

City of Austin Fiscal Year 2013-14 Action Plan  
Providing Opportunities, Changing Lives



**DRAFT**

**30 Day Draft Action Plan Comment Period:  
May 31, 2013 - July 1, 2013**



Neighborhood Housing and  
Community Development Office



## **HUD's New Consolidated Plan Template**

In May 2012, the Federal Department of Housing and Urban Development's Office of Community Planning and Development introduced the eCon Planning Suite, a collection of new online tools to assist grantees in creating market-driven, leveraged housing and community development plans. One of these tools, the Consolidated Plan Template, allows grantees to develop and submit their Five Year Consolidated Plans and Annual Action Plans online. For FY 2013-14, the City of Austin utilized the online Action Plan for the first time. The following document is an exported version of the Annual Action Plan entered in HUD's Integrated Disbursement and Information System (IDIS).

# City of Austin, Texas

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## Fiscal Year 2013-14 Annual Action Plan

For Consolidated Plan Years  
October 1, 2009 through September 30, 2014



Prepared by:  
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# Austin City Council

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*City Manager*

**CITY OF AUSTIN ANNUAL ACTION PLAN  
FISCAL YEAR 2013-14  
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# Executive Summary

## ES-05 Executive Summary

### 1. Introduction

The City of Austin submits the Fiscal Year (FY) 2013-14 Action Plan as the fifth of five Action Plans in the Fiscal Years 2009-14 Consolidated Plan. An annual Action Plan is required by the U.S. Department of Housing and Urban Development (HUD) from all participating jurisdictions receiving annual entitlement grants. The annual Action Plan is the City's application to HUD for entitlement grant funding for each fiscal year. The following sections provide a concise summary of key points within the FY 2013-14 Action Plan, including available and potential resources. The final document is due to HUD no later than August 15, 2013. It is anticipated the Austin City Council will approve submission of the plan to HUD.

### 2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview

The City's FY 2009-14 Consolidated Plan establishes funding priorities for the FY 2013-14 Action Plan in the following high priority need areas: Homeless/Special Needs Assistance; Renter Assistance; Homebuyer Assistance; Homeowner Assistance; Housing Development Assistance; Small Business Assistance, and Commercial Revitalization. In the FY 2013-14 Action Plan, an additional priority need area was added: Financial Empowerment. These funding priorities were established based on the housing and community development needs identified through public and stakeholder input, the housing market analysis and the analysis of special populations. The City of Austin also used the Analysis of Impediments to Fair Housing report and several other studies to form these priorities. All the proposed funding priorities will serve very-low, low- and moderate-income households in the City of Austin. In addition to household incomes, the activities will serve special needs populations including: seniors, persons with disabilities, persons experiencing homelessness, and persons living with HIV/AIDS. Activities designated as high priority will be funded by the City of Austin in FY 2013-14. Low priority activities will not be funded.

### 3. Evaluation of past performance

The City of Austin reports its progress towards goals set in the 5-Year Consolidated Plan and Annual Action Plans in the yearly evaluation report, the Consolidated Annual Performance and Evaluation Report (CAPER). The table below illustrates Austin's 5-year priorities, goals, and actual accomplishments. The data was reported in the City's FY 2011-12 CAPER which was submitted to HUD in December 2012.

<b>City of Austin Consolidated Plan Goals and Accomplishments</b>						
Category	FY '09-'14 Con Plan Goal/To Date	Goal Actual FY'09- '10	Goal Actual FY'09- '10	Goal Actual FY'09- '10	Goal Actual FY'09- '10	Goal Actual FY'09- '10
Homeless/Special Needs	48,894 <b>31,477</b>	9,436 <b>10,526</b>	9,797 <b>10,526</b>	9,832 <b>10,425</b>	9,629 N/A	10,200 N/A
Renter Assistance	3,770 <b>2,571</b>	754 <b>840</b>	684 <b>840</b>	689 <b>891</b>	496 N/A	1,147 N/A
Homebuyer Assistance	1,490 <b>1,239</b>	370 <b>421</b>	350 <b>421</b>	353 <b>397</b>	15 N/A	402 N/A
Homeowner Assistance	4,419 <b>2,612</b>	1,189 <b>957</b>	876 <b>957</b>	696 <b>708</b>	682 N/A	976 N/A
Housing Development Assistance	5,617 <b>3,473</b>	1,057 <b>982</b>	958 <b>982</b>	952 <b>1,509</b>	21 N/A	2,629 N/A
Commercial Revitalization	23,352 <b>11,506</b>	4,677 <b>4,668</b>	4,668 <b>4,668</b>	2,172 <b>2,170</b>	2,170 N/A	9,665 N/A
Small Business Assistance	223 <b>119</b>	62 <b>40</b>	52 <b>40</b>	52 <b>39</b>	59 N/A	2 N/A
Financial Empowerment	N/A	N/A	N/A	N/A	68 N/A	N/A
Total Households Goal/To Date '09-'12	87,825 <b>49,630</b>	17,614 <b>18,434</b>	17,614 <b>16,052</b>	14,746 <b>15,144</b>	13,140 N/A	24,711 N/A

**Table 1 – Past Performance**

#### **4. Summary of citizen participation process and consultation process**

##### **Outreach**

The Neighborhood Housing and Community Development Office (NHCD) worked closely with the City's Public Information Office (PIO) to develop an extensive community engagement and outreach strategy with the intent to promote awareness of the community needs assessment period, and to increase interest, thus increasing public participation. The collaborative efforts of NHCD and PIO resulted in the development of a FY 2013-14 Action Plan web site, an online forum through the City of Austin's SpeakUpAustin! web site, and public presentations. Feedback and input opportunities were also offered through e-mail and postal mail. The City's outreach efforts targeted the general public, as well as areas of low-income households and racial/minority concentration. All announcements were published in English and Spanish. In addition, to further outreach efforts and target special populations, NHCD staff highlighted the annual Action Plan process before City of Austin Boards & Commissions and numerous external agencies whose missions target special populations.

##### **Community Needs Assessment**

The community needs assessment period ran from March 20 through April 26, 2013. The City of Austin's Citizen Participation Plan (CPP) requires that the City conduct two public hearings during the community needs assessment period. The public hearings were held before the Community Development Commission (CDC) on April 4, 2013 and before the Austin City Council on April 11, 2013. Collectively, the City of Austin received 19 comments from the public hearings, 63 online comments, and 2 written comments during the community needs assessment period.

### **Draft Comment Period**

There is a 30-day public comment period on the draft Action Plan. The City will provide the draft report electronically online and will provide hard copies at ten community centers beginning on May 31st. During the 30-day public comment period, which will run from May 31 through July 1, 2013, the public will be provided with the opportunity to provide specific feedback on the recommended priorities and activities outlined in the FY 2013-14 Draft Action Plan. Two additional public hearings will be held before the CDC on June 13, 2013 and the Austin City Council on June 20, 2013 to obtain feedback on the Draft Action Plan.

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

The tables in Appendix III summarize the 19 comments received through the two public hearings held, as required through the City of Austin's Citizen Participation Plan, the 2 written comments received, and the 63 online comments received through the SpeakUpAustin! web site. A diverse number of topics relating to affordable housing and community development were provided through the public comments, including: Deep Affordability, Fair Housing, General Obligation Bonds/SMART™ Housing, Home Repair, Homelessness, Transitional Housing, Permanent Supportive Housing (PSH), Tenant-Based Rental Assistance (TBRA), and Community Development needs.

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

All comments or views received were accepted.

### **7. Summary**

In FY 2012-13, the City of Austin received \$10.8 million from HUD through four entitlement grants: Community Development Block Grant (CDBG); HOME Investment Partnerships Program (HOME); Emergency Solutions Grant Program (ESG); and Housing Opportunities for Persons with AIDS (HOPWA). Austin's anticipated allocation for FY 2013-14 is \$11.2 million, a 4 percent increase from FY 2012-13. Entitlement grants provided through HUD are determined by statutory formulas.

## PR-05 Lead & Responsible Agencies

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

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

Agency Role	Name	Department/Agency
Lead Agency	Austin, Texas	City of Austin, Neighborhood Housing and Community Development (NHCD)

Table 1 – Responsible Agencies

### LEAD AGENCY AND PARTICIPATING ORGANIZATIONS

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

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

#### Austin Housing Finance Corporation (AHFC)

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

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

The City Council designates HHSD to administer the HOPWA and ESG programs. HHSD works in partnership with the community to promote health, safety, and well-being. HHSD is comprised of five divisions: Administrative Services, Community Services, Disease Prevention and Health Promotion, Environmental Health Services, and Maternal, Child, and Adolescent Health. HHSD administers a number of housing and public services programs identified under the Homeless/Special Needs priority on the FY 2013-14 Investment Plan.

#### Economic Growth and Redevelopment Services Office (EGRSO)

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

#### Community Development Commission (CDC)

The CDC advises the Austin City Council in the development and implementation of programs designed to serve low-income residents and the community at large, with an emphasis on federally-funded programs. The CDC is comprised of 15 members; seven members are elected through a neighborhood-based process and are all appointed by the Austin City Council. The CDC also oversees the Community Services Block Grant (CSBG) program managed by HHSD. CSBG regulations require 15 members

including representatives from geographic target areas: Colony Park, Dove Springs, East Austin, Montopolis, Rosewood-Zaragosa/Blackland, St. Johns, and South Austin.

### **Urban Renewal Board**

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

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## AP-10 Consultation

### 1. Introduction

To ensure that priority needs are carried out in the most efficient manner the City's Neighborhood Housing and Community Development Office (NHCD) coordinates with other City departments including Planning Development and Review (PDR), Economic Growth and Redevelopment Services Office (EGRSO), Austin/Travis County Health and Human Services Department (HHSD), Austin Energy/Austin Green Building, Austin Water Utility, and the Austin Sustainability Office. NHCD consults with external agencies with missions related to affordable housing and community development, including but not limited to the Ending Community Homelessness Coalition (ECHO), Community Action Network (CAN), Community Housing Development Organization (CHDO) Roundtable, Housing Authority of the City of Austin (HACA), Housing Authority of Travis County (HATC), HousingWorks, and the Austin Housing Repair Coalition.

#### **Summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies**

The City of Austin provides funding and works closely in partnership with the Ending Community Homelessness Coalition (ECHO), the entity that also acts as the coordinator of the region's Continuum of Care. ECHO boasts membership of every major housing, mental health and service provider, as well as every local government agency, including the housing authorities. This group holds monthly meetings and coordinates activities serving the homeless and low-income communities in the area.

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

For years the City of Austin Health and Human Services Department (HHSD) served as the lead for the community Continuum of Care (CoC) application, and provides leadership roles in development of the annual CoC application including coordination and participation on the CoC Committee, the Independent Review Team, and writing sections of the CoC application.

During development of the Action Plan, HHSD Community Based Resources Unit staff participated in community meetings with the members of the CoC decision making body, the Ending Community Homelessness Coalition (ECHO) to gather information on ESG allocations, performance standards, and evaluation outcomes.

ECHO staff and HHSD staff also discussed in detail ways to coordinate performance and outcomes. All ESG-funded programs enter data into HMIS and ECHO administers HMIS, so this information is available for HMIS staff to analyze and report back to HHSD. In addition, ESG-funded programs are required to submit an outcome measure to the City of Austin of "Percent of case-managed households that transition from homelessness into housing." This is not a community HMIS measure, but the City and ECHO are in discussion about developing coordinated outcome measures with the new coordinated assessment process.

ESG FY 2012-13 award included funding for de-duplication of client records in HMIS and the creation of a scan card pilot program at the downtown shelters. The City of Austin allocates General Fund dollars to

support ECHO with funding an HMIS Director position. In addition, City staff attend monthly HMIS User Group meetings and meet with ECHO staff about HMIS operations and administration planning.

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

Not applicable

**2. Agencies, groups, organizations and others who participated in the process and consultations**

Agency/Group/Organization	Agency/Group/Organization Type	What section of the Plan was addressed by Consultation?
Ending Community Homelessness Coalition (ECHO)	Services-homeless	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth
Community Action Network	partnership of government, non-profit, private and faith-based organizations	Community Needs
CHDO Roundtable	Housing	Housing Need Assessment
Housing Authority of Travis County (HATC)	PHA	Public Housing Needs
Housing Authority of the City of Austin (HACA)	PHA	Public Housing Needs
HousingWorks Austin	Housing	Household Affordability
Austin Mayor's Committee for People with Disabilities	Board/Commissions	Non-Homeless Special Needs Persons with Disabilities
Austin Housing Repair Coalition (AHRC)	Housing	Home Repair Needs
Austin/Travis County Health and Humans Services Department	Services-Persons with HIV/AIDS Health Agency Publicly Funded Institution/System of Care Other government - County Other government - Local	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs
Community Development Commission	Board/Commissions	Housing Need Assessment Homeless Needs - Chronically homeless

Agency/Group/Organization	Agency/Group/Organization Type	What section of the Plan was addressed by Consultation?
		Homeless Needs - Families with children Non-Homeless Special Needs Economic Development Household Affordability

Table 2 – Agencies, groups, organizations who participated

**How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination**

Community Action Network (CAN) is a public/private partnership between 15 major community organizations that work to achieve sustainable social, health, educational, and economic outcomes for Austin and Travis County. CAN supports 12 Issue Area Groups (IAGs) that range from housing, health, and elderly services to workforce development. The Issue Area Groups bring together stakeholders from throughout the community to collaborate with organizations that provide social services. CAN maintains a listserv of more than 3,500 community contacts, which is a key resource for NHCD’s outreach efforts to provide information to the public, community non-profits and small businesses. NHCD will continue to collaborate with CAN and several agencies to move forward in participating in the Regional Housing Stakeholders Group in FY 2012-13. CAN is working with the City of Austin, Travis County, the Travis County Housing Authority, the Housing Authority of the City of Austin and other agencies to explore opportunities to enhance local affordable housing planning efforts and incorporate this planning initiative into the CAN framework. NHCD will begin conversations and planning efforts in FY 2013-14 with the above mentioned agencies to prepare for the City’s FY 2014-19 Consolidated Plan.

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

The City of Austin contacted a variety of agency types and partnering organizations in preparing the FY 2013-14 Annual Action Plan. No agencies were intentionally excluded from consultation.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Ending Community Homelessness Coalition (ECHO)	The Community Plan to End Homelessness guides Continuum of Care prioritization and has 4 goals to prevent homelessness: 1) Develop community-wide strategies for affordable housing across the community; 2) Identify & provide services for those most at-risk of becoming homeless in our community using a triage model; 3) Increase employment and income opportunities for people at-risk of losing their homes; and 4) Educate the community about homelessness and advocate for evidence-based practices and solutions. These are in alignment with the City of Austin Consolidated Plan which includes two prevention objectives: 1) Assist persons experiencing homelessness or who are at risk of becoming homeless; and 2) Assist persons living with HIV/AIDS to achieve stable housing

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Imagine Austin	City of Austin - Planning Development and Review	<p>and increase access to medical care and supportive services.</p> <p>On June 15, 2012, the City Council voted unanimously to adopt Imagine Austin, the City's comprehensive plan for Austin's future. The plan includes implementation guidelines and the following priority programs:</p> <ol style="list-style-type: none"> <li>1) A compact, connected Austin with improved transportation options;</li> <li>2) Sustainably managed water resources;</li> <li>3) Invest in Austin's workforce, education systems and entrepreneurs;</li> <li>4) Protect environmentally sensitive areas and integrate nature into the City;</li> <li>5) Invest in Austin's creative economy;</li> <li>6) Develop and maintain household affordability throughout Austin - NHCD is lead in implementing the Household Affordability priority program and will partner with other city departments and community entities to guide implementation of Imagine Austin through its strategic plan.;</li> <li>7) Create a 'Healthy Austin' program; and</li> <li>8) Revise Austin's land development regulations and processes.</li> </ol>
Colony Park Master Plan	City of Austin - Neighborhood Planning and Development	<p>The City of Austin received \$3M in grant funds from HUD to be used to conduct a master plan for the Colony Park tract. The Colony Park Sustainable Communities Initiative is a proposed Master Planned, 208-acre development that will incorporate best practice strategies for energy-efficient building design, water conservation and zero-waste technology and standards to create a model sustainable and livable mixed-use, mixed-income community. The project will also provide a platform for collaboration between the City of Austin and other local entities with national reputations for excellence in sustainable initiatives.</p>
CAPCOG Sustainable Places Project	Capital Area Council of Governments	<p>The Capital Area Texas Sustainability (CATS) Consortium was selected in 2010 to receive \$3.7 million, as one in 45 nationwide grant recipients for the federal Sustainable Communities Grant. The Capital Area Council of Governments (CAPCOG) serves as the grant administrator for the regional collaboration. CAPCOG is partnering with local agencies: the Capital Area Metropolitan Planning Organization (CAMPO), Capital Area Rural Transportation Systems (CARTS), CapMetro, Envision Central Texas (ECT), City of Austin, City of Round Rock, City of San Marcos, along with other stakeholders. CAPCOG is contracting with the City of Austin, and the University of Texas Sustainable Development Center to assist in developing and testing the tool. The tool, a GIS-based open source platform called Envision Tomorrow originally developed by Fregonese Associates will be tailored to local development conditions to</p>

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
		analyze how transportation, land use, economic development, and housing related issues together, and show local leadership the impact of making investment decisions in their community. The broader goal for the project is to use the tool to analyze what impact decisions at the local level is having on the region.
State of Texas AI to Fair Housing	Texas Department of Housing & Community Affairs (TDHCA)	The State of Texas, in its Consolidated Plan, certifies to the U.S. Department of Housing and Urban Development (HUD) that it will affirmatively further fair housing. TDHCA, as the lead affordable housing agency for the State of Texas, periodically prepares an Analysis of Impediments to Fair Housing Choice (AI) for submission to HUD. TDHCA recently began updating the State's AI in two phases, known as Phase 1 and Phase 2. As a jurisdiction within the State of Texas with the responsibility to affirmatively further fair housing, the City of Austin closely monitors state-level fair housing efforts with the intent of integration into its strategic plan.

**Table 3 – Other local / regional / federal planning efforts**

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## AP-12 Participation

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

#### Citizen Participation Outreach

Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
Public Meeting	Non-targeted/broad community	10 citizens provided public testimony	The range of comments stressed the importance of deep affordability for persons with disabilities, deep affordability for youth, fair housing, general obligation bonds/SMART Housing, home repair, homelessness, and transitional housing	All comments or views received were accepted.	<a href="http://austintexas.gov/nhcdactionplan">http://austintexas.gov/nhcdactionplan</a>
Public Meeting	Non-targeted/broad community	9 citizens provided public testimony	The range of comments stressed the importance of community development, deep affordability, general obligation bonds/SMART Housing, Homelessness, Permanent Supportive Housing (PSH) and Tenant Based Rental Assistance (TBRA).	All comments or views received were accepted.	<a href="http://austintexas.gov/nhcdactionplan">http://austintexas.gov/nhcdactionplan</a>
Public Meeting	Persons with disabilities	A presentation and engagement session was held during a meeting of the Mayor's Committee	The range of comments stressed how outreach regarding the community needs assessment was being conducted, and the Architectural Barrier Removal Program (ABR).	All comments or views received were accepted.	<a href="http://www.austintexas.gov/edims/document.cfm?id=187057">http://www.austintexas.gov/edims/document.cfm?id=187057</a>

Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
		for Persons with Disabilities on April 15, 2013.			
Internet Outreach	Non-targeted/broad community	63 comments were received addressing 4 questions through SpeakUp! Austin:1) Is Austin Affordable?; 2) What Community Needs are you seeing in your neighborhood?;3) What are the barriers to affordable housing?;4) Where should we invest in our	A wide range of comments focused on topics relating to household affordability, accessibility, the needs of homeless and very low-income citizens, the dispersion of affordable housing, and barriers to affordable housing were received.	All comments or views received were accepted.	<a href="https://austintexas.granicusideas.com/discussions/completing-the-picture-of-austins-needs/topics/what-are-the-barriers-to-affordable-housing">https://austintexas.granicusideas.com/discussions/completing-the-picture-of-austins-needs/topics/what-are-the-barriers-to-affordable-housing</a>

Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
		community?			
Internet Outreach	Non-targeted/broad community	2 written comments were received, the action plan website has received over 230 views to date.	Comments addressed General Obligation Bonds, SMART Housing and Permanent Supportive Housing (PSH)	All comments or views received were accepted.	<a href="http://austintexas.gov/nhcdactionplan">http://austintexas.gov/nhcdactionplan</a>

**Table 4 – Citizen Participation Outreach**

## Expected Resources

### AP-15 Expected Resources

#### Introduction

The City of Austin expects to receive the following resources for FY 2013-14

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	7,185,072	590,000	0	7,775,072	0	The Community Development Block Grant (CDBG) Program is authorized under Title I of the Housing and Community Development Act of 1974 as amended. The primary objective of CDBG is the development of viable communities by: <ul style="list-style-type: none"> <li>o Providing decent housing.</li> <li>o Providing a suitable living environment.</li> <li>o Expanding economic opportunities.</li> </ul> To achieve these goals, any activity funded with CDBG must meet one of three national objectives: <ul style="list-style-type: none"> <li>o Benefit low- and moderate-income persons.</li> <li>o Aid in the prevention of slums or blight.</li> <li>o Meet a particular urgent need.</li> </ul>
HOPWA	public - federal	Permanent housing in facilities Permanent housing placement	1,048,348	0	0	1,048,348	0	The Housing Opportunity for Persons with AIDS (HOPWA) Program was established by the U.S. Department of Housing and Urban Development (HUD) to address the specific needs of low-income persons living with HIV/AIDS and their families. HOPWA makes

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
		Short term or transitional housing facilities STRMU Supportive services TBRA						grants to local communities, states, and non-profit organizations. HOPWA funds provide housing assistance and related supportive services in partnership with communities and neighborhoods.
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	2,527,120	297,000	0	2,824,120	0	The HOME Program was created by the National Affordable Housing Act of 1990(NAHA), and has been amended several times by subsequent legislation. The three objectives of the HOME Program are: <ul style="list-style-type: none"> <li>o Expand the supply of decent, safe, sanitary, and affordable housing to very low and low-income individuals.</li> <li>o Mobilize and strengthen the ability of state and local governments to provide decent, safe, sanitary, and affordable housing to very low- and low-income individuals.</li> <li>o Leverage private sector participation and expand the capacity of non-profit housing providers.</li> </ul>
ESG	public - federal	Conversion and rehab for transitional housing	488,262	0	0	488,262	0	The Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act) became law on May 20, 2009, and consolidated several homeless

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
		Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing						assistance programs administered by the U.S. Department of Housing and Urban Development (HUD). It also renamed the Emergency Shelter Grants program to the Emergency Solutions Grants (ESG) program. The ESG program is designed to be the first step in a continuum of assistance to help clients quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness.

**Table 1 - Expected Resources – Priority Table**

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

The U.S. Department of Housing and Urban Development (HUD) requires that the Participating Jurisdictions (PJs) that receive HOME funds match .25 cents of every dollar. The matching requirement mobilizes community resources in support of affordable housing. The table below calculates the total required contribution of matching funds from the City of Austin for FY 2013-14 HOME funding.

**Calculation:**

HOME Grant Allocation	\$2,527,120
Administration	\$252,712
Amount Incurring Repayment	\$0
Total Match Obligation	\$2,274,408

**12.5% Matching Requirement:** \$284,301

**Sources:**

Non-Federal Matching Funds	\$213,226
Bond Proceeds (25% Max.)	\$71,075
Total Sources of Match	<u>\$284,301</u>

The Emergency Solutions Grant (ESG) Program requires each local government grantee to match dollar-for-dollar the ESG funding provided by the U.S. Department of Housing and Urban Development (HUD). These matching funds must come from other public or private sources. The City of Austin's ESG Grant for FY 2013-14 is \$488,262 (an 18 percent cut from FY 2012-13) thus another \$488,262 is needed from the City and the sub-recipients/contractors for matching funds. Any of the following may be included in calculating the matching funds requirement: 1) cash; 2) the value or fair rental value of any donated material or building; 3) the value of any lease on a building; 4) any salary paid to staff to carry out the program of the recipient, and; 5) the value of the time and services contributed by volunteers to carry out the program of the recipient at a current rate of five dollars per hour.

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

There are several publically owned parcels that may be utilized to address the needs identified in the FY 2013-14 Action Plan.

- o 0.73 Acres on Linden Street, referenced in IDIS Activities 5866, 5869, 5870, 5871, 5872
- o 1.45 Acres on Astor Place, referenced in IDIS Activities 4002, 4004, and 5624
- o 208.16 Acres on Loyola Lane (Colony Park), N/A in IDIS
- o 5.15 Acres on Tillery Street and Henninger Street, referenced in IDIS Activities 2332, 2333, 2486, 2488, 2489, 4257, and 4272
- o 0.50 Acres on Goodwin Avenue, referenced in IDIS Activities 5873, 5874, and 5868
- o 44.45 Acres on Levander Loop, "Animal Shelter" Property, N/A in IDIS
- o 1.50 Acres on E. 12th Street "Anderson Village," referenced in IDIS Activity 5863

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
Homeless/Special Needs	2013	2014	Homeless Non-Homeless Special Needs	Throughout the City of Austin	Homeless/Special Needs	CDBG: \$938,525 HOPWA: \$968,246 HOME: \$0 ESG: \$488,262	Public service activities other than Low/Moderate Income Housing Benefit: 505 Persons Assisted Tenant-based rental assistance / Rapid Rehousing: 177 Households Assisted Homeless Person Overnight Shelter: 8500 Persons Assisted HIV/AIDS Housing Operations: 395 Household Housing Unit
Renter Assistance	2013	2014	Affordable Housing Homeless Non-Homeless Special Needs	Throughout the City of Austin	Renter Assistance	CDBG: \$241,580 HOPWA: \$0 HOME: \$510,300 ESG: \$0	Tenant-based rental assistance / Rapid Rehousing: 115 Households Assisted Public Service Activities for Low/Mod Income Housing: 459 Households Assisted
Homebuyer Assistance	2013	2014		Throughout the City of Austin	Homebuyer Assistance	CDBG: \$0 HOPWA: \$0 HOME: \$445,000 ESG: \$0	Direct Financial Assistance to Homebuyers: 10 Households Assisted
Homeowner Assistance	2013	2014	Affordable Housing	Throughout the City of Austin	Homeowner Assistance	CDBG: \$2,909,653 HOPWA: \$0 HOME: \$898,634	Homeowner Housing Rehabilitated: 601 Household Housing Unit

Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
						ESG: \$0	
Housing Developer Assistance	2013	2014	Affordable Housing	Throughout the City of Austin	Housing Developer Assistance	CDBG: \$1,324,871 HOPWA: \$0 HOME: \$690,474 ESG: \$0	Homeowner Housing Added: 18 Household Housing Unit Homeowner Housing Rehabilitated: 4 Household Housing Unit Other: 4 Other
Small Business Assistance	2013	2014	Non-Housing Community Development	Throughout the City of Austin	Small Business Assistance	CDBG: \$350,000 HOPWA: \$0 HOME: \$0 ESG: \$0	Jobs created/retained: 6 Jobs Businesses assisted: 33 Businesses Assisted

**Table 2 – Goals Summary**

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

Extremely low income households : 115

Low and moderate income households : 29

# Projects

## AP-38 Project Summary

### Project Summary Information

1	Project Name	Target Area	Goals Supported	Needs Addressed	Funding
	Child Care Services	Throughout the City of Austin	Homeless/Special Needs	Homeless/Special Needs	CDBG: \$620,649
	<b>Description</b>	The Austin/Travis County Health and Human Services Department contracts with child care providers for services that increase the supply of quality child care, and with a social service agency that provides a child care voucher service for families in crisis such as homelessness. The programs provide services to children (ages: 0-13 years) from low-income families with gross incomes less than 200 percent of Federal Poverty Guidelines who reside within the Austin city limits.			
	<b>Planned Activities</b>	Child Care Services will increase the supply of child care for low-income families. Social service contracts through HHSD will provide: 1) child care vouchers for homeless and near-homeless families, families in crisis, and parents enrolled in self-sufficiency programs; 2) direct child care services for teen parents who are attending school; and 3) direct child care services through the Early Head Start child development program.			
2	Project Name	Target Area	Goals Supported	Needs Addressed	Funding
	Senior Services	Throughout the City of Austin	Homeless/Special Needs	Homeless/Special Needs	CDBG: \$21,029
	<b>Description</b>	The Austin/Travis County Health and Human Services Department contracts with a subrecipient to provide guardianship and bill payer services that help prevent and protect seniors from becoming victims of abuse, neglect, or financial exploitation. Persons must meet income, age, and residential eligibility requirements.			
	<b>Planned Activities</b>	Senior Services will provide legal protection for low-income seniors who are at risk of abusive, neglectful, or financially exploitative situations.			
3	Project Name	Target Area	Goals Supported	Needs Addressed	Funding
	Youth Support Services	Throughout the City of Austin	Homeless/Special Needs	Homeless/Special Needs	CDBG: \$194,502
	<b>Description</b>	The Youth Support Services program provides access to holistic, wraparound services and support to youth designated as at-risk and their families. The program's three components provide different levels of intervention: school-based intensive wraparound services, community-based wraparound services, and summer camps. The program, in partnership with the youth and their family, addresses the needs and challenges of the youth's situation to improve his or her functioning in school, the community, and home.			
	<b>Planned Activities</b>	Youth Support Services will serve youth designated at-risk and their families. The services and support will be customized to the youth and family and will be delivered utilizing the wraparound model. The interventions will focus on the areas of basic needs, mental health services, educational support and social enrichment. Services will continue to be accessed through designated schools and community centers.			

4	<b>Project Name</b>	<b>Target Area</b>	<b>Goals Supported</b>	<b>Needs Addressed</b>	<b>Funding</b>
	ARCH Shelter Operations & Maintenance	Throughout the City of Austin	Homeless/Special Needs	Homeless/Special Needs	ESG: \$240,132
	<b>Description</b>	The City of Austin/Travis County Health and Human Services Department (HHSD) contracts with a private nonprofit organization, to operate the Austin Resource Center for the Homeless (ARCH.) All clients served in the ARCH have low- to moderate-incomes and are at or below 50 percent of MFI. Emergency Solutions Grant (ESG) funds are used to provide maintenance and operations for this program. The ARCH provides emergency shelter to homeless adult males through its Overnight Shelter program, and provides Day Sleeping to homeless adult males and females. The ARCH provides basic services such as showers, laundry facilities, mailing addresses, telephone use, and lockers through its Day Resource Center program. The Day Resource Center program also includes a number of services such as mental health care, legal assistance, and employment assistance provided by co-located agencies. In addition, ARCH also houses the Healthcare for the Homeless clinic.			
	<b>Planned Activities</b>	The ARCH will serve individuals with its Night Sleeping, Day Sleeping and Day Resource Program. All clients will be entered into the Homeless Management Information Systems database.			
5	<b>Project Name</b>	<b>Target Area</b>	<b>Goals Supported</b>	<b>Needs Addressed</b>	<b>Funding</b>
	Communicable Disease Unit - Rapid Rehousing	Throughout the City of Austin	Homeless/Special Needs	Homeless/Special Needs	ESG: \$65,912
	<b>Description</b>	The Communicable Disease Unit of the Austin/Travis County Health and Human Services Department will provide Rapid Re-Housing - Housing Relocation and Stabilization Services to homeless persons with HIV/AIDS who are not utilizing shelter services. This service connects clients with safe and stable housing. This project uses Emergency Solutions Grants to provide Rapid Re-Housing Services. The Rapid Re-Housing Services will coordinate to receive direct financial assistance from the Rapid Re-Housing Program.			
	<b>Planned Activities</b>	The Communicable Disease Unit will provide Housing Relocation and Stabilization services to persons experiencing homelessness living with HIV/AIDS and their families.			
6	<b>Project Name</b>	<b>Target Area</b>	<b>Goals Supported</b>	<b>Needs Addressed</b>	<b>Funding</b>
	Downtown Austin Community Court Rapid Re-Housing Program	Throughout the City of Austin	Homeless/Special Needs	Homeless/Special Needs	ESG: \$132,218
	<b>Description</b>	The City of Austin Downtown Austin Community Court has two FTEs who will provide Rapid Re-Housing Housing Location and Housing Stability Case Management to homeless persons who are frequent users of the Downtown Austin Community Court, frequent users of the shelter and HIV positive clients. They will work with the other ESG recipients to provide Housing Location Services.			

	<b>Planned Activities</b>	Transitional Housing will provide eligible households with housing and supportive services to maintain stability and receive appropriate levels of care.			
<b>7</b>	<b>Project Name</b>	<b>Target Area</b>	<b>Goals Supported</b>	<b>Needs Addressed</b>	<b>Funding</b>
	Front Steps Rapid Re-Housing Program	Throughout the City of Austin	Homeless/Special Needs	Homeless/Special Needs	ESG: \$50,000
	<b>Description</b>	Front Steps Rapid Re-Housing program has one FTE who serves as the Rapid Re-Housing coordinator for all of the City ESG Rapid Re-Housing programs. The Coordinator provides Housing Stability Case Management and administers direct financial assistance and coordinates between the downtown shelters and service providers.			
	<b>Planned Activities</b>	The Rapid Re-Housing program will provide housing location, case management and direct financial assistance to rapidly re-house homeless persons who are receiving services from ESG-funded programs at the Communicable Disease Unit, Austin Resource Center for the Homeless and Downtown Austin Community Court.			
<b>8</b>	<b>Project Name</b>	<b>Target Area</b>	<b>Goals Supported</b>	<b>Needs Addressed</b>	<b>Funding</b>
	Front Steps HMIS	Throughout the City of Austin	Homeless/Special Needs	Homeless/Special Needs	ESG - TBD
	<b>Description</b>	The Austin Resource Center for the Homeless (ARCH) will utilize Emergency Solutions Grant (ESG) funds for the implementation of a scan card system, increased service and Homeless Management Information System (HMIS) coordination with downtown service providers and to comply with new ESG regulations from HMIS.			
	<b>Planned Activities</b>	Front Steps, Inc. will hire an HMIS staff member, and purchase computers and necessary equipment for implementation.			
<b>9</b>	<b>Project Name</b>	<b>Target Area</b>	<b>Goals Supported</b>	<b>Needs Addressed</b>	<b>Funding</b>
	Permanent Housing Placement (PHP)	Throughout the City of Austin	Homeless/Special Needs	Homeless/Special Needs	HOPWA: \$27,598
	<b>Description</b>	The City of Austin Health and Human Services Department contracts with AIDS Services of Austin, to manage the Permanent Housing Placement (PHP) program. PHP is designed to increase stability to reduce homelessness and increase access to care and support. The program may provide clients with first month's rent, security deposit, and utility connection fees to meet urgent needs of eligible persons living with HIV/AIDS and their families with a cap of "Fair Market Rent". The goal is to prevent homelessness and to support independent living for persons with HIV/AIDS who can access the program through HIV case management.			
	<b>Planned Activities</b>	PHP will help prevent homelessness and will support independent living of persons with HIV/AIDS. Persons can access the program through HIV case management. PHP will assist eligible clients establish a new residence where on-going occupancy is expected to continue. Assistance will be provided to eligible clients and their families with payment of first month's rent to secure permanent housing and will complement other forms of HOPWA housing assistance.			

10	<b>Project Name</b>	<b>Target Area</b>	<b>Goals Supported</b>	<b>Needs Addressed</b>	<b>Funding</b>
	Short-Term Supported Housing Assistance (STSH)	Throughout the City of Austin	Homeless/Special Needs	Homeless/Special Needs	HOPWA: \$58,738
	<b>Description</b>	The City of Austin Health and Human Services Department contracts with AIDS Services of Austin, to manage the Short-Term Supportive Housing (STSH) program. The STSH program provides short-term emergency shelter needs to persons living with HIV/AIDS. Short-term facilities provide temporary shelter (up to 60 days in a six month period) to prevent homelessness and allow an opportunity to develop an individualized housing and service plan to guide the client's linkage to permanent housing.			
	<b>Planned Activities</b>	STSH will provide temporary shelter to eligible individuals to address immediate housing needs. Eligible clients will receive case management services to assist them in securing other types of long-term, permanent, and stable housing.			
11	<b>Project Name</b>	<b>Target Area</b>	<b>Goals Supported</b>	<b>Needs Addressed</b>	<b>Funding</b>
	Short-Term Rent, Mortgage, and Utility (STRMU)	Throughout the City of Austin	Homeless/Special Needs	Homeless/Special Needs	HOPWA: \$101,357
	<b>Description</b>	The Austin/Travis County Health and Human Services Department contracts with AIDS Services of Austin (ASA) to manage the Short-Term Rent, Mortgage, and Utility Assistance program (STRMU). Both agencies work with four community-based organizations to provide essential financial help to persons living with HIV/AIDS and their families. Case managers assess client needs and submit requests for assistance. STRMU provides monthly payments to eligible clients who are at risk of becoming homeless. The service allows clients to remain in their current residences and limits support to three months, with a cap of \$500 per month. The time limit may be waived for clients based on medical needs. Eligibility is restricted to those with notices to vacate, evictions, and utility termination notices.			
	<b>Planned Activities</b>	STRMU will provide short-term housing assistance to prevent homelessness of the renters or homeowners. It will help maintain a stable living environment for households who experience financial crisis and possible loss of their housing arrangement.			
12	<b>Project Name</b>	<b>Target Area</b>	<b>Goals Supported</b>	<b>Needs Addressed</b>	<b>Funding</b>
	Supportive Services	Throughout the City of Austin	Homeless/Special Needs	Homeless/Special Needs	HOPWA: \$85,453
	<b>Description</b>	The Supportive Services program provides residential supportive services to help program participants stabilize their living situation and help address care needs of persons living with HIV/AIDS. The program is designed to increase stability, reduce homelessness and increase access to care and support. A variety of supportive services are offered to all clients including: facility-based meals, life skills management counseling, substance abuse relapse prevention			

		support, client advocacy, transportation, and assistance with obtaining permanent housing. Case managers ensure that clients are informed of the availability of needed medical and supportive services. They also provide referrals and assistance in accessing those services. Project Transitions has 30 apartments located in two agency-owned facilities and other apartments are leased throughout the community.			
	<b>Planned Activities</b>	Supportive Services will assist persons living with HIV/AIDS to stabilize their living situation and help address care needs.			
<b>13</b>	<b>Project Name</b>	<b>Target Area</b>	<b>Goals Supported</b>	<b>Needs Addressed</b>	<b>Funding</b>
	HOPWA - TBRA	Throughout the City of Austin	Homeless/Special Needs	Homeless/Special Needs	HOPWA: \$523,589
	<b>Description</b>	The City of Austin Health and Human Services Department contracts with AIDS Services of Austin to manage Tenant-Based Rental Assistance (TBRA) program. The program provides rent, mortgage, utility assistance, and assistance with shared housing arrangements for income-eligible persons with HIV/AIDS and their families. Income eligibility is restricted to families earning an income at or below 10 percent of MFI and for households of one with zero income. The program goal is to prevent homelessness and support independent living of persons living with HIV/AIDS.			
	<b>Planned Activities</b>	TBRA will provide rent, mortgage, utility assistance, and assistance with shared housing arrangements to meet the urgent needs of eligible persons with HIV/AIDS and their families. The goal is to prevent homelessness and to support independent living of persons living with HIV/AIDS who access the program through HIV case management.			
<b>14</b>	<b>Project Name</b>	<b>Target Area</b>	<b>Goals Supported</b>	<b>Needs Addressed</b>	<b>Funding</b>
	HOPWA Transitional Housing	Throughout the City of Austin	Homeless/Special Needs	Homeless/Special Needs	HOPWA: \$171,511
	<b>Description</b>	The City of Austin Health and Human Services Department contracts with Project Transitions for Transitional Housing services. The program is designed to increased stability, to reduce homelessness and increase access to care and support. Transitional Housing provides facility-based and scattered-site housing with support services to persons living with HIV/AIDS. Transitional Housing may not provide housing for any individual for more than 24 months. A variety of supportive services are offered to all clients including: facility-based meals, life skills management counseling, substance abuse relapse prevention support, client advocacy, transportation and assistance with obtaining permanent housing. Case managers ensure that clients are informed of the availability of needed medical and supportive services and provide referrals and assistance in accessing those services. Project Transitions has 30 apartments located in two agency-owned facilities and other apartments that are leased throughout the community.			
	<b>Planned Activities</b>	Transitional Housing will provide eligible households with housing and supportive services to maintain stability and receive appropriate levels of care.			
<b>15</b>	<b>Project Name</b>	<b>Target Area</b>	<b>Goals Supported</b>	<b>Needs Addressed</b>	<b>Funding</b>
	Tenant-Based Rental Assistance	Throughout the City of Austin	Renter Assistance	Renter Assistance	HOME: \$510,300

	(TBRA)				
	<b>Description</b>	The Tenant-Based Rental Assistance (TBRA) program provides rental housing subsidies and security deposits to eligible case-managed families working toward self-sufficiency. The City funds the TBRA program due to the lack of affordable rental housing identified in the housing market analysis.			
	<b>Planned Activities</b>	The Austin Housing Finance Corporation (AHFC) will oversee the TBRA program and contracts with The Housing Authority of the City of Austin (HACA) and the Salvation Army to administer program services.			
<b>16</b>	<b>Project Name</b>	<b>Target Area</b>	<b>Goals Supported</b>	<b>Needs Addressed</b>	<b>Funding</b>
	Tenant's Rights Assistance	Throughout the City of Austin	Renter Assistance	Renter Assistance	CDBG: \$241,580
	<b>Description</b>	Tenants' Rights Assistance provides services to tenants residing in Austin city limits. Objectives of this program includes: 1) facilitate mediation services between landlords and low- to moderate-income tenants to complete health and safety related repairs in rental units, which will help maintain reasonable habitability standards; 2) provide direct counseling and technical assistance to low-income renters regarding tenant/landlord issues; 3) provide public education and information through workshops and public forums on landlord/tenant relationships and educate renters on their rights as well as their responsibilities under the law; and 4) identify fair housing complaints that can be investigated and may assist in resolving, reducing or minimizing discriminatory housing practices.			
	<b>Planned Activities</b>	This program will provide mediation, counseling, public information, and assistance to help the community identify fair housing complaints. The program will also further fair housing in the elimination of discrimination, including the present effects of past discrimination, and the elimination of de facto residential segregation.			
<b>17</b>	<b>Project Name</b>	<b>Target Area</b>	<b>Goals Supported</b>	<b>Needs Addressed</b>	<b>Funding</b>
	Down Payment Assistance (DPA)	Throughout the City of Austin	Homebuyer Assistance	Homebuyer Assistance	HOME: \$445,000
	<b>Description</b>	The purpose of the Down Payment Assistance (DPA) Program is to assist low- and moderate- income first-time homebuyers by providing down payment and closing cost assistance to purchase a home. The Program increases housing opportunities to eligible households. Eligible income is at or below 80 percent of MFI.			
	<b>Planned Activities</b>	The DPA Program provides a Standard DPA in the form of a 0% interest, deferred-forgivable loan in an amount no less than \$1,000 and up to a maximum amount of \$14,999, with a minimum affordability period of 5 years. Shared Equity DPA provides assistance no less than \$15,000 and up to a maximum amount of \$40,000, with a minimum affordability period of 10 years. The shared-equity portion of the loan will be forgiven at 10 years, but the borrower will still need to pay the original assistance amount. A lien will be placed on the property. For Shared Equity there will be a Shared Equity, Purchase Option and Right of First Refusal component.			
<b>18</b>	<b>Project Name</b>	<b>Target Area</b>	<b>Goals Supported</b>	<b>Needs Addressed</b>	<b>Funding</b>
	Architectural Barrier Removal	Throughout the City of Austin	Homeowner Assistance	Homeowner Assistance	CDBG: \$1,509,653

	(ABR) Program - Owner				
	<b>Description</b>	The Architectural Barrier Removal (ABR) Program-Owner modifies or retrofits the living quarters of eligible, low-income elderly and disabled homeowners. The Program increases the accessibility of the residences through the removal of architectural barriers in their homes. The results of the program will allow clients to remain in their homes and increase self-sufficiency. No more than \$15,000 per home per year can be provided to a single home through the Program. Eligible income is at or below 80 percent of MFI.			
	<b>Planned Activities</b>	The ABR Program - Owner will install physical improvements in housing units that are limited to those improvements designed to remove the material and architectural barriers that restrict mobility and accessibility and are considered to be part of the structure and permanently fixed such as wheelchair ramps, handrails and more.			
<b>19</b>	<b>Project Name</b>	<b>Target Area</b>	<b>Goals Supported</b>	<b>Needs Addressed</b>	<b>Funding</b>
	Emergency Home Repair (EHR) Program	Throughout the City of Austin	Homeowner Assistance	Homeowner Assistance	CDBG: \$1,000,000
	<b>Description</b>	The Emergency Home Repair (EHR) Program makes repairs to alleviate life-threatening living conditions and health and safety hazards for low- and moderate-income homeowners. Households residing in Austin city limits and earning incomes at or below 80 percent of MFI are eligible. Eligible households can receive up to \$5,000 for home repairs per year.			
	<b>Planned Activities</b>	Households that are owner-occupied and low- to moderate-income will receive home repairs to alleviate life threatening conditions or health and safety hazards.			
<b>20</b>	<b>Project Name</b>	<b>Target Area</b>	<b>Goals Supported</b>	<b>Needs Addressed</b>	<b>Funding</b>
	Homeowner Rehabilitation Loan Program (HRLP)	Throughout the City of Austin	Homeowner Assistance	Homeowner Assistance	CDBG: \$400,000 HOME: \$898,634
	<b>Description</b>	The purpose of the Homeowner Rehabilitation and Reconstruction Loan Program (HRLP) is to assist low- and moderate- income homeowners bring their homes up to building code standards with repairs to the foundation, roof, plumbing, HVAC system, electrical work and other major interior and exterior repairs. The property must be located within the city limits of Austin. The Program provides financial assistance to address the substandard housing conditions that exist on a homeowner's property. The result is decent, safe and sanitary housing is restored. Eligible income is at or below 80 percent of MFI.			
	<b>Planned Activities</b>	The HRLP provides assistance in the form of a 0% interest, deferred-forgivable loan, in an amount not less than \$5,000 and up to a maximum amount of \$85,000 for Rehabilitation and \$100,000, for Historical. If it is determined that it is economically infeasible to rehabilitate a property, reconstruction is necessary. For Reconstruction, assistance is provided up to a maximum amount of \$130,000 or 100% loan-to-value based on the after-reconstruction appraised market value, whichever is the lesser amount. Liens will be placed on properties assisted. For Reconstruction there will be a Shared Equity, Purchase			

		Option and Right of First Refusal component.			
21	<b>Project Name</b>	<b>Target Area</b>	<b>Goals Supported</b>	<b>Needs Addressed</b>	<b>Funding</b>
	LeadSmart Program	Throughout the City of Austin	Renter Assistance, Homeowner Assistance	Renter Assistance, Homeowner Assistance	Lead: \$2,500,000
	<b>Description</b>	HUD's office of Healthy Homes awarded a \$2.5M Lead Hazard Control/Healthy Homes Grant to the City of Austin in May 2013. The Lead Hazard Control/Healthy Homes Grant provides services for eligible households for the three-year grant period targeting homeowners and renters earning at or below 80 percent of MFI with children under the age of six and living in homes built prior to 1978.			
	<b>Planned Activities</b>	The LeadSmart proposes to provide lead hazard reduction, elevated blood lead level draws (EBLL), lead hazard education to clients and lead certification training to contractors and staff through fiscal year 2013-2014.			
22	<b>Project Name</b>	<b>Target Area</b>	<b>Goals Supported</b>	<b>Needs Addressed</b>	<b>Funding</b>
	Rental Housing Development Assistance (RHDA)	Throughout the City of Austin	Housing Developer Assistance	Housing Developer Assistance	CDBG: \$617,535
	<b>Description</b>	<p>The Rental Housing Development Assistance (RHDA) program provides opportunities to create and retain affordable rental units for low- and moderate-income households and low-income persons with special needs. RHDA provides below-market-rate financing to for-profit and non-profit developers for the acquisition, new construction, or rehabilitation of affordable rental housing. RHDA serves households at or below 50 percent of MFI with a target of serving households at or below 30 percent of MFI. If the funding source allows, an exception can be made to serve households between 51 percent and 80 percent of MFI under extenuating circumstances.</p> <p>A portion of the RHDA program, the Anderson Hill Redevelopment will construct a rental development at 3101 East 12th Street. AHFC will be responsible for the construction of the units and will retain ownership of the property. The development will be leased back to the Anderson Community Development Corporation to operate and manage the rental units. This development will increase the supply of affordable units for income-eligible households.</p>			
	<b>Planned Activities</b>	RHDA will increase the supply of affordable rental units for income-eligible households.			
23	<b>Project Name</b>	<b>Target Area</b>	<b>Goals Supported</b>	<b>Needs Addressed</b>	<b>Funding</b>
	Acquisition & Development	Throughout the City of Austin	Housing Developer Assistance	Housing Developer Assistance	CDBG: \$707,336 HOME: \$590,474
	<b>Description</b>	The Acquisition and Development (A&D) program works with lenders, and for-profit and non-profit developers to leverage City and federal funds to increase homeownership opportunities for low- to moderate-income buyers. Activities of the A&D program include: 1) the acquisition and development of land; 2) the acquisition and rehabilitation of residential structures; 3) the acquisition of			

		new or existing housing units; and 4) the construction of new housing, all for sale to income-eligible households at or below 80 percent of MFI.			
	<b>Planned Activities</b>	A&D will increase the supply of affordable homeownership units for income-eligible households. A&D activities using HOME funds that provide direct financial assistance to homebuyers will use the "recapture" method combined with a shared appreciation model, this ensures that HOME funds are returned for other HOME-eligible activities. For A&D activities using HOME funds that provide funding to a developer, the "resale" method will be used to ensure affordability throughout the affordability period.			
<b>24</b>	<b>Project Name</b>	<b>Target Area</b>	<b>Goals Supported</b>	<b>Needs Addressed</b>	<b>Funding</b>
	CHDO Operating Expense Grants	Throughout the City of Austin	Housing Developer Assistance	Housing Developer Assistance	HOME: \$100,000
	<b>Description</b>	The CHDO Operating Expenses Grant program provides financial support to eligible, City-certified Community Housing Development Organizations (CHDOs) actively involved in housing production or expected to begin production within 24 months. Under the terms of the grant, CHDOs must access CHDO set-aside funds to produce affordable housing for the community. Funding can only be used for the organization's operating expenses and cannot be used on project-related expenses.			
	<b>Planned Activities</b>	Eligible CHDOs will receive financial assistance to support their operations as affordable housing providers. Financial support to CHDOs allows them to maintain or increase their capacity to create affordable rental and homeownership units.			
<b>25</b>	<b>Project Name</b>	<b>Target Area</b>	<b>Goals Supported</b>	<b>Needs Addressed</b>	<b>Funding</b>
	Microenterprise Technical Assistance	Throughout the City of Austin	Small Business Assistance	Small Business Assistance	CDBG: \$200,000
	<b>Description</b>	The Microenterprise Technical Assistance program provides operational funds for the administration of training and technical assistance for qualified microenterprises in the City of Austin. HUD defines a Microenterprise as either: 1) a business with five or fewer employees, one being the owner, or 2) an individual who is actively working towards developing a business that is expected to be a Microenterprise.			
	<b>Planned Activities</b>	The program will provide training and technical assistance to current and aspiring Microenterprises.			
<b>26</b>	<b>Project Name</b>	<b>Target Area</b>	<b>Goals Supported</b>	<b>Needs Addressed</b>	<b>Funding</b>
	Community Development Bank	Throughout the City of Austin	Small Business Assistance	Small Business Assistance	CDBG: \$150,000
	<b>Description</b>	The Community Development Bank (CDB) provides funds to a Community Development Financial Institution (CDFI) to administer loan programs offering flexible capital and technical assistance to small and minority businesses that are expanding or relocating to low-income areas. The performance goal for this program is job creation or retention for low- to moderate-income individuals.			
	<b>Planned Activities</b>	The program will create or retain jobs for low- to moderate-income individuals.			

27	<b>Project Name</b>	<b>Target Area</b>	<b>Goals Supported</b>	<b>Needs Addressed</b>	<b>Funding</b>
	Family Business Loan Program (FBLP) – Debt Service	Throughout the City of Austin	Small Business Assistance	Small Business Assistance	Section 108: \$95,188
	<b>Description</b>	Family Business Loan Program’s (FBLP) purpose is to make low-interest loans to qualified Austin small business owners who are ready to expand their business and create jobs. The FBLP is a public-private partnership between the City of Austin, U.S. Small Business Administration (SBA) certified community lenders and private banks. The City’s portion of the funding is provided by a U.S. Department of Housing and Urban Development (HUD) Section 108 loan guarantee.			
	<b>Planned Activities</b>	Debt Servicing			
28	<b>Project Name</b>	<b>Target Area</b>	<b>Goals Supported</b>	<b>Needs Addressed</b>	<b>Funding</b>
	East 11 <sup>th</sup> and 12 <sup>th</sup> Street Revitalization Debt Service		Commercial Revitalization	Commercial Revitalization	Section 108: \$661,774
	<b>Description</b>	The City secured a \$9,350,000 HUD Section 108 Loan Guarantee to implement the East 11th and 12th Streets revitalization project. The source for repayment of the Section 108 Loan will be from small business loan repayments and current and future CDBG funds for a 20 year period ending in 2017.			
	<b>Planned Activities</b>	Debt Servicing			
29	<b>Project Name</b>	<b>Target Area</b>	<b>Goals Supported</b>	<b>Needs Addressed</b>	<b>Funding</b>
	CDBG Administration				CDBG: \$1,451,014
	<b>Description</b>	Funds provide administrative costs for programs.			
	<b>Planned Activities</b>	Funds provide administrative costs for programs.			
30	<b>Project Name</b>	<b>Target Area</b>	<b>Goals Supported</b>	<b>Needs Addressed</b>	<b>Funding</b>
	HOME Administration				HOME: \$279,712
	<b>Description</b>	Funds provide administrative costs for programs.			
	<b>Planned Activities</b>	Funds provide administrative costs for programs.			
31	<b>Project Name</b>	<b>Target Area</b>	<b>Goals Supported</b>	<b>Needs Addressed</b>	<b>Funding</b>
	HOPWA Administration				HOPWA: \$19,126
	<b>Description</b>	Funds provide administrative costs for programs.			
	<b>Planned Activities</b>	Funds provide administrative costs for programs.			

Table 3 – Project Summary

## AP-35 Projects

### Introduction

The City of Austin plans to undertake the following projects throughout FY2013-14

#	Project Name
1	Child Care Services
2	Senior Services
3	Youth Support Services
4	ESG ARCH Shelter Operations & Maintenance
5	ESG Communicable Disease Unit - Rapid Rehousing
6	ESG DACC RR
7	ESG FS RR
8	ESG Front Steps HMIS
9	HOPWA PHP
10	HOPWA STSH
11	HOPWA STRMU
12	HOPWA Supportive Services
13	HOPWA TBRA
14	HOPWA Transitional Housing
15	Tenant-Based Rental Assistance (TBRA)
16	Tenant's Rights Assistance
17	Down Payment Assistance (DPA)
18	Architectural Barrier Removal (ABR) Program - Owner
19	Emergency Home Repair (EHR) Program
20	Homeowner Rehabilitation Loan Program (HRLP)
21	LeadSmart Program
22	Rental Housing Development Assistance (RHDA)
23	Acquisition & Development
24	CHDO Operating Expense Grants
25	Microenterprise Technical Assistance
26	Community Development Bank
27	Family Business Loan Program (FBLP) – Debt Service
28	East 11 <sup>th</sup> and 12 <sup>th</sup> Street Revitalization Debt Service
29	CDBG Administration
30	HOME Administration
31	HOPWA Administration

**Table 4 – Project Information**

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

Allocation priorities are based on the community needs assessment and feedback during the community needs assessment period.

## AP-50 Geographic Distribution

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

The City of Austin does not currently direct its investments in specific target areas. Please see maps included in Appendix VI.

### Geographic Distribution

Target Area	Percentage of Funds
Throughout the City of Austin	100%

Table 5 - Geographic Distribution

### Rationale for the priorities for allocating investments geographically

The City of Austin does not currently direct its investments in specific target areas. Please see maps included in Appendix VI.

### Discussion

While the City of Austin does not currently target investments to specific geographic areas, it considers the geographic dispersion of affordable housing to be a key core value in the investment of affordable housing-related activities with federal and local funds. The City supports providing affordable housing in areas outside of low-income neighborhoods, thereby reducing racial and ethnic segregation, de-concentrating poverty, and providing for more economic opportunities for low-income households. NHCD currently provides funding preference through a scoring matrix system to projects that assist in the dispersion of affordable housing stock throughout the community, to focus on areas in Austin where there is a shortage of affordable housing. As a result of this focus, NHCD has achieved greater geographic dispersion in the units it has funded in recent years.

# Affordable Housing

## AP-55 Affordable Housing

### Introduction

Affordable housing is a critical priority for the City of Austin. The need for affordable housing for low-to-moderate income renters, special needs populations and homebuyers was reflected in the housing market analysis and public input received from the community in the FY2009-14 Consolidated Plan. The FY2013-14 Action Plan Community Needs Assessment period makes clear that this trend has continued. Housing affordability in Austin has continued to decline among many segments of the population but particularly among very low income households making between 30% and 50% MFI (between \$21,950 and \$36,600 for a household of 4 persons) and extremely low income households making between 0 and 30% MFI (less than \$21,950 for a household of 4 persons). No other theme came up as frequently as affordable housing throughout the needs assessment process. Many service providers cited the lack of affordable housing as having a ripple effect impacting the ability to provide a stable foundation of opportunity for the clients they serve.

One Year Goals for the Number of Households to be Supported	
Homeless	9,629
Non-Homeless	700
Special-Needs	618
Total	10,947

Table 6 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	384
The Production of New Units	8
Rehab of Existing Units	37
Acquisition of Existing Units	0
Total	429

Table 7 - One Year Goals for Affordable Housing by Support Type

### Discussion

The City of Austin promotes affordable housing by addressing three core values:

#### Long Term Affordability

##### *Shared Equity Tools*

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

##### *Community Land Trust (CLT)*

A CLT is a tool to preserve public investment in affordability, allowing preservation of affordable units in

perpetuity. The CLT will retain ownership of the land, while the homeowner owns the improvements. The CLT limits the sales price of the home and requires that subsequent buyers be income-eligible. CLT homeowners will receive a share of the appreciation when the affordable unit is re-sold. This model provides future opportunities for low- to moderate-income households to buy the home at an affordable price. NHCD staff is working with the City's Law Department on developing criteria for obtaining CLT designation and the associated ordinances necessary to implement a process for evaluation and consideration for designation.

#### *Publicly-Owned and/Public Property Tax Exemption*

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

#### *Preservation of Affordable Housing*

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

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

#### **Geographic Dispersion**

The City supports providing affordable housing in areas outside of low-income neighborhoods, thereby reducing racial and ethnic segregation, deconstructing poverty, and providing more economic opportunities for low-income households.

#### **Deeper Levels of Affordability**

##### *Permanent Supportive Housing*

The Comprehensive Housing Market Study (2009) showed a gap of 27,600 units of affordable housing for households making less than \$20,000 a year. To assist in closing that gap, the City will continue to prioritize resources to affordable housing projects that serve very-low income households.

## **AP-60 Public Housing Introduction**

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

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

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

HACA continues to be successful in moving families toward self-sufficiency with 80 families who have become homeowners through its down payment assistance program. The program provides qualified families participating in the Public Housing or Housing Choice Voucher programs with a \$10,000 forgivable loan to be applied towards the down payment on a new or existing home. If the applicant meets all program criteria for the first five years, then the loan is forgiven. Through its subsidiary, Austin Affordable Housing Corporation (AAHC), HACA's Six Star program provides another alternative for those who are ready to move out of public housing, but have not met all the qualifications to purchase a home. The Six-Star program allows residents to reside at one of AAHC's apartment homes at a rate lower than the fair market rental rate. The rent amount increases slightly over the course of the three year program, until the fair market rent is reached. The Six Star program allows participants to continue to learn financial management and work toward goals that will support sustainable economic and housing self-sufficiency.

#### **Planning Activities**

HACA continuously seeks HUD grants and other grants to support social service programming and capital improvements and to grow the range of services it can offer to residents. In October 2012, HACA was awarded a \$300,000 Choice Neighborhoods Planning Grant from HUD. The Austin Housing Finance Corporation (AHFC) supported the application as a co-applicant and Camiros Ltd. was selected by HACA as the planning coordinator. The purpose of the Choice Neighborhoods Initiative Planning Grant is to create a plan to transform public and/or assisted housing into mixed-income, mixed-use and mixed-finance housing while completing a parallel neighborhood transformation plan which determines a plan for investments in neighborhood assets including early childhood education, education, workforce development and employment, transportation, parks and social services. The planning grant application focused on the Rosewood Courts public housing property and the surrounding Rosewood neighborhood.

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

HATC administers eight housing services programs, the largest of which is 566 units of Housing Choice Vouchers, with approximately 800 individuals and families on a waiting list to receive a voucher. HATC receives a Shelter Plus Care grant for 95 units to provide assistance for homeless individuals and families in the Austin Travis County Metropolitan area, as well as inter-local agreements with two other counties that allow for services in those areas. HATC is a partner in the Permanent Supportive Housing (PSH) Leadership Council to assist in developing a financial model for a multi-jurisdictional solution to fund PSH in Austin. The City of Austin is committed to continuing the support of partnership and efforts that will improve public housing and resident initiatives, and will continue coordinating with both HACA and HATC in FY 2013-14 to inform public housing residents of affordable housing programs and

opportunities. In addition, the City of Austin looks forward to consulting with both public housing authorities when planning and preparing for the City's FY 2014-19 Consolidated Plan.

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

The City of Austin collaborates closely with local PHA officials to ensure that City housing programs are linked to the needs of public housing residents.

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

Neither the Travis County Housing Authority nor the Housing Authority of the City of Austin (HACA) is designated as troubled.

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## **AP-65 Homeless and Other Special Needs Activities**

### **Introduction**

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

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

A Roof Over Austin is an initiative of the City of Austin to provide Permanent Supportive Housing (PSH) and other deeply affordable housing options to the lowest-income residents of the City, including the chronically homeless. In 2010, the Austin City Council passed a resolution to create 350 new PSH units in the City by 2014. As of the beginning of 2013, there had been 279 units of PSH committed, with 170 of them occupied. The City's goal is to have the remaining 71 units committed by 2014.

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

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

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

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

The City of Austin/Travis County Health and Human Services Department (HHSD) funds a private nonprofit organization, to operate the Austin Resource Center for the Homeless (ARCH.) All clients served in the ARCH have low- to moderate-incomes and are at or below 50 percent of MFI. Emergency Solutions Grant (ESG) funds are used to provide maintenance and operations for this program. The ARCH provides emergency shelter to homeless adult males through its Overnight Shelter program, and provides Day Sleeping to homeless adult males and females. The ARCH provides basic services such as showers, laundry facilities, mailing addresses, telephone use, and lockers through its Day Resource Center program. The Day Resource Center program also includes a number of services such as mental health care, legal assistance, and employment assistance provided by co-located agencies. In addition, ARCH also houses the Healthcare for the Homeless clinic. The ARCH will serve 8500 individuals with its Night Sleeping, Day Sleeping and Day Resource Program. All clients will be entered into the Homeless Management Information Systems database. The City does not utilize ESG funds for transitional housing.

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

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

A Roof Over Austin is an initiative of the City of Austin to provide Permanent Supportive Housing (PSH) and other deeply affordable housing options to the lowest-income residents of the City, including the chronically homeless. In 2010, the City Council passed a resolution to create 350 new PSH units in the City by 2014. The target populations of this initiative are chronically homeless individuals and families, including youth aging out of foster care, veterans and those with mental, behavioral, or physical disabilities. Permanent Supportive Housing units are defined as subsidized rental units linked to a range of support services that enable tenants to live independently and participate in community life. As of the beginning of 2013, there had been 279 units of PSH committed, with 170 of them occupied. The City's goal is to have the remaining 71 units committed by 2014.

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

The Ending Community Homelessness Coalition coordinates the Continuum of Care funded projects. ECHO works with the Reentry Roundtable and other community planning organizations to coordinate Discharge Planning from other institutions to assist persons leaving mental/physical health facilities locate supportive housing options.

**Discussion**

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

### AP-70 HOPWA Goals

<b>One year goals for the number of households to be provided housing through the use of HOPWA for:</b>	
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	125
Tenant-based rental assistance	96
Units provided in permanent housing facilities developed, leased, or operated with HOPWA funds	0
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	49
Total	270

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## **AP-75 Barriers to Affordable Housing**

### **Introduction**

The City of Austin undertakes a number of short- and long-term projects and initiatives with the goal of removing barriers to affordable housing. Additionally, the City regularly reviews its Analysis of Impediments to Fair Housing Choice (AI) which closely examines these barriers and how they affect household affordability. The Neighborhood Housing and Community Development Office (NHCD) works closely with the City's Planning Development and Review Department (PDR), Travis County and other partners to address barriers to affordable housing.

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

### **Imagine Austin Comprehensive Plan/Land Development Code Revision**

On June 15, 2012, the City Council voted unanimously to adopt Imagine Austin, the City's comprehensive plan for Austin's future. NHCD is lead in implementing the Household Affordability Priority Program which contains a number of short- and long-term implementation steps focusing on addressing barriers to affordable housing.

In addition, another Imagine Austin Priority Program focuses on revising Austin's development regulations and processes to promote a compact and connected city. As a key step in implementing this priority program, the City of Austin is beginning a long-term project where the City's Land Development Code - an over 800-page document that regulates new development will be holistically revised for the first time since 1984, ensuring the code is consistent with the Imagine Austin Plan. A number of elements in the code can increase the cost of development and create barriers to realizing the community's shared vision for household affordability in Austin. NHCD is closely working with PDR and private consultants to address these concerns as the code is revised.

### **SMART Housing™**

The City Council adopted the SMART Housing™ Ordinance in April 2000 to encourage the development of reasonably priced, mixed-income housing units that meet accessibility standards. The SMART Housing™ Ordinance ensures that new homes are Safe, Mixed-Income, Accessible, Reasonably Priced, and Transit-Oriented and meet the City's Green Building minimum-energy efficiency rating. All multi-family developments must comply with federal, state and local accessibility standards, and at least 10 percent of the multi-family housing units must be accessible. Developments that meet these and other prerequisites are given expedited review under the City's development process and reductions waivers for certain development and construction fees. SMART Housing™ provides a method to achieve neighborhood support for housing that serves low- and moderate-income residents by requiring applicants to meet with neighborhood organizations prior to filing an application for a zoning change. In addition, downtown developments may receive a density bonus without a zoning change by providing a percentage of affordable housing units or pay a fee-in-lieu to fund affordable housing in or near the downtown area.

### **Affordability Impact Statements**

Chapter 25-1, Article 15 of the City of Austin's SMART Housing™ Ordinance requires an Affordability

Impact Statement (AIS) on proposed ordinances, rules or processes that could impact housing affordability. As part of the SMART Housing™ Ordinance, staff prepares an AIS for all proposed city code amendments, ordinances and other proposed changes to identify any potential impacts on housing affordability. This analysis ensures that the City Council and the community are informed on an amendment's potential impact on housing affordability. To date, the City of Austin has issued more than 150 Affordability Impact Statements (AIS).

## **Discussion**

In addition to the activities outlined above, the City of Austin also addresses barriers to affordable housing through actions taken to affirmatively further fair housing choice and overcome the effects of impediments to fair housing choice outlined in the City's Analysis of Impediments to Fair Housing (AI), including the following activities:

### **Housing Smarts-Housing Counseling**

The City of Austin through the Austin Housing Finance Corporation (AHFC) currently offers Housing Smarts, a housing counseling program that provides financial literacy skills, lending education, homebuyer education and foreclosure prevention. In addition, the City contracts with two non-profit organizations to further financial literacy related to foreclosure prevention and offer the Housing Smarts program in Spanish. In addition, the City of Austin discourages predatory lending and requires that all households participating in the Down Payment Assistance Program secure a fixed-rate mortgage at prevailing interest rates. The City will continue seeking partnerships with local agencies to ensure the residents are informed on quality lending opportunities that lead to positive results.

### **Tenants' Rights Assistance**

The Fair Housing Analysis in the City of Austin FY 2009-14 Consolidated Plan reports that more than half of all fair housing complaints in Austin in 2008 were regarding disability status. Likewise, the Austin Tenants' Council (ATC) reports that 54% of the total complaints received in 2008 were from individuals with disabilities. To address this concern as it relates to persons with disabilities, the City continues its investment in ATC. ATC is a recipient of HUD's Fair Housing Initiative Program (FHIP) funds. The Austin Tenants' Council Fair Housing Program serves to provide tenant-landlord fair housing education/outreach, counseling, documentation, and investigation of housing discrimination complaints. The agency also provides advice about remedies under fair housing laws and coordinates legal services to assist victims of housing discrimination. ATC carries out testing and enforcement activities to prevent or eliminate discriminatory housing practices.

### **Accessibility/Visitability Standards**

The federal government, the State of Texas and the City of Austin all provide funding for affordable housing that have accessibility standards. Federal and state requirements include accessibility for people who are mobility-impaired, hearing-impaired, or visually impaired and are governed by the Fair Housing Act, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, Section 2306.514 of the Texas Government Code, and the City's building code. In 2005, the City of Austin adopted the 2003 International Building Code that federal enforcement agencies determined was in compliance with federal accessibility requirements.

In 2000, the City of Austin adopted the SMART Housing™ Ordinance that encourages the development of reasonably priced units and has created more than 20,000 SMART Housing™ units. SMART has additional standards for accessibility beyond federal and state levels and all single-family SMART Housing™ units must be visitable. In 2008, the City Council expanded some of the elements of the Visitability Ordinance to apply to all new single-family homes and duplexes in the City of Austin.

**Architectural Barrier Removal (ABR) Program (Accessibility Modifications)**

ABR modifies the homes of seniors and persons with disabilities who have limited income and would like their homes to be more accessible. These programs are available for persons who rent and those who own their home. These accessibility modifications help persons with disabilities remain in their homes longer and live with a greater degree of independence. All services are free to eligible persons.

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## **AP-85 Other Actions**

### **Introduction**

Federal regulations require that Participating Jurisdictions (PJs) include in their annual Action Plans how they will use HUD grant funds in conjunction with other HUD funding and local resources in order to improve the lives of low- and moderate-income households. Federally mandated guidelines are outlined below, along with a brief description of a best practice or an initiative underway or planned to begin in FY 2013-14 to meet the specific directive.

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

Affordable housing remains an underserved need with the City of Austin. The Comprehensive Housing Market Study (2009) showed a gap of 37,600 units of affordable housing units for renters. To assist in closing that gap, the City will continue to prioritize resources to affordable housing projects. Through the City of Austin's Acquisition and Development (A&D) and Rental Housing Development Assistance (RHDA) programs, NHCD has partnered with various lenders and non-profit and for-profit developers to increase and preserve the supply of affordable rental and homeownership opportunities that will benefit low- and moderate- income households.

### **Actions planned to foster and maintain affordable housing**

#### **Expand Alternate Funding Sources**

NHCD continues to strategically seek opportunities to increase and expand funding sources in an effort to foster and maintain affordable housing. NHCD's programs and services rely on federal and local funding sources to deliver many of the activities in response to community priorities. The City of Austin is considering strategic alternatives to increasing local revenues as a result of Proposition 15 not approved by Austin voters in November 2012. The proposition would have provided \$78 million in General Obligation bonds for affordable housing initiatives to help create, preserve, and retain renter and ownership opportunities throughout the community. NHCD is working closely with the City Manager's Office and the Finance and Administration Department to plan how the department will operate for a long-term with a sustained funding strategy in the future. This includes ongoing actions the department will take to address its No. 1 Horizon Issue, which is to diversify its revenue to increase and promote opportunities for Austin's low-income community. These discussions also will include an evaluation as to where and how the department will invest federal funding, including competing federal dollars that have previously been designated to sub-recipients.

NHCD identified the Demand for Services & Limited Funding as a horizon issue for FY 2013-14. To address this horizon issue, NHCD will continue its pursuit of competitive and non-competitive, federal and state grant opportunities in an effort to increase its financial capacity to address the needs of low-income residents.

#### **Create and Retain Affordable Housing**

Through the City of Austin's Acquisition and Development (A&D) and Rental Housing Development Assistance (RHDA) programs, NHCD has partnered with various lenders and non-profit and for-profit developers to increase and preserve the supply of affordable rental and homeownership opportunities that will benefit low- and moderate-income households.

#### **Community Housing Development Organizations (CHDOs)**

Community Housing Development Organizations (CHDOs) are non-profit housing providers whose

organizational mission includes the development of affordable housing for low- and moderate-income households. The City is able to work closely with CHDOs to help them meet their housing development goals by coordinating with the CHDO Roundtable, an organization comprised of local, non-profit affordable housing providers. The City meets with the CHDO Roundtable to discuss policy matters and provides CHDO Operating Expenses Grants to help increase organizational capacity. NHCD will continue to work closely and support CHDOs in FY 2013-14 to increase opportunities that will foster and maintain affordable housing.

### **Home Repair Activities**

Home Repair activities are a high priority for the City of Austin. These activities make units more accessible by alleviating life-threatening living conditions and health and safety hazards for low- and moderate-income homeowners. NHCD administers the following home repair programs: Architectural Barrier Removal (ABR) - Rental and Owner, Emergency Home Repair (EHR), Homeowner Rehabilitation Loan Program (HRLP), and the G.O. Repair! Program. In addition, NHCD collaborates with Austin Energy (AE), Austin Water Utility (AWU) and the City's Code Compliance department to offer comprehensive services promoting healthier homes.

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

NHCD received notification in September 2011 that the City of Austin was awarded \$2.5 million through HUD's Lead Hazard Reduction Demonstration Grant. The funding is used to identify and evaluate 180 homes for the presence of lead based paint hazards in eligible low-income rental and owner-occupied housing during the three-year grant period. The City's Lead Smart Program serves homes built prior to 1978 where children under 6 years of age live or spend a significant amount of time and who have tested positive for lead poisoning. The grant targets funding to communities with the greatest need, specifically to households with a high incidence of lead poisoning and older rental housing. The Lead Hazard Reduction Demonstration Grant for the City of Austin will expire in October 2014. NHCD will hire a temporary marketing and outreach coordinator to work closely with City of Austin marketing experts and NHCD staff to market programs in an effort to identify eligible clients and increase program participation. The coordinator will be lead in developing and evaluating long-range market planning/strategies to increase awareness of programs and develop department identity. In addition, the coordinator will work with neighborhood associations, community leaders, political action groups, and other interested groups with on-going projects.

HUD's office of Healthy Homes awarded a \$2.5M Lead Hazard Control/Healthy Homes Grant to the City of Austin in May 2013. The Lead Hazard Control/Healthy Homes Grant provides services for 138 eligible households for the three-year grant period targeting homeowners and renters earning at or below 80 percent of MFI with children under the age of six and living in homes built prior to 1978.

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

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

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

The Austin/Travis County Health and Human Services Department (HHS) administers all HOPWA

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

### **Emergency Solutions Grant (ESG) Activities**

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

### **Public Service Activities**

The Austin/Travis County Health and Human Services Department (HHSD) and NHCD administer the public services contracts funding with CDBG funds. Public services offer supportive services to households with gross incomes less than 200 percent of Federal Poverty Guidelines. Childcare Services provides child care vouchers for homeless and near-homeless families and direct child care services for teen parents who are attending school. Youth Services provides access to holistic, wraparound services and support to youth designated as at-risk and their families. The program's three components provide different levels of intervention: school-based intensive services, community-based services, and summer camps. Senior Services offers services that prevent and protect seniors in becoming victims of financial exploitation.

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

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

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

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

Below are initiatives and programs that require interdepartmental coordination and will be underway in FY 2013-14:

### *Development Incentive Programs*

The following regulating activities provide incentives for the inclusion of affordable housing or community/economic development.

- East 11th & 12th Streets Revitalization,
- Coordination with multiple departments on Imagine Austin Comprehensive Plan, Household

Affordability Priority Program and implementation,

- Coordination with PDR on a number of development incentive programs that highlight affordable housing as a community benefit, including the Downtown Density Bonus Program, East Riverside Corridor Density Bonus Program, Airport Blvd. Form-Based Code Initiative, and other initiatives.

### *Redevelopment of Publicly-Owned Land*

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

### *Home Repair and Other Initiatives*

- Coordination with Austin Energy (AE) to administer the Holly Good Neighbor Program,
- Coordination with Austin Water Utility (AWU) to administer the private lateral Program,
- Collaboration with Code Compliance utilizing a referral system to identify and address homes needing substantial and costly repairs, and
- Coordination with Austin/Travis County Health and Human Services Department (HHSD), Ending Community Homelessness Coalition (ECHO) and other key agencies for activities supporting the Community Plan to End Homelessness.

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

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

In FY 2013-14, NHCD will continue to participate in the Opportunity Mapping: 2013-14 Steering Committee, which is comprised of representatives from Ohio State University's Kirwan Institute, City of Austin, Travis County, and local and regional planning agencies to determine key indicators the Kirwan Institute will utilize to update the current regional Opportunity Map. Opportunity mapping is a research tool used to understand the dynamics of opportunity within geographic areas. The purpose of opportunity mapping is to illustrate where opportunity-rich communities exist (and assess who has access to these communities) and to focus on areas of need in underserved or opportunity-poor communities. Key indicators include: areas with sustainable employment, high performing schools,

access to high-quality healthcare, adequate transportation, quality child care, safe neighborhoods, and institutions that facilitate civic and political engagement. As NHCD moves forward in implementing a geographic dispersion/siting policy ensuring affordable housing in all parts of Austin, staff anticipates utilizing the Kirwan Opportunity Map to further the City's housing and community development goals.

DRAFT

## Discussion

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

Family Business Loan Program's (FBLP) purpose is to make low-interest loans to qualified Austin small business owners who are ready to expand their business and create jobs. The FBLP is a public-private partnership between the City of Austin, U.S. Small Business Administration (SBA) certified community lenders and private banks. The City's portion of the funding is provided by a U.S. Department of Housing and Urban Development (HUD) Section 108 loan guarantee.

During FY2012, the Economic Growth and Redevelopment Services Office (EGRSO) developed the FBLP program guidelines, and the guidelines were approved by HUD, the Texas Attorney General's Office, and the Austin City Council. The Austin City Council and Texas Attorney General's Office also approved acceptance of a \$3 million Section 108 HUD loan guarantee to provide funding for the FBLP.

EGRSO made extensive efforts to inform businesses about the FBLP during FY2012. EGRSO staff has met with individual business owners and presentations were made to the Greater Austin Hispanic Chamber of Commerce, the Capital City African American Chamber of Commerce, and the Austin Gay and Lesbian Chamber of Commerce. FBLP presentations were also made to the City of Austin's Community Development Commission, the African American Resource Commission, and to eleven neighborhood and community associations that represent East Austin.

EGRSO has so far identified five potential FBLP loans. EGRSO received Council approval for the first FBLP loan in May 2013, which will create 12 new low- to moderate-income jobs within five years in the Saltillo neighborhood. EGRSO anticipates approving a loan that will create 33 new low- to moderate-income jobs within five years in the Saltillo neighborhood in 2013.

**Program Specific Requirements**  
**AP-90 Program Specific Requirements**  
**Introduction**

The following section details program specific requirements from federal code sections.

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

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

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

**Other CDBG Requirements**

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

## **HOME Investment Partnership Program (HOME)**

### **Reference 24 CFR 91.220.(1)(2)**

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

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

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

To view the City's Resale and Recapture Policy, please see Appendix IV

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

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

#### **Resale**

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

#### **Recapture**

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

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

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

### **Emergency Solutions Grant (ESG)**

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

To view the City's ESG program standards, please see Appendix V

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

In 2012, HUD awarded the Ending Community Homelessness Coalition (ECHO) a Technical Assistance grant with the Corporation for Supportive Housing to help create a coordinated assessment process. The agreement is in place, and a Steering Committee has been selected to oversee the process. Work began in late January 2013 with a target completion date of December 2013. Throughout 2012, work was done to prepare for the Technical Assistance grant, including a thorough assessment of all intake forms used by Continuum of Care organizations, and discussions with providers about the opportunities and concerns created by coordinated assessment. The Membership Council has reviewed best practices and is communicating with providers about potential improvements. ECHO and the City of Austin have also begun discussions about creating a more robust role in ESG coordination. Currently, the City uses HMIS data to monitor ESG projects, and shares the results of its funding decisions with ECHO. In 2012, ECHO was included as a subrecipient of ESG funding, and both parties have committed to identify clear roles and further integrate ECHO into the ESG coordination process.

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

In 2012, the City of Austin HHSD competed the funding for the Rapid Rehousing program. There was one applicant, Front Steps, and they received the award.

See table below for information on all programs:

<u>Agency</u>	<u>Program</u>	<u>Renewal or Competitive Process?</u>
Front Steps	Shelter Operations: ARCH	Renewal
Front Steps	Rapid Rehousing	Renewal/Completed in 2012
HHSD Communicable Disease Unit	Rapid Rehousing	Renewal
Downtown Community Court	Rapid Rehousing	Renewal/Part of Substantial Amendment from Second Allocation 2012
HHSD Administration	Administration	N/A

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

HHSD works with the ECHO to develop the ESG program. ECHO has persons who are homeless or formerly homeless as members.

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

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

- Number of unduplicated clients served.
- Number of households provided homeless services that transition from homelessness into housing.

In addition, all ESG recipients must provide demographic information to reflect the IDIS report screens.

Appendix I: SF 424 - Blank for Draft

Appendix II: Certifications - Blank for Draft

## Appendix III: Citizen Participation Comments

## Tomko, Jonathan

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**From:** Dukes, Ateja  
**Sent:** Wednesday, April 10, 2013 11:12 AM  
**To:** Tomko, Jonathan  
**Subject:** FW: Community Needs Assessment Input

FYI

-----Original Message-----

**From:** Marilyn Hartman [<mailto:marilyn.hartman@earthlink.net>]  
**Sent:** Wednesday, April 10, 2013 12:06 AM  
**To:** NHCD  
**Subject:** Community Needs Assessment Input

I am writing to encourage NHCD and the Austin City Council to continue Permanent Supportive Housing (PSH) as a priority in its Community Needs Assessment.

In November 2011, 100 of the most vulnerable homeless in Austin were identified with the goal of providing housing and supports for them; they were deemed to be individuals that would most likely be dead within 5 years if they were not housed. Many had mental or physical illnesses or substance use disorder, or a combination of those. A year and a half later, only 14 of the 100 have been housed and given support services, and 4 have died waiting, all because we do not have housing stock that is affordable. Typically, these are citizens that need a lot of support and consistency in their daily routines if they are to be successful living in the community, thus PSH. The alternatives, as we have seen, are expensive to taxpayers and detrimental to the ill individuals; these include jails, prisons, ERs, mental hospitals, and homelessness itself.

What is possible with PSH was demonstrated by a joint project of the Community Court and the non-profit organizations Caritas and Foundation Communities. Twenty homeless individuals who had each been arrested 25 or more times in 2 years, many with mental illness and/or substance use disorder, were housed and given intensive case management. At last report, all but 2 had maintained their housing.

Unfortunately, the need for PSH far outstrips these 125 individuals. We have not yet reached our goal of creating 350 units, intended to be operational by 2014, and the growing need suggests as many as 2,000 units more are necessary. In the meantime, homeless people are at risk.

Austin must persevere in creating PSH! Thank you for your support in this effort!

Marilyn Hartman  
Housing Chair, NAMI Austin (National Alliance on Mental Illness, Austin affiliate) [marilyn.hartman@earthlink.net](mailto:marilyn.hartman@earthlink.net)  
512-333-4375

City of Austin

APR 10 2013

NHCD / AHFC

My name is Stuart Hersh, and like most in Austin I rent. I worked for the City of Austin for over 30 years, and have been a paid or unpaid consultant with a few not-for-profit organizations for the past 4 years. I help these not-for-profit organizations create S.M.A.R.T. Housing under very trying circumstances.

I am speaking tonight about the Needs Assessment for the Action Plan. I am speaking for myself and am not speaking for any of the organizations that I provide support on either a pro-bono or fee basis.

I work with organizations that provide affordable rental housing for some people who can afford rents in the \$135 - \$350 range. Those organizations who otherwise could serve these extremely low income renters will be unable to do so if there is a city decision to decrease its commitment to housing affordability.

The GO Bonds were marketed in 2006 as a supplement to existing investment in housing affordability, not a tool to supplant federal and local investment. But supplant is what they did.

The voters in 2012 approved affordable housing bonds for some of the poorest among us, women and children who were homeless. The voters did not approve bonds for housing that lacked specific performance measures and a commitment to geographic dispersion.

Please recommend funding at a level that shows Austin's commitment to the poorest among us who need their homes repaired as well as more opportunities to rent or own housing that is safe, in mixed-income neighborhoods, accessible for people with disabilities, reasonably-priced, and transit-oriented and meeting Austin Energy's internationally recognized Green Building standards. We used to call this S.M.A.R.T. Housing at the beginning of this century, and hopefully we will invest in S.M.A.R.T. Housing once again.

Stuart Hersh, 1307 Kinney Av #117 78704  
[shersh@austin.rr.com](mailto:shersh@austin.rr.com) (512) 587-5093 (cell)

City of Austin

APR 04 2013

NHCD / AHFC

**Public Hearing  
Community Development Commission  
FY 2013-14 Action Plan - Community Needs Assessment  
April 4, 2013**

*The following does not represent a complete transcript of public testimony, and is a summary of the public testimony by NHCD staff.*

<b>Deep Affordability</b>	
<b>Name</b>	<b>Statement</b>
Jennifer McPhail, ADAPT of Texas	ADAPT is very concerned about the lack of affordable housing for those who are extremely low income. People with disabilities tend to make up this group. There is a 70% unemployment rate for those who are disabled. These members of our community have been and continue to be forced out of Austin as a result of housing affordability. We urge you to invest in very low income projects with an emphasis on those serving persons with disabilities. We urge you to support making existing housing accessible through the ABR program. We need to allow people to age in place, whether they are in a single family home or an apartment. It is cost prohibitive for a person with less than 15% MFI to widen a doorway. We need to aggressively concentrate our funds on the growing underserved groups in the future.
Isabelle Headrick, Accessible Housing Austin	Assessing Housing Austin is a non-profit and CHDO that provides affordable housing to low and extremely low income persons with disabilities and their families. We receive many calls from people who seek to find affordable housing, are in very stressful situations, and are very discouraged with the lack of availability.
Stephanie Thomas, ADAPT of Texas, Accessible Austin CHDO	The measurements that are utilized by NHCD and HUD do not address those of us with disabilities. There needs to be a redefinition of those categories. We need to focus on the very lowest income people and evaluate the policies of the City. Home repair and ABR are critical programs and need to be funded. Housing discrimination needs to be enforced, it is a severe problem in our community. Austin is aging, as people get older they acquire more disabilities on a fixed income. I think we need housing for old and young people with disabilities.
David Clauss, American YouthWorks	The affordable housing needs of youth, ages 17-24 year olds who are out of work, underemployed, out of school with incomes less than \$15,000/year are great. There are thousands of these households today, couch surfing, doubling up in Austin, this practice will cost the taxpayers millions of dollars in the future if we don't intervene now. Lack of stable housing is one of the biggest causes of school drop out. The biggest need is for rental housing for the low and extremely low income. Affordable rent is for these groups is \$300/month. If we want these young people to succeed, affordable housing is a key component. Focus as many resources as possible on this need.
<b>Fair Housing</b>	
<b>Name</b>	<b>Statement</b>
Kathy Stark, Austin Tenant's Council (ATC)	ATC's mission is safe, decent, fair affordable housing through rental repair assistance programs, and a fair housing enforcement and education program. If anyone has looked at lease they are 20 pages or more and very complex. We must continue to work to ensure that exiting affordable housing is maintained and does not become substandard. The City has a huge bedbug program in rental properties, we need to look at doing something systemic to address this problem. Focus the resources for <50% and <30% MFI.

**Public Hearing  
Community Development Commission  
FY 2013-14 Action Plan - Community Needs Assessment  
April 4, 2013**

*The following does not represent a complete transcript of public testimony, and is a summary of the public testimony by NHCD staff.*

<b>General Obligation Bonds/SMART Housing</b>	
<b>Name</b>	<b>Statement</b>
Stewart Hersh, Consultant	The 2006 G.O. Bonds were marketed as a supplement to Federal Funds, but they supplanted it. The voters approved the bonds for the poorest among us including women and children who were homeless. The voters did not approve the bonds for housing that lacked specific performance measures and a commitment to geographic dispersion of the funding. Please recommend funding to poorest among us who need their homes repaired, as well as safe ownership and rental opportunities, in mixed income communities, accessible for persons with disabilities, reasonably priced, transit oriented and meets Austin Energy's Green Building Standards. It seems like we are not trying to keep affordable, we are trying to become affordable. Austin is much less affordable today than it ever has been in the past 40 years.
<b>Home Repair</b>	
<b>Name</b>	<b>Statement</b>
Charles Cloutman, Meals on Wheels and More, and Chair of Austin Home Repair Coalition	Home repair is the cheapest way of ensuring housing affordability and keeping residents in their homes, keeping them safe, decent and sanitary. The Home Repair Coalition respectfully requests \$3M annually to repair the homes that need to be repaired, the capacity to do this is well within our capacity. We need to start doing a neighborhood approach, right now we are "shot gunning" the problem. We need to look at things block, by block. Preserve opportunities for low income homeowners that are already in these neighborhoods.
<b>Homelessness</b>	
<b>Name</b>	<b>Statement</b>
Jo Kathryn Quinn, Caritas of Austin	We should provide housing for people who are extremely poor. Communities across the country that are making the most progress to end homelessness are following their data and concentrating their very limited resources on the most vulnerable populations. It is politically hard to do, but it has the best results. We need to create housing first in this community for those who allow people who have experienced long term homelessness to obtain housing with very few requirements. I would also urge better collaborative planning around the ESG funds.
Ann Howard, Ending Community Homelessness Coalition (ECHO)	Everybody who has spoken tonight has requested that you focus on the poorest among us, the <30% MFI it is where we will make the biggest impact, helping those who are on the bubble. I think it is so exciting when we are all on the same page. We need to be aggressive, bold and put our money where our mouth is. The number one core value is deep affordability. Let's end homelessness together.
<b>Transitional Housing</b>	
<b>Name</b>	<b>Statement</b>
Shannon Moody, Jeremiah Program	The Jeremiah Program addresses generational poverty by serving determined single parents and their children under the age of 5. There is a need for transitional housing for families, we ask that you reaffirm funding this type of housing for the very poorest among us.

**Public Hearing  
Austin City Council  
FY 2013-14 Action Plan - Community Needs Assessment  
April 11, 2013**

*The following does not represent a complete transcript of public testimony, and is a summary of the public testimony by NHCD staff.*

<b>Community Development</b>	
<b>Name</b>	<b>Statement</b>
Rev. Al Lewis, Minister	Federal dollars are to provide resources to black community, in regards to E. 12th St. Missionary Baptist Church.
<b>Deep Affordability</b>	
<b>Name</b>	<b>Statement</b>
Jennifer McPhail, ADAPT of Texas	Urge to dedicate funds to serve people at or below 15% of the MFI, that is the level for someone that receive SSI. Realize this is a deep level of subsidy. Poverty isn't going away, not everyone is going to be able to increase their income, when on a fixed income. Believe housing that you can afford is a civil right. ABR program helps those with disabilities become self-sufficient. Not enough accessible housing stock. We need to ensure enforcement to prevent violations . We can do a lot of creative things, we have to find a way to ensure local funds are invested.
Albert "Sparky" Metz, ADAPT of Texas	We need more accessible housing, when I was looking for a home I would call up people and I would ask them if they were accessible and they would say yes, but when I got there I found out it was not accessible. A lot of times people do not know what you are talking about when you say accessible.
Highwa Salivetz, ADAPT of Texas	Affordable, accessible, integrated housing is a necessary thing. It is sad that in the year 2013 it is so rare. I am lucky to have a Section 8 voucher, but many are not. We need creative options to provide housing. We should keep Austin weird and accessible.
David Whitty, ADAPT of Texas	Lives in accessible housing but have lived in substandard housing for many years. Took about 3 years for the list to open up, looked every day for 60 days and every day it was gone. Fortunate that it was finally available. The 30% MFI is a reasonable figure, it should be available to those who truly need it, not those who do not. I'm glad about the ABR program, we are glad Austin does that.
<b>General Obligation Bonds/SMART™ Housing</b>	
<b>Name</b>	<b>Statement</b>
Stuart Hersh, Consultant	The 2006 G.O. Bonds were marketed as a supplement to Federal Funds, but they supplanted it. The voters approved the bonds for the poorest among us including women and children who were homeless. The voters did not approve the bonds for housing that lacked specific performance measures and a commitment to geographic dispersion of the funding. Please recommend funding to poorest among us who need their homes repaired, as well as safe ownership and rental opportunities, in mixed income communities, accessible for persons with disabilities, reasonably priced, transit oriented and meets Austin Energy's Green Building Standards. It seems like we are not trying to keep affordable, we are trying to become affordable. Austin is much less affordable today than it ever has been in the past 40 years.

**Public Hearing  
Austin City Council  
FY 2013-14 Action Plan - Community Needs Assessment  
April 11, 2013**

*The following does not represent a complete transcript of public testimony, and is a summary of the public testimony by NHCD staff.*

<b>Homelessness</b>	
<b>Name</b>	<b>Statement</b>
Ann Howard, Ending Community Homelessness Coalition (ECHO)	I receive emails from people that need housing every day. We need Housing! Recently Austin/Travis County was awarded \$5.1M for many different organizations and a little comes to ECHO to run the HMIS database system. HUD wants to see more coordination and collaboration. We are using this directive as an opportunity to evaluate what we're doing and see how we can improve. It is exciting to see the response from everyone. Let's figure out what we need to do to end homelessness and drive investment for the very needy, 30% MFI and below. We can make a difference of who can actually afford housing, not help those who already have housing get into better housing.
<b>PSH</b>	
<b>Name</b>	<b>Statement</b>
Shelly Ryan, Safe Place	Thank you for efforts to create PSH, it is crucial that it continue, but ultimately increase, especially for families that are experiencing violence in their homes and/or in their relationships. Providing this type of housing provides a safe environment for the family but also an environment for healing. Healing takes safety and basic stability in order to work. City of Austin would be giving those families the basic right to live in a violence free environment. TBRA and Child Care support services such as the Bridge Program, are important so victims can have a safe caregiver in order to make ends meet. These services are necessary in order to move forward. Most PSH units have been directed toward individuals, we encourage an increase in directing them toward families with children.
<b>TBRA</b>	
<b>Name</b>	<b>Statement</b>
Jay Felderman, Salvation Army	Partnership between COA, HACA and Salvation Army to provide TBRA since 1996 is funded by HOME funds, TBRA is key to keep clients out of shelters and in housing. The 12 month of housing subsidy gives clients time to work towards self-sufficiency. Currently households PIT is about 55-60 hh, # in 2012 124 households helped, 327 people 59% children. During time in TBRA reduce debt and increase skills and income. Thank city for TBRA in amount \$567,000 and like to continue.

**Written Comments Received**  
**FY 2013-14 Action Plan - Community Needs Assessment**  
**April 4, 2013**  
**March 20, 2013 - April 26, 2013**

*The following does not represent a complete transcript of public testimony, and is a summary of the public testimony by NHCD staff.*

<b>General Obligation Bonds/SMART™ Housing</b>	
<b>Name</b>	<b>Statement</b>
Stuart Hersh, Consultant	The 2006 G.O. Bonds were marketed as a supplement to Federal Funds, but they supplanted it. The voters approved the bonds for the poorest among us including women and children who were homeless. The voters did not approve the bonds for housing that lacked specific performance measures and a commitment to geographic dispersion of the funding. Please recommend funding to poorest among us who need their homes repaired, as well as safe ownership and rental opportunities, in mixed income communities, accessible for persons with disabilities, reasonably priced, transit oriented and meets Austin Energy's Green Building Standards. It seems like we are not trying to keep affordable, we are trying to become affordable. Austin is much less affordable today than it ever has been in the past 40 years.
<b>PSH</b>	
<b>Name</b>	<b>Statement</b>
Marilyn Hartman, National Alliance on Mental Illness - Austin Affiliate	Writing to encourage NHCD and to continue support for Permanent Supportive Housing (PSH). The alternatives, as we have seen, are expensive to taxpayers and detrimental to the ill individuals; those include jails, prisons, ERs, mental hospitals, and homelessness itself. We have not yet reached our goal of 350 units intended to be operational by 2014, and the growing need suggests as many as 2,000 units more are necessary.

**SpeakUp! Austin - Is Austin Affordable?**  
**FY 2013-14 Action Plan - Community Needs Assessment**  
**March 20, 2013 - April 26, 2013**

*The following does not represent a complete transcript of public testimony, and is a summary of the public testimony by NHCD staff.*

Name	Statement
Roger L. Cauvin	It is unfortunate to see "household affordability" be followed by discussion almost exclusively focusing on affordable housing. Household affordability refers to the combined cost of housing, transportation, utilities, and core living expenses. Focusing only on affordable housing encourages sprawl, which ultimately makes the city less efficient, less prosperous, and less affordable when all factors are considered.
Tom Davis	Make it an ABSOLUTE requirement on developers - with NO ways to wiggle out of it in any way, or by any means. ALL new developments MUST meet the affordable housing requirements. The city has for too long let developers buy their way out of the affordability requirements. THIS HAS TO STOP!
Stacia Bowley	The city's down payment assistance program helped many people whom I knew afford housing. So far as I know, that program has been shuttered, but I think that would bring stability back to many neighborhoods where a substantial amount of long-time renters are being evicted in favor of a tear-down or remodel that gets flipped a few times.
Shelly	Rapidly increasing rent makes it difficult to save money to move from renting into home ownership.
Dan Keshet	Housing costs are too high for everybody in this city because more people want to live here than there are homes. Programs to give individuals money for a down payment, reduced rent, etc... make a huge difference for those individuals, but only at the cost of higher prices for everybody else. The way to keep prices down is to make sure there are enough homes to go around. This will require further speeding up the permitting process, liberalizing regulations against building multi-family homes, offering more room for building by right, especially in high-demand areas like downtown, and allowing more cheaper styles of homes, such as no-parking condos. In addition, the city should reduce its focus on converting renters into homeowners. If people have the desire and financial means to become homeowners, it's a valid choice, but renters are every bit as much a part of our city, and special resources don't need to be spent to change one into the other. Especially considering that it will always be the case that those most in need of housing assistance are not good candidates for home ownership financially.
Ann Teich	For retired people, many middle class residents, many professionals (teachers, firefighters, police officers, probation officers, state workers, etc...), blue collar workers, working poor, immigrants, refugees, residents over 65, and the homeless, Austin is definitely not affordable.

**SpeakUp! Austin - Is Austin Affordable?  
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 March 20, 2013 - April 26, 2013**

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Name	Statement
Jenn G.	I bought in East Riverside in 2007 when the area was in very rough shape, because it was what I could afford as a single person working as a public sector employee, and I absolutely did not want to have a long commute. It is very difficult and distressing to me to watch the neighborhood get bulldozed on a near-daily basis right now, pushing out all of the low-income people living in the apartments, as well as their shopping and restaurants and be replaced with very high end housing that prices the long time residents of the neighborhood out. For instance, there are rents at the new Riverview Apts. up to \$7,000 per month. I bought my condo for \$63K just 6 years ago, and it is less than 1/4 mile away. Now my family is bigger and I am completely priced out of buying anything else in this neighborhood. This style of development lets all the wealthy people that can afford high rent, nice cars, high commuting costs, to live in the close-in neighborhoods and pushes everyone else further and further out of town, and it's creating a homogeneous Austin and erasing the culture that existed in this formerly working-class area. It would be SO NICE to see Austin work HARD to raise up the standard of living in the very poor neighborhoods, rather than just erase them and let new people with more money move in and take them over.
CS Symington	So much money has come into Austin from other parts of the country. People with cash, apparently lots of it, to pay for houses/real estate have driven out the locals who can no longer afford the rising taxes on our own aging properties. Developers and "flippers" add to the mix, making housing in Austin affordable only for those who haven't lived here very long at all.
Golivas	Interesting, I was looking up Artist Relocation programs in other cities around the country when this came into my email box! I work a full time job and try to work as much as I can as an artist. There is nothing affordable anywhere in town for me to be able to do my art full time. I think my only option may be to go to a town that is providing incentives for artists.
Angela Sonora	I can't really afford Austin any more and am just hanging on until I get a job some place less expensive.
Zanner	Austin IS affordable to people interested in moving here from less-affordable places (Cali, NYC, Seattle, etc...) which gives incentive to developers to build at price points beyond most people in Austin. Those high prices (along with the development/improvement) drive up the prices of ALL property in the same area, making even modest homes in central Austin unattainable for average families. We would all love to live in and enjoy central Austin, but for most people it's just not a reality. So, we push north or south to find affordable homes and spend all day burning fuel to get to and from work. Meanwhile central Austin schools are half-empty, and the people who drive the core of the city enjoy it least. I don't want to live in Cedar Park or Circle C. I'm sure it's lovely for some people. But, I moved to Austin to live IN AUSTIN.
Stacia Bowley	No, Austin is not affordable. When I bought my house two years ago, I paid just over \$100k for a "tiny house" in 78702, and my mortgage was around \$700/month. This felt like a stretch--I had friends who had established leases where \$600-\$800 paid for a 2/1. My taxes this year were so high that I considered looking for a roommate to share my house with. Shockingly my mortgage is the most affordable monthly expense for shelter. I am a teacher, and I can barely hold down my mortgage. So many people who live in central Austin work in service and non-profits, or lower-level administrative jobs at UT. These "ordinary" people can't afford to live close to where they work.

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Name	Statement
Waleska	It is becoming increasingly expensive to live in Austin. It seems that rent goes up every year; it is pretty much a standard practice of all property management companies. In order to afford housing people have to move further away from the city adding to the commuting nightmare. In the meantime, real estate in Austin is snatched up by wealthy investors building expensive condos and restaurants. Downtown Austin a place for the wealthy and tourists.
Gramamakm	Austin is not affordable to the poor and near poor. Better services & home repair programs would help stabilize marginal neighborhoods increase the number of families who could stay in their homes. More affordable housing throughout intown neighborhoods would balance the gentrification that is occurring downtown and on the East and South sides.
Delwin Goss	I moved to Austin from the Dallas area 34 years ago. Even then Austin's housing prices were shocking and it's only gotten worse. Unfortunately there is not an easy answer. As long as people are pouring into this City the demand for housing will increase and for any one who's had even an introductory course in economics; rising demand equals rising prices. Then I look at all the issues with "affordable housing". 1) being placed in high crime, low opportunity parts of the City 2) rental as opposed to owners with roots in the neighborhood 3) investors making a guaranteed income from subsidized housing by renting instead of home ownership which everyone knows is the foundation of a livable community. As long as Austin continues to be a draw families and individuals; there aren't any easy answers. It's been this way for almost any growing and popular City for over 50 years. I don't expect things to change that much; at least not in my lifetime.
Lee Sherman	There is little to no affordable housing outside of the "crescent" where it has historically been concentrated. Focus on creating affordable housing in areas like Old West Austin, Clarksville, Tarrytown, Hyde Park, etc... which always support affordable housing as long as it is not in their back yards. Stop concentrating poverty in the crescent of inequality. Find other ways to make "housing that is affordable" instead of throwing millions of dollars at "artificially affordable housing" or subsidized housing, which is not economically sustainable.
Lee Sherman	Housing is over 50% of my income and this makes it tough to raise a family in the urban core. The property tax burden is disproportionately carried by homeowners compared to downtown property owners.
Dave Sullivan	Remove barriers to garage apartments & secondary units. Work with TCAD to provide for reduced property taxes on units used to provide below-market cost housing. Allow higher impervious cover for affordable units if there is onsite storm water capture. Allow reduced setback standards or alternative compliance to compatibility standards for affordable multifamily housing.
Roger L. Cauvin	The irony is that attaching conditions to new development discourages it, which affects the supply and demand equation. The most effective way to drive down the cost of living in Austin would be build tons of housing in the urban core - so much that the developers would have to "give it away". Concentrating it in the urban core would drive down transportation costs as well.

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Name	Statement
Grace	My taxes will soon be more than my mortgage and I bought affordable housing. My income does not keep up with these increases. I pay half my income on housing and the other fees such as water, etc... keep going up. What are we getting for these increases? I can't fix the rotting trim, worn out carpet, termite damage etc.. because of the increasing tax burden.
Jenny Meadows	We're almost being taxed out of the home we've lived in for 30 years. While our house valuation has plummeted, the land value has skyrocketed. We can't sell, and those around us can't sell. Empty lots big enough for one house are being subdivided into lots for 3-4 houses, with no yards. Urban crowding is not fun.
Zanner	Consider property tax write-offs for people who work in core city service jobs: police, AFD, teachers, non-profit staff and others so that they have a better chance of buying AND STAYING in central Austin homes.
Shelly	Tax incentives for landlords that keep renter housing more affordable?

**SpeakUp! Austin - What Community Needs are You Seeing in Your Neighborhood?  
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Jenn G.	Better schools in East Austin. If the schools were equalized all across Austin, there would not be such a huge disparity from East Austin to West Austin. It is so unbelievably hard to live in East Austin and try to find a good public or affordable private school to send a child to without driving to West Austin every day. Equalize education.
Ann Teich	In the North Lamar/Rundberg/Metric/183 area, one of our challenges is to KEEP our affordable housing stock. Our area is being gentrified. The second challenge is to keep that affordable housing stock safe, healthy and attractive. We have many absentee landlords who do not maintain their rental properties (single-family dwellings, duplexes, fourplexes, eightplexes, small apartment complexes). Their property managers are often residents who are too afraid to complain about safety and health issues. Our best-kept affordable housing belongs to federally-funded organizations and nonprofits like the Housing Authority of the City of Austin (Thurmond Heights, Northgate), the San Antonio Alternative Housing Corporation (Runnymede Apartments), and the Mulholland Group (The Palms on N. Lamar). The third challenge is to have a Code Compliance department that can be proactive rather than reactive and a way to process ticketed properties in a timely fashion.
Zanner	Affordable housing for families to encourage use of the great central Austin public schools; sidewalks; rental property availability that is large enough (and affordable) for families.
Gramamakm	I live downtown. The Waller Creek Project and adjacent park and Wooldridge park closings have displaced the many homeless people that called those locations home in Austin. As a result they are much more visible than previously. Downtown residents, entertainment district participants, tourists and businesses are confronted daily with our failure to address issue of not only more temporary shelters and additional support services but affordable housing for this growing part of our population. Austin planners should look at San Antonio, Portland, Seattle and other cities who have been more proactive in addressing their homeless populations.
Dan	A place for homeless people!!
Shelly	More sidewalks are needed to increase walkability in the area There is an increasing presence of homeless people
Jenn G.	Better sidewalk and bike infrastructure in East Austin, most especially the E. Riverside area. These areas are very unsafe on foot on and on bike today, even riding or walking on the sidewalks, where they exist. The East Riverside area is heavily transit dependent, yet there are many areas lacking complete sidewalks to be able to walk to the bus.
Jenny Meadows	Street repairs. Noise abatement from highways where traffic has multiplied by a factor of 5-10 in the last 10 years. The City Council members are not listening to the citizenry's cries to stop cramming more and more people into the city. Edwards Aquifer is suffering, and Austin will end up the less for the Council's short term vision.

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Alex	In 78704, sidewalks are a major issue. The neighborhoods themselves have very poor sidewalks, or none at all. And busy streets like South First have narrow, craggy, sidewalks and speeding drivers. Once we have sidewalks, we can start the dialog about how to encourage development that contributes to walkable neighborhoods. It would be nice to have more first-rate groceries, restaurants, bars, and retail all within a few blocks walk.
Tim Thomas	We need better sidewalks and bike routes. We have far too many traffic fatalities. And East Riverside at Pleasant Valley still doesn't have proper ADA sidewalks. I saw a gentleman in a wheelchair just the other day sitting in the yield lane waiting for the light to change because there was no where else for him to go. Once it changed he had to drive his wheelchair on the shoulder because there's no sidewalk.
Delwin Goss	Montopolis is in need of the normal services neighborhoods West of IH 25 receive on a daily basis. We need major infrastructure improvements; sidewalks, cross walks, traffic calming devices, replacing ageing sewer lines, water lines electrical lines. Since the bonds have passed we hope to see a new community/recreation center soon. We need code compliance to shut down the back yard wrecking yards, auto repair shops, auto body shops , appliance repair shops and people operating construction companies who store and park their equipment in the residential streets and their front and back yards. We have been working with APD and TCSO but we need to keep on hammering the drug dealers, their customers and al the other criminals who come with it. We need programs to address the almost over whelming problems of domestic violence and assaults. We need an expansion of job opportunities and educational opportunities for our children and families. We need self esteem programs for children from at risk families.
Stacia Bowley	A decent grocery store in 78702. The HEB on 7th has come a long way, but the neighborhood is very much a land of little produce.
Dan	Look at Google map and see the disparity of services between West of IH 35 and East of IH 35. Search for: auto inspection stations, dog parks, etc., etc.
Lee Sherman	Property tax assistance and home repair assistance would help people remain in their homes without relinquishing ownership of their land.
Grace	Drug users need rehab and dealers need a better way to make a living and police should not get bonus \$ for arresting so many drug users while there are violent crimes being committed.

**SpeakUp! Austin - What are the Barriers to Affordable Housing?  
 FY 2013-14 Action Plan - Community Needs Assessment  
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Tim Thomas	Anti-development sentiments and especially homeowners who are seeing massive increases in the values of their homes by opposing new development. We don't simply need affordable housing at the low end. We need tons more housing at all levels to bring prices down for everyone.
Tim Thomas	Saying "No" to developers would just make more demand for the existing housing, pricing out those very people who you're trying to protect. Look at the neighborhoods that have done a good job saying "No" to developers (like Hyde Park). You'll find there are almost no poor people living there. Look at the neighborhoods that don't say "No" to Developers like East Riverside - tons of working class housing.
Delwin Goss	The biggest problem is the free market. The cheapest land to developed is going to be in the lowest opportunity neighborhoods of Austin. There is no easy answer. As long as people are pouring into this City the demand for housing will increase and for any one who's had even an introductory course in economics; rising demand equals rising prices . Then I look at all the issues with "affordable housing". 1) being placed in high crime, low opportunity parts of the City 2) rental as opposed to owners with roots in the neighborhood 3) investors making a guaranteed income from subsidized housing by renting instead of home ownership which every one knows is the foundation of a livable community As long as Austin draws more and more families and individuals; there aren't any easy answers. It's ben this way for almost any growing and popular City for over 50 years. I don't expect things to change that much; at least not in my life time.
Jenn G.	The city's focus is on economic development and growth instead of providing basic needs to the residents who are already here. We all LOVE Austin, but Austin is doing very well economically and we should focus less on the people that we're trying to attract to the city and more on the people (and children) who are already here. The city could say no to developers, and preserve the housing that is in place and put their efforts into providing high quality education for ALL children, and for access to healthcare for ALL residents and children. Long-term, we need to educate the kids that are here, so they can be the ones to fill the city's high tech jobs in the future, rather than importing most of our tech workers from other states and countries. Those kids can make money for us as they grow and contribute to society or cost us money in police and prison services later. The all-powerful development community in Austin should be much less powerful.
Lee Sherman	Without a strong siting policy ensuring equitable dispersion of affordable housing, people living in the "crescent" will oppose further concentration of poverty in their areas.

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Angela Sonora	Where does the City want developers to build? Make it easy to put lots of housing in targeted places, instead of making development an unpredictable nightmare everywhere except out in open country. Imagine Austin says we want to be a compact and connected city with compete neighborhoods, but that is not what the codes or the development process says. Instead, neighborhoods are threatened by random developments that don't belong, because there aren't enough places to build inside the city.
Tim Thomas	The biggest barrier to affordable housing is regulation. The McMansion ordinance prevents building garage apartments, duplexes, and four-plexes where there were once single family homes. We allow neighborhoods to exempt themselves from vertical mixed use, and to oppose apartments. We need to pass legislation allowing dense housing at all costs. Allow automatic exemptions to McMansion if it will double or quadruple the number of housing units. We need to make it easier to up zone to multifamily in our neighborhoods. We can either preserve Austin's suburban-like urban neighborhoods or have affordable housing, but not both.
Gramamakm	1. Suburban voters who don't feel a community responsibility to provide affordable housing in Austin 2. The price of land in areas where city services are already available to residents of affordable housing 3. "Not in my backyard" attitudes which are sometimes justified when affordable housing is poorly executed and result in higher crime rates and neighborhood deterioration.
Ann Teich	Barriers to affordable housing: The perception on the part of many Austinites that affordable housing is unsafe, unsightly, and unhealthy. The perception that people who live in "affordable housing" are second-class citizens, undesirables, criminals, etc. Criminal backgrounds Lack of employment Unwillingness to have "affordable housing" in certain parts of town, i.e., west of Lamar and Burnet Road because of the above-noted perceptions Unwillingness on the part of some City Council members to preserve affordable housing stock because they support developers who see monetary opportunities in razing said housing and building something expensive in its place Unwillingness on the part of some City Council members to use affordable housing tools to provide incentives to developers to include affordable housing in their building projects

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Alex	Neighborhood associations are the primary barrier. These groups categorically oppose dense urban development because it is seen as ruining the "ambience" of their established urban neighborhoods. It's ironic considering that they often claim to be proponents of affordable housing. But the truth of the matter is that supply and demand are intractably interconnected. Where demand is high, like in central neighborhoods, and supply is low, then prices will be high. If you want lower prices, then you have to increase housing stock. The only other option is to reduce demand, and I'm not sure how you'd go about doing that...
Grace	Tax increases. Those who bought affordable housing need a cap on the rate they pay.
Jenny Meadows	High cost of housing in safe neighborhoods, high cost of living in non-safe neighborhoods (crime and even food and fuel costs are higher), high cost of utilities, high taxes, municipal laws that benefit the City but not the homeowner.

**SpeakUp! Austin - Where Should we Invest?  
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Angela Sonora	Homelessness is growing and not being addressed. Affordable housing on school and library properties everywhere in Austin.
Ann Teich	All of the above are worthy of investment.
Gramamakm	I don't think that anyone could argue that these are not all worthy areas of investment and I am aware that the City is involved in getting more bang for our buck through collaboration with various community groups, churches and non-profit organizations. That said, there are not enough "bucks" being directed toward those issues which directly affect our most vulnerable communities and neighborhoods. Trickle down theory says that all the new tax \$ obtained through economic development adds to the quality of life in our city. And I think it does, to a point. I question the amount being directed and its impact on those at the lower end of our economic scale.
Jenny Meadows	I did not know that you did this, so my first suggestion would be to educate the entire Austin community about what you do. Make it an ongoing campaign BUT make sure it contains the facts and not fantasy. With social media being at everyone's fingertips, any wool the City tries to pull over citizens' eyes will be talked about in a heartbeat. I've had intermittent experience with the City Council over the last 30 years, and rarely have they taken time to really hear the citizens. In the last 10 years, those of us protesting something were relegated to laaaaate in the evening, and then told the session was over. That's NOT a Council that listens. Lately I've had a lot to protest, but I don't bother attending anymore. I do talk about my experience, though, and funny thing (not!), almost 100% of the people I talk with have had the same experience. Council, wake up! Listen!
Zanner	Affordable housing/increased density in the city core; assistance for critical city & nonprofit workers to offset property taxes so that they can afford to live and stay in central Austin; invest in infrastructure for the quickly growing senior population (invest now or pay later); shelter & "leg up" support for working homeless and mental health/drug treatment for homeless who need that support.
Shelly	Homelessness, Healthy Affordable Housing
Lee Sherman	We should invest in reintroducing affordable housing and economic diversity in high opportunity areas currently lacking such options.
Delwin Goss	We should quit giving away tens of millions of dollars to subsidize companies that would move here any way and instead invest that money into providing low cost, quality, energy efficient, owned housing. We need to put more money into public safety in our higher crime neighborhoods along with diversion programs for the children growing up in at risk families. Austin needs to quit it's unspoken policy of concentrating poverty and all that comes with it in certain sections of the City. Those housing properties need to be spread out through out the City. Children growing up in a low crime, high opportunity neighborhood will hopefully break that endless cycle of crime and poverty we continue to perpetuate today...

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Tim Thomas	We should invest in making permitting and zoning easier and faster. The only way to truly fix this problem is by creating tons of supply. We need to remove McMansion, especially in East Riverside. There are many large lots (many 1/2 acre and 1 acre lots) in the Riverside area that could add garage apartments with ease. Make it easier to subdivide lots. There are also many houses, duplexes, and four-plexes that have been owned by slum lords and are in need of heavy remediation or tear down. We should offer automatic up zoning from single-family to multi-family. We should also allow projects to jump to the head of the permitting line that double the capacity of the previous home/multi-family. We are never going to have enough money to subsidize apartments for all the people who need them. And subsidizes don't address the people in the median income range who are finding Austin unaffordable. The fairest thing to do is entourage tons of new supply so that prices can stabilize.
Jenn G.	I think all of these services are great, but I think the larger issue is a policy one. Austinites are being priced out of Austin because of the type of development that is occurring. I think focusing more on changing the way Austin is developed has more "bang for the buck".
Bridget	Bus stops should be made attractive, clean, and well-lit-- and should become the location of any new community services such as farmer's markets-- so that public transit will be more welcoming to both those who depend on it as well as "choice riders", thus creating a more diverse and accommodating public life within the neighborhood.

Appendix IV: City's Resale and Recapture Policy

## RESALE AND RECAPTURE POLICIES

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

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

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

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

### Resale

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

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

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

## The City of Austin Resale Policy

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

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

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

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

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

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

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

3. The percentage of change as calculated by the **Housing Price Index (HPI)** Calculator of the Federal Housing Finance Agency. The HPI Calculator is currently located at [www.fhfa.gov/Default.aspx?Page=86\\_and](http://www.fhfa.gov/Default.aspx?Page=86_and) and projects what a given house purchased at a point in time would be worth today if it appreciated at the average appreciation rate of all homes in the area. The calculation shall be performed for the Austin-Round Rock-San Marcos, TX Metropolitan Statistical Area.

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

Sales prices shall be set such that the amount of Principal, Interest, Taxes, and Insurance does not exceed 30 percent of the new Buyer's annual income. For FY 2012-13, the affordable sales price shall not exceed \$175,000, which would be affordable to a 4-person household at 80 percent MFI at today's lower home mortgage interest rates.

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

#### Calculating Fair Return on Investment.

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

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

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

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

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

*Calculating the Fair Return to the Original Owner:*

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

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

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

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

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

## Recapture

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

## The City of Austin Recapture Policy

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

This will document that:

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

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

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

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

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

### Affordability Periods

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

\*City of Austin policy

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

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

### City of Austin Refinancing Policy

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

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

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

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

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

## Basic Terminology

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

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

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

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

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

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

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

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

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

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

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

**INFORMATION FOR PROSPECTIVE BUYERS**

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

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

Please  
Initial  
Below

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

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

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## Appendix V: City's ESG Program Standards



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

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

**A. ESG PROGRAM DESCRIPTION**

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

**At Risk of Homelessness-**

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

**CDO-** Community Development Officer;

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

- (i) Is homeless and lives in a place not meant for human habitation, a safe haven, or in an emergency shelter; and
- (ii) Has been homeless and living or residing in a place not meant for human habitation, a safe haven, or in an emergency shelter continuously for at least one year or on at least four separate occasions in the last 3 years, where each homeless occasion was at least 15 days; and
- (iii) Can be diagnosed with one or more of the following conditions: substance use disorder, serious mental illness, developmental disability (as defined in section 102 of the Developmental

Disabilities Assistance Bill of Rights Act of 2000 (42 U.S.C. 15002)), post-traumatic stress disorder, cognitive impairments resulting from brain injury, or chronic physical illness or disability;

**City-** City of Austin;

**ESG-** Emergency Solutions Grant program;

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

**Homeless Person(s)-**

- (1) An individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:
  - (i) An individual or family with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground;
  - (ii) An individual or family living in a supervised publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state, or local government programs for low-income individuals); or
  - (iii) An individual who is exiting an institution where he or she resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution;
- (2) An individual or family who will imminently lose their primary nighttime residence, provided that:
  - (i) The primary nighttime residence will be lost within 14 days of the date of application for homeless assistance;
  - (ii) No subsequent residence has been identified; and
  - (iii) The individual or family lacks the resources or support networks, e.g., family, friends, faith-based or other social networks needed to obtain other permanent housing;
- (3) Unaccompanied youth under 25 years of age, or families with children and youth, who do not otherwise qualify as homeless under this definition, but who:
  - (i) Are defined as homeless under section 387 of the Runaway and Homeless Youth Act (42 U.S.C. 5732a), section 637 of the Head Start Act (42 U.S.C. 9832), section 41403 of the Violence Against Women Act of 1994 (42 U.S.C. 14043e-2), section 330(h) of the Public Health Service Act (42 U.S.C. 254b(h)), section 3 of the Food and Nutrition Act of 2008 (7 U.S.C. 2012), section 17(b) of the Child Nutrition Act of 1966 (42 U.S.C. 1786(b)), or section 725 of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a);
  - (ii) Have not had a lease, ownership interest, or occupancy agreement in permanent housing at any time during the 60 days immediately preceding the date of application for homeless assistance;
  - (iii) Have experienced persistent instability as measured by two moves or more during the 60-day period immediately preceding the date of applying for homeless assistance; and
  - (iv) Can be expected to continue in such status for an extended period of time because of chronic disabilities, chronic physical health or mental health conditions, substance addiction, histories of domestic violence or childhood abuse (including neglect), the presence of a child or youth with a disability, or two or more barriers to employment, which include the lack of a high school degree or General Education Development (GED), illiteracy, low English proficiency, a history of incarceration or detention for criminal activity, and a history of unstable employment; or
- (4) Any individual or family who:
  - (i) Is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence;
  - (ii) Has no other residence; and

(iii) Lacks the resources or support networks, e.g., family, friends, faith-based or other social networks, to obtain other permanent housing;

**HUD-** U.S. Department of Housing and Urban Development;

**NHCD-** Neighborhood Housing and Community Development Office;

**Subrecipient-** An organization receiving ESG funds from the City to undertake eligible ESG activities.

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

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

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

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

**VI. Eligible Activities** The following is a list of eligible activities for the ESG Program:

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

**VII. Client Eligibility**

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

**A. ESG Eligibility Documentation**

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

**B. Confidentiality of Client Information**

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

- d. The address or location of any housing for a program participant shall not be made public.

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

There is no financial assistance provided with this allocation. However, in FY 12-13 Action Plan the City of Austin will be proposing using ESG funding for Direct Financial Assistance to use for the Rapid Re-housing program staff at the DACC and Communicable Disease Unit as well as at Front Steps and other ESG-funded agencies (State funded).

**IX. Coordination Between Service Providers**

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

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

Agency	Case Management/ Supportive Services	Permanent Supportive Housing	Rapid Rehousing/ Housing Location	Direct Financial Assistance
Front Steps	X	X		
ESG FY 12-14 Funded Programs	X		X	X
Caritas of Austin with CoC and City funding	X	X	X	X
Downtown Community Court	X		X	
Other Continuum of Care programs	X	X		
City-funded Social Service Agencies	X	X	X	X

- X. **Homeless Management Information System (HMIS)** Organizations receiving funding from the City of Austin for homelessness prevention and homeless intervention services are required to utilize the Local Homeless Management Information System (HMIS) to track and report client information for individuals who are at risk of homelessness or who are homeless. A high level of data quality is required.

**REQUIREMENTS INCLUDE:**

- A. "Open settings" for Uniform Data Elements (UDE) will be used for all of the program's client records in order to reduce duplication of records and improve cross-agency collaboration around client services;
- B. Data quality report(s) submitted monthly (report and minimum standards to be specified);
- C. HMIS user licenses must be purchased for staff entering data into City-funded programs (may use City funds for licenses);
- D. Participation in Annual Homeless Count, Annual Homeless Assessment Report (AHAR), and other required HUD reporting;
- E. Participation in a minimum of 6 hours of annual training for each licensed user as well as attendance at required City-sponsored training(s) regarding HMIS and CTK ODM System.

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

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

## **B. ESG PROGRAM MANAGEMENT**

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

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

- C. Amendments - Any amendments to a contract must be mutually agreed upon by the Subrecipient and the City, *in writing*. Amendment requests initiated by the Subrecipient must clearly state the effective date of the amendment, in writing. HHSD staff will determine if an amendment request is allowable. HHSD reserves the right to initiate amendments to the contract.
- D. Liability - Subrecipients shall forward Certificates of Insurance to the Health and Human Services Department within 30 calendar days after notification of the award, unless otherwise specified. The City's Risk Management Department will review and approve the liability insurance requirements for each contract. Subrecipients must maintain current insurance coverage throughout the entire contract period, as well as for any subsequent amendments or contract extensions.

#### **IV. Recordkeeping Requirements**

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

#### **V. Reporting Requirements**

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

## VI. Program Limitations

- A. *ESG Administration* costs are limited to 7.5% of the total ESG allocation.
- B. ESG Street Outreach and Emergency Shelter costs are limited to the greater of: 60% of the City's 2011-12 ESG grant -or- the amount committed to emergency shelter for the City's 2010-11 ESG allocation.
- C. Program Income - Income derived from any ESG activity must be recorded and reported to HHSD as program income. Such income may not be retained or disbursed by the subrecipient without written approval from HHSD and is subject to the same controls and conditions as the subrecipient's grant allocation.
- D. ESG funds may not be used for lobbying or for any activities designed to influence legislation at any government level.
- E. A church or religious affiliated organization must show secularism when submitting an ESG application.
- F. Any ESG funds that are unallocated after the funding cycle will be reprogrammed by HHSD. Contracts that show three (3) consecutive months of inactivity (as documented by monthly reports or non-submission of required reports) will be reviewed on a case-by-case basis, and may be irrevocably canceled.

## VII. Performance Standards

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

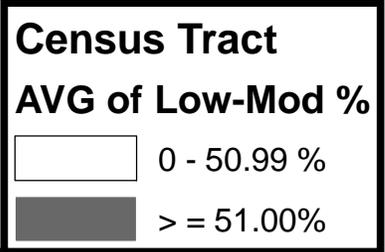
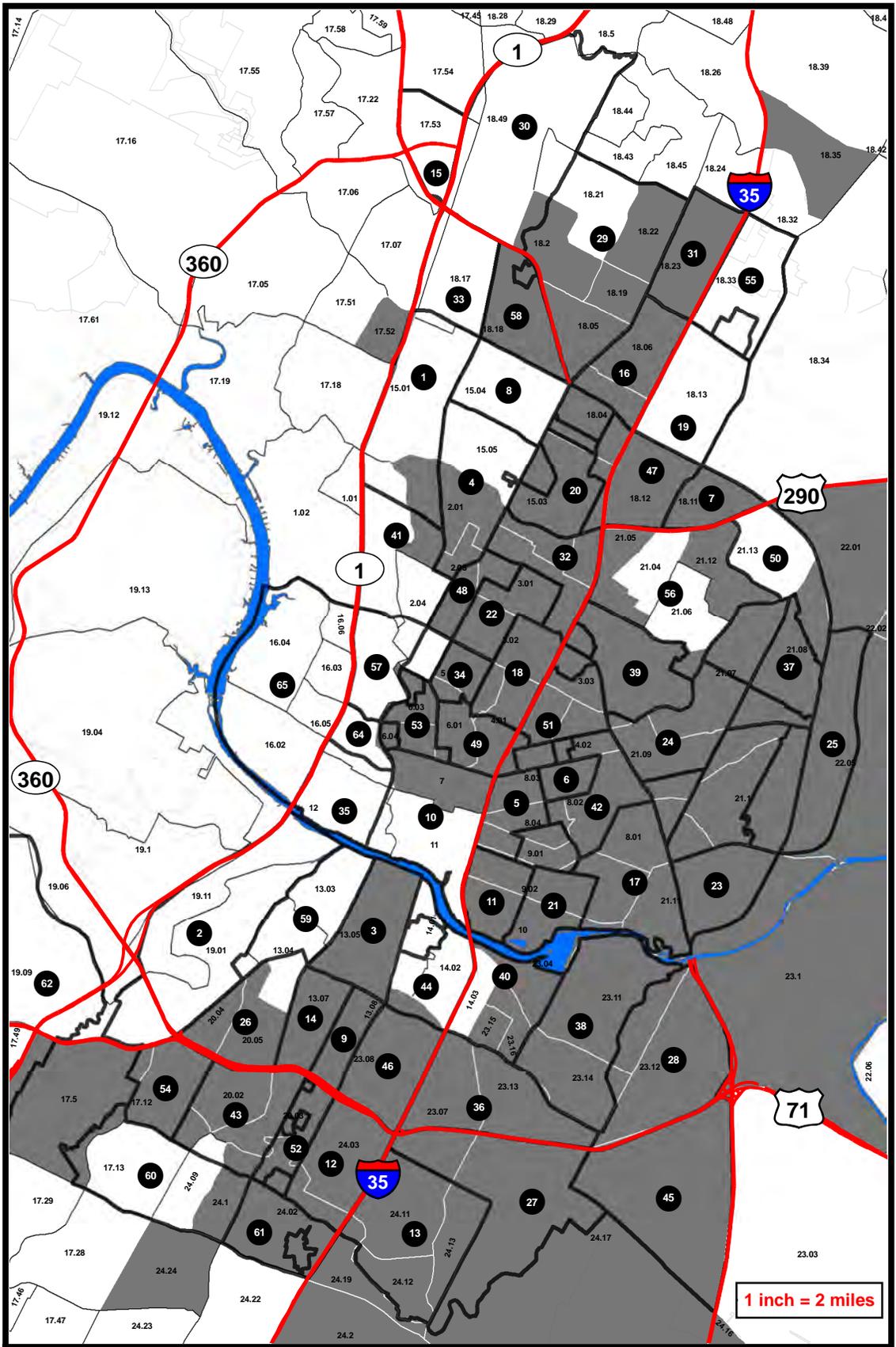
Performance measures will be reviewed quarterly by the City of Austin Health and Human Services Department. Measures will also be reviewed annually by the local Continuum of Care decision-making body, ECHO, during the annual Consolidated Evaluation and Performance Report process.

## VIII. Accessibility

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

## Appendix VI: Maps

ID	Neighborhood Plan
1	ALLANDALE
2	BARTON HILLS
3	BOULDIN CREEK
4	BRENTWOOD
5	CENTRAL EAST AUSTIN
6	CHESTNUT
7	CORONADO HILLS
8	CRESTVIEW
9	DAWSON
10	DOWNTOWN
11	EAST CESAR CHAVEZ
12	EAST CONGRESS
13	FRANKLIN PARK
14	GALINDO
15	GATEWAY
16	GEORGIAN ACRES
17	GOVALLE
18	HANCOCK
19	HERITAGE HILLS
20	HIGHLAND
21	HOLLY
22	HYDE PARK
23	JOHNSTON TERRACE
24	MLK
25	MLK-183
26	SOUTH LAMAR
27	MCKINNEY
28	MONTOPOLIS
29	NORTH AUSTIN CIVIC ASSOCIATION
30	NORTH BURNET
31	NORTH LAMAR
32	NORTH LOOP
33	NORTH SHOAL CREEK
34	NORTH UNIVERSITY
35	OLD WEST AUSTIN
36	PARKER LANE
37	PECAN SPRINGS-SPRINGDALE
38	PLEASANT VALLEY
39	RMMA
40	RIVERSIDE
41	ROSEDALE
42	ROSEWOOD
43	SOUTH MANCHACA
44	SOUTH RIVER CITY
45	SOUTHEAST
46	ST. EDWARDS
47	ST. JOHNS
48	TRIANGLE STATE
49	UT
50	UNIVERSITY HILLS
51	UPPER BOGGY CREEK
52	WEST CONGRESS
53	WEST UNIVERSITY
54	WESTGATE
55	WINDSOR HILLS
56	WINDSOR PARK
57	WINDSOR ROAD
58	WOOTEN
59	ZILKER
60	GARRISON PARK
61	SWEETBRIAR
62	EAST OAK HILL
63	WEST OAK HILL
64	OLD ENFIELD
65	WEST AUSTIN NEIGHBORHOOD GROUP



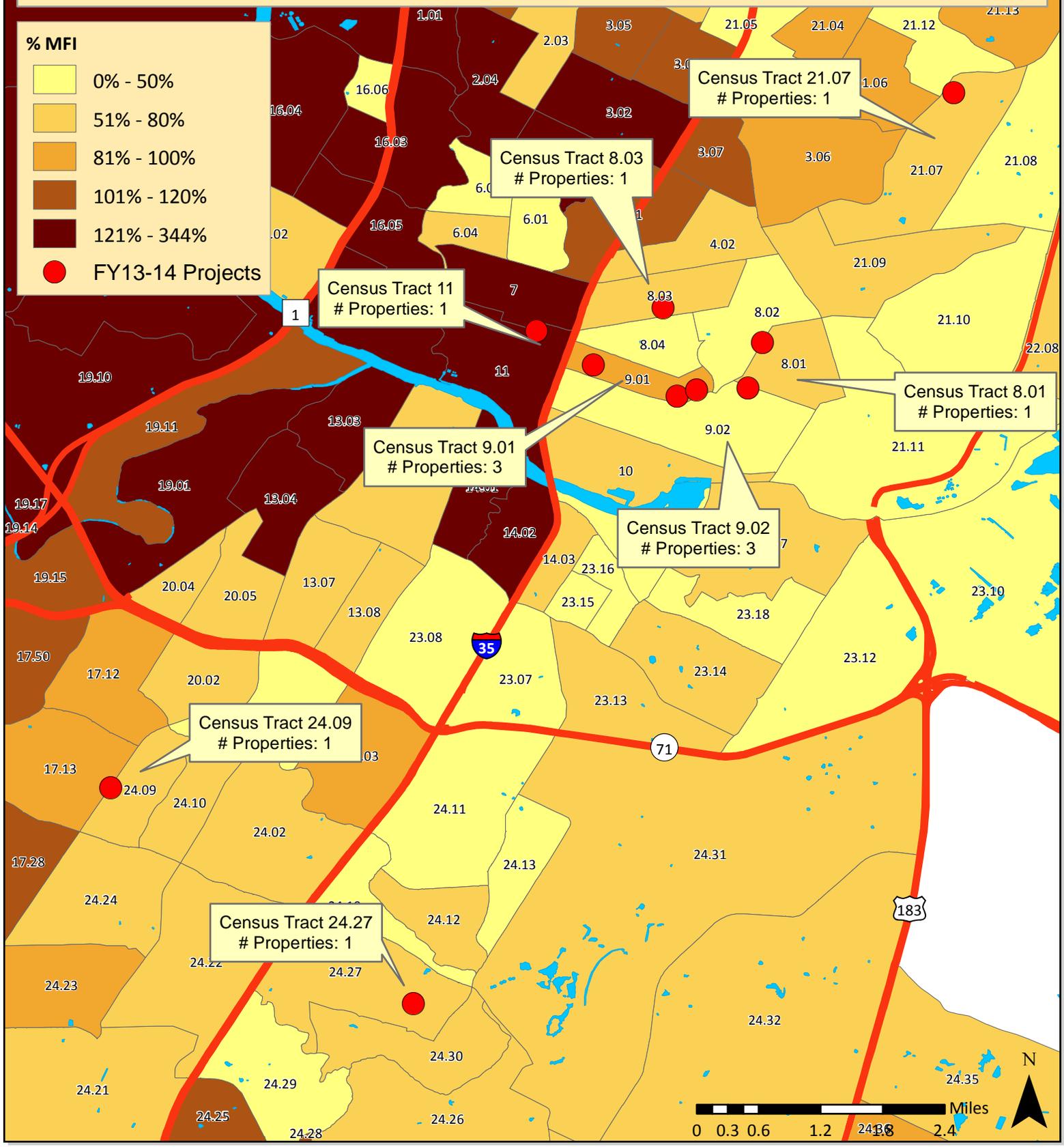
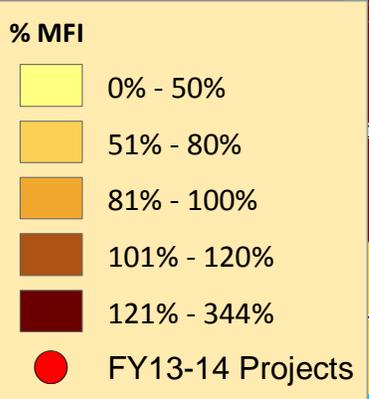
## City of Austin Neighborhood Planning Areas FY 2013-14




This map has been produced by the City of Austin's Neighborhood Housing  
 Community Development Office for the sole purpose of geographic  
 reference. No warranty is made by the City of Austin regarding specific accuracy or completeness.  
 Created May 2013

Source(s): City of Austin;  
 U.S. Department of Housing and Urban Development and  
 U.S. Census Bureau; 2000 Decennial Census

# Geographic Distribution of Median Family Income and FY 2013-14 Proposed Projects, by Census Tract

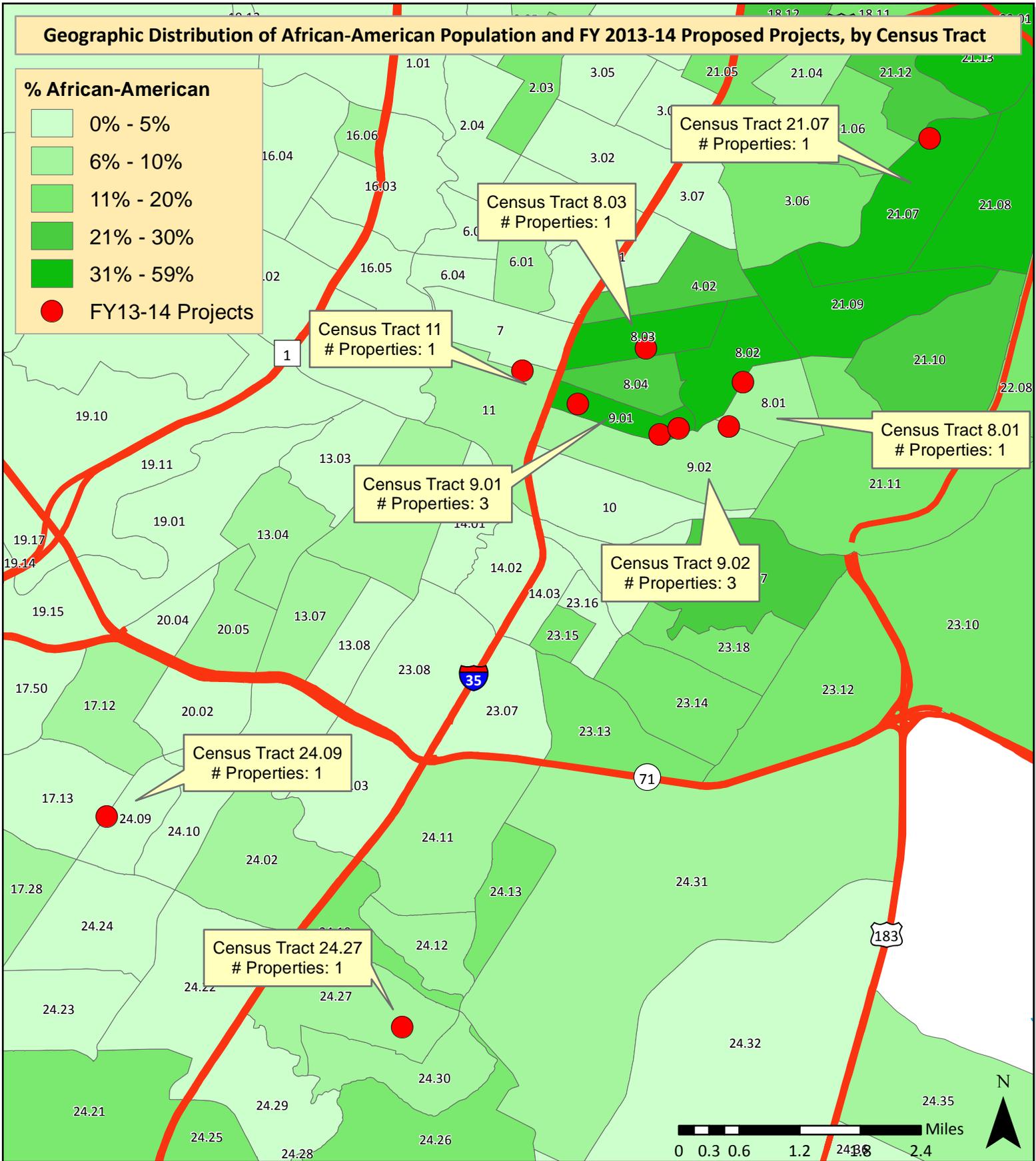
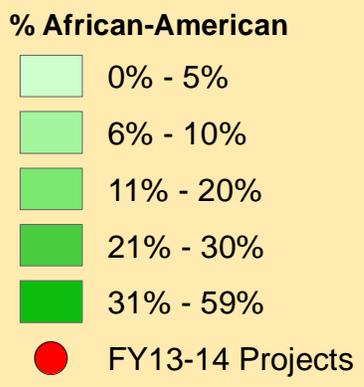


Author: City of Austin, NHCD  
 Source: U.S. Census Bureau, ACS 2010 (5-Year Estimates)  
 This map has been produced by the City of Austin for the sole purpose of geographic reference. No warranty is made by the City of Austin regarding specific accuracy or completeness.  
 Date: June 2013.



Projects identified on this map represent planned City of Austin invest in specific geographic areas in FY 2013-14. All other projects will be designated through application processes in FY 2013-14.

# Geographic Distribution of African-American Population and FY 2013-14 Proposed Projects, by Census Tract



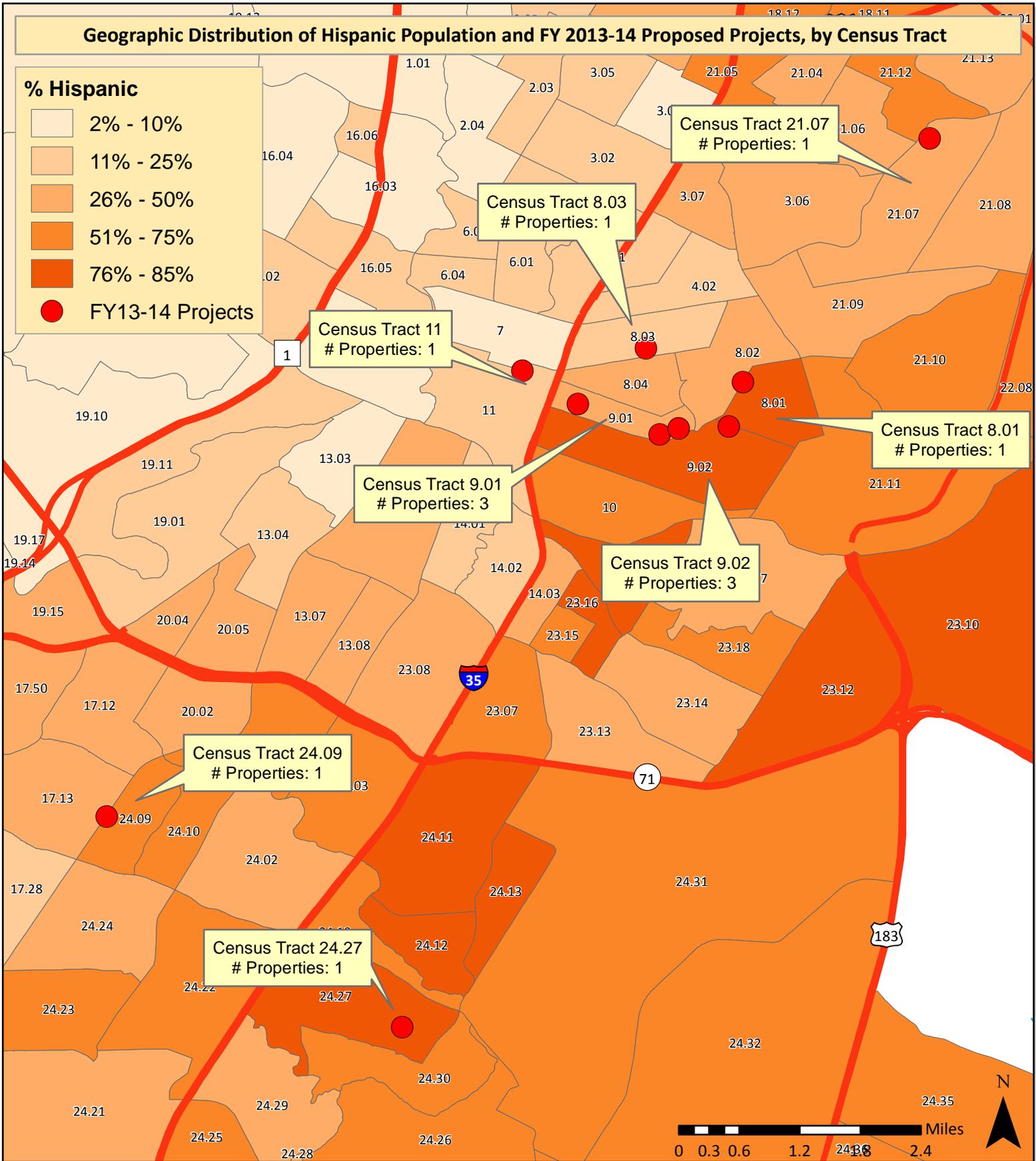
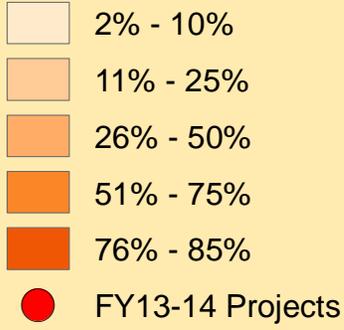
Author: City of Austin, NHCD  
 Source: U.S. Census Bureau, ACS 2010 (5-Year Estimates)  
 This map has been produced by the City of Austin for the sole purpose of geographic reference. No warranty is made by the City of Austin regarding specific accuracy or completeness.  
 Date: June 2013.



Projects identified on this map represent planned City of Austin invest in specific geographic areas in FY 2013-14. All other projects will be designated through application processes in FY 2013-14.

# Geographic Distribution of Hispanic Population and FY 2013-14 Proposed Projects, by Census Tract

## % Hispanic

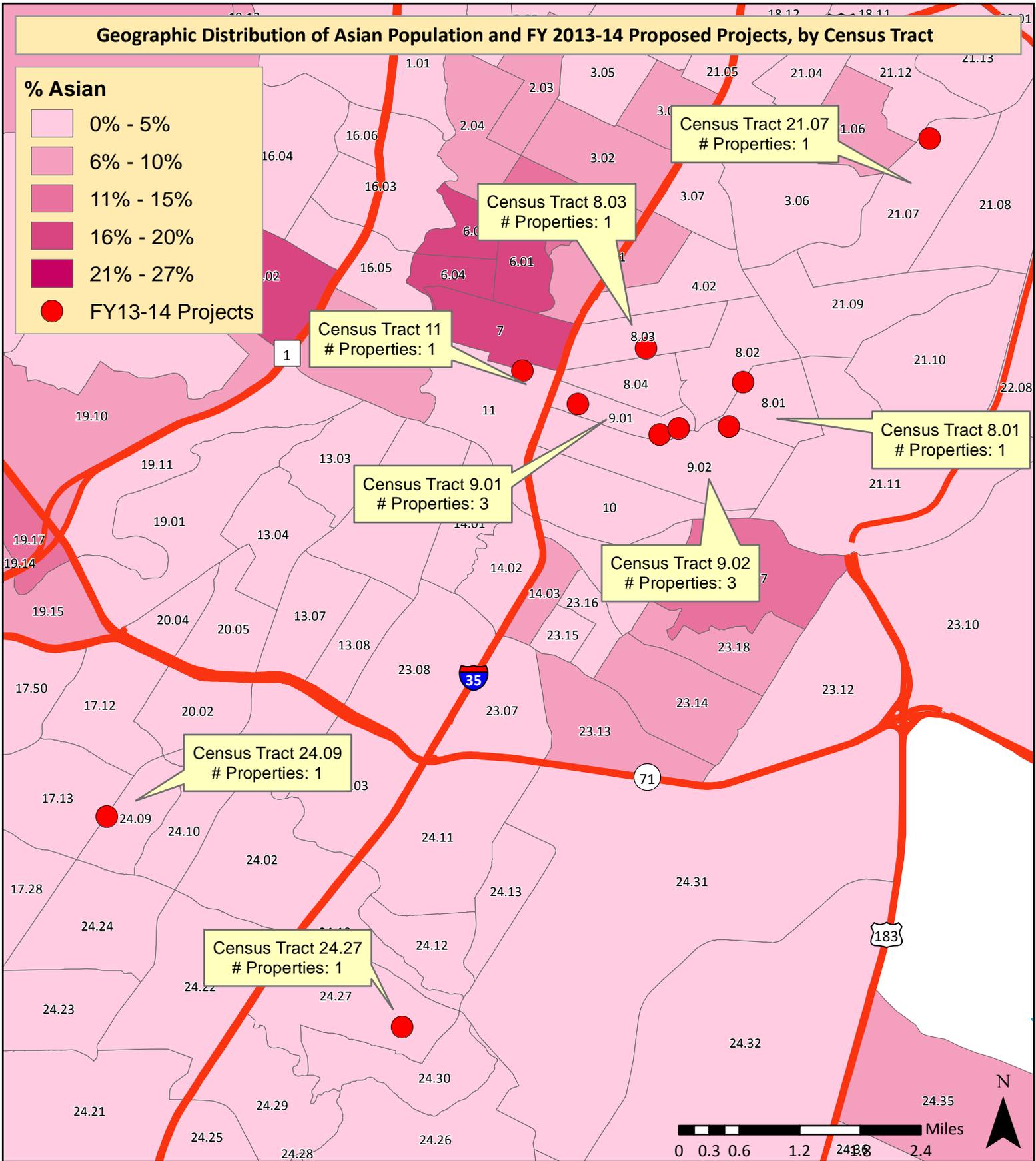
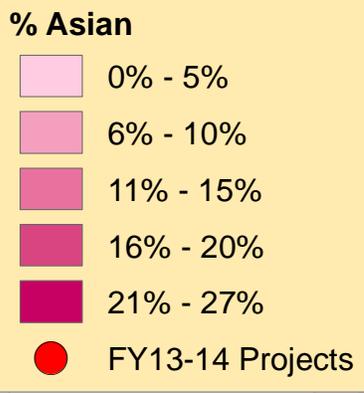


Author: City of Austin, NHCD  
 Source: U.S. Census Bureau, ACS 2010 (5-Year Estimates)  
 This map has been produced by the City of Austin for the sole purpose of geographic reference. No warranty is made by the City of Austin regarding specific accuracy or completeness.  
 Date: June 2013.



Projects identified on this map represent planned City of Austin invest in specific geographic areas in FY 2013-14. All other projects will be designated through application processes in FY 2013-14.

# Geographic Distribution of Asian Population and FY 2013-14 Proposed Projects, by Census Tract



Author: City of Austin, NHCD  
 Source: U.S. Census Bureau, ACS 2010 (5-Year Estimates)  
 This map has been produced by the City of Austin for the sole purpose of geographic reference. No warranty is made by the City of Austin regarding specific accuracy or completeness.  
 Date: June 2013.



Projects identified on this map represent planned City of Austin invest in specific geographic areas in FY 2013-14. All other projects will be designated through application processes in FY 2013-14.

Appendix VII: Affordable Housing Siting Policy  
Working Group Recommendations

## Memorandum

**TO:** John Limon, Chair  
Austin Community Development Commission  
**FROM:** Affordable Housing Siting Policy Work Group  
**DATE:** October 8th, 2012  
**SUBJECT:** Final Status Report

On March 13<sup>th</sup>, 2012, you appointed members to the Austin Community Development Commission Affordable Housing Siting Policy Work Group in response to the Austin City Council resolution 20111215-058 (passed December 15<sup>th</sup>, 2011) which directed the City Manager to work with the CDC in developing additional strategies for achieving geographic dispersion of affordable housing in our community. The following document is the final status report from the working group that summarizes our discussions and includes consensus decisions/recommendations as well as discussions around the key areas where consensus was not reached.

The Working Group would like to stress that although this phase of work on this critical policy issue is complete, we are recommending that the CDC and city staff/leaders ensure that the conversation about dispersing affordable housing all across our community becomes more robust and engages all key impacted persons and stakeholders before final policy recommendations are adopted/made. This is a complicated issue which requires a wide range of expertise and knowledge to be shared with those who may not truly understand why we are having this conversation or what the consequences (intended or unintended) might be for any policy decision.

We thank you for the opportunity to serve on the Affordable Housing Siting Policy Work Group. We hope that our work will truly lead to a community changing policy decision and hope that the work we present here will help the CDC and city staff take key next steps to further the vision of *“the creation and preservation of housing in all parts of Austin that meets the needs of all Austin residents of extremely low to moderate income”*.

### **Appointed Members of the Affordable Housing Siting Policy Work Group:**

Steven Aleman, Austin Neighborhood Council  
Mandy De Mayo, Housing Works, Consultant  
Darla Gay, A/TC Re-Entry Roundtable  
Stuart Hersh, Community Housing Development Organization Roundtable  
Ann Howard, ECHO (Ending Community Homeless Organization)  
Dianna Lewis, Corporation for Supportive Housing  
Liz Mueller, Community Development Commissioner  
Karen Paup, Community Development Commissioner  
Myron Smith, Former Community Development Commissioner  
Kathy Stark, Austin Tenants' Council

**City of Austin Community Development Commission  
Affordable Housing Siting Policy Work Group  
Final Status Report  
October 8<sup>th</sup>, 2012**

**Background**

On December 15, 2011, the City Council passed Resolution 20111215-058 directing the city manager to work with the Community Development Commission (CDC) and other stakeholders to research and recommend strategies of achieving geographic dispersion of affordable housing in Austin. At the March 13<sup>th</sup>, 2012 meeting of the Community Development Commission, the CDC chair, John Limon, appointed the CDC Affordable Housing Siting Policy Work Group which included<sup>1</sup>:

Steven Aleman	Austin Neighborhood Council, President
Mandy De Mayo	Housing Works Austin, Member
Darla Gay	A/TC Re-Entry Roundtable, Housing Issue Area Facilitator
Stuart Hersh	Community Housing Development Organization Roundtable, Member
Ann Howard	ECHO (Ending Community Homeless Organization), Ex. Director
Diana Lewis	Corporation for Supportive Housing, Texas Director
Liz Mueller	City of Austin Community Development Commissioner
Karen Paup	City of Austin Community Development Commissioner
Myron Smith	Former City of Austin Community Development Commissioner
Kathy Stark	Austin Tenants' Council, Ex. Director

In addition, several key staff persons served as staff support and as technical resources for the conversation including:

Marti Bier	Neighborhood Housing and Community Development
Kathleen Buchanan	City Legal Department
Maneesh Chaku	Neighborhood Housing and Community Development, GIS
Paul DiGiuseppe	Planning and Development Review, Imagine Austin
Rebecca Giello	Neighborhood Housing and Community Development
Kelly Nichols	Neighborhood Housing and Community Development

All meetings were open and several additional stakeholders participated in various work group meetings:

Jessie Aric	Ending Community Homelessness Organization (ECHO)
Joan Bartz	University Hills Neighborhood Association, Member

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<sup>1</sup> Two members who were originally appointed to the work group did not remain on the work group--Tracy Witte, representing OCEAN and the Swede Hill Neighborhood Association formally resigned and Angelica Noyola of the CDC was not able to continue participating due to other commitments.

Michael Casias	NRP Group
Spencer Duran	Community Housing Development Organization Roundtable
Frank Fernandez	Green Doors, Executive Director
Vera Givens	University Hills Neighborhood Association, Member
Jerry Perkins	Mueller Neighborhood Association
Helen Varty	Austin Geriatric Center Inc., Ex. Director
Tracy Witte	OCEAN/Swede Hill Neighborhood Association, Member

### **Work Group Process**

This working group has met almost weekly since March 19<sup>th</sup>, 2012. Meeting attendance by members at work group meetings varied due to other commitments. However, this final document was sent to all final work group members for review and endorsement.

Initially, city staff provided leadership and facilitation of the meetings until May when they notified the working group that because of city policies, city staff could only act as a resource and our work must be facilitated and led by the work group. Several key city staff persons from different city departments did participate in work group meetings at various times to help inform and guide our conversation.

The work group agreed that any final recommendations made will be by a consensus building process; if no consensus could be reached, the final report will reflect our full discussion on that issue including the various challenges, opportunities and barriers. The work group also agreed that only the non-city staff members of the appointed work group in attendance at meetings would be the final decision makers for any recommendations. However, during the meetings, several members of the community as well as other stakeholders attended and were included in all discussions during this process.

On April 24th, 2012, the work group helped promote a Community Conversation hosted by Neighborhood Housing and Community Development as part of the City of Austin’s Action Planning process titled, “Affordable Housing Across Austin.” More than 75 community participants heard from local leaders and practitioner experts from Charlotte, NC; Dallas, TX; Raleigh, NC; San Jose, CA; and Washington DC via a virtual panel. The event offered an opportunity for citizens to learn about Austin’s value of achieving greater geographic dispersion of affordable housing, the various siting policy approaches, and specific examples of working policies from cities across the country. The session was completed with a public discussion and opportunity for citizen feedback. In addition, members of the work group attended a community meeting held on May 7th, 2012 by NHCD staff as a second opportunity for the community to provide feedback on the conversation started at the April 24th forum.

The work group believes that this summary of our work and key mutually agreed decision points should be considered a working document to help the CDC and city staff in framing this conversation as it moves forward. The report includes key recommendations that will be critical to achieving the vision of dispersing affordable housing across Austin.

## Creating the Vision:

During the initial meetings, the work group developed a common vision statement and goal statements to help guide our work:

**Vision:** *“The City of Austin commits to the creation and preservation of housing in all parts of Austin that meets the needs of all Austin residents of extremely low to moderate income tied to an analysis of identified housing gaps.”*

*The vision should incorporate the following **goals**:*

- 1. Substantially increase all types of affordable housing opportunities in dispersed geographic locations;*
- 2. Affirmatively further Fair Housing choice; and*
- 3. Feasible for the City of Austin to administer.*

*The vision should take into account the following **tools**:*

- 1. Relevant, timely and accurate data that reflects areas of high opportunity, currently demonstrated by the Kirwan Institute’s Opportunity Map;*
- 2. The location of existing subsidized housing stock in the City;*
- 3. The location of existing aging multi-family housing stock; and*
- 4. The City of Austin draft Good Neighbor Guidelines.<sup>2</sup>*

## Research on Strategic Siting Policies

The working group received information from city staff regarding their scan of other community’s affordable housing siting policies. The key strategies included:

**Goal Based:** Divide jurisdictions by new or existing geographic boundaries and assign affordable housing goal for each area:

*Ex: Using Multiple Listings Service (MLS) geographic areas, establish a goal of affordable housing units to match the number of jobs in that area for extremely low-income, very-low income, low-income and moderate income households using publicly-available data. Cap funding for affordable housing once an area has met the determined need.*

**Capacity Based:** Define capacity in geographic areas through the creation of a formula. The formula would be based on various grounds including the proportion of extremely low-income persons in the community, the geographic area’s capacity to absorb new growth, and projected future population and job growth.

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<sup>2</sup> This document can be found in the appendix and will be posted by COA NHCD when the RHDA and A&D FY12-13 applications document is posted (<http://www.austintexas.gov/page/housing-application-center>).

*Ex.: Assisted housing developments are not permitted in census tracts where more than 50% of the population earns less than 60% MFI and concentrations of minority populations exceed 60%.*

**Strategic Based:** Target funding for affordable housing on geographic areas of strategic interest and align with other systems to ensure maximum investment in affordable housing siting (e.g. public transit, employment centers, social services, health facilities, schools).

*Ex.: Establish a 50% set-aside for projects that are developed in Imagine Austin nodes – including Regional Centers, Town Centers, Neighborhood Centers, Activity Corridors or Job Centers.*

### Key Strategic Affordable Housing Siting Policies:

**Goal Based:** Divide jurisdictions by new or existing geographic boundaries and assign affordable housing goals for each area

**Capacity Based:** Define capacity in geographic areas through the creation of a formula based on various grounds, including the proportion of extremely low-income persons in the community, the geographic area's capacity to absorb new growth, and projected future population and job growth

**Strategic Based:** Target funding for affordable housing on geographic areas of strategic interest and/or align with other systems to ensure maximum investment in affordable housing siting (e.g. public transit, employment centers, social services, health facilities, schools)

City staff also asked the work group to consider several questions related to a “feasibility assessment” for each of these strategic policies:

**Legal Feasibility:**

Does the approach adhere to fair housing and anti-discrimination standards?

**Economic/Financial Feasibility:**

What does this approach do to the cost of developing affordable housing? What does it do for the costs of living in affordable housing?

**Political Feasibility:**

What could the response be from elected officials?

**Technical/Administrative Feasibility:**

Is publicly-available data accessible for this approach and can administrative standards be created to enforce it?

**Operational Feasibility:**

Does this approach create barriers to the production of affordable housing development?

The following table summarizes the conversation and key findings in completing this feasibility assessment.

## Feasibility Assessment of Affordable Housing Siting Policies Examples:

	<b>Goal Based Strategy:</b> <ul style="list-style-type: none"> <li>• Divide jurisdictions by new or existing geographic boundaries</li> <li>• Assign affordable housing goal for each area</li> </ul>	<b>Capacity Based Strategy:</b> <ul style="list-style-type: none"> <li>• Define capacity in geographic areas through the creation of a formula</li> <li>• Based on various grounds, including the proportion of extremely low-income persons in the community, the geographic area's capacity to absorb new growth, and projected future population and job growth</li> </ul>	<b>Strategic Based Strategy:</b> <ul style="list-style-type: none"> <li>• Target funding for affordable housing on geographic areas of strategic interest</li> <li>• Align with other systems to ensure maximum investment in affordable housing siting (e.g. public transit, employment centers, social services, health facilities, schools)</li> </ul>
<b>Legal Feasibility:</b> Does the approach adhere to fair housing and anti-discrimination standards?		<ul style="list-style-type: none"> <li>• Fair-Housing -if this puts housing in other parts of town than good</li> <li>• Provides new opportunities</li> </ul>	
<b>Economic/Financial Feasibility:</b> What does this approach do to the cost of developing affordable housing? What does it do for the costs of living in affordable housing?	<ul style="list-style-type: none"> <li>• Scarce resources will not reach too far</li> </ul>	<ul style="list-style-type: none"> <li>• Land costs could increase, serving fewer households</li> </ul>	<ul style="list-style-type: none"> <li>• Prices of land could escalate in priority areas</li> </ul>
<b>Social Feasibility:</b> What could the response be from citizens and neighborhoods?		<ul style="list-style-type: none"> <li>• Gentrified areas would become more available for affordable housing development</li> <li>• Neighborhood reactions are mixed throughout the City</li> </ul>	<ul style="list-style-type: none"> <li>• ANC opposes Imagine Austin Concept Map</li> <li>• Will get more opposition if strategy is more controversial than current system</li> </ul>
<b>Political Feasibility:</b> What could the response be from elected officials?	<ul style="list-style-type: none"> <li>• Takes into account land use regulations and desires</li> </ul>	<ul style="list-style-type: none"> <li>• Takes into account land use regulations and desires</li> </ul>	<ul style="list-style-type: none"> <li>• Takes into account land use regulations and desires</li> </ul>
<b>Technical/Administrative Feasibility:</b> Is publicly-available data accessible for this approach and can administrative standards be created to enforce it?	<ul style="list-style-type: none"> <li>• Challenging to reach consensus for what the goal is, how it is quantified and boundaries defined</li> <li>• Keeping the goals current will take a lot of Staff resources</li> </ul>	<ul style="list-style-type: none"> <li>• Well- defined capacity offers certainty to developers</li> <li>• Consensus on capacity definitions will be time intensive</li> </ul>	

	<b>Goal Based Strategy:</b> <ul style="list-style-type: none"> <li>• Divide jurisdictions by new or existing geographic boundaries</li> <li>• Assign affordable housing goal for each area</li> </ul>	<b>Capacity Based Strategy:</b> <ul style="list-style-type: none"> <li>• Define capacity in geographic areas through the creation of a formula</li> <li>• Based on various grounds, including the proportion of extremely low-income persons in the community, the geographic area's capacity to absorb new growth, and projected future population and job growth</li> </ul>	<b>Strategic Based Strategy:</b> <ul style="list-style-type: none"> <li>• Target funding for affordable housing on geographic areas of strategic interest</li> <li>• Align with other systems to ensure maximum investment in affordable housing siting (e.g. public transit, employment centers, social services, health facilities, schools)</li> </ul>
<b>Operational Feasibility:</b> does this approach create barriers to the production of affordable housing development?	<ul style="list-style-type: none"> <li>• Good applications that are not responsive to the goal will not score as well</li> </ul>	<ul style="list-style-type: none"> <li>• Could create barriers for geographic CHDOs</li> <li>• Makes higher priced applications in higher opportunity areas more competitive</li> <li>• Low Income Housing Tax Credits might make it non-competitive</li> </ul>	<ul style="list-style-type: none"> <li>• Makes more/less money available for traditional developers</li> <li>• Enhances City's investment of land</li> </ul>

## Draft Recommendations/Results of Discussion:

Well-managed and well-located affordable housing is an asset to the residents, the neighborhood, and the community at large. One of the city's core values with respect to affordable housing is geographic dispersion. The Affordable Housing Siting Policy Work Group was tasked with developing recommendations for a future siting policy that will help the City of Austin with an eye toward ensuring affordable housing in traditionally underserved areas of the city.

Three main principles have emerged through the process that should be considered when developing goals and recommendations for an affordable housing siting policy:

1. **Fairness** – Equitable distribution of all types of housing in all parts of the city consistent with Fair Housing law.
2. **Access to opportunities** – Housing locations offer residents access to services and amenities essential to a positive quality of life such as jobs, healthy food, green space, quality schools, transportation, affordable healthcare, etc.
3. **Preventing the displacement of low-income residents and their communities** – Preserving affordability of current housing stock by maintaining and improving buildings currently home to extremely low to moderate income people.

To achieve a balance among these principles, leadership at the top levels of city government must commit to institutional change that will ensure the dedication of significant financial resources, departmental collaboration and public engagement of all Austin citizens. The Siting Policy Working Group discussed the following key issues and reached agreement on several but there were other issues where consensus was not reached but the issue was thoroughly discussed. The following is a summary of the discussion of those issues, consensus agreements as well as where no consensus was achieved:

### Gap Assessment and Goal Setting:

1. Conduct an up-to-date, comprehensive market study that addresses both the needs of specific subpopulations (including persons with disabilities, seniors, families, and those with very and extremely low incomes) and sub geographies across the city using the following metrics:
  - a. Gaps in rental and homeownership supply and demand;
  - b. Comparison of the number of jobs with wages at or below X% with number of rental units affordable to households at X% by zip code (or other appropriate geographic area);
  - c. Percent of residents who are housing cost-burdened or severely cost-burdened (including transportation, property taxes, insurance and utilities);

- d. Percent of residents who are homeless or at risk of homelessness (0-30% Median Family Income<sup>3</sup>);
  - e. Number of affordable units (subsidized and unsubsidized) broken out by income and population targeting: 30%, 50%, 60%, 80% MFI, senior, disabilities and families;
  - f. Area housing conditions (e.g. Travis Central Appraisal District<sup>4</sup> study, overcrowding, code compliance complaints, substandard units, etc.)
  - g. School data (e.g. student mobility rates, percentage of children on free or reduced lunches, academic performance, and current and projected school capacity rates).
2. Determine both the (1) existing affordable housing opportunities and the (2) needed affordable housing for specific geographic areas (*market study to review geographic options for assessing opportunities and needs*). *It is important to note that many work group members favored establishing goals that are based geographically once the comprehensive Housing Market Study<sup>5</sup>, Impediments to Fair Housing Study<sup>6</sup>, and Implementation of Imagine Austin Study are funded and completed.<sup>7</sup>*

#### **Linking Goals to Current and Future Plans:**

1. Utilize data gathered from above metrics to review existing Small Area Plans (such as Neighborhood Plans, Station Area Plans, Downtown Austin Plan) to identify opportunities for multifamily housing;
2. Incorporate affordable housing development and preservation into all future Small Area Plans. *It is important to note that many Group members favored establishing goals that are based geographically once the Housing Market Study, Impediments to Fair Housing Study, and Implementation of Imagine Austin<sup>8</sup> Study are funded and completed.*

#### **Strategic Acquisition, Use and Disposition of Public Land:**

1. Identify an inventory of City of Austin-controlled land that is feasible for residential use<sup>9</sup>;

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<sup>3</sup> The median family income is commonly used to generate data about geographic areas for which there are as many families with incomes below that level as there are above that level. For information about local family median income (and City of Austin program eligibility guidelines based on FMI) see

<http://www.austintexas.gov/page/income-limits> .

<sup>4</sup> TCAD assigns codes (“class”) that rate the quality of the structures. The work group discussed using these codes to determine housing quality within a given geography.

<sup>5</sup> The last comprehensive housing market study was published in 2009 and utilized 2007 data:

<http://www.austintexas.gov/page/reports-publications> .

<sup>6</sup> The 2009 Impediments to Fair Housing Report can also be found at the link above.

<sup>7</sup> In addition, NHCD has requested funding to launch an evaluation plan for permanent supportive housing that has been implemented in our community. The work group also felt like it would be important to ensure that funding for this evaluation be approved in order for this process to begin.

<sup>8</sup> For more information regarding Imagine Austin: <http://www.imagineaustin.net/>

<sup>9</sup> Excluding uses that are inappropriate for residential uses, for example parkland, conservation easements or environmentally sensitive areas.

2. Increase partnerships with other public entities, including but not limited to federal, state, county, educational and other local governmental agencies to identify an inventory of parcels appropriate for achieving affordable housing through mechanisms such as transfers or leases;
3. Consider dedicating all or a portion of the identified land in high or very high opportunity areas to affordable residential development;
4. Based on the numbers 1 and 2 above, make residential development that meets defined affordability goals a permitted use on all appropriate and eligible publically owned land;
5. When ownership of public parcels in high opportunity areas is transferred for the purpose of redevelopment that includes a residential component, require a minimum percentage of affordable residential units consistent with affordable housing goals and priorities.

**No Consensus:**

Regarding rezoning publically owned land to "P" with affordable housing being an entitlement or permitted use

It is important to note that rezoning publicly owned land ("P" zoning)<sup>10</sup> to allow affordable housing being an entitlement or permitted use was a topic that was extensively discussed, but no consensus to support or oppose this recommendation was reached.

**Strategic Development and Preservation of Affordable Housing:**

1. Develop a proactive, comprehensive acquisition strategy, with a focus on identifying parcels in high and very high opportunity areas that lack affordable housing options by using legal instruments such as Community Land Trusts.
2. Develop a comprehensive preservation strategy, with a focus on identifying and preserving affordability of existing single-family and multi-family properties with a special emphasis on high and very high opportunity areas.
3. The work group discussed ideas around the development of a strategy that increases entitlements for multi-family properties and/or multi-family zoned properties in high and very high opportunity areas that lack affordable housing options in exchange for creating the greater of a) the existing number of affordable units on the property or b) a minimum percentage of affordable units identified in the defined affordable housing goals. It is important to note that there was extensive discussion that adoption of these strategies promoting geographic dispersion could result in fewer households being served, higher per unit costs, and/or applicants becoming less competitive. No consensus was reached on this topic,

**No Consensus:**

Regarding how to develop strategies regarding utilization of entitlements for multi-family and/or multi-family zoned properties in high and very high opportunity areas

<sup>10</sup> For information about local zoning: <http://www.austintexas.gov/department/online-tools-resources> .

## Funding Incentives:

1. Allocate funding sufficient to meet affordable housing goals across the city *including in high and very high opportunity areas that lack affordable housing options*. It is important to note that the Affordable Housing Committee of the Bond Task Force recommended \$110,000,000 for affordable housing, but this recommendation was reduced by the full Task Force to \$78.3 million and approved by the City Council (bond election will be November 6<sup>th</sup>, 2012).<sup>11</sup>
2. Promote and incent affordable housing in amenity-rich areas of Austin.
3. Revisit Rental Housing Development and Assistance (RHDA)<sup>12</sup> scoring guidelines to incentivize affordable housing development and preservation in high and very high opportunity areas that lack affordable housing options, such as:
  - a. Create a separate RHDA cost per unit guideline/scoring criteria for developments located in high and very high-opportunity areas that lack affordable housing options;
  - b. The work group discussed ways in which to incentivize mixed income projects. Right now, an applicant achieves the highest score if a completely affordable project is proposed. While this may be desirable in a high opportunity area, mixed-income projects may be better received in lower opportunity areas.
  - c. Revisit priority locations areas.
  - d. The previous scoring tool provides for additional points for preservation projects. The work group was unsure if these points provide sufficient incentive for preservation projects in high/very high opportunity areas.
  - e. Leveraging and Debt Coverage Ratios.
4. Create separate pots of funds or “set asides” for NHCD/AHFC<sup>13</sup> funding for housing development and/or preservation proposals in high and very high-opportunity areas that lack affordable housing options.

There was extensive discussion of this option, but no consensus was reached. Some citizens who participated in the work group discussion recommended no funding of rental housing in some neighborhoods unless there was support from the neighborhood (a version of Cap and Waiver policies used in

### No Consensus:

Although the work group agrees that the RHDA scoring guidelines should be changed, we did not reach consensus on any specific recommendations

### No Consensus:

Regarding:

- Setting aside funding specific to development and/or preservation in high and very-high opportunity areas
- Utilizing front-of-the line approach where applications that meet threshold in scoring and are located in very-high and high opportunity are considered before others

<sup>11</sup> For more information about the 2012 City of Austin housing bond package:

[www.austintexas.gov/department/bond-development](http://www.austintexas.gov/department/bond-development)

<sup>12</sup> For additional information regarding RHDA: <http://www.austintexas.gov/page/housing-application-center>

<sup>13</sup> For more information regarding the Austin Housing Finance Corporation:

<http://www.austintexas.gov/department/austin-housing-finance-corporation>

other jurisdictions). Many Work Group members agreed that a set-aside in the current budget year might be something they could support as the City waits on the planning studies described previously, but there was no agreement on the amount of set-aside.

There was also extensive discussion of a front-of-the-line approach, where applications that made threshold and were located in very high and high opportunity areas would be considered before applications in the rest of the City. There was no consensus on the front-of-the-line recommendation.

In addition, the work group discussed how changing the RHDA scoring tool or creating separate pots of funds/front of the line policies may have unintended consequences for meeting other policy priorities that have previously been set out. For instance, we were unsure how this might impact the further investment in permanent supportive housing and/or how it would help disperse this housing across the community. The next conversations around this siting policy should include a robust conversation to ensure that we have tried to anticipate and address any negative consequences for furthering other affordable housing development policies that are important in our community.

#### **Rental Assistance Strategies:**

1. Consider adding “source of income”<sup>14</sup> to local Fair Housing Ordinance to ensure the acceptance of Section 8 vouchers across the city. Questions exist about whether this is allowable in Texas and whether Housing Choice vouchers could be rejected by property owners based on the administrative costs associated with participation in what has been a voluntary policy and further conversation is necessary to fully develop this strategy particularly involving local housing authorities.
2. Utilize Small Area Fair Market Rents as defined by zip codes (similar to a City of Dallas policy) to adjust rents for higher opportunity areas. Small Area FMRs would allow for finer granularity within the local rents. Right now, there is one FMR for the entire metro Austin area, so HUD only pays a landlord up to that amount. But this does not recognize the fact that rent in Tarrytown is significantly higher than rent in Dove Springs. It may average to the FMR offered. But it provides a greater incentive for the Dove Springs landlord to accept a Section 8 voucher than the Tarrytown landlord. However, the work group recognizes that if the FMR is increased this could result in less people being served; we recommend further conversations with local housing authority officials to learn more about the consequences of increasing FMRs and development of possible strategies that would minimize any negative impacts.

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<sup>14</sup> This strategy would preclude a landlord from denying a tenant just because the tenant is a Section 8 voucher holder. It would put “source of income” on par with race, ethnicity, familial status, etc., as it relates to discrimination by housing providers and potentially help to spread housing options into higher opportunity neighborhoods.

### **Caps (and Waivers):**

The work group had robust and on-going discussion regarding caps and waivers through-out our six months of discussion. This siting policy would involve identification of areas of the city (either neighborhoods, census tracts, zip codes, or other appropriate geographies) that have sufficient affordable housing and prohibiting additional public funding in these areas until greater equity across the city is achieved. It also would involve incorporating a policy around granting of waivers (including waivers like preservation, mixed-income developments, and developments with neighborhood support) for those neighborhoods where caps exist. A system of waivers sometimes creates additional barriers for developers of affordable housing to increase housing stock.

#### **No Consensus:**

Regarding implementation of some form of a “cap and waiver” policy

There was very extensive public input and group discussion on Caps and Waivers. Central East Austin and Northeast Austin residents who participated in stakeholder meetings overwhelmingly supported this approach. The majority of work group members supported geographic-based goals instead, and offered several reasons why Caps and Waivers took on the flavor as treating affordable housing like public nuisances where more neighborhoods should take their fair share. No consensus was reached on this topic.

### **Other Issues Discussed:**

1. Develop a comprehensive building standards enforcement policy that ensures upkeep of affordable properties without jeopardizing the property’s affordability. It is important to note that there was concern that enhanced code enforcement without adequate funding for repairs for those properties that serve lower income renters could actually result in a decrease in the number of affordable rental units.
2. Move toward implementation of Community Land Trusts.

### **Recommendations for Next Steps:**

The work group recommends the following key action steps for the Community Development Commission to help move the city forward in setting a policy for dispersing affordable housing all across Austin including:

- **Develop a robust strategy for dialogue about geographic dispersion** of affordable housing all across the community to ensure that all stakeholders, partners, residents and neighborhoods that are impacted by this dialogue have ample opportunity to participate in these conversations. Specifically, we encourage representation from high and very high opportunity neighborhoods as well as local housing authorities. City staff should provide leadership and staff support for these conversations.
- **Urge the funding of a comprehensive housing market study** to happen as soon as possible in order to help the City set affordable housing goals in all geographic areas. Absent funding for more current studies, geographic dispersion goals will be based on

data that is not the most current available (and many consider out of date and not reflective of current conditions).

- **Revise the RHDA scoring tool for FY2012-2013** that will begin setting the policy of geographic dispersion. This is the most immediate decision to be made. Several policies/strategies were discussed (i.e., separate rental funding sources for high/very high opportunity neighborhoods, caps on investment in certain neighborhoods during the current budget year were considered, allowing rental applications in high/very high opportunity neighborhoods to be reviewed first was considered) but no final consensus was reached by the work group.
- **Select the best siting policy** that will further the goals of ensuring safe and affordable housing in our community.

# APPENDIX

<b>Austin City Council Resolution 20111215-058</b>	<b>Page 16-19</b>
<b>City of Austin Good Neighbor Guidelines</b>	<b>Page 20-25</b>
<b>City of Austin Neighborhood Housing Action Plan FY2012-2013—Appendix XIV: Affordable Housing Siting Policy Interim Report<sup>15</sup></b>	<b>Page 26-30</b>
<b>2012 Comprehensive Kirwan Opportunity Map-City of Austin<sup>16</sup></b>	<b>Page 31</b>
<b>Timeline of Work</b>	<b>Page 32</b>

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<sup>15</sup> Full Action Plan: <http://www.austintexas.gov/page/reports-publications>

<sup>16</sup> [www.austintexas.gov/sites/default/files/files/Housing/Reports\\_and\\_Publications/Maps/Comp\\_City.pdf](http://www.austintexas.gov/sites/default/files/files/Housing/Reports_and_Publications/Maps/Comp_City.pdf)

**RESOLUTION NO. 2011215-058**

**WHEREAS**, as part of the Affordable Housing Incentives Task Force, the City of Austin adopted geographic dispersion as one of three core values to serve as guiding principles for City affordable housing policies and programs; and

**WHEREAS**, the 2009 City of Austin Housing Market Study found that housing costs across Austin rose by 85 percent between 1998 and 2008, placing strain on the budgets of Austin residents and continuing the trend of families relocating to more affordable, suburban areas of the region; and

**WHEREAS**, the City of Austin, as a recipient of HUD funds, is required to affirmatively further fair housing through the analysis of impediments to fair housing choice; and

**WHEREAS**, that analysis has identified that the City's housing policy should be driven by the assumption that deconcentration of neighborhood-level poverty will yield better access to opportunity for low-income residents; and

**WHEREAS**, the City of Austin has encouraged geographic dispersion in affordable housing development through a scoring system that recognizes “high opportunity” areas, considering availability of sustainable employment, high-performing schools, a safe environment, access to quality health care, adequate transportation, quality childcare and safe neighborhoods; and

**WHEREAS**, achieving greater geographic dispersion of affordable housing may require an expansion of the strategies employed, and such shifts in approaches would require extensive public input from stakeholders; and

**WHEREAS**, communities across the nation have implemented policies and strategies to geographically distribute affordable housing through goal-based, capacity-based, and strategic-based policies, as described in the attached Appendix A; **NOW, THEREFORE**,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF AUSTIN:**

That the City Manager is directed to work with the Community Development Commission and other stakeholders to develop

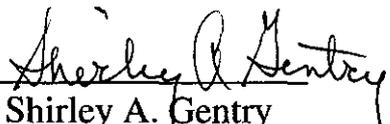
recommendations for additional strategies of achieving geographic dispersion of affordable housing.

**BE IT FURTHER RESOLVED:**

The City Manager is directed to brief the City Council on additional strategies for geographic dispersion of affordable housing and the feasibility of implementing those strategies for the City of Austin by March 27, 2012.

**ADOPTED:** December 15, 2011

**ATTEST:**

  
Shirley A. Gentry  
City Clerk

## **APPENDIX A**

### Goal-Based Siting Policies

- Divide jurisdictions by new or existing geographic boundaries
- Assign affordable housing goal for each area

### Capacity-Based Siting Policies

- Define capacity in geographic areas through the creation of a formula
- Base on various grounds, including the proportion of extremely low-income persons in the community; the geographic area's capacity to absorb new growth; and projected future population and job growth

### Strategic Siting Policies

- Target funding for affordable housing on geographic areas of strategic interest
- Align with other systems to ensure maximum investment in affordable housing siting (e.g. public transit, employment centers, social services, health facilities, schools)

# City of Austin Good Neighbor Guidelines

## July 10<sup>th</sup>, 2012

### **CITY OF AUSTIN GOOD NEIGHBOR GUIDELINES**

This Good Neighbor Policy is offered in response to Austin City Council resolution 20110113-040, which called for a broad community dialogue that includes stakeholders from neighborhoods all across Austin to establish successful approaches for integrating low-income housing throughout the city. The resolution called for research and a report on best practices in engaging communities and building support for permanent supportive housing projects.

#### **Introduction**

In fall 2011, the City conducted meetings to engage community participants in discussions on expectations related to a community engagement plan and process among proposed affordable housing developers, City officials and area stakeholders. Participants in the discussions included neighborhood leaders, tenants of permanent supportive housing, housing developers, service providers, and members of business and faith communities.

Common themes for desired outcomes in the above conversations included:

- Transparency of information about a proposed development (whether provided by the developer or the City of Austin);
- Consistency with existing neighborhood plans and other city-approved planning documents designed by community stakeholders;
- Effective and predictable methods of communication between parties; and
- Respectful dialogue and good-faith effort from all parties engaged in the community.

The Neighborhood Housing and Community Development Office (NHCD) offers a Good Neighbor Policy to standardize process and identify expectations for all projects funded through the City of Austin's Rental Housing Development Assistance (RHDA) and Acquisition and Development (A&D) programs. Applicants of these programs are required to prepare and begin implementing a community engagement plan, including neighborhood notification activities. The community engagement plan is required whether the application is for funding for new construction or renovation of an existing building, regardless of whether there is a change in ownership.

A successful community engagement plan leads to open, ongoing two-way communication between developers and neighbors. This requires good-faith efforts and cooperation by developers, City officials and residents. A positive, open dialogue between housing developers and neighbors can prevent misunderstandings, facilitate prompt resolution of any inadvertent misunderstandings, and provide a fair, thoughtful, dependable means of resolving differences.

While not meant to be a definitive process for each proposal and neighborhood, the steps outlined below suggest a list of recommendations for a comprehensive notification and engagement process in the City's ongoing support of affordable housing projects that will preserve and enhance the strengths of Austin's neighborhoods.

### ***Fair Housing***

The City supports and is committed to promoting diversity in Austin neighborhoods. Consistent with local, State and Federal law, housing may not be excluded from a neighborhood based on any of the following characteristics of the persons who will live there: race, color, national origin, religion, gender/sex, familial status, disability, sexual orientation, gender identity, marital status, student status, and age.

The Analysis of Impediments to Fair Housing prepared for the City of Austin, which is available on City's Web site: [www.austintexas.gov/housing](http://www.austintexas.gov/housing) includes a thorough overview of Federal, State and local fair housing law. One goal is to ensure that housing for Austin's lowest-income residents and most vulnerable populations is available throughout the city, including in Austin's most opportunity-rich neighborhoods in terms of transit, employment, schools, parks and retail.

### **Guidelines for Affordable Housing Developers and Neighbors**

This section is intended to provide guidance, acknowledging that neighborhood notification efforts and appropriate community relations plans may vary in order to provide the most effective outreach in neighborhoods across Austin.

#### **(1) Preliminary Research**

*The developer should consult with NHCD staff.* Members of the NHCD Outreach Team are available to offer guidance to assist the developer in his/her development of the community relations plan and help reach desired outcomes with internal and external lists of departmental and agency referrals. The team may also help identify developers of other affordable housing projects in the neighborhood(s) being considered and suggest neighborhood organizations to contact.

*The developer should review the Neighborhood Plan (if applicable)* Neighborhood plans may provide language describing the vision a particular neighborhood has for the area encompassing the proposed site for the development. This information will be important in understanding the perspective of area residents and help guide in the initial planning of the development. If a rezoning or change in the Future Land Use Map is necessary, additional public process requirements will apply. For more information, consult the City of Austin Neighborhood Planning Website: [www.cityofaustin.org/planning](http://www.cityofaustin.org/planning).

## **(2) Neighborhood Notification**

### ***(a) Who should be notified?***

*The developer should notify property owners within a 500 foot radius of the site.* In addition, neighborhood organizations **registered with the City of Austin** and whose boundaries include the proposed development site are to be notified. Notification can be accomplished using a written notice, letter, postcard or flyer.

Neighborhood organizations are listed on the City of Austin's Community Registry [www.cityofaustin.org/neighbor](http://www.cityofaustin.org/neighbor). They include organizations such as neighborhood associations, Neighborhood Planning Contact Teams, home owner associations, business associations, and advocacy groups. The Registry includes contact information for each group.

### ***(b) When should the notification occur?***

*The developer should consider sending the notification as soon as substantive information is available to ensure a comprehensive community relations plan.* Early communication with neighborhood organizations and nearby residents provides the opportunity to exchange information as early as possible and ensure meaningful community input. Applicants must submit proof of notification prior to application consideration. NHCD is available to provide assistance should privacy or sensitivity concerns arise.

### ***(c) Waiver of the Notification Policy***

*A waiver of the Notification Policy may be granted when:*

- i. Applicants who have already requested a zoning change for a development and can provide evidence that notification for the zoning case has already taken place.

## **(3) Pre-Application Engagement**

### ***(a) How should the developer and the neighbors initiate communication?***

*The developer should contact neighborhood organizations to provide current information about the project, including any neighborhood association boundaries included in the proposed development site and Neighborhood Planning Contact Team (if applicable).*

The updated information may include final site selection, schedule, proposal for ongoing communication with the neighborhood, and where (such as a web site) to find out more information about the project. The ongoing engagement plan may include presentation(s) at regularly-scheduled neighborhood organization meeting(s); invitations to meeting hosted by the housing developer; formation of a neighborhood advisory committee; and/or regular project updates in neighborhood organization publications. It may also be posted at local libraries, recreational centers, etc. Please visit <http://www.austintexas.gov/department/housing-developer-assistance> to view a sample engagement plan.

*The neighborhood organization should invite the developer to a community meeting, possibly a pre-scheduled neighborhood meeting should there be enough time to facilitate a productive dialogue. The neighborhood organization should extend an offer to the developer to provide information ahead of time to the general membership, such as through a list-serve or on the neighborhood-hosted website.*

***(b) What information should be made available to the neighborhood?***

Acknowledging that development plans may change often based on a variety of seen and unforeseen circumstances, information the housing developer should consider sharing as early as possible as it becomes available may include the following:

- Experience as a housing developer and manager. Provide names and addresses of other affordable housing developments;
- Information about property management and non-profit partnerships, if applicable;
- Description of expected property design elements, such as parking, unit count, and additional community amenities (green space, community center, etc.);
- Planned mechanisms for communication between the housing developer and neighbors, including a 24-hour contact phone number that can return calls in a timely fashion and;
- Estimated schedule for construction and completion.

***(c) How should meeting logistics be managed to facilitate a productive dialogue?***

*The developer should make a good faith effort to communicate the following to neighborhood stakeholders:*

- Strive to make any meetings convenient to the neighborhood organization by either requesting time on already-scheduled agendas and/or by meeting at a time and location that is convenient for the nearby neighbors.
- Seek feedback from the neighborhood on how best to continue dialogue.
- Make pertinent information about the proposed project available as promptly as possible and set reasonable expectations by communicating when other information will be ready for distribution.
- Extend an invitation to appropriate city staff (i.e. NHCD, PDR, Transportation, etc.) to attend the meeting to be available as potential resources about the city process, referrals to other agency representatives, and general information about affordable housing or other issues as needed.
- Consider using a facilitator when working on potential agreements or obtaining input from the neighborhood organization.
- Appoint a single point of contact to serve as the liaison for exchanging information and working out language for any potential agreements.

*The neighborhood organization and nearby neighbors should make a good faith effort to communicate the following to the developer:*

- Provide feedback on the developer's engagement plan to ensure the dialogue is productive and works within the construct of expectations for both parties.
- Express the vision of the neighborhood, such as explaining the language of the neighborhood plans.
- Provide feedback on the design, operation and management of a project. Work collaboratively with housing developers and/or residents to identify ways to address concerns.
- Consider appointing a representative or committee from the neighborhood organization to serve as the liaison for exchanging information and working out language for any potential agreements.
- Consider formalizing input in a resolution or letter adopted by the neighborhood organization. This will help ensure the applicant/developer receives all of the relevant feedback and understands the information conveyed is representative of a large group of people.

#### **(4) Implementation / Ongoing Relations**

##### ***(a) How will agreed-upon provisions be implemented as the development moves forward?***

- As a part of the application process, the developer must provide to the City an engagement plan, including single point of contact for the developer to work with neighborhood organizations and nearby neighbors throughout the project's design and construction phase in order to keep them updated with progress and changes.
- The developer and the neighbors may consider appointing a joint advisory committee to establish a process to help track the success of any agreements between the developer and the neighbors.
- Please visit <http://www.austintexas.gov/department/housing-developer-assistance> to view sample engagement plans and agreements.

##### ***(b) If an applicant is acquiring additional units in a development or subdivision where they have already completed the Good Neighbor Checklist, will they need to complete it again?***

- Applicants who propose to acquire existing affordable housing units in the same development or subdivision as a project they have previously received funding for will need to complete another Good Neighbor Checklist for the new application. They may work off of the existing relationship they have developed during their original application.

##### ***(c) How should communication between the developer and the neighbors continue after the housing is operational?***

*The developer should:*

- Honor the terms of any agreements that have been reached.

- Establish ongoing communication with neighborhood organizations and nearby neighbors and businesses. Invite neighborhood organizations and nearby residents to view the project, and promptly address emerging issues and share successes.
- Ask the property manager or developer's single point of contact to regularly attend meetings of the neighborhood organizations.

*The neighborhood organization should:*

- Honor the terms of the any agreements that have been reached.
- Welcome the housing developers and residents into the community, invite them to neighborhood meetings and events, and provide them with information on how to become members of the neighborhood organization.
- Establish a relationship with the developer's single point of contact and communicate any emerging issues or questions community members may have regarding the project.

## Appendix: City of Austin FY2012-2013 Action Plan---Appendix XIV: Affordable Housing Siting Policy Interim Report--Interim Update on Affordable Housing Siting Policy Discussions (Adopted August 2<sup>nd</sup>, 2012)

On December 15, 2011, the City Council passed Resolution 20111215-058 directing NHCD to work with the Community Development Commission (CDC) and other stakeholders to research and recommend strategies of achieving geographic dispersion of affordable housing. In the months following, NHCD staff researched a number of national examples of siting policies and worked closely with the CDC and the Affordable Housing Siting Policy working group created by the CDC to assess the feasibility of various approaches in Austin. This interim update includes an overview of the background, research, process, public participation activities, feedback received, and topics discussed by the Affordable Housing Siting Policy Working Group.

### Background

Currently the City uses a number of geographic considerations when scoring applications for the Rental Housing Development Assistance program and the Acquisition and Development (A&D) program.

For all applications, the City uses the Kirwan Institute's Opportunity Map of Austin as a primary scoring criterion for geographic prioritization. In 2007,<sup>17</sup> the Ohio State University's Kirwan Institute analyzed multiple sources of statistical data to rank geographic opportunity according to economic, mobility, education, public health and neighborhood indicators. The map resulted in areas being ranked Very High, High, Moderate, Low and Very Low Opportunity. Applicants may receive the following scores based on the project's opportunity ranking:

<b>25 points:</b>	Very High priority area
<b>20 points:</b>	High priority area
<b>15 points:</b>	Moderate priority area
<b>10 points:</b>	Low priority area
<b>5 points:</b>	Very Low priority area

Other scoring criteria that can be attributed to the geographic location of the proposed project include:

1. RHDA: "Priority Location": Vertical Mixed Use/Planned Unit Development/Transit Oriented Development (10 points)
2. Preservation of existing affordable housing (10 points – Rental Housing Development Assistance program only)
3. Distance to Capital Metro stop
4. Federal Government Environmental regulations
5. Low Income Housing Tax Credit Qualified Allocation Plan rules (if applicable)

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<sup>17</sup> The Kirwan Institute Opportunity Map of Austin is scheduled to be reviewed and updated during the summer of 2012.

## 6. Compatibility with Neighborhood Plan (if applicable)

### Research

A number of tools used to promote geographic dispersion of affordable housing were defined through a nationwide review of various jurisdictional policies, and along with assistance from the American Planning Association's Planning Advisory Service and the Center for Housing Policy's Housing Research and Advisory Service.

Some of the methods used by other jurisdictions are not feasible for Austin. For example, inclusionary zoning is a tool used by various localities to require a certain share of new construction to be affordable to people in low to moderate income levels; however inclusionary zoning has been deemed illegal by the Texas State Legislature. Another method of achieving geographic dispersion is through state-mandated fair share laws. These are typically mandates of equitable distribution that occur as a result of a lawsuit or legislative action. Texas does not have a law that acts in this way.

However, many municipalities throughout the country have created their own policies that do not rely on inclusionary zoning policies or state mandates. They are approaches and tools that aim to achieve a level of equity within a given jurisdiction. The policy examples reviewed by staff fell into three types of approaches: goal-based, capacity-based and strategic.

- In a goal-based approach a jurisdiction manages growth by setting a number of expected affordable units per defined (new or existing) geographic area.
- A capacity-based model creates a formula by which to exempt communities/geographic areas from an affordable housing requirement if they can demonstrate they have already reached a quota based on a formulaic capacity.
- Strategic methods take a place-based approach to siting housing. A jurisdiction targets investment in specific geographic areas. Often this investment is aligned with other systems to ensure maximum efficiency in affordable housing siting (e.g. public transit, employment centers, social services, health facilities, schools, etc.) This is the category that the City of Austin's current approach most closely adheres to.

These three approaches were the basis for further discussion by staff, the CDC and community members.

### Process

On January 10, 2012, NHCD staff briefed the CDC on the research and approaches described above. Per the CDC's recommendation, staff agreed to align the development of this Affordable Housing Siting Policy with the FY12-13 Action Planning process. This decision allowed the policy recommendation to be facilitated by an established public participation process. This process included a series of "Community Conversations", a prioritization exercise completed by over

200 Austinites, and a 30-day Needs Assessment comment period followed by a 30-day Draft Action Plan comment period.

On March 13, 2012, the CDC took another step in facilitating this conversation by forming an Affordable Housing Siting Policy Working Group to study and recommend a siting policy to include in the FY 12-13 Action Plan. The working group, comprised of Community Development Commissioners, affordable housing professionals and representatives of various stakeholder groups, met numerous times between March 19, 2012, and May 14, 2012. View members of the working group [on page \\_\\_\\_](#).

The Affordable Housing Siting Policy Working group, along with staff, promoted a well-attended Community Conversation as part of the Action Planning process titled, “Affordable Housing Across Austin.” On April 24, 2012 more than 75 community participants joined together to hear from local leaders and practitioner experts from Charlotte, NC; Dallas, TX; Raleigh, NC; San Jose, CA; and Washington DC via a virtual panel. The event offered an opportunity for citizens to learn about Austin’s value of achieving greater geographic dispersion of affordable housing, the various siting policy approaches, and specific examples of working policies from cities across the country. The session was completed with a public discussion and opportunity for citizen feedback. View this session at <http://austintx.swagit.com/play/04272012-508>.

By community request, the working group and staff held a second opportunity for the community to provide feedback at an additional “Affordable Housing Across Austin” Community Conversation held on May 7, 2012. This event brought 25 people together for another discussion.

Several other opportunities were available for members of the public to learn about the siting policy recommendation development process. A meeting was held with members of the Austin Neighborhoods Council in November 2011, discussions have occurred with the CHDO Roundtable and the City Council’s Comprehensive Planning and Transportation Committee, and an online discussion board has been open on [SpeakUpAustin.org](http://SpeakUpAustin.org) since fall of 2011 to solicit feedback on the issue of geographic dispersion. More than 200 Austinites have participated in the overall discussion and provided feedback.

### **Community Feedback**

The topic of equitably dispersing affordable housing throughout the city is one that brings together a range of interests and viewpoints from the community. Of the over 200 Austinites who have made their voices heard in this conversation, some come from a position of deep concern over what they perceived as an over-concentration of poverty in certain parts of town. Others came to the table recognizing constraints to the development of affordable housing in other parts of town. Most agree, however, that the siting of affordable housing throughout the entire city does benefit the whole community and that an affordable housing siting policy that addresses the allocation of city funding should help achieve that goal.

Other themes that community members have noted throughout the engagement process are:

- Using public land for affordable housing;
- Analyzing the current stock of affordable housing within certain geographic boundaries, including the stock of aging multi-family developments;
- Preserving existing affordable housing;
- De-stigmatizing affordable housing; and,
- Considering fair housing choice, both for those who would choose to move to another neighborhood if given the opportunity, and those who would prefer to stay in their established community.

### **Affordable Housing Siting Policy Working Group**

Through its work with the CDC, NHCD offered the working group the following areas of focus, as related to City Council Resolution 20111215-058 and the Community Development Commission's action:

1. To review the City's current affordable housing siting policies and options for new approaches.
2. To create an evaluation matrix/tool to assess the feasibility of various affordable housing siting policy approaches.
3. To make recommendations for the Action Plan chapter on the Affordable Housing Siting Policy.

Early working group discussions focused on formulating a draft vision statement, objectives and goals to provide context for the group's work:

*Vision: "The City of Austin commits to the creation and preservation of housing in all parts of Austin that meets the needs of all Austin residents of extremely low to moderate income tied to an analysis of identified housing gaps."*

*The vision should incorporate the following **goals**:*

2. *Substantially increases all types of affordable housing opportunities in dispersed geographic locations;*
2. *Affirmatively further Fair Housing choice;*
3. *Is feasible for the City of Austin to administer.*

*The vision should take into account the following **tools**:*

5. *Relevant, timely and accurate data that reflects areas of high opportunity, currently demonstrated by the Kirwan Institute's Opportunity Map;*
2. *The location of existing subsidized housing stock in the City;*
3. *The location of existing aging multi-family housing stock; and*
4. *The City of Austin Draft Good Neighbor Guidelines.*

As of May 14, 2012, the working group has explored a number of policy options including the feasibility of targeting federal funding dedicated to rental housing opportunities in FY12-13 to very high opportunity areas as defined by the Kirwan Opportunity Mapping tool. Although the working group has not made an official recommendation to the CDC, the group is expected to make a recommendation to the commission in the summer of 2012. Following the working group's recommendation, the CDC will have the opportunity to make a recommendation to the Austin City Council on this issue.

## Appendix

### Affordable Housing Siting Policy Working Group members:

- Steven Aleman – ANC
- Mandy De Mayo – Housing Works
- Darla Gay – Boarding Homes/Re-Entry Roundtable
- Stuart Hersh – CHDO
- Ann Howard – ECHO
- Diana Lewis – Corporation for Supportive Housing
- Liz Mueller, CDC
- Angelica Noyola – CDC
- Karen Paup – CDC
- Myron Smith – CDC
- Kathy Stark – Austin Tenants' Council
- Tracy Witte - OCEAN/Swede Hill

### City Staff Support:

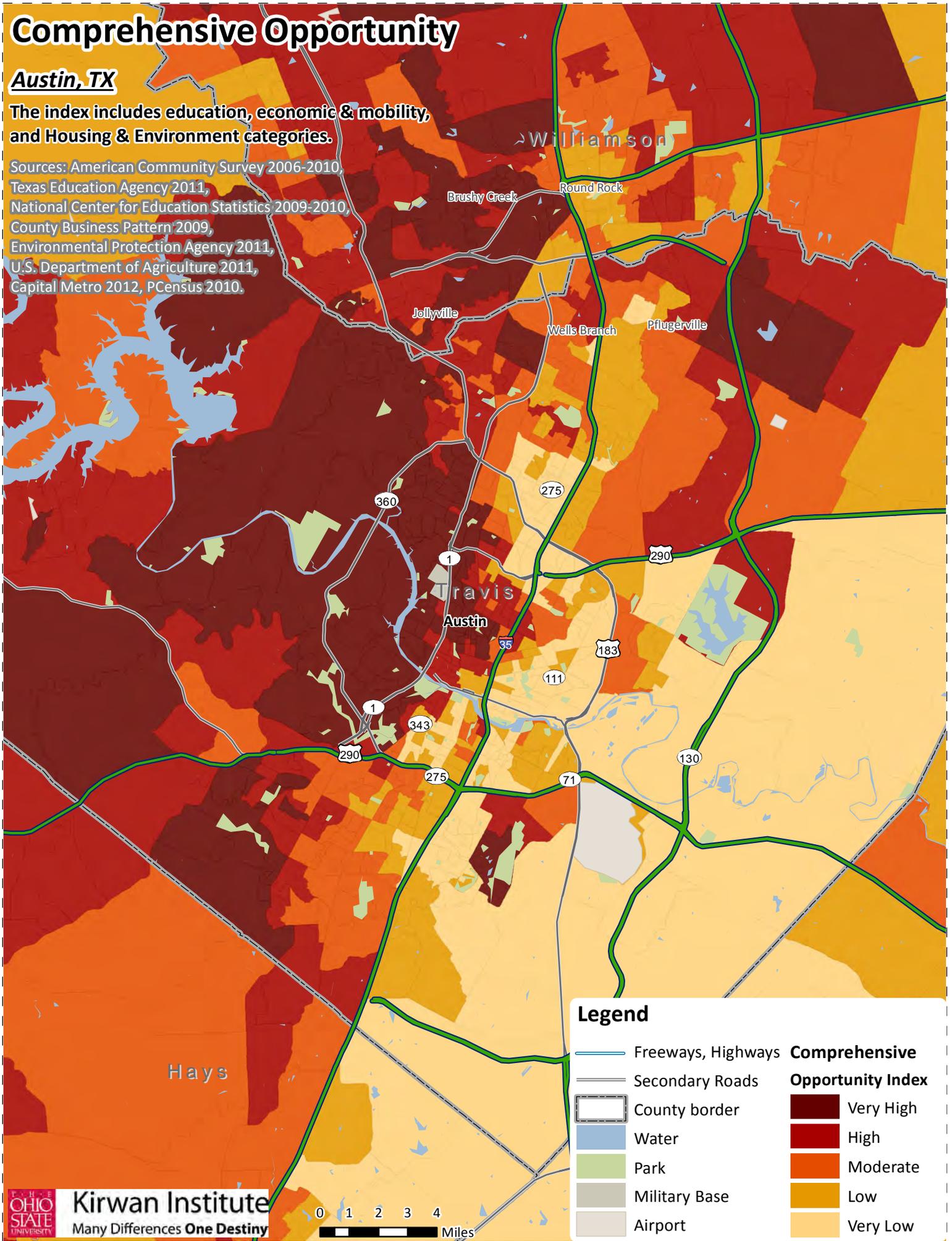
- Marti Bier – NHCD
- Kathleen Buchanan - COA Legal
- Maneesh Chaku – NHCD-GIS
- Paul DiGiuseppe – COA PDR, Imagine Austin
- Rebecca Giello – NHCD
- Kelly Nichols – NHCD

# Comprehensive Opportunity

## Austin, TX

The index includes education, economic & mobility, and Housing & Environment categories.

Sources: American Community Survey 2006-2010, Texas Education Agency 2011, National Center for Education Statistics 2009-2010, County Business Pattern 2009, Environmental Protection Agency 2011, U.S. Department of Agriculture 2011, Capital Metro 2012, PCensus 2010.



## Timeline of Work of Siting Work Group

12-15-11	Council Resolution 20111215-058 adopted
03-13-12	CDC Chair appoints work group <sup>18</sup>
03-19-12	Work Group meeting
03-26-1	Work Group meeting
04-02-2	Work Group meeting
04-16-12	Work Group meeting
04-24-12	Forum: Community Conversation: “Affordable Housing Across Austin” (COA)
04-30-12	Work Group meeting
05-07-12	Work Group meeting
05-07-12	“Affordable Housing Across Austin” Community Conversation (COA) <sup>19</sup>
05-14-12	Work Group meeting
05-21-12	Work Group meeting
06-02-12	Work Group meeting
06-11-12	Work Group meeting
06-18-12	Work Group meeting
06-25-12	Work Group meeting
07-10-12	Update report to CDC
07-09-12	Work Group meeting
07-23-12	Work Group meeting
08-06-12	Work Group meeting
08-13-12	Work Group meeting
09-10-12	Work Group meeting
09-10-12	2012 Kirwan Opportunity Map Demonstration Meeting <sup>20</sup>
09-24-12	Work Group meeting
10-01-12	Work Group meeting
10-08-12	Create final status update report
10-09-12	Present report to CDC

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<sup>18</sup> See March 13<sup>th</sup>, 2012 meeting minutes: [http://www.austintexas.gov/cityclerk/boards\\_commissions/meetings/20\\_1.htm](http://www.austintexas.gov/cityclerk/boards_commissions/meetings/20_1.htm)

<sup>19</sup> For documents related to this forum: [www.austintexas.gov/department/citys-action-plan-addresses-community-needs](http://www.austintexas.gov/department/citys-action-plan-addresses-community-needs)

<sup>20</sup> See the PowerPoint Presentation: [www.austintexas.gov/sites/default/files/files/Housing/Reports\\_and\\_Publications/Maps/Opps%20Map%20Presentation%20-%20NHCD%20Sept%202012.pdf](http://www.austintexas.gov/sites/default/files/files/Housing/Reports_and_Publications/Maps/Opps%20Map%20Presentation%20-%20NHCD%20Sept%202012.pdf)



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