 2) program standards that should be required of all providers. Extensive research was conducted to develop these recommendations, which consisted of holding focus groups for providers and clients, as well as analyzing data to identify gaps and barriers in the homeless population.

Focus groups of Homelessness Prevention and Rapid Re-Housing Program (HPRP) and Housing Opportunities for Persons with AIDS (HOPWA) providers identified successful practices and recommendations to improve program performance. Another focus group was held with members of the Coalition for the Homeless' Consumer Advisory Council, which is comprised of people who are currently or were formerly homeless, to hear from their experience what services would be most helpful in either preventing experiences of homelessness or assisting people who are literally homeless, through rapid re-housing. In addition, the Coalition for the Homeless' Systems Project Manager visited Salt Lake City, to learn about the restructuring of their rapid re-housing system and the coordinated grant processes of the state, city, and county.

As part of the *Coalition for the Homeless' Capacity and Gaps in the Homeless Residential and Service System, Harris and Fort Bend Counties 2011* report, research and data analysis identified areas where people lived prior to becoming homeless and gaps and barriers in the service delivery system. A comparative analysis of the characteristics of literally homeless people and those served in year two of the HPRP homelessness prevention programs was conducted to identify common risk-factors among people who become homeless, in order to better target homeless prevention services.

In May 2012, a second HEARTH Clinic was held that targeted local jurisdictions that administer HUD funds related to homelessness. At that meeting, a public funding governance structure, a committee that works together to develop and implement a funding and policy strategy for preventing and ending homelessness, was agreed upon as a means to coordinate homelessness prevention and stabilization efforts between the various public entities, with Coalition staff assisting. Since HUD's ESG regulations were released in December 2011, the four local jurisdictions and the Coalition, as the Lead Agency of the Continuum, have been meeting to strategize about populations to target, developing a common assessment tool, developing common program standards, and setting common outcomes to measure cross the community.

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| CR35 – N6.2 | Provide explanation for actions proposed in the plan but not taken during the program. |
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All planned actions proposed were moved forward during the program year.

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| CR35 – N6.3 | Explain how future actions will change based on the results of the current year. |
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Future actions will change based on the results of the current year, by exploring more collaborations in terms of funding projects for the community. The relationship between the Housing Authorities, Harris County, and the City of Houston is developing. There are possibilities of future joint ventures for the community.

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HCDD is proud to work with its developers and local public service agencies to provide much needed social services to residents of its multifamily housing projects. Currently, 13 of our projects which were completed, initiated, or under construction, during the 2011 program year, offer some form of social services. Social services are an important aspect of affordable multifamily housing projects. By providing social services, HCDD can help create a safe, supportive community for the low- to moderate-income Houstonians most in need - seniors, homeless, disabled, and families. Some of the supportive services provided at HCDD funded projects are shown in the table below.

| Project | Population Served | Group Therapy/ Substance Abuse Counseling | Vocational Training/ Employment Services | Case Management | Health Screening | Fitness Programs | Continuing Education/ Computer Classes | Financial Planning | Legal Services | After-school Activities |
|-----------------------------------|-------------------|---|---|--------------------|---------------------|---------------------|--|-----------------------|-------------------|----------------------------|
| Jane Cizik Garden Place (HOME) | Women | √ | √ | √ | | | | | | |
| Chelsea Senior Community (HOME) | Seniors | | | | √ | √ | √ | | | |
| Golden Bamboo III (HOME) | Seniors | | | | √ | | √ | √ | √ | |
| The Men's Center (HOME) | Homeless | √ | √ | √ | | | | | | |
| Travis Street Plaza (HOME & Bond) | Homeless | √ | √ | √ | √ | | | | √ | |
| Zion Gardens (HOME) | Families | | √ | √ | | | √ | | | √ |
| NHH Rittnehouse (Bond) | Homeless | | √ | √ | | | √ | | | |
| Village at Hickory Glen (HOME) | Disabled | | √ | √ | | √ | √ | √ | | √ |
| Floral Garden (HOME) | Seniors | | | | √ | √ | √ | √ | √ | |
| 4415 Perry (HOME) | Homeless | | √ | √ | | | √ | | | |
| Midtown Terrace (CDBG-R) | Homeless | √ | √ | √ | √ | | | | √ | |
| Sunflower Terrace (HOME) | Families | | | | √ | | √ | | | √ |
| Lydia's Place (HOPWA) | Men | √ | √ | √ | √ | | √ | | | |

Our developers work with numerous religious, health, and community partners, to provide social services, such as:

- VN Teamwork
- Mental Health & Mental Retardation Authority of Harris County (MHMRA)
- Memorial Hermann Prevention & Recovery Center
- Shepherd's Center - Main Street Ministries

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Identify actions taken to overcome the effects of any impediments identified in the jurisdiction's analysis of impediments to fair housing choice. 91.520(a)

| | |
|--------------------|---|
| CR35 – N7.1 | Actions taken to affirmatively further fair housing, including actions taken regarding completion of an analysis of impediments to fair housing choice. |
|--------------------|---|

Response in Progress

PY2011 Activities Taken in to Address Affirmatively Furthering Fair Housing Choice

During PY2011 (July 1, 2011 through June 30, 2012), HCDD staff worked with the local HUD Fair Housing and Equal Opportunity (FHEO) office, the Fair Housing Sub-Committee on Fair Housing of the HCDD Advisory Task Force (ATF), and local and state housing advocacy groups, to assess and plan further actions on the existing Analysis of Impediments (AI) to Fair Housing Choice. The local HUD FHEO office held several training and technical assistance sessions from November 2011 through March 2012, at the HCDD offices. These meetings helped to clarify the information used by FHEO to assess each local jurisdiction and its AI, Annual Action Plan, Consolidated Plan, and CAPER. In addition, the local HUD FHEO performed an assessment of the submitted and approved AI for the City of Houston (City) and found it to be incomplete. To address these issues, HCDD developed a strategy to improve its Needs Assessment and AI, and will be working with OneCPD to upgrade these documents. This will provide a more solid structure to link its planning and future activities with the City's entitlement and special HUD grants.

HCDD's ATF appointed a new Sub-Committee on Fair Housing, whose first meeting was held in December, 2011. This Sub-Committee met monthly from December, 2011 through June, 2012. The Sub-Committee reviewed the current AI, the Fair Housing Action Statement - Texas (FHAAT) (required for its Hurricane Ike Round 2.2 grant submission), and existing materials on fair housing available through the City, the Sub-Committee and its members, and via research to help develop plans and basic training on affirmatively furthering fair housing choice.

During the consolidated planning process to develop the 2012 Annual Action Plan, HCDD allocated \$150,000 in CDBG funding, for fair housing activities. A budget for this fair housing allocation has been developed and includes procurement of an Analysis of Impediments (AI) expert to provide technical assistance and training, so that HCDD can provide training and outreach internal and external partners and stakeholders, and also to review the current AI to make adjustments where necessary to improve clarity, on both the impediments identified, and the quantifiable measurements that will allow us to gauge our progress in addressing these impediments.

In the interim, HCDD has preliminarily reviewed the existing impediments to fair housing choice identified in its AI and has determined quantifiable measurements, where possible, until such a time as the assistance of the consultant hired to assist us with this task can be obtained.

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CR35 – N7.2 A summary of impediments identified in the analysis.

Response in Progress

| DISCRIMINATION IMPEDIMENTS |
|--|
| IMPEDIMENTS IDENTIFIED IN CURRENT AI |
| (1) Discrimination based on disability (2) Discrimination based on race (3) Discrimination based on National Origin (4) Discrimination against families with children |
| SEGREGATION IMPEDIMENTS |
| IMPEDIMENTS IDENTIFIED IN CURRENT AI |
| (8) Not in my back yard (NIMBY) resistance (16) Demographic patterns with a concentration of minorities |
| ACCESIBLE HOUSING/ AFFORDABLE HOUSING/AFFORDABILITY IMPEDIMENTS |
| IMPEDIMENTS IDENTIFIED IN CURRENT AI |
| (5) Lack of accessible housing (6) Lack of affordable housing (9) Housing Affordability |
| BANK LENDING IMPEDIMENTS |
| IMPEDIMENTS IDENTIFIED IN CURRENT AI |
| (11) Predatory lending practices (12) Disparity in lending practices (13) Geographic concentration of loan denials |
| EDUCATIONAL IMPEDIMENTS |
| IMPEDIMENTS IDENTIFIED IN CURRENT AI |
| (8) Not in my back yard (NIMBY) resistance (14) Inadequate education and outreach by financial institutions (17) Low educational attainment (18) Lack of financial literacy education |
| MISCELLANEOUS IMPEDIMENTS |
| IMPEDIMENTS IDENTIFIED IN CURRENT AI |
| (10) Lack of public transportation (15) Insufficient multilingual marketing efforts (19) Lack of Income (7) RFP's require elected official's approval |

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CR35 – N7.3 Actions taken to overcome the effects of impediments identified through the analysis

Response in Progress

| Progress Toward Resolving Analysis of Impediments (AI) Issues Since November 2011 Notification | When Accomplished | Impediments Impacted |
|---|-------------------|----------------------------------|
| AI responsibilities have been assigned to specific staff and written into their official job descriptions -- Andrea Jones (AI Coordinator for Entitlement Grants); Margaret "Peggy" Colligan (AI Coordinator for Special Grants); Dr. Alfred Henson (Research and Data Analysis). Also assigned attorney in the COH Legal Dept. to work on AI issues. | Jan-12 | All |
| Began procurement process for software that allows City to collect data in community meetings where results will be immediately available. Will be helpful to educational initiatives. | Feb-12 | Impediments 1, 2, 3, 4, 5, and 8 |
| Budgeted funds in the 2012 Consolidated Plan (150,000) to support fair housing initiatives. Received a grant from Fannie Mae to address protected class. | Mar-12 | Impediment 5 |
| Developed fair housing flyers. Have initiated posting efforts and submission to various agencies for posting. | Mar-12 | All |
| Held 1 st "Fair Housing Technical Assistance Meeting" where Christiana Lewis, FHEO Director, HUD, provided insight. | Mar-12 | All |
| Held 2 nd "Fair Housing Technical Assistance Meeting" where Christiana Lewis, FHEO Director, HUD, provided insight. | Mar-12 | All |
| Set up Housing Committee from Advisory Task Force | Mar-12 | All |
| Created a tracking tool to capture all fair housing initiatives and efforts in HCDD and to ultimately assign value to determine AI expenditures. | Apr-12 | All |
| Conference with OneCPD regarding actions they will take to help City become compliant with its AI. | May-12 | All |
| Executed an agreement with OneCPD for a national consultant. | Jun-12 | All |
| Prepared PowerPoint presentation that will be used as an educational tool for outreach on fair housing. | Jun-12 | Impediments 1, 2, 3, and 4 |
| Initiated efforts to determine actions necessary to partnership with Reliant Energy to put fair housing information in monthly utility bills. | Jun-12 | Impediments 1, 2, 3, and 4 |
| Staff attended fair housing conference. | Jun-12 | All |
| Communicated with consultant regarding work plan submitted by HCDD staff regarding resolution of AI issues. Next steps, consultant will visit Houston in the near future to begin work plan execution. | Jul-12 | All |
| Initiated a plan to develop LEP standards. | Jul-12 | Impediment 15 |

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CR-40 Monitoring

Regulation Citation(s): 91.220, 91.230

| | |
|--------------------|--|
| CR40 – N1.1 | Description of the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved – provide a short summary of monitoring efforts in general. |
|--------------------|--|

COMPLIANCE & MONITORING DIVISION OVERVIEW

The U.S. Department of Housing and Urban Development (HUD) activities that are implemented and operated through the Housing and Community Development Department (HCDD) included, but were not limited to the following:

1. Community Development Block Grant (CDBG) Entitlement, Small Cities and Insular Areas Programs;
2. Community Development Block Grant Disaster Recovery (CDBG-DR) Assistance;
3. Community Development Block Grant Recovery Program (CDBG-R);
4. Section 108 Loan Guarantee Program, Economic Development Initiative (EDI);
5. HOME Investment Partnerships Program (HOME);
6. Homelessness Prevention and Rapid Re-housing Program (HPRP);
7. Emergency Shelter Grants (ESG);
8. Housing Opportunities for Persons With AIDS (HOPWA);
9. Neighborhood Stabilization Program 1 (NSP-1);
10. Community Development Block Grant Recovery Program (CDBG-R); and
11. Housing and Economic Recovery Act of 2008 (HERA); and the
12. American Recovery and Reinvestment Act (Recovery Act)

The Compliance and Monitoring Division (CMD) utilized its three sections -- Contract Monitoring Section; Contract Compliance Section; and Portfolio Compliance Section -- to ensure funding recipients (sub recipients, developers, contracted service providers and all contracted agencies) adhered to the city, state and federal regulations and requirements when operating, facilitating, or developing HCDD-administered activities, throughout the Houston area.

GOALS

As noted within the current monitoring plan, the CMD operated to ensure the success of funded activities designed to increase the availability, accessibility, and affordability of public/private facilities; public services; economic development opportunities; and decent, safe affordable housing, to low-income families in the Houston area. The four primary goals of monitoring division activities were:

1. Assessing and ensuring compliance with HOME, CDBG, HOPWA, ESG, Disaster Recovery, NSP, etc. program regulations
2. Evaluate organizational performance
3. Ensure production and program performance
4. Prevent fraud and waste

OBJECTIVES

The CMD monitoring program is an integral management control technique and HUD required compliance standard. It is an ongoing process that assesses the quality of a program participant's performance over a set time. The HCDD monitoring process provided critical information about program participants to inform judgments about program

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and/or activity effectiveness, and management efficiency. Also, it assisted in identifying instances of possible fraud, waste, and abuse. It is the principal means by which HCDD

- ensures that programs and technical areas are carried out efficiently and effectively in accordance to applicable laws, regulations, and contractual requirements
- evaluates, and provides technical assistance to, program participants to improve performance
- stays abreast of the effectiveness of HUD administered programs and technical areas within the communities these programs serve
- identifies innovative tools and techniques that support public services, affordable housing, public/private facilities, and economic development and growth

The following table describes enhancements made to Compliance and Monitoring Division operations during the program year.

PY2011 COMPLIANCE AND MONITORING DIVISION ENHANCEMENTS TABLE

| Compliance and Monitoring Division Enhancements | |
|---|--|
| 2012 Monitoring Plan | The Compliance and Monitoring Division began revision of the HCDD monitoring plan that includes objectives, strategies, scheduling/frequency, staffing, and methodologies for activity coordination, and reporting. When completed (in 2012), the proposed revisions will include a more defined <i>Corrective Measures and Enforcement to Monitoring Findings</i> section. The current plan includes long-term monitoring strategies, with follow-up activities and communication procedures. This plan addresses the monitoring needs of all four federal entitlement grant programs and all other special grant programs which require a monitoring plan. |
| Single Audit Assistance | The Contract Monitoring Section has now assigned an internal monitor to assist in complying with City-originated single audits of HCDD. |
| Compliance & Monitoring Schedule | As required by HUD-funded programs, and as an intricate part of the required annual monitoring plan, the Contract Monitoring Section has revised its current monitoring schedule to offer an overview of short- and long-term annual monitoring for 2011 projects and activities. |
| Risk Analysis | The Contract Monitoring Section is in the process of gathering project-related data for its newly developed comprehensive risk analysis tool. This risk analysis, once fully loaded with vital assessment data, will provide the Contract Monitoring Section with the ability to more effectively schedule site or desk reviews according to current staffing levels. The tool will also provide further insight into whether specific recipients require more extensive compliance and monitoring reviews. |
| Training Sessions | The Contract Monitoring Section presented several training modules providing additional training and technical assistance to external recipients, HCDD staff, and other City department staff. The training and technical assistance modules involved payroll compliance with federal requirements; client eligibility for CDBG-funded activities; record keeping protocol with various HUD-funded activities; contract development and inclusion of required federal language; and procurement. An additional component on project management was provided for HCDD staff. |
| Specialty Projects | Contract Monitoring Section staff have now been added as special project monitoring and compliance subject matter experts and provided technical assistance on 6 special projects during the program year; providing support to HCDD and other city personnel. |
| Technical Assistance | During the program year, Contract Monitoring Section personnel provided one-on-one regulatory and programmatic procedural technical assistance to all 106 reviewed recipient agencies. staff including internal Assistance was also provided to approximately 32 assorted HCDD and intra-departmental division and section staff operating or administering the HCDD federal programs. |

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CONTRACT MONITORING SUMMARY NARRATIVE

The Contract Monitoring Section (CMS) ensures contractual and federal compliance of recipients operating, facilitating, or developing HUD-funded activities (external to the HCDD operations). The CMS conducts annual compliance and monitoring reviews of its clients. Typically, long-term monitoring reviews conducted by the CMS staff include HOME-funded housing development reviews or Community Development Block Grant (CDBG) 24 CFR §570.505, *Use of real property* reviews. The CMS conducts annual scheduled reviews of its recipients.

The CMS also provides internal monitoring of intra-department HUD-funded activities implemented and operated by HCDD and various other City departments. The CMS utilizes HCDD's monitoring plan, which includes monitoring procedures, scheduling, and standards, to provide HUD-funded activity compliance and performance reviews of all funding recipients. This includes internal HCDD program operations.

To assure timely and cyclical compliance and monitoring of recipients, CMS staff conducted monitoring and compliance reviews based on predetermined scheduling. However, at times the CMS utilizes *Circumstantial Monitoring*, which is the monitoring of programs and projects related to an acute or chronic matter uncovered by an external audit, or necessitated by the possibility of fraud, waste, or mismanagement.

1. **Policies & Procedures** - Comprehensive procedures for the CMS are detailed within HCDD's monitoring plan. The monitoring process or reviews consist of entrance meetings; analysis of documentation; client interviews; exit meetings; development and issuance of compliance review reports; and if necessary, follow-up reviews and letters; including closeout letters.
2. **Methodology** – The Contract Monitoring Section is staffed with five Contract Monitors and two Internal Risk Monitors. The approach taken by the Contract Monitors involves frequent telephone and/or email contacts, written communications, analysis of reports and audits, and periodic meetings. The primary goal of CMS monitoring activity is to determine compliance, prevent and identify deficiencies, and design corrective actions to improve or reinforce program participant performance. Where possible, any identified deficiencies in need of corrective action are handled through discussion, negotiation, or technical assistance, in a manner that maximized local discretion. Monitoring activity also provided opportunities to identify program participant accomplishments, as well as successful management, implementation, and evaluation techniques that could possibly be replicated by other program participants.
3. **Standards** - A risk analysis tool is in development, to assist in scheduling site or desk reviews of recipient activities. During this program year, the CMS staff conducted typical annual compliance and monitoring reviews of all recipients. An exception was made in some HUD-funded activities with a contract of 18 months or less. Those recipients were also reviewed under the one-year scheduling. Very few circumstantial reviews were required.
4. **Technical Assistance** - CMS staff keeps fully informed concerning participant compliance with program requirements and must determine the extent to which technical assistance is needed. As compliance and monitoring of most recipients is not a one-time event, and to assist in reducing project-oriented concerns, CMS staff provide extensive technical assistance by one of the following three methods: 1) recipient and sub-recipient one-on-one or small group settings at HCDD; 2) special technical assistance provided directly to program and activity personnel, providing explanation and specific clarity regarding program regulations and project contractual requirements; and 3) special compliance review situations where recipient or sub-recipient activity requires special comprehensive technical assistance designed to correct a specific weakness, or to improve the quality or performance of a specific program or project already underway.

2011 PROGRAM YEAR CAPER

5. **Internal Reviews** - CMS staff conduct internal reviews of HCDD administered programs and activities and those administered by other City of Houston departments. These reviews involve the same methodology as reviews with external recipients noted above in number (1).

Contract Monitoring Program Year 2011 staff training included the following topics

- Lead-Based Paint (HUD)
- Monitoring HOME Investment Partnerships Program (HUD)
- HOME Investment Partnerships Program Technical Assistance Webinar (HUD)
- Financial Management for Participating Jurisdictions (HUD)
- Economic Development Toolkit (HUD)

The results of the Contract Monitoring Section compliance and monitoring review activity are presented in the table below.

| Compliance and Monitoring Contract Monitoring Section Results July 1, 2011 through June 30, 2012 | | |
|--|---|--------|
| Activity | Description | Number |
| Compliance & Monitoring Reviews | Total conducted compliance and monitoring reviews. | 138 |
| The 64 reviews were restricted to the two following areas: | | |
| Internal Monitoring & Review | Reviews performed on City departments including HCDD. | 32 |
| External Monitoring & Review | Reviews performed on external agencies including sub-recipients, developers, & CHDO's. | 106 |
| From the 138 reviews, the following specific matters were identified: | | |
| Findings | A requirement is not met and the matter is a finding of noncompliance. A finding indicating the citation for the source of the requirement - statute, regulation, NOFA, or grant agreement was provided. | 106 |
| Concerns | All other questions (questions that do not contain the citation for the requirement) that do not address requirements, but are included to assist the reviewer in understanding the participant's program more fully and/or to identify issues, that if not properly addressed, could result in a "concern" entered, related to deficient performance. Negative conclusions to these questions may result in a "concern" being raised, but not a "finding." | 37 |
| A part of the 64 reviews included the following type of special reviews: | | |
| Circumstantial Reviews | Reviews based on specific internal departmental or citizen complaints, reports, or questionable matters. | 3 |
| Desk Reviews | Reviews based on internal projects or higher performing agencies. | 11 |

CONTRACT COMPLIANCE SECTION SUMMARY

The Contract Compliance Section has the primary responsibilities of enforcing the requirements of the Section 3, Uniform Relocation, Davis Bacon, and related acts.

HCDD promotes the Section 3 program throughout the metropolitan area by conducting various seminars and workshops to create employment, training, and contracting opportunities for residents and qualified businesses to participate on projects that receive federal assistance. Efforts include the implementation of policies and procedures, and carrying on the responsibilities of requirement enforcement. HCDD has granted an additional 301 residents and 93 businesses certification during this reporting period. Residents certified as meeting income requirements were placed on a data base for job consideration and training opportunities and 133 were ultimately were hired through this program during the 2011 program year. In addition, to ensure recipients understanding of the mandated Section 3 requirements, we held 36 training sessions within this CAPER reporting period.

2011 PROGRAM YEAR CAPER

Beginning with the application and ending with the last tenant to be relocated, the Contract Compliance Section has set up policies and procedures for the review, training, and monitoring, of all HCDD federally funded projects (except for single family homes) that have aspects of acquisition, demolition/conversion, and/ or relocation. To ensure compliance with the Uniform Relocation Act (URA), this section conducts site visits and reviews and approves the monthly reports, including the Tenant Status Report (TSR), for each property, and verifies the proper payments of relocation expenses for all affected tenants. During Program Year 2011, there were 333 households eligible for relocation assistance and the related costs were estimated at \$126,989.43.

The enforcement of Davis Bacon and related Acts (DBRA) consists of a streamlined system of desk reviews, visiting various construction job sites, conducting employee interviews to ensure the payments of prescribed hourly rates, and the investigation of potential violations. The Contract Compliance Section is also responsible for presenting a series of related training sessions throughout the year and providing technical assistance to parties involved, on an as needed basis. During this CAPER reporting period, two training sessions for contractors and the recipients of the federal funds were provided.

| | |
|--------------------|----------------------------|
| CR40 – N1.2 | Minority business outreach |
|--------------------|----------------------------|

The Contract Monitoring Section maintains responsibility for ensuring that the Minority and Business Enterprise (MBE) and Small Business Enterprises (SBE) participation goals are monitored, as we have adopted the implementation of City Ordinance Numbers 84-1309, 95-336, and 99-893, approved by City Council for the purpose of equalizing the opportunity of minority, women, and disadvantaged business owners to compete for City contracts. The current goals are set at 14% MBE and 8% SBE, once the estimated construction contract is in excess of \$1,000,000.00. Both the MBE and SBE categories also include the participation of certified women owned businesses.

The program year 2011 Section 3 community outreach and education forums presented by or participated in by Contract Compliance staff are presented in the table below.

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2011 PROGRAM YEAR CAPER

| 2011-2012 Section 3 Community Outreach / Education Forums | | | | |
|---|-----------------|--|---|-----|
| Date | Time | Topic | Location/Host | |
| July 15, 2011 | 10:00am-11:00am | Strategic Planning Committee Meeting - Consortium | HCDD Conference Room | 6 |
| July 26, 2011 | 7:00am-10:30am | Houston Business Procurement Forum | Houston Community College System | 175 |
| August 20, 2011 | 11:00am-2:30pm | 2011 Back to Basics One Woman Conference | Marriott Sugar Land Town Square | 425 |
| August 23, 2011 | 7:00am-10:30am | Houston Business Procurement Forum | Houston Community College System | 110 |
| August 23, 2011 | 2:00pm-3:00pm | Strategic Planning Committee Meeting - Consortium | HCDD Conference Room | 12 |
| Sept. 7, 2011 | 10:45am-12:15pm | CDC Association of Greater Houston - General CDCAGH Membership Meeting | MHMRA Conference Center - 7033 SW Freeway | 8 |
| Sept. 12, 2011 | 7:00pm-10:30pm | African American Pastors Fellowship Meeting | Rose of Sharon Missionary Baptist Church - 1106 Valentine | 34 |
| Sept. 16, 2011 | 10:00am-12:00pm | Section 3 Connections Fair - Meet & Greet | 4415 Perry SRO | 55 |
| Sept. 27, 2011 | 7:00am-10:00am | Houston Business Procurement Forum | Houston Community College System | 160 |
| Sept. 29, 2011 | 10:00am-11:00am | Strategic Planning Committee Meeting - Consortium | HCDD Conference Room | 5 |
| Oct. 14, 2011 | 10:00am-12:30pm | Section 3 Connections Forum | HCDD Conference Room | 85 |
| Oct. 18, 2011 | 8:00am-11:00am | Minority Enterprise Development Week (MED Week) - Greater Houston Business Procurement | Houston Community College System | 225 |
| Oct. 27, 2011 | 2:00pm-4:00pm | Nuts and Bolts of Section 3 | HCDD Conference Room | 8 |
| Nov. 10, 2011 | 6:00pm-8:30pm | Nuts and Bolts of Section 3 | National Association of Minority Contractor's | 25 |
| Nov. 18, 2011 | 10:00am-12:30pm | Section 3 Connections Forum | HCDD Conference Room | 110 |
| Nov. 21, 2011 | 9:00am-1:00pm | Jobs for Progress - Job Fair | SER | 35 |
| Dec. 6, 2011 | 1:00pm-3:30pm | HUD Labor Standards and Section 3 Training | HUD-CPD Location | 25 |
| Dec. 13, 2011 | 9:00am-12:00pm | Meet the Buyer | George R. Brown Convention Center | 400 |
| Jan. 24, 2012 | 7:30am-10:30am | Houston Business Procurement Forum | Houston Community College System | 80 |
| Jan. 26, 2012 | 12:00pm-1:30pm | Lunch and Learn | SER Jobs for Progress Office - 201 Broadway Street | 17 |
| Jan. 28, 2012 | 8:00am-4:00pm | Women's Summit -Texas | Houston Community College System - West Loop Campus | 150 |
| Feb. 8, 2012 | 10:00am-12:00pm | Single Family Home Repair Program Contractor Meeting | HCDD Conference Room | 35 |
| Feb. 9, 2012 | 1:00pm-2:00pm | Ground Breaking Event | Travis Street Apartments | 80 |
| Feb. 28, 2012 | 7:30am-10:30am | Houston Business Procurement Forum | Houston Community College System | 125 |
| March 04, 2012 | 8:00am-5:00pm | Texas Association of Community Development Conference | Hilton Hotel Post Oaks | 335 |
| March 5, 2012 | 1:00pm-3:00pm | Texas Association of Community Development Conference | Hilton Hotel Post Oaks | 225 |
| March 7, 2012 | 12:00pm-2:30pm | Coats Rose Law Firm Affordable Houston Round Table | Law Office - 3 Greenway Plaza | 14 |
| March 16, 2012 | 10:00am-2:00pm | Job Fair | Houston Housing Authority | 80 |
| March 21, 2012 | 9:00am-10:00am | Certification Training for Applicants | Workforce Solutions Staff Meeting | 55 |
| March 21, 2012 | 2:00pm-4:00pm | Government Procurement Connections Pre-Conference Workshop, "Mastering the Maze" | University of Houston Small Business Development Center | 45 |
| March 27, 2012 | 8:00am-10:30am | Houston Business Procurement Forum | Houston Community College System | 225 |
| April 17, 2012 | 9:00am-11:00am | Mayor's Office of Business Opportunities / Understanding Section 3 | University of Houston Small Business Development Center | 5 |
| April 11, 2012 | 9:00am-5:00pm | Government Procurement Connections | Exhibitor | 325 |
| April 12, 2012 | 9:00am-5:00pm | Government Procurement Connections | Exhibitor | 325 |

2011 PROGRAM YEAR CAPER

| 2011-2012 Section 3 Community Outreach/Education Forums | | | | |
|---|-----------------|---|---|-----|
| Date | Time | Topic | Location/Host | |
| May 1, 2012 | 9:00am-2:00pm | Constable May Walker - Job Fair | Third Ward Multi Service Center | 204 |
| May 10, 2012 | 9:00am-3:00pm | Houston's Airport's Business Opportunity Network Fair - Runway to Business Success 2012 | Humble Civic Center | 400 |
| May 17, 2012 | 9:00am-11:00am | Mayor's Office of Business Opportunities / Understanding Section 3 | University of Houston Small Business Development Center | 7 |
| May 22, 2012 | 9:00am-2:00pm | 2012 Career Day Expo - Find Your Path | George R. Brown Convention Center | 450 |
| June 8, 2012 | 9:00am-11:00am | Mayor's Office of Business Opportunities / Understanding Section 3 | University of Houston Small Business Development Center | 12 |
| June 15, 2012 | 10:00am-11:00am | Strategic Planning Committee Meeting - Consortium | HCDD Conference Room | 4 |
| June 25, 2012 | 3:30pm-5:00pm | Resident Section 3 Training Certification | Texas Southern University | 6 |
| June 26, 2012 | 8:00am-10:30am | Houston Business Procurement Forum | Houston Community College System | 150 |

PORTFOLIO MONITORING AND COMPLIANCE SECTION SUMMARY

The Portfolio Monitoring and Compliance Section is comprised of three groups working in union to ensure monitoring and compliance in funded single and multifamily housing projects, according to the terms of individual Land-Use Restriction Agreements/Deed Restrictions and HOME Investment Partnerships Program regulations or other funding source restrictions. Members of this section are assigned to one of three distinct activities that require periodic or annual monitoring to ensure compliance:

- **Minimum Property Standards (MPS) Inspections:** Assigned inspectors conduct on-site property inspections at funded projects to evaluate compliance with property maintenance, and 504 and accessibility standards throughout set periods of affordability. This is supplemented by providing technical assistance to funded property partners, in-house project development, and monitoring initial project development, in multifamily/single family housing construction projects.
- **Compliance Summary Reviews (CSR):** Assigned compliance monitors do desk reviews of quarterly compliance reports (QCR) submitted by each project property; and annual reviews of Affirmative Marketing and Tenant Selection Plans to ensure equality in opportunity prescribed by the Fair Housing Act. Annually, they also conduct on-site reviews that include a sampling of tenant files to verify tenant/household eligibility, income certification, affordability of rent, and use of designated units/occupancy at each project property. Each of these actions is supplemented by on-site technical assistance to funded property partners, as requested, or as deemed necessary by desk reviews. Quarterly training classes and separate feedback sessions with client property managers are conducted and open to all portfolio property partners.
- **Lien Monitoring – Single Family Homeownership:** Assigned staff manages the portfolio and monitoring of all completed single family projects. Annual monitoring of these projects entail mailing verification of occupancy letters, obtaining proof of current homeowner and flood (if applicable) insurance, investigating complaints and/or indications of fraud, and if found, initiating formal documentation for enforcement action via city attorney or HUD OIG; computing recapture of funds due to homeowner's selling or re-financing of property; and processing Release of Liens, at the end of affordability periods for all above stated programs.

2011 PROGRAM YEAR CAPER

PROGRAM YEAR 2011 PORTFOLIO COMPLIANCE AND MONITORING SECTION ENHANCEMENTS

During the 2011 fiscal year, ongoing efforts to identify and correct deficiencies while enhancing current monitoring actions included:

2011 Process Enhancements:

- Cleared several years of backlogged HQS inspections, bringing them up to date under the more stringent Minimum Property Standards—these efforts were highlighted by a 2011 HUD sample review **with no findings**.
- Expanded quarterly training that included joint-training classes covering “Minimum Property Standards” and “Tenant Income & Household Certifications,” open to all portfolio property partners.
- Ensured each Portfolio team member had the opportunity to attend at least one outside training session on a topic directly related to job duties.
- Update from a cumbersome and labor-intensive manually driven monthly compliance reporting process to a quarterly data-based report, for increased informational use and reporting accuracy.
- Encouraged and provided technical input in developing Minimum Property Standards Policy, which HUD approved for multifamily housing project use—clearing a long-standing HUD finding.
- Updated project/demographic data, partially automating stored data, allowing some requests for ethnic data reports to be provided within a week verses two months.
- Validated four cases of homeowner fraud—two are pending COH legal actions (one is being actively worked by OIG).
- Drafted a new policy for use in rental projects, to include specific guidance based on HUD Handbook 44350.3 (4-12) and incorporating the HUD FORM 935.2A (212011) format as an HCDD standard for future funded multifamily projects, prompting owners/developers to consider local demographic data, as part of and within their affirmative marketing plan.

Notably, further enhancements were negatively impacted by staff shortages in a variety of areas within HCDD. Creative efforts by leadership to move and cross-train members within HCDD, along with some hiring, will help to improve that going forward.

Included in an overall emphasis by Compliance and Monitoring Division leadership for Program Year 2011, each the seven members in Portfolio Compliance Section received training to enhance the subject matter expertise required to perform in their section roles. This training included the following topics, as appropriate for individual job responsibilities.

- Lead-Based Paint (HUD)
- Monitoring HOME Investment Partnerships Program (HUD)
- Financial Management for Participating Jurisdictions (HUD)
- Economic Development Toolkit (HUD)

PORTFOLIO COMPLIANCE RESULTS TABLE

Portfolio Compliance and Monitoring results for the 2011 program year indicate positive progress in monitoring efforts initiated to identify systemic problems and assist in the corrections process. Of the 34 HOME funded projects subject to review in this period, 30 were deemed

| Portfolio Compliance and Monitoring Results | | |
|---|--|----|
| July 1, 2011 through June 30, 2012 | | |
| Activity | Description | # |
| Compliance & Monitoring Property Inspections | Total compliance and monitoring inspections of multifamily rental properties conducted, to ensure minimum property standard are maintained throughout periods of affordability. | 34 |
| Compliance & Monitoring Review of Rental Administration | Total multifamily rental projects is subject to monitoring to ensure tenant income/household eligibility, affordability of rents, equity in tenant selection, effectiveness of affirmatively furthering fair housing marketing activities. | 34 |

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compliant, with 4 subject to legal/foreclosure actions. Detailed lists containing each the 34 monitored properties and the issues identified during Compliance Summary Reviews and Inspections, are shown in CR50-N1.X, with a detailed listing of all properties, including outcomes, can be found in the Appendix, on page XX.

PORTFOLIO COMPLIANCE OUTREACH AND EDUCATION FORUMS

Over the course of the program year, individual members of this section were responsible for compliance monitoring and expanded outreach efforts with periodic check-up calls to assigned rental properties or homeowners. This proactive approach on early detection of potential concerns was added to routine site technical assistance visits and followed by the formal quarterly training classes, shown in the table below. Those attending the quarterly training sessions represented management staff from properties throughout our rental portfolio. It should be noted that attendee critiques at the end of each class were consistently rated “highly favorable.”

| Program Year 2011 Portfolio Compliance Outreach/Education Forums | | | | |
|--|------------------|---|----------------------|------------|
| Date | Time | Topic | Location/Host | # Attended |
| July 26, 2011 | 9:30am - 12:30pm | Tenant Selection / Income Certification | HCDD Conference Room | 25 |
| Oct. 25, 2011 | 1:00pm - 4:00pm | Tenant Selection / Income Certification | HCDD Conference Room | 32 |
| Feb. 7, 2012 | 9:00am - 12:00pm | Tenant Selection / Income Certification | HCDD Conference Room | 40 |
| April 24, 2012 | 9:00am - 12:00pm | Tenant Selection / Income Certification | HCDD Conference Room | 16 |

CR40 – N1.3 Comprehensive planning requirements

The Planning and Grants Managements Division oversees the planning, preparation, reporting, and management of all grant applications. Division staff reviewed proposed activities and projects for program eligibility, and tracked budgets, fund balances, and financial commitments. Division staff also ensured the timely commitment and expenditure of funds, within required timeliness standards and monitored a variety of grant program caps and set-asides. Plan activities and goals were regularly evaluated through periodic and annual reports, and through the budget review process.

The following actions were completed during the program year to ensure and improve compliance with program and comprehensive planning requirements.

- HCDD staff participated in HUD trainings, including workshops, reviews/monitoring, and webinars for financial reporting, sub-recipient monitoring, preparing the Consolidated Plan/Action Plan/CAPER, and affirmatively furthering fair housing.
- HCDD scheduled two fall public hearings (which included an opportunity for citizen comment on the CAPER) and two spring public hearings to solicit input from the public regarding planned activities in the upcoming program year. Each set of hearings were located at both a central location (City Hall Annex) and a location in a low- to moderate-income neighborhood.
- Advertised public comment periods and substantial amendments, to solicit citizen feedback, in the *Houston Chronicle*. Posted relevant information on HCDD’s website.
- HCDD followed the approved Citizen Participation Plan to ensure continued compliance with comprehensive planning requirements.
- HCDD staff actively participated in many community forums and committees with area non-profit and government agencies, including the Coalition for the Homeless of Houston/Harris County, LISC, the United Way, Federal Reserve Bank, One Voice, Corporation for Supportive Housing (CSH), Homeless Coalition, and Houston-Galveston Area Council (HGAC), and others, to further the objectives outlined in the 2010-2014 Consolidated Plan and the 2011 Annual Action Plan.

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| | |
|--------------------|--|
| CR40 – N2.1 | Description of the efforts to provide citizens with reasonable notices and an opportunity to comment on performance reports. |
| CR40 – N2.2 | Provide a short summary of public participation efforts regarding the CAPER. |
| CR40 – N2.3 | Highlight any efforts to encourage participation from low- and moderate-income persons and residents of targeted areas. |

HCDD follows the approved Citizen Participation Plan (CPP) when providing notices and opportunities for citizens to comment on performance reports. The CPP requires that HCDD publish a notice in one or more local newspapers of general circulation to announce that the draft CAPER is available for public review. The draft CAPER is required to be available for the public for a 15-day public comment period, prior for the submission to HUD. The 2011 CAPER was available for public review from Thursday, September 06, 2012 to Thursday, September 20, 2012. A notice was published in the *Houston Chronicle* on September 06, 2012. This notice was also posted on the HCDD website in multiple languages – English, Spanish, Vietnamese, and Chinese. A draft copy of the CAPER was posted on the City of Houston website and made available for review at the Houston Public Library's Central Branch location at 500 McKinney, and at HCDD offices located at 601 Sawyer.

In addition to the public comment period for the CAPER, citizens will also have an opportunity to express their views regarding this report during upcoming public hearings to be held in the fall of 2012. These public hearings will review the accomplishments from the 2011 CAPER, as well as solicit views about the reported accomplishments and input for the development of the 2013 Action Plan. HCDD plans to hold the public hearings in the fall at a central location and in a low- to moderate-income neighborhood, to encourage participation from the low- to moderate-income residents of targeted areas.

During PY 2011, HCDD implemented a broad outreach campaign to promote public participation in the development of the Annual Action Plan, especially including low- and moderate-income residents. The following actions were taken by HCDD

- Held public hearings at the City Hall Annex, a central location, as well as at the Southwest and Hiram Clarke Multi-Service Centers, both located in low- to moderate-income neighborhoods.
- Extended invitations to public hearings to Houston Housing Authority (HHA) tenants by providing flyers for distribution at HHA properties.
- Advertised public hearing information in community newspapers, *The Houston Defender* and *Semana News*, and one general circulation newspaper, the *Houston Chronicle*.
- Provided information to funded public service agencies about the consolidated planning process and public comment periods, for distribution to clients.
- Included the flyer for the spring public hearings on the HCDD website in three languages (English, Spanish and Vietnamese).
- Posted flyers for the public hearings in multiservice centers and the Houston public library branches.
- Emailed flyers to Super Neighborhood and civic club distribution lists, which include low- to moderate-income neighborhoods.
- Emailed flyers through the City of Houston's CitizensNet database of over 40,000 residents who have expressed an interest in receiving community development news.

During program year 2011, HCDD researched, evaluated, and procured a new audience response system, to further assist in obtaining citizen input during the consolidated planning process. This new TurningPoint Technologies audience response will allow increased audience participation at public hearings and other community events and presentations, by allowing them to submit responses to interactive questions using a ResponseCard™ hand-held keypad device. HCDD can now collect and present real-time audience responses during events, and collect

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response data, track attendance, and utilize assessment tools and detailed reporting options. This audience participation voting tool will allow HCDD to maximize stakeholder participation and obtain needed input from the community throughout the consolidated planning process.

CR-45 CDBG (CDBG grantees only)

Regulation Citation(s): 91.520(c)

CR45 – N1.1 Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

HCDD does not plan any changes the program **objectives** identified in the 2010-2014 Consolidated Plan as a result of its experiences during this program.

CR45 – N1.2 Explain any adjustments and improvements that will be made to more effectively carry out the strategies.

SINGLE FAMILY HOME REPAIR PROGRAM

As described in the Goals and Outcomes section, HCDD has had difficulty balancing the competing home repair programs funded by CDBG and CDBG-DR. According to program guidelines for the CDBG funded Single Family Home Repair Program, priority has been placed on CDBG-DR funded home repair activities. This has led to a second year of accomplishments for the CDBG funded repair program falling far short of the goals developed and reported in the 2010-2014 Consolidated Plan. These goals, having been developed before the true extent of the challenges of operating these two programs simultaneously were known, are not achievable under present circumstances.

One adjustment that will impact overall home repair activity strategy, will be to combine CDBG and CDBG-DR funding to complete some of the 242 home reconstruction and repair projects covered under the CDBG-DR funded program. This will ensure that all needed repairs/reconstructs required according to damage assessments are completed, regardless of individual program repair cost limitations, ensuring the best outcomes for the low- to moderate-income homeowners qualified under the CDBG-DR funded program. While this will assist in increasing CDBG funded home repair output, this will be at the higher cost associated with a reconstruction project, as opposed to the lower cost of emergency or moderate repair projects.

The goals developed for the CDBG funded repair program were based on a mix of repairs among the three program tiers, with a limited number of the higher cost reconstruction projects anticipated. Shifting dollars to additional reconstruction projects leaves less funding available for the other repair tiers and ultimately reduces the number of home repairs that can be completed during the program year. Additional evaluation of the existing CDBG funded Single Family Home Repair program goals for the remaining Consolidated Plan period will be required and adjustments will need to be made to ensure that going forward, achievable goals are established. Ensuring adequate staff capacity to operate both programs effectively and to meet the individual goals of each program may require the hiring of additional staff and further streamlining program operations. These adjustments will allow HCDD to more effectively carry out the strategies identified in the Consolidated Plan and assist in meeting long term goals for this high priority activity.

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ECONOMIC DEVELOPMENT

During program year 2012, Houston Business Development Inc. (HBDI), the non-profit responsible for administering the HCDD funded economic development activity, converted to a community-based development organization. As a result of this conversion, HCDD will cease to report HBDI's program income in its Consolidated Plan. However, HCDD will continue to monitor and report on HBDI's progress toward meeting job creation goals.

HBDI continued to provide CDBG guaranteed loans and technical assistance to small business owners during this program year. A majority of these small businesses provided jobs to unemployed individuals, who were low income or who had no prior income, before becoming employed. HBDI took initiatives this program year to convert to a Community Based Development Organization (CBDO). Such a move postures HBDI to compete for an influx of capital that will allow it to offer more opportunities to the small business owner in Houston. As HCDD enabled HBDI to build its operation from federal funds, it will continue to report on its performance and well as other initiatives that the HCDD will engage HBDI in to spur economic development in Houston.

| | |
|--------------------|--|
| CR45 – N1.3 | Identify any barriers and specific issues that may have a negative impact on progress as rationale for making changes. |
|--------------------|--|

As noted in the response under CR45-N1.1 & 1.2 – barriers include the challenges of operating two competing programs simultaneously and insufficient staff capacity.

In order for them to qualify as a CDFI, HBDI needed to become a CBDO. While this barrier was not related to HCDD and its operations, it did impact its then sub-recipient HBDI, causing HBDI to seek this change in its status.

| | |
|------------------|--|
| CR45-N1.4 | Changes to program objectives may also be based on the changing economic condition and market in which the grantee operates. |
|------------------|--|

Program objectives were not changed as a result of changing economic conditions and the market in which HCDD operates. Changes identified in CR-45-N1.3 are related to program operations and established goals, not program objectives. Program objectives remain the same, "improved availability/accessibility of decent affordable housing for low-income homeowners through the provision of repairs to address emergency conditions that occur without warning, moderate repair, and reconstruction."

Preserve existing housing stock by providing assistance to low- and moderate-income homeowners that address emergency conditions that occur without warning, moderate repair, and reconstruction.

| | |
|------------------|---|
| CR45-N2.1 | Does this jurisdiction have any open Brownfield's Economic Development Initiative (BEDI) grants? Yes or No. If you answer yes to the BEDI question above, describe the progress made in the given program year. |
|------------------|---|

HCDD does not have any open Brownfield's economic development initiative (BEDI) grants.

2011 PROGRAM YEAR CAPER

CR45-N3.1 Describe accomplishments and program outcomes during the last year.

Response in Progress

| Community Development Block Grant | Priority | Allocation | Expenditure | % of Total Expenditures |
|---|----------|------------|-------------|-------------------------|
| Neighborhood Facilities Improvements | High | | | |
| Housing - Single Family Home Repair Program | High | | | |
| Public Services | Medium | | | |
| Emergency Shelter Grants (Match) | Low | | | |
| Coalition for the Homeless | Low | | | |
| Economic Development Assistance Program | High | | | |
| Dangerous Buildings Administration /Legal/Department/Code Enforcement | Medium | | | |
| Program Administration | High | | | |
| Total | | | | |

| Community Development Block Grant | Eligibility / Qualification |
|---|-----------------------------|
| Neighborhood Facilities Improvements | Area Benefit |
| Housing - Single Family Home Repair Program | Income |
| Public Services | |
| Emergency Shelter Grants (Match) | |
| Coalition for the Homeless | |
| Economic Development Assistance Program | Income |
| Dangerous Buildings Administration /Legal/Department/Code Enforcement | Area Benefit |
| Program Administration | n/a |

| Program | Percent of Area Median Income | | | |
|---------------------------|-------------------------------|--------|--------|--------|
| | 0-30% | 31-50% | 51-60% | 61-80% |
| Single Family Home Repair | 3 | 20 | 0 | 0 |

Accomplishments for Public Facilities and Improvements, Single Family Home Repair Program, and CDBG funded Public Services and all other CDBG funded activities are discussed in more detail in the CR05 Goals and Outcomes section of this report.

HCDD implemented enhanced expenditure tracking processes and concentrated efforts to ensure that the timing of expenditures met the requirements of the CDBG timeliness test and that the CDBG Letter of Credit balance was below 1.5% by the May 2, deadline.

2011 PROGRAM YEAR CAPER

CR-50 HOME (HOME grantees only)

Regulation Citation(s): 91.520(d)

Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations. Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). (List all housing developments that received on-site inspections during the program year.)

Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

| | |
|------------------|--|
| CR50-N1.1 | List all housing developments that received on-site inspections during the program year. |
| CR50-N1.2 | List any developments that missed a scheduled inspection. |
| CR50-N1.3 | For those that were not inspected, please indicate the reason and how you will remedy the situation. |

See Rental Housing Inspections and Compliance Review Tables in the Appendix, page **XX**.

| | |
|------------------|--|
| CR50-N1.4 | Provide a summary of any issues discovered during monitoring visits. |
|------------------|--|

PY2011 INSPECTIONS ISSUES/FINDINGS SUMMARY (July 1, 2011 to June 30, 2012)

COMMONS OF GRACE SR. APARTMENTS

Date Inspected: 01/31/12

Contract No.: 4600007152 (HOME)

1. Reposition electrical box above ground at the front entrance of the property.
2. Clean & paint wrought iron fence at the front of the property. Repair section of wrought iron fence close to building 1 at the entrance to the property.
3. Reattach window screen by unit 1118.
4. Clean & paint wrought iron fence by unit 1108, 1118, 2114 & 2116.
5. Replace receptacle covers by unit 2112 & 2116.
6. Repair parking roof by unit 2112.
7. Install electrical conduit to enclose exterior wire by pool area.
8. Trim bush that is blocking access to water fountain by pool area.

ROW HOUSE CDC – HANNAH PROJECT

Date Inspected: 03/16/12

Contract No.: 4600007105 (HOME)

1. Repair entrance gate between buildings 2411 & 2404 that does not fully close and lock.
2. Remove metal plate protruding from the ground by building 2404.
3. Remove birds nest under over-hang on building 2416.

2011 PROGRAM YEAR CAPER

4. Clean debris around a/c condenser unit by building 2416.
5. Repair exterior light on building 2404B.
6. Repair light fixture in unit 2404A, 2404B, 2412A, & 2416B.
7. Repair stove in unit 2412A.
8. Repair toilet in unit 2412A.

KINGWOOD SR. VILLAGE APARTMENTS

Date Inspected: 08/12/11

Contract No.: 4600007010 (HOME)

1. Fire extinguishers in units 102, 123, 124, 225, 302, 310, 410 & 411 are hidden in storage cabinets and difficult to get out to be used. They cannot be located within 5 feet of the stove/oven and need to be located at the entry way of the kitchen.
2. Door gasket in unit 123 is broken.
3. Bath tub floor drain in unit 124 has odor and smells bad.
4. Repair ceiling cracked in unit 225.
5. Replace light bulb in unit 310.

LACASITA APTARTMENTS

Date Inspected: 02/28/11

Contract No.: FC39105 (HOME)

1. Unit 728, the light switch for garbage disposal to be replaced.
2. Unit 819, the smoke detector not working and wall concrete blocks on top of the entrance door loose.
3. Unit 825, the floor tiles broken.
4. Unit 1007, the loose cable on the floor between 2 rooms, one smoke detector now working and smoke detector missing.
5. Unit 1013, outlet without cover.
6. Unit 1154, there is a big gap between window and frame and ceiling around the exhaust fan damaged.
7. Unit 1235, gap between window and frame.

LITTLE YORK VILLAS APARTMENTS

Date Inspected: 06/08/12

Contract No.: FC56055 (HOME)

1. Reconnect exterior lights at trash dumpsters.
2. Replace 2 missing a/c condenser units at building 1.
3. Remove exposed electrical wires at building 3.
4. Enclose exposed electrical wires at building 9.
5. Repair exterior light at buildings 1, 2, 5, & 8.
6. Repair/replace vent covers at buildings 2, 4, & 5.
7. Replace water hydrant cover at buildings 2 & 5.
8. Replace broken window at building 4.
9. Replace missing window screens at building 5.
10. Repaint ADA marking in parking area at buildings 4, 5, & 7.
11. Replace ADA parking sign post at building 9.
12. Clean exterior wall by unit 811.
13. Replace missing apartment sign at building 8.
14. Repair exposed gap at siding trim at building 8.
15. Reconnect down-spout to drain line at building 9.
16. Repair electrical outlets in kitchen area counter top & wall area of unit 813.

2011 PROGRAM YEAR CAPER

NORTHLINE SRO

Date Inspected: 04/13/12

Contract No.: FC38889 (HOME)

1. Repair bathroom vent fan in units 105, 129, 134, 213, 234, 249, 256, & 257.

UPLIFT 4TH WARD (ROSE OF SHARON) APARTMENTS

Date Inspected: 03/01/12

Contract No.: FC50923 (HOME/CDBG)

1. Replace missing base deck under kitchen sink in downstairs kitchen.
2. Replace missing faucet handle at sink in upstairs kitchen.
3. Replace exhaust fan for vent hood in upstairs kitchen.
4. Repair ceiling drywall that shows signs of water intrusion in unit 8.
5. Replace & paint rotted trim around windows.
6. Replace missing vent flap on side, on second floor.
7. Remove trash & debris in backyard of building.
8. Secure and focus flood light mounted on exterior wall, on side, 2nd floor.

SANDS POINT COVE APARTMENTS

Date Inspected: 04/11/12

Contract No.: FC53232 (HOME)

1. Remove trip hazard in walkway in front of units 5, 11, & parking area, at building 1.
2. Repair deteriorating stairwell treads by units 67 & 106, at building 1.
3. Secure balcony rail by units 24, 26, 32, 42, & 65.
4. Secure handrail to stairwell, by unit 127, at building 3.
5. Repair handrail crossbar by units 67, 75, 78, & 108.
6. Replace sections of rotted fascia by units 17, 28, 52, 60, 75, 113, 129, 133, 137, 141, & building 2, next to the parking lot.
7. Replace rotted wood supports/frame and/or decking on balcony by units 25, 67, 78, 103, & 117.
8. Repair soffit section on building 2, next to the parking area.
9. Replace missing fence pickets, in parking area, by building 1.
10. Repair exterior light fixture by units 54 & 79.
11. Replace missing cover plate, in panel box, in parking area, by building 2.

PY2011 COMPLIANCE SUMMARY REVIEW (CSR) ISSUES/FINDINGS SUMMARY (July 1, 2011 to June 30, 2012)

BRITTON PLACE APARTMENTS

Date CSR Conducted: 05/23/12

Contract #: 50914 (HOME)

1. Failure to maintain or provide tenant income certification and documentation - Unit # 105: Concerns - closed as of 5/24/12.
2. Failure to maintain or provide tenant income certification and documentation - Unit # 107: Concerns - closed as of 5/24/12.

COMMONS OF GRACE SENIOR ESTATES

Date CSR Conducted: 10/26/11

2011 PROGRAM YEAR CAPER

Contract #: 4600007152 (HOME)

1. Failure to obtain an approved rent schedule from HCDD annually: Property wide: Finding - closed on 1/30/12
2. Failure to provide unit status reports in a timely manner: Property Wide: Finding - closed on 1/17/12
3. Failure to maintain or provide tenant income certification and documentation: Unit # 1213, 2214, & 2313 – Finding - closed on 12/22/11.

FALLBROOK APARTMENTS

Date CSR Conducted: 10/20/11

Contract #: 38025 (HOME)

1. The owner/property manager failed to provide a unit status report (AKA Quarterly Compliance Report (QCR)) to HCDD, on a regular basis and in a timely manner: Property wide: Finding - closed
2. Owner and property manger failed to comply with the HUD program's restricted income limit: Unit #1806: Finding - closed
3. Failure to maintain or provide tenant income certification and documentation: Unit # 403,1806, 1906, 1917, & 2101: Concern - closed

GARDEN CITY APARTMENTS

Date CSR Conducted: 5/21/12

Contract #: 52721 (HOME)

1. The owner and property management company failed to furnish periodical unit status data to HCDD on a regular basis: Property wide: Finding - closed on 07/30/12
2. Absence of permanent and responsible property manager at the property: Property wide: Finding - closed on 7/30/12
3. Failure to maintain or provide tenant income data and required documentation: Property wide: Finding - closed on 07/30/12
4. Failure to maintain or provide tenant income certification and required documentation: Property wide - Finding - Unit # 22, 36, 56, 64, 70, 71, 143, 157, 179, 183, 185, & 217: Finding - closed on 07/30/12

GOLDEN BAMBOO VILLAGE APTS.

Date CSR Conducted: 09/12/11

Contract #: 4600008014 (HOME)

1. Failure to obtain annual approval for rent schedule from HCDD - Property Wide: Finding - closed as of 11/07/11
2. Failure to maintain or provide tenant income certification and documentation: Unit # 403,1806, 1906, 1917, & 2101: Concern - closed

HANNAH PROJECT (Row House)

Date CSR Conducted: 11/29/11

Contract #: 4600007105 (HOME)

1. Failure to maintain or provide tenant income recertification and/or issue the notice-to-vacate to households who are out of compliance: Finding - closed

NORTHLINE SRO

CSR Conducted on: 03/08/12

Contract #: 38889 (HOME)

1. The Intake applications were not obtained from tenants at the time of annual recertification: Property wide: Finding - closed

2011 PROGRAM YEAR CAPER

PLAZA DE MAGNOLIA APTS.

Date CSR Conducted: 12/13/11

Contract #: 34154 (HOME)

1. The property management failed to provide new rent schedule to HCDD for approval as required: Finding - closed as of 04/16/2012

WALIPP SENIOR RESIDENCES

Date CSR Conducted: 06/19/12

Contract #: 53677 (HOME)

1. The property management failed to provide new rent schedule to HCDD for approval as required: Finding - closed as of 04/16/2012

| | |
|------------------|---|
| CR50-N1.5 | Indicate the follow up actions taken by the jurisdiction. |
|------------------|---|

Inspections and Compliance Review Follow-up Actions Shown on Inspections/Compliance Review Tables - see Appendix, page XX.

Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)

| | |
|------------------|---|
| CR50-N2.1 | Summarize the effectiveness of the jurisdiction's affirmative marketing actions. Explain how future actions will change based on the results of the current year. |
|------------------|---|

Affirmative Marketing. The U.S. Department of Housing and Urban Development (HUD) requires that recipients of HOME Investment Partnership (HOME) Program funds adopt an Affirmative Marketing Plan. The City has developed policies and procedures covering both rental and homebuyer projects, which include dissemination of information, technical assistance to applicants, project management, reporting requirements, and project review. The Housing and Community Development Department (HCDD) Policy 29-19, outlining procedures to affirmatively market units funded by HCDD programs, was included as an exhibit in required contracts for projects assisted with HOME funds that consisted of five (5) or more units. The procedures set by this policy are meant to ensure the furthering of objectives in Title VIII of the Civil Rights Act of 1968 and Executive Order 11063, as amended.

The purpose of the HCDD's affirmative marketing strategy is to provide fair housing choice for all residents through programs of voluntary assistance, affirmative marketing, outreach, and education. The strategy consists of actions that will provide information and attract eligible persons in the housing market, without regard to race, color, national origin, sex, religion, familial status, or disability.

The goal, prescribed in our action plan for 2011, was to ensure that eligible persons from all protected groups are:

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

2011 PROGRAM YEAR CAPER

Assessment:

Technical Assistance to Owner/Developer Applicants: Technical assistance begins in the project approval stage and continues during periods of affordability. For fiscal year 2011, this was, for the most part, accomplished through annual on-site monitoring reviews and quarterly desk reviews of reported demographic and income data. Once HCDD issued a “conditional commitment” to fund a project, monitoring staff contacted and shared with the applicant, the HCDD’s Affirmative Marketing Plan requirements. Staff also assisted the applicant on an as needed basis, in developing an Affirmative Marketing Plan, subject to HCDD approval. The plan, pursuant to federal regulations, outlines strategies to inform the public about their housing opportunities, requirements, and practices that the owner must adhere to in executing the Affirmative Marketing Plan. This includes the procedures that must be followed in soliciting tenant applications and identifies what special efforts will be made to attract racial, ethnic, and other protected groups who might not normally seek housing in their project.

- *Affordability period monitoring:* In accordance the action plan, HCDD continued to expand in informing potential renters/owners about available opportunities and supporting requirements through the HCDD’s website, publications, workshops/seminars, and the placement of flyers/posters at funded project sites. Particular emphasis placed on low- to moderate-income areas and those communities with minority concentrations.
- Monitoring efforts placed added emphasis on applications (TAA Leasing Forms), available units, and easing the process in renting available units, and on the availability of “Equal Housing Opportunity” posters in multiple languages, providing more information that is specific to diverse groups.
- Late in fiscal year 2011, the Portfolio Section, in consultation members of the Commercial Services Division, reviewed, updated, and drafted proposed revisions of HCDD Policy 29-19. Specific draft changes put in motion more detailed requirements for owners/developers to better document and incorporate ethnic demographic, incumbent with a targeted Affirmative Marketing Plan. The new policy, for use in rental projects, includes specific guidance based on HUD Handbook 44350.3 (4-12), and incorporates the HUD FORM 935.2A (212011) format, as an HCDD standard, for future multi-family projects funded, prompting owners/developers to consider local demographic data as part of and within their marketing plans.
- At the end of this fiscal year, each funded/completed rental project that is monitored had a working Affirmative Marketing Plan—with some already transitioned to the optional HUD form.

The City of Houston is rich in diversity with typical socio-economic catalysts that drive demographic concentrations—a need to be close to family, friends, church, and/or work. Affirmative marketing efforts generated as a result of HCDD’s policies and requirements ensured that marketing strategies were designed to attract buyers and renters without regard to race, color, religion, sex, familial status, handicap, or national origin.

Affirmative marketing efforts increased access to information and thus provided more options for those seeking multifamily rental units or homes for sale and HCDD made significant strides in overcoming potential language barriers in its affirmative marketing outreach efforts. A variety of marketing methods were used and the information presented was tailored to the specific audience being addressed. HCDD also meet with specifically targeted groups and organizations, particularly agencies serving persons having special needs. Feedback from these outreach efforts provided a better sense of client needs and the marketing strategies best suited to meet those needs.

2011 PROGRAM YEAR CAPER

CR50-N3.1 Summarize the amount of HOME program income received and used.

See CR15-N5.1 Program Income Table (HOME Grantees Only) located on page 35.

See Program Income **Uses** and Beneficiary Characteristic Information located in the Appendix, page **XX**.

CR50-N3.2 Also include a summary of projects funded and the characteristics of the beneficiaries.

See Program Income Uses and **Beneficiary Characteristic** Information located in the Appendix, page **XX**.

Describe other actions to foster and maintain affordable housing 91.220(k)

CR50-N4.1 Indicate if the jurisdiction took action to preserve the affordability of existing rental housing.

The City of Houston currently has an inventory of **XX** affordable units, housed in **XX** developments. **XX** of these units are restricted by federal funding sources and an additional **XX** units are restricted by Low Income Housing Tax Credits. **XX** units are at risk of converting to market rental rates. HCDD has undertaken many activities to preserve this at-risk housing stock. Effective relationships with owners of affordable housing, potential buyers of at-risk housing, advocacy groups, lenders, community groups, and other stakeholders helps to ensure that the number of restricted units is maintained.

- 8 multifamily housing rehabilitation/construction projects funded by HOME/CDBG-DR were completed during this program year, making 1,117 income-restricted housing units available for low- to moderate-income renters
- 7 multifamily housing rehabilitation/construction projects funded by HOME/CDBG-DR/Bonds were initiated during this program year, that will make an additional 698 income-restricted housing units available for low- to moderate-income renters once completed
- 14 multifamily housing rehabilitation/construction projects funded by HOME/HOPWA/CDBG-DR/CDBG-R/NSP were in-progress/ongoing during this program year, that will make an additional 2,109 income-restricted housing units available for low- to moderate-income renters once completed

HCDD works continuously to solicit and finance new projects that maximize the use of available funds through leveraging, to not only create new affordable rental housing, but also to ensure the preservation of existing rental housing.

2011 PROGRAM YEAR CAPER

CR-55 HOPWA (HOPWA grantees only)

Regulation Citation(s): 91.520(e)

Use the Discussion field to evaluate the performance of the HOPWA-funded programs.

| | |
|------------------|--|
| CR55-N1.1 | Based on this self-evaluation, explain any adjustments and improvements that will be made to more effectively carry out the strategies |
|------------------|--|

Response in Development

CR-60 ESG (ESG grantees only)

RECIPIENT INFORMATION

Response in Development

CR60-T2.1

3A. SUBRECIPIENT FORM

| | |
|--|---------------------------------------|
| 3A. SUBRECIPIENT FORM | |
| Subrecipient or Contractor Name | Child Care Council of Greater Houston |
| City, State, and Zip Code | Houston, TX 77057 |
| DUNS Number | 73897910 |
| Is subrecipient a VAWA-DV provider | Yes* |
| Subrecipient Organization Type | Other Non-Profit |
| ESG Subgrant or Contract Award Amount | 1,327,628 |
| *Subrecipient administers ESG subcontractors that are VAWA agencies. | |

CR-65 ESG Persons Assisted (ESG grantees only)

As we are implementing this new CAPER format based on that shown in the “Desk Guide for Using IDIS to Prepare the Consolidated Plan, Annual Action Plan, and CAPER/PER” and well in advance of requirements to utilize the new IDIS Online platform, we are unable to provide the information requested in this section. The information requested is based on a fully implemented Emergency Solutions Grant data collection and reporting structure that was not in place during this program year.

2011 PROGRAM YEAR CAPER

However, HCDD did apply for a second allocation for ESG and completed a substantial amendment to its Consolidated Plan/Annual Action Plan, as required, to initiate the Emergency Solutions Grants Program. This amendment included the identification of changes to HMIS reporting requirements for sub-recipients that provide for the information contained in this section. In the interim, as directed, HCDD continued to follow the regulations for activities under the first allocation, in order to continue to fund existing emergency shelter and homeless prevention activities.

HCDD fully anticipates being able to provide the information contained in this section when we submit our first CAPER through IDIS Online, planned for the 2013 CAPER. In addition, HCDD anticipates being able to provide this information for the 2012 CAPER, as we continue to use this template as we transition to the IDIS Online platform.

- HOUSEHOLD INFORMATION
- GENDER INFORMATION
- AGE INFORMATION
- SPECIAL POPULATIONS SERVED

CR-70 ESG Assistance Provided (ESG grantees only)

CR70-T1.1

[Response in Progress](#)

SHELTER UTILIZATION

| 10. Shelter Utilization | Number of units |
|--------------------------------------|-----------------|
| Number of Beds - Rehabbed | |
| Number of Beds - Conversion | |
| Total Number of bed-nights available | |
| Total Number of bed-nights provided | |
| Capacity Utilization | |

THIS SECTION WAS INTENTIONALLY LEFT BLANK

2011 PROGRAM YEAR CAPER

CR-75 Expenditures (ESG grantees only)

CR75-T1.1

[Response in Progress](#)

11a. ESG EXPENDITURES FOR HOMELESS PREVENTION

| 11a. ESG Expenditures for Homeless Prevention | Dollar Amount of Expenditures in Program Year | | |
|---|---|---------|---------|
| | FY 2009 | FY 2010 | FY 2011 |
| Expenditures for Rental Assistance | | | |
| Expenditures for Housing Relocation & Stabilization Services - Financial Assistance | | | |
| Expenditures for Housing Relocation & Stabilization Services - Services | | | |
| Expenditures for Homelessness Prevention under Emergency Shelter Grants Program | 398,021 | 398,729 | |
| Subtotal Homelessness Prevention | | | |

CR75-T2.1

[Response in Progress](#)

11b. ESG EXPENDITURES FOR RAPID RE-HOUSING

N/A - ESG did not include Rapid Re-housing

| 11b. ESG Expenditures for Rapid Re-Housing | Dollar Amount of Expenditures in Program Year | | |
|---|---|---------|---------|
| | FY 2009 | FY 2010 | FY 2011 |
| Expenditures for Rental Assistance | | | |
| Expenditures for Housing Relocation & Stabilization Services - Financial Assistance | | | |
| Expenditures for Housing Relocation & Stabilization Services - Services | | | |
| Expenditures for Homelessness Prevention under Emergency Shelter Grants Program | | | |
| Subtotal Homelessness Prevention | | | |

2011 PROGRAM YEAR CAPER

CR75-T3.1

11c. ESG EXPENDITURES FOR EMERGENCY SHELTER

| 11c. ESG Expenditures for Emergency Shelter | Dollar Amount of Expenditures in Program Year | | |
|---|---|----------------|----------------|
| | FY 2009 | FY 2010 | FY 2011 |
| Essential Services | 398,021 | 398,729 | 398,288 |
| Operations | 464,361 | 465,187 | 464,671 |
| Renovation | | | |
| Major Rehab | | | |
| Conversion | | | |
| Subtotal Emergency Shelter | 862,382 | 863,916 | 862,959 |

CR75-T4.1

11d. OTHER GRANT EXPENDITURES

| 11d. Other Grant Expenditures | Dollar Amount of Expenditures in Program Year | | |
|--|---|---------------|----------------|
| | FY 2009 | FY 2010 | FY 2011 |
| Street Outreach | 61,529 | 25,300 | 45,948 |
| HMIS | 0 | 0 | 0 |
| Administration | 66,366 | 66,454 | 66,381 |
| Subtotal Other Grant Expenditures | 127,895 | 91,754 | 112,329 |

CR75-T5.1

11e. TOTAL AMOUNT OF FUNDS EXPENDED ON ESG ACTIVITIES

| 11e. Total ESG Grant Funds | Dollar Amount of Expenditures in Program Year | | |
|---------------------------------|---|------------------|------------------|
| | FY 2009 | FY 2010 | FY 2011 |
| Total ESG Funds Expended | 1,468,128.24 | 1,329,099 | 1,327,628 |

CR75-T6.1

11f. MATCH SOURCE

| 11f. Match Source | Dollar Amount of Expenditures in Program Year | | |
|-------------------|---|--|--|
| | | | |

2011 PROGRAM YEAR CAPER

| Total ESG Funds Expended | FY 2009 | FY 2010 | FY 2011 |
|---------------------------|------------------|------------------|------------------|
| Other Non-ESG HUD Funds | 700,000 | 700,000 | 659,796 |
| Other Federal Funds | | | |
| State Government | | | |
| Local Government | | | |
| Private Funds | | | |
| Other | 626,739 | 629,099 | 667,832 |
| Fees | | | |
| Program Income | | | |
| Total Match Amount | 1,326,739 | 1,329,099 | 1,327,628 |

CR75-T7.1 11g. TOTAL

| 11g. Total | Dollar Amount of Expenditures in Program Year | | |
|--|---|-----------|-----------|
| | FY 2009 | FY 2010 | FY 2011 |
| Total Amount of Funds Expended on ESG Activities | 2,794,867.24 | 2,658,198 | 2,655,256 |



CITY OF HOUSTON, HOUSING & COMMUNITY DEVELOPMENT DEPARTMENT
601 SAWYER, SUITE 400, HOUSTON, TX 77007

713.868.8300 WWW.HOUSTONHOUSING.ORG

