City of Austin Fiscal Year 2016-17 CAPER

Consolidated Annual Performance and Evaluation Report

Providing Opportunities, Changing Lives

Homeless & Special Needs Assistance | Renter Assistance | Homebuyer Assistance | Homeowner Assistance | Housing Development Assistance | Neighborhood & Commercial Revitalization | Small Business Assistance | Financial Empowerment

Neighborhood Housing and
Community Development Office

City of Austin, Texas

Fiscal Year 2016-17 Consolidated Annual Performance Evaluation Report (CAPER)

For Consolidated Plan Years
October 1, 2014 through September 30, 2019

Prepared by:

City of Austin

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CITY OF AUSTIN FISCAL YEAR 2016-17 CAPER

Consolidated Annual Performance and Evaluation Report

To be submitted to HUD December 27, 2017

The Consolidated Annual Performance and Evaluation Report (CAPER) is an end-of-year requirement of the U.S. Department of Housing and Urban Development (HUD). The purpose of the CAPER is to provide an overall evaluation of federally-funded activities and accomplishments to HUD and the community. The Fiscal Year 2016-2017 CAPER will be submitted electronically to HUD via the Integrated Disbursement and Information System (IDIS) on December 27, 2017.

IDIS is the reporting system for the following formula grant programs:

- Community Development Block Grant (CDBG)
- HOME Investment Partnerships (HOME)
- Housing Opportunities for Persons with AIDS (HOPWA), and
- Emergency Solutions Grant (ESG)

While the CAPER focuses on federally funded activities, the City of Austin recognizes the importance that local funding plays in the provision of housing and community development services. Attachment 5g of this document - Summary Funding and Production Table - presents Fiscal Year 2016-2017 accomplishments supported by both local and federal funds.

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

Table 1 – Accomplishments – Program Year and Strategic Plan to Date displays actual performance for the most recent fiscal year. Data are organized by funding priority, which originate from the City of Austin's FY 2014-19 Consolidated Plan. The City identified eight high priority needs in its FY 2014-19 Consolidated Plan: Homeless/Special Needs; Renter Assistance; Homebuyer Assistance; Homeowner Assistance; Housing Development Assistance; Neighborhood and Commercial Revitalization; Small Business Assistance; and Financial Empowerment. These priority needs provide a broad spectrum of programs that address community needs for a variety of constituencies. These include, but are not limited to: prospective homebuyers, homeowners, children, seniors, youth, affordable housing developers, and rental tenants, as well as prospective and current small business owners. In FY 2015-16, the City adjusted its ESG Shelter Operating and Maintenance (ARCH) accomplishment goal to include only night shelter clients. The Strategic Plan goal included Day Resource clients, who receive services other than shelter services. Accounting for this adjustment, in FY 2016-17, the City exceeded the goals for six of the eight high priority needs areas that are outlined in the Strategic Plan. The City continues to evaluate and modify program administration to improve efficiency. See Table 1 for a detailed assessment of each goal.

<u>Highlights from the Housing Developer Assistance Program</u>

- 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. Total unit production from all funding sources -- local and federal -- was 274 units. Forty-three percent of those were households with incomes at or below 30 percent of Median Family Income (MFI), thus meeting City goals of targeting RHDA funding to the lowest income levels. This program exceeded its goal by 25% due to the completion of three 9% tax credit developments during the fiscal year. Since tax credit developments leverage tens of millions of dollars, one dollar of RHDA funding, whether federal or non-federal, was able to leverage $7.00 in other funding.

- The Acquisition and Development (A&D) program works with lenders, non-profit developers and for-profit developers to leverage city and federal funds for: 1) the acquisition and development of lots, 2) the acquisition and rehabilitation of structures, 3) the acquisition of new housing units, and 4) the construction of new housing. Total unit production from all funding sources – local and federal – was 31 newly constructed single-family homes. Homes were sold to income-eligible homebuyers at 80 percent or below of MFI. More than half the homes were sold to households with three or more persons, and female single-parent households comprised 41 percent of buyers. The A&D program did not meet its annual goal in FY 2016-17 due to unanticipated construction delays.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Per federal requirements, Table 1 – Accomplishments – Program Year and Strategic Plan to Date, features *federally funded accomplishments only*. Some fields are intentionally left BLANK because production is entered under a different indicator. The Production Detail column provides a breakdown of the program year accomplishments displayed in each row. This has been added by the City of Austin for ease of reference.

Attachment 5g of this document - Summary Funding and Production Table - presents Fiscal Year 2016-2017 accomplishments supported by both local and federal funds.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected Program Year	Actual – Program Year	Percent Complete	Production Detail
1) Financial Empowerment	Financial Empowerment	HHS IDA: $	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	190	45	23.68%	0	51	100%	Individual Development Account Program
2) Homebuyer Assistance	Affordable Housing	HOME: $0	Homeowner Housing Added	Household Housing Unit	0	0	BLANK	BLANK	BLANK	BLANK	*NA - Indicator Set up in Error
3) Homebuyer Assistance	Affordable Housing	HOME: $845,000	Direct Financial Assistance to Homebuyers	Households Assisted	75	35	46.67%	15	28	186%	*Down Payment Assistance

4) Homeless/Special Needs	Homeless Non-Homeless Special Needs	CDBG: $ HOPWA: $ ESG: $	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	2205	0	0.00%	BLANK	BLANK	BLANK	*NA - Indicator Set up in Error
5) Homeless/Special Needs	Homeless Non-Homeless Special Needs	CDBG: $825,893	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	1078	0.00%	479	587	123%	*Child Care Services (175) *Senior Services (282) *Youth Support Services (130)
6) Homeless/Special Needs	Homeless Non-Homeless Special Needs	ESG: $238,393	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	1466	236	16.10%	128	89	69%	*Rapid Re-Housing Program (89)
7) Homeless/Special Needs	Homeless Non-Homeless Special Needs	ESG: $362,375	Homeless Person Overnight Shelter	Persons Assisted	27080	7598	28.06%	2000	1847	92%	*ARCH - ESG Shelter Operating and Maintenance
8) Homeless/Special Needs	Homeless Non-Homeless Special Needs	CDBG: $ HOPWA: $ ESG: $	Homelessness Prevention	Persons Assisted	355	0	0.00%	BLANK	BLANK	BLANK	*NA – Indicator set up in error

9) Homeless/Special Needs	Homeless Non-Homeless Special Needs	CDBG: $ HOPWA: $ ESG: $	Housing for People with HIV/AIDS added	Household Housing Unit	197	0	0.00%	BLANK	BLANK	BLANK	*NA – Indicator set up in error.
10) Homeless/Special Needs	Homeless Non-Homeless Special Needs	HOPWA: $1,138,204	HIV/AIDS Housing Operations	Household Housing Unit	492	818	166.26%	371	401	108%	*Permanent Housing Placement (49) *Short termed supported housing assistance (113) *Short-term rent mortgage and utilities (96) *Supportive Services (43) *Tenant-Based Rental Assistance (62) *Facility Based Transitional Housing (38)
11) Homeowner Assistance	Affordable Housing	CDBG: $3,021,346 HOME: $484,520	Homeowner Housing Rehabilitated	Household Housing Unit	3527	1003	28.44%	411	305	74%	*ABR – Owner (86) *Emergency Home Repair (209) *HRLP (10)
12) Housing Development Assistance	Affordable Housing Homeless	CDBG: $540,825 HOME: $408,173	Rental units constructed	Household Housing Unit	3250	407	12.52%	9	34	377%	*RHDA New Construction (34)

13) Housing Development Assistance	Affordable Housing Homeless	CDBG: $ HOME: $	Rental units rehabilitated	Household Housing Unit	0	11	0.00%	0	0	0.00%	*RHDA Rehab (0)
14) Housing Development Assistance	Affordable Housing Homeless	CDBG: $486,633 HOME: $347,859	Homeowner Housing Added	Household Housing Unit	68	33	48.53%	10	2	20%	*Acquisition and Development
15) Housing Development Assistance	Affordable Housing Homeless	CDBG: $ HOPWA: $ ESG: $	Homeowner Housing Rehabilitated	Household Housing Unit	0	0	BLANK	BLANK	BLANK	BLANK	*NA - Indicator Set up in Error
16) Housing Development Assistance	Affordable Housing Homeless	CDBG: $ HOPWA: $ ESG: $	Housing for Homeless added	Household Housing Unit	0	0	BLANK	BLANK	BLANK	BLANK	*NA - Indicator Set up in Error
17) Housing Development Assistance	Affordable Housing Homeless	CDBG: $ HOPWA: $ ESG: $	Housing for People with HIV/AIDS added	Household Housing Unit	0	0	BLANK	BLANK	BLANK	BLANK	*NA - Indicator Set up in Error
18) Housing Development Assistance	Affordable Housing Homeless	HOME: $75,000	Other	Other	13	1	7.69%	3	2	67%	*CHDO Operating Expense Grants
19) Neighborhood and Commercial Revitalization	Non-Housing Community Development	CDBG: $0	Other	Other	4	0	0.00%	0	0	0.00%	*Neighborhood Opportunity Improvement Program (0) – Inactive as of FY 2015-16.

20) Renter Assistance	Affordable Housing	CDBG: $241,429	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	1602	0.00%	511	594	116%	*Tenants' Rights Assistance
21) Renter Assistance	Affordable Housing	CDBG: HOME:	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	2427	0	0.00%	BLANK	BLANK	BLANK	*NA - Indicator Set up in Error
22) Renter Assistance	Affordable Housing	CDBG: $280,000	Rental units rehabilitated	Household Housing Unit	76	23	30.26%	15	6	40%	*Architectural Barrier Program – Rental
23) Renter Assistance	Affordable Housing	HOME: $510,300	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	495	212	42.83%	75	67	89%	*Tenant-Based Rental Assistance
24) Small Business Assistance	Non-Housing Community Development	CDBG: $150,000 Section 108 $N/A	Jobs created/retained	Jobs	29	12	41.38%	98	81	83%	*Community Development Bank (6) Family Business Loan Program (75)
25) Small Business Assistance	Non-Housing Community Development	CDBG: $200,000 Section 108 $N/A	Businesses assisted	Businesses Assisted	165	64	38.79%	33	29	88%	*Microenterprise Technical Assistance (27) Family Business Loan Program (2)
26) Small Business Assistance	Non-Housing Community Development	CDBG:	Other	Other	5	0	0.00%	BLANK	BLANK	BLANK	*NA - Indicator Set up in Error

Table 1 - Accomplishments – Program Year and Strategic Plan to Date

As part of its review of the CAPER, the City of Austin identified some incorrect values in Table 1 that were entered as part of the Fiscal Year 2014-19 Consolidated Plan and corresponding Action Plans. These incorrect values are noted in the Production Detail as “NA-Indicator Set Up in Error”.

Explanations of variance between "Expected" values and "Actual" values for select indicators are addressed here.

Row #

1) Goal: Financial Empowerment

Indicator: Public service activities other than Low/Moderate Income Housing Benefit

Description: One hundred and ninety (190) was the strategic goal for this multi-year grant, which also reflects local and federal funds. The initial grant term for the Individual Development Account (IDA) program was for FY 2012-FY 2017. The grant received an extension in January 2017 to allow time for program recipients to complete the program. In the FY 2016-17 Action Plan, it was reported that the IDA grant had ended in FY 2015-16, which is inaccurate. The statement should have said that as of September 2016, no new participants were enrolled into the program. As a result, no project was set up for IDA in IDIS, therefore there are no accomplishments to report in IDIS. During the grant period (FY 2012 to current), the program has closed ninety participants (twenty-four home purchases, forty-six for businesses, and twenty paid for their education).

3) Goal: Homebuyer Assistance

Indicator: Direct Financial Assistance to Homebuyers

Description: The Down Payment Assistance (DPA) program exceeded its annual goal due to several reasons. The program observed an increase in the number of referrals from non-profit organizations, realtors, and lenders. In addition to lenders and non-profit organizations, the Neighborhood Housing and Community Development (NHCD) Department extended training opportunities to realtors. NHCD increased program awareness by participating in more community events and serving on panels as subject matter experts for affordable housing. This resulted in a positive increase in program activity.

5) Goal: Homeless/Special Needs

Indicator: Homeless, Non-homeless, Special Needs

Description: The Special Needs category includes three programs: Child Care Services, Senior Services and Youth Support Services. This category exceeded its combined annual goal due to several factors. The Child Care Services Program assistance was less than expected due to the numbers of parents moving outside of the city limits as result of the lack of housing affordability. The Senior Services program exceeded the annual goal due to the high demand of senior assistance services. The Youth Support Services program met its annual goal.

6) Goal: Homeless/Special Needs
Indicator: Homeless, Non-homeless, Special Needs
Description: The Rapid Rehousing programs did not meet the annual goal due to several reasons. The programs served fewer clients than anticipated due to a higher acuity of clients seeking Rapid Rehousing (RR). The community has less Permanent Supportive Housing (PSH) resources than needed, and since clients have a choice between PSH later or Rapid Rehousing now, PSH level clients are being served in RR programs. These clients have more housing barriers and require more resources, including rental assistance, which is a limited resource in the community.

10) Goal: Homeless/Special Needs
Indicator: HIV/AIDS Housing Operations
Description: The Housing Opportunities for People Living with HIV and AIDS program includes seven service categories: Permanent housing placement, short-termed supportive housing, short-term rent mortgage and utilities assistance, supportive services, tenant-based rental assistance, and facility based transitional housing. Most services were able to exceed the goals in the FY 2016-17 Action Plan, except supportive services and facility based transitional housing were unable to reach the goal of households served. This was due to increased emphasis on retention in care for facility residents who were also receiving supportive services. This added to the amount of time spent in the program and decreased the number of households that could be served.

11) Goal: Homeowner Assistance
Indicator: Homeowner Housing Rehabilitated
Description: The Homeowner Assistance category includes three programs: Architectural Barrier Removal (Owner), Emergency Home Repair, and the Home Rehabilitation Loan Program. Homeowner Assistance did not meet its combined annual goal due to several factors. The Architectural Barrier Removal (Owner) observed an increase in the number of referrals from non-profit organizations, applications for home repairs, and actual inspections performed for single family units. This resulted in a positive increase in program activity. The Emergency Home Repair Program production was less than expected due to a large delay in the program start as result of pending regulatory requirements. In addition, the subrecipient experienced a high staff turnover. The change in the operational model implemented last year also affected the program activity. The Home Rehabilitation Loan Program did not meet its annual goal due to an increase in the number of referrals from non-profit organizations, applications for home repairs, and inspections requested. This resulted in a positive increase in program activity and a pipeline of projects for the next two fiscal years.

12) Goal: Housing Development Assistance
Indicator: Rental units constructed
Description: The Rental Housing Development Assistance (RHDA) program exceeded its annual goal due to the completion of three 9% tax credit developments during the fiscal year.

14) Goal: Housing Development Assistance
Indicator: Homeowner Housing Added
Description: The Acquisition and Development (A&D) program did not meet its annual goal due to unanticipated construction delays.

18) Goal: CHDO Operating Expense
Indicator: Affordable Housing Homeless
CHDO Operating Expenses Grants are provided to qualified CHDOs when the CHDO has a project underway funded with HOME CHDO Reserve funds. The program did not meet its goal because there were fewer qualified CHDOs this fiscal year. The two CHDOs provided funding in FY 2016-17 were Accessible Housing Austin! and Blackland Community Development Corporation. Funding was provided not only for operating expenses, but also for housing development.

20) Goal: Renter Assistance
Indicator: Affordable Housing
Description: The Tenants' Rights Assistance program exceeded its annual goal due to the high demand of tenants' counseling services.

22) Goal: Renter Assistance
Indicator: Rental units rehabilitated
Description: The Architectural Barrier Removal (ABR) – Renter program production was less than the expected due to more interest from homeowners than tenants and landlords. The City will increase marketing efforts in 2017-2018 for the ABR-Renter program.

23) Goal: Renter Assistance
Indicator: Tenant-based rental assistance / Rapid Rehousing
Description: The Tenant Based Rental Assistance (TBRA) production was less than expected due to several factors: several referred families received vouchers and then withdrew from the program to pursue other housing opportunities, 16 families were issued coupons during the grant year, but did not secure a housing unit before the end of the fiscal year, HACA changed to more stringent background eligibility requirements to be more in line with Housing First practices, and finding low-cost and low-barrier housing in the Austin Full Purpose area proved challenging for program participants.

24) Goal: Small Business Assistance
Indicator: Jobs Created/Retained
Description: Jobs created by the Family Business Loan Program (FBLP) are counted for performance measure purposes when the job is actually created by the borrower. Borrowers commit to creating at least 1 job for every $35,000 borrowed within 5 years of closing the loan. The lag between loan closing and actual job creation is trending longer than was anticipated at the time the FY17 Amended target of 86 was created, and has been adjusted to a more conservative 60 for the FY17 CYE and 50 for the FY18 Proposed. As for the number of businesses assisted. From year to year, there is no guarantee that a private company will seek Family Business Loans with the City of Austin. The FY 2017 figure represents a conservative estimate of the potential number of new full-time jobs created at 785.

25) Goal: Small Business Assistance
Indicator: Non Housing Community Development
Description: Production for the Microenterprise Technical Assistance Program was less than expected due to the delay on obtaining the contract signature as a result of pending compliance with funding requirements in addition to subrecipient staff turnover.

In addition to the accomplishments featured in Table 1, a description of Section 108 activities is provided below. Section 108 project level data has been uploaded to CR-05 in IDIS, and is featured as Attachment 5e of this document. The source of this information is the City of Austin Economic Development Department.

SECTION 108 - Description and Accomplishments

Project Description	The Family Business Loan Program (FBLP), a public-private partnership loan program provides fixed-asset and working capital loans to qualified small-business borrowers in Austin. The lending partners are a private bank member of the Federal Home Loan Bank, an SBA-certified CDC Section 504 community lender, and the City of Austin's Economic Development Department (EDD). The FBLP's goals are to foster business expansion in low- and moderate-income neighborhoods, stimulate low- to moderate-income job creation, and increase Austin's tax base. The FBLP is targeted to Austin's business owners that are ready to expand their businesses and create jobs.
Accomplishments Description	In FY 2016-17 FBLP closed 2 loans. The program has created 75 jobs since 2012. Of the total 75 jobs, 73 were held by persons of low to moderate incomes. For the loan closed in FY 2016-17, $677,830 in Section 108 funds leveraged $1,273,900 in private financing.
Performance Measure	Jobs created and/or retained
FY 2016-17 Total Funding	$268,346.95 = $14,601.95 in FY 2017 program income, plus $253,745 carried over from FY 2016.
FY 2016-17 Proposed Goal	2 new businesses assisted
FY 2016-17 Expended	In addition to loans closed, additional expenses incurred were bank fees totaling $677,830 ($677,760 in loans plus $70 in bank fees).
FY 2016-17 Accomplishments	75 FTE jobs created and/or retained in FY 2016-17.

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

The City's FY 2014-19 Consolidated Plan and FY 2014-15 Action Plan identified the following high priority need areas: Homeless/Special Needs Assistance; Renter Assistance; Homebuyer Assistance; Homeowner Assistance; Housing Development Assistance; Small Business Assistance; Neighborhood and Commercial Revitalization; and Financial Empowerment. These funding priorities were established based on the housing and community development needs identified through public and stakeholder input, the housing market analysis and the analysis of special populations. Funding priorities were also affirmed in subsequent Annual Action Plans. All of the proposed funding priorities serve very-low, low- and moderate-income households in the City of Austin. In addition, the City of Austin's federally funded activities serve special needs populations including: seniors, persons with disabilities, persons experiencing homelessness and at risk of homelessness, persons living with HIV/AIDS, at risk children and youth, victims of domestic violence, housing authority residents, and persons returning to the community from correctional institutions and/or with criminal histories.

Funding priorities also seek to be responsive to the City of Austin's Analysis of Impediments to Fair Housing Choice, which is described in CR-35 of this document.

Of the high priority need areas identified above, those funded with CDBG are Renter Assistance; Homeowner Assistance; Housing Development Assistance; Small Business Assistance; and Neighborhood and Commercial Revitalization. Progress for these programs in FY 2016-17 can be found in Table 1, *Accomplishments – Program Year and Strategic Plan to Date.*

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted). 91.520(a)

Fiscal Year 2016-17

Race	CDBG	HOME	ESG	HOPWA
White	649	51	1026	209
Black or African American	439	43	725	147
Asian	15	2	18	6
American Indian or American Native	3	0	21	3
Native Hawaiian or Other Pacific Islander	0	0	8	1
Other (multi, declined to state, information missing)	20	2	138	0
Total	1126	98	1936	366

Ethnicity

Hispanic	392	40	396	97
Not Hispanic	1126	98	1523	269
Other (declined to state, information missing)	0	0	17	0

-Source of CDBG and HOME data is the City of Austin Neighborhood Housing and Community Development Department.

-Source of HOPWA and ESG data is Austin Public Health.

Narrative

The City of Austin identifies priority needs and offers services and programs to eligible households regardless of race or ethnicity. The table on this page depicts counts for Fiscal Year 2016-17 by fund source.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Expected Amount Available	Actual Amount Expended Program Year 2016
CDBG	public - federal	$7,400,474	$7,542,398
HOME	public - federal	$2,959,058	$3,242,053
HOPWA	public - federal	$1,138,204	$1,238,373
ESG	public - federal	$637,196	$683,271
Other	local – general obligation bond	$14,000,000	$5,669,583
Other	IDA Grant	0	$106,492

Table 2 – Resources Made Available

Narrative

CDBG: Per the City of Austin Neighborhood Housing and Community Development (NHCD) Department, the actual Amount Available was $7,400,474 and the actual Amount Expended was $7,542,398, which is reflected in the table, and includes all expenditures through September 30, 2017. Disbursements made after the end of the fiscal year, but contribute to the prior year, are included.

HOME: Per NHCD, the actual Amount Available was $2,959,058 and the actual Amount Expended was $3,242,053, which is reflected in the table, and includes all expenditures through September 30, 2017. Disbursements made after the end of the fiscal year, but that contribute to the prior year, are included.

HOPWA: Per the Austin Public Health (APH) Department, the actual Amount Available was $1,138,204 and the actual Amount Expended was $1,238,373

ESG: Per APH, the actual Amount Available was $637,196 and the actual Amount Expended was $683,271.

Other: Reflects non-formula grant expenditures that support funding priorities outlined in the FY 2014-19 Consolidated Plan.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Throughout the City of Austin	100	100	Citywide

Table 3 – Identify the geographic distribution and location of investments

Narrative

While the City of Austin does not currently target investments to specific geographic areas, it considers the geographic distribution of affordable housing throughout Austin 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. Neighborhood Housing and Community Development (NHCD) Department currently provides funding points through a scoring matrix system to projects that assist in the dispersion of affordable housing stock throughout the community, to focus on high opportunity areas in Austin where often there is a shortage of affordable housing. NHCD utilizes data from the HUD eCon Planning Suite as well as HUD Community Planning and Development Maps to inform its outreach efforts. These resources help the City of Austin target rental subsidies and home ownership opportunities to low income residents. See attachment 5h for a geographical representation of investment areas in FY 2016-17.

Finally, the City of Austin's Strategic Housing Blueprint reinforces the importance of geographic dispersion and increasing the diversity of housing choice and supply. The Austin City Council adopted the Strategic Housing Blueprint in 2017. The Strategic Housing Blueprint is described in section CR-35 of this document, and additional information is publicly available at www.austintexas.gov/housingblueprint.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

The table below features leveraging generated in Fiscal Year 2016-17.

FY 2016-17

Program	Fund Source	Units	Unit Funding	Leveraged
Units Leveraged That Received Federal Funds				
Acquisition and Development (A&D)	HOME/CDBG	2	$132,234	$158,756
Down Payment Assistance (DPA)	HOME	29	$1,032,638.50	$4,540,935
Rental Housing Dev. Assist. (RHDA)	HOME/CDBG	26	$933,120	$61,160,944
	Total-Federal Funded	**57**	**$2,097,992.5**	**$65,860,635**

The matching requirements displayed in the Leveraging Table above were met through general obligation bonds and bond financing. Matching requirements are also displayed in the HOME Match Report, which is featured as Attachment 5c of the CAPER. For a description of how ESG matching requirements were satisfied, see section CR-75; table 11f.

Planning and community development is ongoing to develop the sites listed in the FY 2016-17 Action Plan, but no publicly owned land or property identified in the FY 2016-17 Action Plan were utilized during this reporting period.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	$ 29,430,141.36
2. Match contributed during current Federal fiscal year	$ 3,631,668.21
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	$ 33,061,809.57
4. Match liability for current Federal fiscal year	$ 279,602.82
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	$ 32,782,206.75

Table 4 – Fiscal Year Summary - HOME Match Report

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	**Date of Contribution**	**Cash (non-Federal sources)**	**Foregone Taxes, Fees, Charges**	**Appraised Land/Real Property**	**Required Infrastructure**	**Site Preparation, Construction Materials, Donated labor**	**Bond Financing**	**Total Match**
Prior Year MF Bonds	**10/30/2014**						**$4,064,519.26**	**$69,900.71**
NON-2017-01 Garden Terrace Phase 3	**9/15/2017**	**$695,798.29**						**$695,798.29**
NON-2017-02 Cardinal Point Apartments	**4/27/2017**	**$700,000.00**						**$700,000.00**
NON-2017-03 Lamadrid Apartments	**6/22/2017**	**$1,173,969.21**						**$1,173,969.21**
NON-2017-04 The Chicon	**2/13/2017**	**$992,000.00**						**$992,000.00**

Table 5 – Match Contribution for the Federal Fiscal Year

HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period $	**Amount received during reporting period $**	**Total amount expended during reporting period $**	**Amount expended for TBRA $**	**Balance on hand at end of reporting period $**
85,052.93	1,354,078.94	1,439,131.87	47,329.15	0

Table 6 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	**Minority Business Enterprises**				**White Non-Hispanic**
		Alaskan Native or American Indian	**Asian or Pacific Islander**	**Black Non-Hispanic**	**Hispanic**	
Contracts						
Dollar Amount	$849,797.59	$0	$0	$0	$0	849,797.59
Number	2	0	0	0	0	2
Sub-Contracts						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

	Total	Women Business Enterprise	Male
Contracts			
Dollar Amount	$849,797.59	849,797.59	$0
Number	2	2	0
Sub-Contracts			
Number	0	0	0
Dollar Amount	0	0	0

Table 7 – Minority Business and Women Business Enterprises

Minority Business Enterprises and Women Business Enterprises: Counts do not reflect contracts that 1) do not meet the categories requested in the table, 2) contracts where the business declined to state ethnicity or gender, or 3) *firms not certified by the City of Austin as a minority-owned business enterprise (MBE) and/or a women-owned business enterprise (WBE). *City of Austin Certification standards can be found on the City of Austin's Small and Minority Business Resources webpage at www.austintexas.gov/department/small-and-minority-business

Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted						
	Total	**Minority Property Owners**				**White Non-Hispanic**
		Alaskan Native or American Indian	**Asian or Pacific Islander**	**Black Non-Hispanic**	**Hispanic**	
Number	0	0	0	0	0	0
Dollar Amount	NA	NA	NA	NA	NA	NA

Table 8 – Minority Owners of Rental Property

Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition		
Parcels Acquired	0	NA
Businesses Displaced	0	NA
Nonprofit Organizations Displaced	0	NA
Households Temporarily Relocated, not Displaced	0	NA

Households Displaced	**Total**	**Minority Property Enterprises**				**White Non-Hispanic**
		Alaskan Native or American Indian	**Asian or Pacific Islander**	**Black Non-Hispanic**	**Hispanic**	
Number	0	0	0	0	0	0
Cost	NA	NA	NA	NA	NA	NA

Table 9 – Relocation and Real Property Acquisition

Regarding Tables 8 and 9, Neighborhood Housing and Community Development programs that provide assistance for rental housing include Architectural Barrier Removal - Rental (ABR Rental) and Rental Housing Developer Assistance (RHDA). ABR Rental is not HOME-funded. RHDA receives a small amount of HOME funds, but the assistance in the RHDA program is always provided to developers and not directly to individuals.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	75	67
Number of Non-Homeless households to be provided affordable housing units	64	73
Number of Special-Needs households to be provided affordable housing units	864	92
Total	**1003**	**232**

Table 10 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	461	67
Number of households supported through The Production of New Units	527	36
Number of households supported through Rehab of Existing Units	0	103
Number of households supported through Acquisition of Existing Units	0	28
Total	**988**	**234**

Table 11 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

The difference between goals and outcomes in Tables 10 and 11 is due to the adjustment of the Actual outcomes. Actual outcomes only reflect the federally funded projects that do not include the provisions of emergency shelter, transitional shelter, or social services and that meet the definition of households provided affordable housing units within the program year.

The following is a breakdown of the values featured in Table 10 – Number of Households

Homeless	
Tenant-Based Rental Assistance (HOME)	67
Subtotal	**67**
Non-Homeless	
Rental Housing Developer Assistance (HOME)	34
Acquisition & Development (HOME)	2
Home Rehabilitation Loan Program (CDBG & HOME)	9
Down Payment Assistance (HOME)	28
Subtotal	**73**
Special Needs	
Architectural Barrier Program – Rental (CDBG)	6
Architectural Barrier Program – Owner (CDBG)	86
Subtotal	**92**
Grand Total	**232**

The following is a breakdown of the values featured in Table 11 – Number of Households Supported

Rental Assistance	
Tenant-Based Rental Assistance (HOME)	67
Subtotal	**67**
Production of New Units	
Rental Housing Developer Assistance (HOME)	34
Acquisition & Development (HOME)	2
Subtotal	**36**
Rehab of Existing Units	
Architectural Barrier Program – Rental (CDBG)	6
Architectural Barrier Program – Owner (CDBG)	86
Home Rehabilitation Loan Program (CDBG & HOME)	9
Acquisition & Development (HOME)	2
Subtotal	**103**
Acquisition of Existing Units	
Down Payment Assistance (HOME)	28
Subtotal	**28**
Grand Total	**234**

Progress for each of the programs listed above can be found in CR-05; Table 1.

Discuss how these outcomes will impact future annual action plans.

The City of Austin annually assesses its progress in meeting goals outlined in the FY 2014-19 Consolidated Plan through development of the Consolidated Annual Performance and Evaluation Report (CAPER). The CAPER provides an opportunity for the City to evaluate the performance of its programs and services and to determine whether adjustments to the current 5-year goals are needed. The City looks to performance in a given year, and trends over time, to inform and calibrate future targets. Additionally, the City is providing technical assistance to subrecipients to help them be more effective and efficient.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	38	17
Low-income	38	22
Moderate-income	16	14
Total	92	53

Table 12 – Number of Persons Served

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income		
Renter households	5	16
Owner households	33	1
Low-income		
Renter households	1	18
Owner households	37	4
Moderate-income		
Renter households	0	0
Owner households	16	14
Homeless	0	67
Total	**92**	**120**

The table above displays the actual number of households by renter/owner provided affordable housing with CDBG and HOME funds.

Narrative Information

Among the total persons served with CDBG funds that received housing assistance during the program year, 41 percent were extremely low-income, 41 percent were low- income, and 17 percent were moderate-income. Among the total persons served with HOME funds that received housing assistance during the program year, 32 percent were extremely low-income, 41 percent were low-income, and 26 percent were moderate-income. These proportions are consistent with the funding priorities outlined in the FY 2014-19 Consolidated Plan. The City of Austin continues to deliberately direct federal and local dollars toward services benefiting extremely low-income residents.

This summary of progress includes a comparison of actual accomplishments with proposed goals for the 2016-17 reporting period, efforts to address "worst-case needs", and the accessibility needs of persons with disabilities.

The City addressed households experiencing "worst-case housing needs" and made progress in meeting the needs of persons with disabilities through the following federally funded housing related programs: ABR-Renter and ABR-Owner, TBRA (HOME), and Home Repair Loan Program. These programs meet the Section 215 definition of affordable housing for rental and homeownership. See tables 10 and 11 for a detailed list of programs that show the number of persons assisted who received housing assistance.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

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

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

CoC System Outreach and Assessment Process

The Austin/Travis County Continuum of Care, led by the Ending Community Homelessness Coalition (ECHO) operates a Coordinated Entry process which includes both on-going coordinated homeless outreach, housing navigation and engagement to individuals who are experiencing unsheltered homelessness and a system-wide Coordinated Assessment (VI-SPDAT) to assess each individual or family's needs and eligibility for various community programs to end their homelessness.

The Coordinated Entry process allows the community to collect data on individuals and families experiencing homelessness to evaluate the needs and gaps of services in our community and our community's overall system response to homelessness.[1] In addition, ECHO coordinates a robust annual Point in Time Count each January where over 600 volunteer survey teams assess the entire Austin/Travis County CoC jurisdiction to identify and further assess the needs of people experiencing unsheltered and sheltered homelessness. In 2017, ECHO expanded community partnerships to increase accessibility of the Coordinated Entry process for community members residing across different geographic areas within the jurisdiction.

Other CoC Outreach Initiatives

The CoC partners with eight different Street Outreach teams that are directly connected to the Coordinated Entry System (CES), cover 100% of the COC's geographic area and bring services to underserved clients. These teams conduct outreach daily and across the jurisdiction.

In June 2016, the City of Austin implemented a Homeless Outreach Street Team (HOST) model which consists of two Austin Police Department officers, two behavioral health specialists from Integral Care, one paramedic and one outreach social worker. The HOST program has provided additional outreach capacity to the downtown Austin area and provide in services to better address the unsheltered homelessness in the downtown Austin area.

Emergency Solutions Grants Efforts

All City of Austin ESG-funded programs have been working work with the Continuum of Care to support the Coordinated Entry process. ESG programs are focused on the downtown, sheltered and unsheltered homeless. Emergency Solutions Grant (ESG) funds support an employee at DACC (Downtown Austin Community Court) who provides Rapid Rehousing Housing search and placement and Housing Stability Case Management, and works with outreach case managers who provide case management to mostly

[1] 2017 ECHO Needs and Gaps Analysis http://www.austinecho.org/wp-content/uploads/2017/01/170901-Austin-Homelessness-Needs-Gaps-Analysis-2017.pdf

unsheltered frequent offenders of the court, and other frequent users of the shelter system. Individuals may be referred to the DACC ESG Rapid Rehousing program if they meet certain criteria:

1. Homeless persons who receive a Class C Misdemeanor citation in Downtown Austin are arraigned through Downtown Austin Community Court (DACC). Once the homeless person goes before the judge and receives a sentence, the client is connected to a case manager for assessment.
2. DACC has a Case Manager assigned to the Homeless Outreach Street Team (HOST) who refers homeless persons to DACC programs and case management services. The referred homeless person would be assessed and screened for appropriate programs to assist them.
3. DACC also accepts referrals from Ending Community Homelessness Coalition (ECHO) when there is capacity on the caseload.

At the ARCH, Front Steps case manages clients that are not accessing shelter services, but who have applicable coordinated assessment scores, or are receiving referrals from HOST team (outreach team) to get them engaged in services. The program also receives client referrals from the HOST, referrals of shelter clients with disabilities, and shelter clients who are employed.

HOPWA Efforts

The HOPWA Tenant Based Rental Assistance (TBRA) program takes all of its referrals from the Coordinated Assessment program, which assesses a person's vulnerability based on multiple factors and produces an acuity score that places them on a list based on priority. The housing providers in the Austin community have made a commitment to select most or all enrollments from this list and provide services through their various programs. Many of the clients enrolled in the TBRA program have experienced homelessness for many years, some for over a decade. Most of these clients have a criminal history and/or bad rental history making it difficult to locate housing for them within 30 days. Many of the people enrolled were not receiving case management services and many had intermittent care for their HIV. As a result, the Associate Director of Direct Services, (ADDS) and the Housing Case Manager have collaborated with local AIDS Services Organization providers to provide the new enrollees with case management intakes into support services. Case managers assist clients in requesting and attending hearings to waive requirements regarding criminal offenses for non-violent crimes.

Many clients currently rent rooms because locating an apartment complex that will accommodate them can be challenging. The result is that clients are entering into lease agreements that are on a month-to-month basis instead of a 12- month contract. While not permanent, this approach has been successful in providing housing for clients that have multiple barriers.

Addressing the emergency shelter and transitional housing needs of homeless persons

Austin Public Health funds a private non-profit organization to operate the Austin Resource Center for the Homeless. 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 houses the Healthcare for the Homeless clinic operated by CommUnity Care/Central Health. ARCH served 1,847 individuals with its Night Sleeping Program in FY 2016-17. All clients are entered into the Homeless Management Information Systems (HMIS) database. While the City also funds other shelters and homeless services including a shelter for women and children, it does not utilize ESG funds to do so. All clients served through ARCH have low- to moderate-incomes and are at or below 50 percent of MFI. Emergency Solutions Grant funds are used to provide maintenance and operations for this program.

Transitional housing is provided in the area by Project Transitions. Funded by HOPWA, this program provides transitional housing for people living with HIV/AIDS (PLWHA) across two properties with 30 apartments. Supportive services such as medication adherence, maintenance in medical care, life skills, and connection to other resources are provided to all program residents.

In 2017, Austin's Mayor, City Council members, community service agencies, and stakeholders met to discuss improving services for people at the ESG-funded shelter (ARCH) that serves a large percentage of chronically homeless individuals. Recently, there was a spike in crime and K2 overdoses and complications with people that loiter and reside outside of ARCH. The police increased their presence and the homeless service agencies, including ARCH, began serving meals to all shelter guests and develop a process where all shelter clients would be case managed. Shifting services and increasing arrests of individuals dealing narcotics resulted in an increased feeling of safety by staff and clients at ARCH and nearby service agencies. Stakeholders continue to meet and work on ongoing efforts to improve safety and programming at ARCH.

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

CoC System Performance Measures: Austin/Travis County

To reduce first-time homelessness, the CoC analyzes HMIS and other community data to identify risk factors (e.g. race, LGBTQ, criminal justice involvement, youth aging out of foster care, trauma history, lack of social supports, mental health conditions and little/no income) and informs CoC prevention strategies and programs; coordinates discharge planning with different systems (e.g. foster care, mental hospitals).

To reduce length of time in homelessness the CoC:
a) operates a Coordinated Entry System (CES) for Rapid Rehousing and Permanent Supportive Housing, prioritizing most vulnerable for housing, including chronically homeless with long histories of homelessness and advertising services among first line of respondents (e.g. schools and clinics) for early intervention:
b) assists people early on gather docs to access housing (Housing navigation);
c) partners with landlords for expedient access to housing units that become available ; and
d) is reorienting shelters to focus on housing outcomes.
e) coordination of weekly staffing with by-name lists of individuals who are identified by CE needing Rapid Rehousing or Permanent Supportive Housing in order to expedite and refer clients to appropriate programs.

Strategies CoC has implemented to improve retention in Permanent Supportive Housing include: using the Coordinated Entry System to connect all persons to permanent housing; Increasing documentation of exit data in HMIS for all projects, improving reportability; monitoring CoC-funded projects for successful PH rates and competitively ranking projects on Permanent Housing placement performance for renewal funding; partnering with landlords for expedient access to units that become available; and training case managers to implement practices that promote retention. CoC has incorporated into these strategies lessons from the Veteran Initiative that achieved Functional Zero. From FY15 to FY16: exits to Permanent Housing improved by 8% from 5-12%; PSH housing retention was 94% in both years.

Returns to homelessness were reduced from 17% in FY15 to 15% in FY16. To identify people who returned to homelessness, CoC expanded street outreach teams, both numerically and geographically, integrating teams into HMIS. One team is dedicated to downtown, the area of highest PIT Count concentration.

CoC Targeted Sub-Populations

Veterans: The CoC, local VA Medical Center, VA-funded programs, and state and private funded community organizations all coordinate housing and support services through the CoC HMIS database and the Coordinated Entry Process (CEP). Veterans are referred to HUD-VASH, SSVF, GPD, or CoC housing programs, as determined by client need and eligibility. Staff from all involved organizations meet once weekly to review cases and create active engagement plans for potentially unreached Veterans. CoC has demonstrated success in this process by reaching an effective end to Veteran Homelessness in Aug 2016.

Chronic Homelessness: The CoC currently prioritizes all Permanent Supportive Housing program units for individuals experiencing homelessness and who fit the chronic homeless definition. The City of Austin and the Austin/Travis County CoC have worked on strategies to expand capacity for Permanent Supportive Housing over the past 5 years and have included community development opportunities and are currently looking at new innovative funding models to further development through a Pay For Success funding model.

Families with Children: In FY16, CoC implemented written standards to prioritize highest need and longest unhoused families for CoC and ESG Rapid Rehousing programs, and expanded housing location

efforts using a Housing First approach to minimize time spent homeless and locating housing. CoC adopted the HEARTH Act 2020 target to rehouse households with children within 30 days. The current average length of time homeless is 96 days. CoC uses Coordinated Entry to create a real-time, by-name list of homeless families, including first date homeless, advertising in places where families request help first (e.g. family clinics, shelters and 211).

Unaccompanied Youth: In 2016, CoC conducted a 100 Day Challenge to house 50 youth and mobilize the community to end youth homelessness. CoC exceeded the goal permanently housing 53 youth. Contributing to this success was increased outreach at youth drop-in centers and community networks to develop a comprehensive by name list that identifies all youth who are literally homeless, as well as, youth with lived experience.

ESG Rapid Rehousing

Front Steps, Inc., City of Austin Downtown Austin Community Court, and City of Austin's Austin Public Health Communicable Disease Unit administered ESG Rapid Rehousing funds in coordination to assist individuals who are homeless (particularly chronically homeless) from the streets and shelters and into permanent housing. The ESG Rapid Rehousing Coordinator is located at the Austin Resource Center for the Homeless.

The City of Austin's ESG-funding Rapid Rehousing program serves frequent users of the shelter, frequent offenders at the Community Court, and HIV positive homeless individuals. Many of these program clients are the hardest to serve and chronically homeless. This program brings together case management and housing location, and coordinates with other funding sources like the City's general fund to bring housing resources to this hard-to-serve population.

In July 2017, the City of Austin executed an agreement with Bloomberg Philanthropies that provides grant funding of up to $1,250,000 over three years. This opportunity enables the City of Austin to increase capacity to address the Mayor and Council's priority focus on ending homelessness. This project seeks to know how the City might ensure that service providers, community health paramedics, and police are able to collaborate to get the right intervention with the right resource at the right time to those experiencing homelessness.

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

In the past year, there has been tremendous effort to improve coordination for individuals exiting public institutions. First, the CoC coordinated directly with the Texas Department of Family Protective Services-Child Protective Services regional team to identify and address any barriers for youth who are imminently exiting the foster care system into homelessness. This was demonstrated in the 100 Day Challenge and

diverted 5 young people exiting care to a permanent housing destination. Second, the Texas State Hospital which provides intensive in patient mental health care coordinates all referrals to the Coordinate Entry process with ECHO for any individuals who are exiting care into homelessness. In addition, the Central Health/ CommUnity Care team has on-site hours at the ARCH and has becoming an HMIS utilizing entity to better connect patients exiting care to resources for homelessness.

The City of Austin Emergency Solutions Grant funding is 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 those who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution. Austin Public Health uses City general fund dollars for homelessness prevention programs that provide financial assistance and case management to poverty-level individuals and families who are at risk of homelessness.

The HOPWA Short-Term Rent, Mortgage, and Utility Assistance (STRMU) program provides up to 21 weeks of assistance to eligible households who are at risk of losing their living arrangement. This assistance allowed households that were experiencing financial crisis to maintain a stable living environment. HOPWA providers have also focused on building relationships with other housing providers in the area. This provides people that are diagnosed as HIV positive the ability to be served by any agency that may better fit their needs since they will not have to wait to utilize an AIDS Service Organization.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The Housing Authority of the City of Austin (HACA) and the City of Austin are close partners and collaborators in the effort to increase quality affordable housing for those most in need. The City includes HACA staff and HACA residents in all of its outreach efforts, including FY 16-17 stakeholder meetings that were fundamental to the creation of the *Austin Strategic Housing Blueprint*.

The Housing Authority of the City of Austin (HACA) administers three federally subsidized programs that provide affordable housing to extremely low- to low-income families in Austin. HACA provided housing to 18,656 people in 2016-17. Of the 18,656 people served, 8,800 were children, 1,760 were seniors and 4,927 were persons with disabilities. The average annual income of a family in public housing is $11,704 and for families in the Housing Choice Voucher program it is $14,189.

Preserving Public Housing, Improving Residents' Lives, Sustaining HACA Resources

HACA has begun its new initiative to preserve affordable housing for the lowest-income Austinites and improve the lives of residents who rely on that public housing. By participating in the U.S. Department of Housing and Urban Development (HUD) program known as the Rental Assistance Demonstration (RAD), HACA has been able to finance critically needed improvements to its aging properties and guarantee the availability of these properties to low-income residents for the next 40 years. The RAD program gives HACA more control over its finances and creates more opportunities for housing choice going forward.

RAD Overview

RAD was initiated by HUD in 2012 to address U.S. public housing's national $26 billion backlog of needed repairs and improvements. Under RAD, existing (and declining) public housing subsidies are converted into more stable rental assistance contracts for each property. This allows housing authorities to leverage that subsidy to finance rehabilitation and preservation of aging properties. HACA presented information regarding RAD and the agency's intentions of its 18 public housing properties to the Austin City Council in 2016-2017 and City Council has supported issuance of private activity bonds and 4% Low Income Housing Tax Credits for modernization and improvements at six HACA public housing properties. The Council also supported awarding 9% tax credits to redevelop Goodrich Apartments, a 40-unit property which, when redeveloped, will feature 120 affordable units in one of Austin's highest opportunity areas.

How RAD Works at HACA

There are several different types of RAD conversions being planned by HACA:

Depending on the age and condition of each property, HACA makes either straight conversions (modest maintenance needs), rehabilitations (more in-depth improvements) or redevelopments, which help create additional affordable and, if feasible, market-rate units at each property. Through RAD, residents receive specific protections, improvements and choices designed to better their quality of life.

HACA residents will receive "Protections." Residents can return to an upgraded unit at their original property. No screening. Affordability will be preserved for decades.

HACA residents will see significant "Improvements" to the properties and their quality of life:
Units will be upgraded, modernized and made energy efficient. Residents will have a voice in planning improvements.

HACA residents have new "Choices" which will give them more control of their lives, including:
Residents will have expanded choices of where to live through site-based waiting lists. After two years, they will be eligible to apply for Housing Choice Vouchers.

From 2016-2017, HACA has already converted more than 1,000 units at several properties including: Bouldin Oaks, Manchaca II, Coronado Hills, Georgian Manor, North Loop, Northgate, Shadowbend Ridge, Manchaca Village, Gaston Place, Meadowbrook, and Booker T Washington. HACA is in the process of securing financing from multiple sources, including tax credits and low interest loans, and preparing for the more complex RAD conversions in the second phase, to begin in 2018.

HACA's Housing Choice Voucher (HCV) program and other housing assistance programs provide rental vouchers for nearly 6,103 units of housing. These programs support more than 15,000 individuals, including families with children, elderly, and persons with disabilities in greater Austin's private rental market. In 2016-17, HACA administered several voucher programs, including:

- 5,256 Housing Choice Vouchers
- 464 Veteran Affairs Supportive Housing (VASH) Vouchers-HACA will seek to apply for additional vouchers
- 233 Homeless Program Grant Vouchers
- 85 Family Unification Program Vouchers
- 59 Mainstream Vouchers
- 36 Non-Elderly with Disabilities Vouchers
- 14 Hurricane Ike-Conversion Vouchers
- 2 Tenant Protection Vouchers.

HACA expends 100% of its available funds provided by HUD for the Housing Choice Voucher program. However, due to the lack of additional funding and an increasingly unaffordable rental market, HACA can only utilize 92% of its allocated vouchers. For families issued a voucher, the search time to find an affordable housing unit has increased from 60 days to approximately 90 to 120 days. On average, 20% of these families with issued vouchers are returned by families unable to find a unit due to Austin's high rents and a shortage of landlords who accept vouchers.

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

Since 2004, Austin Affordable Housing Corporation (AAHC), a subsidiary of HACA, has supported the transition to homeownership for families in either Public Housing or the Housing Choice Voucher programs through a down payment assistance program. Eligible first-time homebuyers complete homeownership and financial education training prior to purchasing a home. Families can then receive $10,000 to be applied towards eligible closing costs and a down payment of their home. To date, 104 individuals have purchased their own homes. In 2017, four participants of HACA's homeownership program accomplished their 5-year mark as a homeowner.

Supportive community services through self-sufficiency programs are essential to helping low-income families realize their goals towards independence from federal assistance. In conjunction with affordable housing, HACA staff helps clients build assets, attain higher education and start meaningful careers. These efforts are made possible through the Housing Authority of the City of Austin's Family Self-Sufficiency program and a robust group of community partners, including Any Baby Can, Boys and Girls Club, Boy Scouts, Communities in Schools, Family Eldercare, Girl Scouts, Goodwill Industries, Lifework's, Skillpoint Alliance and YWCA, among many others. The Housing Choice Voucher program provides case management services to 200 families working to achieve economic independence.

In 2017, 21 Housing Choice Voucher and 15 Public Housing Family Self-Sufficiency participants successfully graduated from the program.

Helping End Homelessness

Austin's housing market is a challenge for the homeless, especially among veterans and young adults ages 18-24 who often have additional barriers. Recognizing this need, HACA and its community partners established infrastructure to better assist veterans and youth struggling to find permanent housing. HACA contributed a $25,000 grant to the City of Austin Mayor's Housing Heroes Fund to seed the risk-mitigation pool, inspiring landlords to join programs like the Veteran Affairs Supportive Housing (VASH). Additionally, Austin Affordable Housing Corporation pledged 25 units specifically for homeless veterans.

The City of Austin contracts with HACA to provide Tenant Based Rental Assistance (TBRA) for extremely low-income renters, including people experiencing homelessness. The TBRA program helped 67 households move from homelessness to self-sufficiency through rent and utility assistance. Case management and support services are provided by community-based nonprofit organizations, such as The Salvation Army, Caritas, LifeWorks, SafePlace, Foundation Communities, and Foundation for the Homeless.

HACA also partnered with multiple community organizations to house 50 homeless youth in 100 days. HACA leveraged its every resource, including a homeless preference for the HCV program and HOME Tenant-Based Rental Assistance program. As a result, HACA and its agency partners exceeded their goals, housing 52 youths by December 19, 2016.

Actions taken to provide assistance to troubled PHAs

HACA is not a troubled PHA. For 16 consecutive years, HACA has attained a high performer designation, the highest HUD designation available for a PHA. For Fiscal Year 2016-2017, HACA earned a score of 96 out of 100 percent under the Public Housing Assessment System and a score of 100 percent for the Section 8 Management Assessment Program.

Austin Pathways, a HACA-directed nonprofit organization, supports HACA's scholarship and self- sufficiency programs. In 2017, Austin Pathways sponsored 42 renewable academic scholarships totaling over $80,000 for residents of its Public Housing and Housing Choice Voucher programs to pursue post- secondary education opportunities at institutions of higher education. Scholarship recipients include current high school graduates, current students of post-secondary education, and adults attending college for the first time from both public housing and Housing Choice Voucher programs. Since 2002, over $1 million in scholarships have been awarded to low-income students.

Jobs Plus Pilot Program- Booker T Washington and Chalmers Courts

The Jobs Plus ATX program was established by a $2.7 million grant from HUD, and will expand job opportunities to residents at Chalmers Courts and Booker T. Washington. This is the largest competitive grant HACA has received for resident services. The 4-Year Jobs Plus Pilot Program has celebrated one year of success. Program partners include: Workforce Solutions Capital Area, the African American Youth Harvest Foundation, Austin Area Urban League, Austin Community College, BiG Austin, Capital IDEA, Economic Growth Business Incubator, Goodwill of Central Texas, and Literacy Coalition.

Accomplishments of Jobs Plus first year of the program:

Financial Incentive-132 Booker T. Washington and Chalmers Courts residents have saved $303,306 in rent.

Employment and Training Services-155 residents have started new employment or have increased their earnings.

- 32 residents are enrolled in a college or a certification program.
- 7 residents from Booker T. Washington and Chalmers Courts have received a scholarship.
- 12 residents have applied for scholarships for the 2017-18 academic year.

Community Support for Work-Jobs Plus brought on 7 resident leaders to be Community Liaisons; there are 5 adult community liaisons and 2 youth community liaisons.

- $21,350 has been paid in childcare with services provided by family, neighbors, and childcare centers.
- Jobs Plus has given away a car and hosted 20 "community building" events.

Unlocking the Connection

Unlocking the connection celebrated its two-year anniversary in November 2016. Since the first-of-its kind digital literacy model began, about 80 percent of the residents at five HACA properties have signed up for free gigabit Google Fiber Internet service. To date, 650 donated refurbished computers have been

deployed to families. HACA is working to ensure mobility equity for its residents through the Smart Work, Learn, Play Initiative funded by Next Centuries Cities' Charles Benton Next Generation Engagement Award. T Mobility Ambassadors continue to receive training on digital tools for workforce, education and quality of life application that they pass on to their peers.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

The City of Austin completed its Analysis of Impediments to Fair Housing Choice (AI) in 2015. The AI identified complex land use regulations as one factor limiting housing choice and creating impediments to housing affordability. The City of Austin has two initiatives that should help address these impediments: the revision of the Land Development Code, known as CodeNEXT, and the adoption of a Strategic Housing Blueprint.

Austin City Council adopted a resolution (Resolution NO 20151210-030: http://www.austintexas.gov/edims/document.cfm?id=245765) to analyze the potential of the Code to affirmatively further fair housing, giving low- and moderate-income residents the opportunity to live in high opportunity areas and rapidly gentrifying areas and to include in the presentation of the draft Code as many affordable housing options as possible for Austinites at a range of incomes with a range of family sizes. This analysis will help to shape the Code and should help to reduce barriers to fair housing choice.

Several aspects of CodeNEXT seek to affirmatively further fair housing choice for all Austinites. There have been two versions of the draft Code available for public review in 2017 and the final draft Code is expected to be presented to the Austin City Council in Spring of 2018. The aspects of CodeNEXT draft code (Draft 2) relating to affirmatively furthering fair housing include:

- Allows more types of homes in more zones, including missing middle housing types and accessory dwelling units that can provide more affordable options relative to new single family homes in the same area
- Applies an Affordable Housing Bonus Program in nearly half of the proposed zoning categories with residential uses that incentivizes the creation of income-restricted affordable units in exchange for more dwelling units/acre, height, or building size (Floor-Area Ratio). If the zones with available bonuses are mapped correctly, the proposed program can be applied in all areas of the city, including areas of high opportunity or areas with low percentages of income-restricted housing.
- Codifies the requirement that an Affordability Impact Statement documenting impacts to household affordability be created for every new ordinance or rule, or change to an existing ordinance or rule, that may impact affordability. If the proposal would result in an overall negative impact on affordability, it can only move forward with approval from the City Manager.
- Creates a new “Residential Heavy” review process that allows residential projects of 3-9 units to undergo a more expedited, administrative site plan review process. Such a process would decrease the amount of time and costs projects incur for site plan review, and could help keep costs lower for missing middle projects.

The Strategic Housing Blueprint includes a community goal to create 60,000 units affordable to households at or below 80% of the median family income over 10 years, and describes recommended actions in five key community values, including implementation of the Fair Housing Action Plan. The plan recommends funding mechanisms, regulatory changes, and other creative approaches to increase housing choices for all Austinites in all parts of town. The Austin City Council adopted the Strategic Housing Blueprint in April 2017 and an implementation plan for the Blueprint is under development.

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

The City's Investment Plan is comprised of eight priority categories: Homeless/Special Needs Assistance, Renter Assistance, Homebuyer Assistance, Homeowner Assistance, Housing Developer Assistance, Neighborhood and Commercial Revitalization, Small Business Assistance, and Financial Empowerment. All these categories propose to serve very-low, low-, and moderate-income households, thereby addressing obstacles to meet underserved needs. The activities below are responsive to this undertaking.

The City continued to support the Austin Tenants' Council, which provides mediation, counseling, public information, and assistance to help identify fair housing complaints.

Tenant Based Rental Assistance provides rental housing subsidies and security deposits to eligible households who might otherwise be homeless. AHFC oversees contracts with TBRA sub-recipients: Housing Authority of the City of Austin and the Salvation Army. The City's 2014 Comprehensive Housing Market Study identified very low-income renters as one of the most underserved populations.

Architectural Barrier Removal modifies homes of seniors and persons with disabilities who have limited income, at or below 80 percent MFI. These modifications help persons remain in their homes longer and live with greater independence. All services are free to eligible persons. ABR services include: wheelchair ramps, handrails, door widening, buzzing or flashing devices for people with visual/hearing impairment, accessible door and faucet handles, shower grab bars and shower wands, and accessible showers, toilets and sinks.

NHCD implemented the Green and Healthy Homes Initiative (GHHI) model for two home repair programs, Holly Good Neighbor (HGN) and General Obligation Bond Home Repair (G.O. Repair). Using the GHHI model through HGN and GoRepair, the City served 135 households and expended $2,975,235 in FY 2016-17.PSH units are defined as subsidized rental units linked to a range of support services that enable tenants to live independently and participate in community life. In 2014, City Council set a new goal to create 400 additional PSH units by FY 2018, 200 of which will be dedicated as *Housing First* units. In FY 2016-2017, 70 PSH units were funded and 84 were awarded. Prospective tenants are selected through coordinated assessment to match people experiencing homelessness with appropriate housing and services, prioritizing based on vulnerability.

In 2014, Austin's Mayor signed on to the Mayors Challenge to End Veteran Homelessness. The Mayor's Office helped create a fund used to spur private landlord participation by making funds available for potential damages or rent loss to landlords that rented to veterans experiencing homelessness. In August 2016, HUD certified that Austin reached "functional zero" for veterans' homelessness.

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

The City of Austin was awarded $2.5 million grant for a Lead Hazard Control and Healthy Homes Program in May 2013. This funding has allowed the City to continue to remediate lead-based hazards in low- to moderate-income homes, but also allows for funding to address other household health and safety hazards such as mold, carbon monoxide, fire, tripping hazards and pest management. This more holistic approach to remediate household hazards allows citizens with young children to remain in their homes and benefit from a healthier environment. Austin's lead abatement programs provided services for 4 vacant homes and 164 households in FY 2016-17 to include a multifamily complex housing 282 minor children. Staff also participated in 86 events related to both programs, which included: booths at festivals, fairs, and neighborhood centers, presentations, door-to-door canvassing, and newspaper, radio and television advertising. The City will continue testing properties for lead-based paint and remediate in the most appropriate way.

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

All programs administered by the City of Austin aim to address critical needs through housing, community development, and public services to benefit eligible residents, including persons in poverty, so they can increase their opportunities for self-sufficiency. HOPWA, ESG, and CDBG activities in particular assist households that fall under the special populations category outlined in the FY 2014-19 Consolidated Plan. The number of families and businesses served during FY 2016-17 can be found in Attachment 5d, Section 3 Summary Reports. All of these programs are intended to help reduce the number of families in poverty. They are assessed on a regular basis to determine if they are effective in helping the meet this goal.

Housing Opportunities for People with AIDS (HOPWA) Activities

The Austin Public Health (APH) Department 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 stabilize the households' living arrangement and improve access to primary care and other supportive services so that people living with HIV/AIDS can focus on improving their health and self-sufficiency.

Emergency Solutions Grant (ESG) Activities

The Austin Public Health Department 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 funds the operational costs of the shelter facility, Rapid Rehousing programs, and licenses for the Homeless Management Information System and administration of the grant.

Public Service Activities

The Neighborhood Housing and Community Development (NHCD) Department administers public service contracts funding using CDBG. APH provides program expertise for the development of the work statements and performance measures upon request from NHCD. Public services offer supportive services to households with gross incomes less than 200 percent of Federal Poverty Guidelines. Childcare

Services provides childcare vouchers for homeless and near-homeless families, and direct child care services for teen parents who are attending school.

Youth Services provides access to holistic, wraparound services and support to youth designated as at-risk and their families. Senior Services offers services that prevent and protect seniors in becoming victims of abuse, neglect, and/or financial exploitation. Austin's Tenants' Council is another community partner that provides public services that focus on housing discrimination, tenant-landlord education and information, and housing repair and rehabilitation.

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

NHCD administers housing, community, and economic development programs, which require interdepartmental coordination. Many City of Austin departments coordinate efforts to provide program services and projects outlined in the FY 2014-19 Consolidated Plan and subsequent Annual Action Plans.

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. APH provides support to Austin residents living with HIV/AIDS and their families through the use of HOPWA grant funds. Austin Public Health also provides assistance to help clients quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness using ESG funds. NHCD and APH collaborate on several public service programs. The Economic Development Department fosters 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, Austin Code, Office of Real Estate Services, Government Relations, APH, Law Department, Office of Sustainability, Parks and Recreation Department, Planning and Zoning Department, Development Services Department, Public Works, Austin Resource Recovery, and Watershed Protection.

Finally, the development of federal planning documents such as the Consolidated Plan, Annual Action Plan, and CAPER reflect the contributions of multiple City departments, and would not be possible without purposeful collaboration.

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

NHCD continued to work closely with the following organizations to overcome gaps and enhance coordination efforts: Community Development Commission (CDC), Community Advancement Network (CAN), Community Housing Development Organizations (CHDOs), Austin Housing Coalition, Ending Community Homelessness Coalition (ECHO), Housing Authority of the City of Austin (HACA), Housing Authority of Travis County (HATC), HousingWorks, and the Urban Renewal Agency, as well as other key stakeholders and organizations. NHCD remains engaged with housing finance agencies, the National Association of Local Housing Finance Agencies and the Texas Association of Local Housing Finance

Agencies, to connect with other agencies whose missions address critical housing needs.

In FY 2016-17, NHCD will continued to reference Opportunity Mapping, which is a research tool used to understand the dynamics of opportunity within geographic areas. The purpose of opportunity mapping is to illustrate where opportunity-rich communities exist (and assess who has access to these communities) and to focus on areas of need in underserved or opportunity-poor communities. Key indicators include: sustainable employment, high-performing schools, access to high-quality healthcare, adequate transportation, quality child care, safe neighborhoods, and institutions that facilitate civic and political engagement. Staff continues to utilize the Kirwan Opportunity Map to further the City's housing and community development goals to help create more housing choices in all parts of Austin.

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

Barriers: Austin's historical lack of enforcement of city codes governing the maintenance of housing stock in different neighborhoods may influence the housing choices of protected classes, potentially restricting access to opportunities.

9/2017: Austin implemented a Reasonable Accommodations Ordinance with a standardized process and procedure for ensuring individuals with a disability have equal opportunity to use and enjoy a dwelling.
Barriers: Austin's historical lack of funding for public infrastructure and amenities, in different neighborhoods may disproportionally impact protected classes, influence housing preferences, and restrict access to opportunities.

3/2017: Parks and Recreation Department acquired 149 acres of parkland in minority-majority census tracts of Austin. This will lead to a quantifiable increase in access to public parks in areas where high concentrations of persons from protected classes do not live within walking distance of a park.

8/2017: Council directs staff to provide an assessment of fair housing compliance for 4% and 9% Low Income Housing Tax Credit developments seeking approval. This analysis will include opportunity indicators for proposed affordable housing sites within Austin.

Barriers: Lack of knowledge about fair housing requirements creates barriers to affirmatively furthering fair housing.

1/2017: Austin created an Equity Action Team of City leadership, staff, and community members. This group is analyzing the organization to identify racial inequities and disparities in services and programs in each department. Department racial equity assessments and equity awareness trainings are being developed and implemented. For a list of Fair Housing outreach initiatives and training opportunities in FY 2016-17, see attachment 5f.

4/2017: The Mayor's Taskforce on Institutional Racism and Systemic Inequities Report reaffirms the Fair Housing Action Plan actions, and recommends additional policy changes Austin should enact to ameliorate the effects of historic racial segregation in housing.

9/2017: Language was added to the draft North Shoal Creek Neighborhood Plan that explicitly outlines Austin's obligation to affirmatively further fair housing. The Plan recommends a wider variety of unit sizes and affordability levels to provide more opportunity for racial/ethnic minority households, and other protected classes, to have access to the opportunities in the North Shoal Creek neighborhood.

Ongoing: Multiple education opportunities on the importance of economic, racial and ethnic diversity have been offered through such platforms as the UT Opportunity Forums, City of Austin law department presentations to Council, and CodeNEXT community engagement meetings.

CR-40 - Monitoring 91.220 and 91.230

Description of the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The goal of the City of Austin's monitoring process is to assess subrecipient/contractor performance for all CPD-funded activities in the areas of program, financial and administrative compliance with applicable federal, state and municipal regulations and current program guidelines. The City of Austin's monitoring plan consists of monitoring of active contracts and long-term monitoring for completed projects. For more information, including a copy of the City of Austin's Monitoring Plan, please see Attachment 5a of this document.

Minority Business Outreach

The City of Austin Small and Minority Business Resources Department (SMBR) administers the Minority-Owned and Women-Owned Business Enterprise (MBE/WBE) Procurement Program, which was established by the Austin City Council in 1987. SMBR also administers a federally-funded Disadvantaged Business Enterprise (DBE) procurement program. SMBR is responsible for the implementation of the certification process for the City of Austin and for ensuring that only firms that meet the eligibility criteria are certified as MBEs or WBEs in compliance with City of Austin Ordinances. The MBE/WBE program encourages the participation of minorities and women on City contracts by establishing procurement goals on City contracts (which excludes social service contracts) above the City Manager's spending authority. Goals for MBE, WBE, and DBE participation differ from contract to contract, based on the type of contract, the availability of MBEs, WBEs and DBEs to perform the functions of the contract, and other factors. Minority goals may be either aggregate MBE/WBE goals or race-specific goals depending on the project. SMBR provides development opportunities and resources so that small and minority businesses enterprises can have affirmative access to city procurement opportunities and succeed in their efforts to grow. SMBR offers monthly workshops, a Plan Room with electronic and hard copy access construction plans and specifications, and surety bonding counseling. For more information about the SMBR Department, please visit their webpage at www.austintexas.gov/department/small-and-minority-business

Citizen Participation Plan 91.105(d); 91.115(d)

Description of the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

The City of Austin‘s Citizen Participation Plan requires that the CAPER be made available for 15 days for public comment. The City made the draft report publicly available online, and distributed hard copies at ten community centers throughout the City between November 22, 2017 and December 7, 2017. All City facilities are compliant with the Americans with Disabilities Act to ensure that persons with disabilities are able to review and comment on the CAPER. The ten community centers and libraries were deliberately selected in order to reach the widest audience, including non-English speaking persons and persons with disabilities. The notice of the review locations and comment period was published in Spanish as well as English to ensure non-English speaking persons could comment on the CAPER.

Ten Community Centers

- Austin Central Library, 710 W Cesar Chavez Street (Central)
- Austin Resource Center for the Homeless (ARCH), 500 East 7th Street (Central)
- East Austin Neighborhood Center, 211 Comal Street (East)
- Neighborhood Housing and Community Development Office, 1000 East 11th Street, Suite 200 (East)
- Rosewood-Zaragosa Neighborhood Center, 2800 Webberville Road (East)
- St. John Community Center, 7500 Blessing Avenue (Northeast)
- AIDS Services of Austin, 7215 Cameron Road (North)
- Housing Authority of the City of Austin, 1124 South IH-35 (South)
- South Austin Neighborhood Center, 2508 Durwood Street (South)
- Pleasant Hill Library Branch, 211 East William Cannon Drive (South)

The City of Austin’s Citizen Participation Plan was updated to include an Assessment of Fair Housing clause. The updated plan was approved by City Council in November 2017 and is featured in Attachment 4 of this document. Any public comments received during the 15-day period are also featured in this attachment.

CR-45 - CDBG 91.520(c)

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

The Community Development Block Grant (CDBG) Program is authorized under Title I of the Housing and Community Development Act of 1974 as amended. The primary objective of CDBG is the development of viable communities by providing decent housing, providing a suitable living environment, and expanding economic opportunities. To achieve these goals, any activity funded with CDBG must benefit low- and moderate-income persons, aid in the prevention of slums or blight, or meet a particular urgent need.

No substantial changes were made to program objectives outlined in the Fiscal Year 2016-17 Action Plan.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?	No[2]

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

Does the grantee have an existing Section 108 guaranteed loan?

For a report of FY 2016-17 accomplishments and program income for the Family Business Loan Program, Section 108 guaranteed loan, see the *Section 108-Description and Accomplishments* Table in CR-05.

[2] Source: Austin Resource Recovery and Economic Development Department. According to HUD's BEDI Funding Announcements, no BEDI funds have been appropriated since FY 2010.

CR-50 - HOME 91.520(d)

Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

During the fiscal year 2016-17, 118 affordable housing units from 23 HOME funded Rental Housing Development Assistance projects required a physical inspection. All 118 units from the 23 projects received an on-site physical inspection and are compliant. Common issues addressed during these inspections were inoperable smoke detectors – missing batteries or broken, cracked/broken switch and outlet covers, cracked windows and incidences of various exterior damage. Each issue was remedied within the prescribed timeframe, re-inspected, and determined to be in compliance.

During the fiscal year 2016-17, 118 affordable housing units from 23 HOME funded Rental Housing Development Assistance projects required a file review. 109 units received a file review and are compliant. 2 units received a file review and were non-compliant due to inadequate records. Staff is working with property management to improve records and documentation to better evidence the eligibility of residents. 7 units did not receive a file review by the end of the fiscal year due to time constraints and are scheduled to be reviewed in January 2018. See attachment 5b for the detailed inspection plan.

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

As a recipient of federal funds, the City of Austin must adopt affirmative marketing procedures and requirements for rental and homebuyer projects containing five or more HOME-assisted housing units. Affirmative marketing steps consist of actions that provide information and otherwise attract eligible persons in the housing market area to the available housing without regard to race, color, national origin, sex, religion, familial status or disability. NHCD's efforts to affirmatively market its housing programs aim to ensure that eligible households have ample access and opportunity to participate in programs and services that use federal funds. In FY 2016-17, Homebuyer, Renter Assistance, and Homeowner Assistance programs and services were marketed to residents in low- to moderate-income neighborhoods and those with limited English proficiency. NHCD participated in numerous events throughout Austin promoting programs and services. Marketing efforts in FY 2016-17 were conducted through English and Spanish media outlets. NHCD also has certified bilingual employees on staff to assist clients with limited English proficiency.

In addition, the City's web site continues to play a vital role in targeting information to the public and ensuring program information reaches a broad audience through its translation feature available on all pages.

Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics

NHCD Office
Sources and Uses of HOME Program Income
Program Year 2016

Sources of Program Income:		
	Amount	
Down Payment Assistance Loans Repaid	$251,292.80	
Down Payment Assistance Loans Recapture	$377,917.31	
First-time Homebuyer Loans Refunded Utilities	$12.31	
First-time Homebuyer Loans Repaid	$240,828.60	
First-time Homebuyer Loans Recapture	$143,022.72	
Home Rehabilitation Loan Program Repaid	$179,609.92	
Home Rehabilitation Loan Program Recapture	$152,232.28	
Home Rehabilitation Loan Program Refunded	$5,000.00	
Rental Housing Dev. Assistance Repaid	$4,163.00	
	$1,354,078.94	
Uses of Program Income	**Amount**	**# Project**
First-time Homebuyer Loans	$62,961.58	2
Tenant-Based Renter Assistance	$47,386.15	9
Rental Housing Development Assistance	$15,139.88	2
Home Rehabilitation Loan Program	$360,865.49	4
Down Payment Assistance	$885,338.02	24
Administration	$67,440.75	
	$1,439,131.87	41

Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)

During FY 2016-17, the Austin City Council adopted the Austin Strategic Housing Blueprint that outlines strategies to build and preserve affordable housing for a range of incomes throughout the City, as envisioned in the Imagine Austin Comprehensive Plan. The plan aligns resources, ensure a unified strategic direction, and help facilitate community partnerships to achieve this shared vision. It recommends new funding mechanisms, regulatory changes, and other approaches to achieve housing goals. These goals can be realized through a range of strategies addressing the following issues:

- Prevent Households from Being Priced Out of Austin – Preserve communities and combat gentrification through legislative changes, local policies, programs and targeted investments.
- Foster Equitable, Integrated, and Diverse Communities – Promote strategic investments and create protections for low-income households and people of color to address racial integration in housing.
- Invest in Housing for Those Most in Need – Adopt a balanced approach to provide affordable housing resources for low-income workers, seniors, people with disabilities and the thousands of people experiencing homelessness.
- Create New and Affordable Housing Choices for All Austinites in All Parts of Austin –Harness new development to create affordable homes and diversify housing choices for current and future residents.
- Help Austinites Reduce their Household Costs – Encourage development in a compact and connected manner so households of all incomes have access to a range of affordable housing and transportation options, and can easily access jobs, basic needs, health care, educational opportunities, and public services. Other household expenses such as healthcare costs, utilities, food and telecommunications must also be considered.

Concurrently, the City continued to prioritize resources to build and preserve affordable housing through its Acquisition and Development (A&D), Rental Housing Developer Assistance (RHDA), and home repair programs that benefit low- and moderate-income households. Staff also coordinated with Community Housing Development Organizations (CHDOs) through the Austin Housing Coalition to increase opportunities to foster and maintain affordable housing.

CR-55 - HOPWA 91.520(e)

Identify the number of individuals assisted and the types of assistance provided

The table below displays one-year goals for the number of households provided housing through the use of HOPWA activities for: short-term rent, mortgage, and utility assistance payments to prevent homelessness of the individual or family; tenant-based rental assistance; and units provided in housing facilities developed, leased, or operated with HOPWA funds.

Number of Households Served Through:	One-year Goal	Actual
Short-term rent, mortgage, and utility assistance payments	80	96
Tenant-based rental assistance	63	62
Units provided in transitional housing facilities developed, leased, or operated with HOPWA funds	45	38
Units provided in permanent housing facilities developed, leased, or operated with HOPWA funds	0	0
Total	**188**	**196**

Table 13 – HOPWA Number of Households Served

Narrative

Short-Term Rent, Mortgage, and Utility (STRMU) Assistance payments: This program provided short- term assistance to prevent homelessness of the tenant or homeowner. It helped maintain a stable living environment for the households who experienced financial crisis and possible loss of their housing arrangement.

Tenant-Based Rental Assistance (TBRA) provided rent, mortgage and utility assistance to meet urgent needs of eligible persons with HIV/AIDS and their families. The goal is to prevent homelessness and to support independent living of persons with HIV/AIDS who access the program through HIV case management.

Facility Based Transitional Housing (FBTH) provided services for people living with HIV/AIDS and their families across two properties with 30 apartments. The number of households served was slightly below the goal.

The source of this information is the Austin Public Health Department. Note that the one-year goals depicted are system generated based on the corresponding Action Plan submission.

CR-60 - ESG 91.520(g) (ESG Recipients only)

ESG Supplement to the CAPER in *e-snaps*
For Paperwork Reduction Act

Please note that Section CR-60 in IDIS did not permit data entry of recipient or subrecipient information. As such, the City of Austin has attached this information separately in IDIS. The source of this information is Austin Public Health.

1. Recipient Information—All Recipients Complete Basic Grant Information
Recipient Name AUSTIN
Organizational DUNS Number 942230764 EIN/TIN Number 746000085
Identify the Field Office SAN ANTONIO
Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance

ESG Contact Name: Prefix:
First Name: Natasha
Middle Name: E.
Last Name: Ponczek Shoemake
Suffix:
Title: HHS Program Coordinator

ESG Contact Address
Street Address 1: PO Box 1088
Street Address 2:
City: Austin
State: TX
ZIP Code 78767
Phone Number: 512-972-5027
Extension:
Fax Number: 512-972-5025
Email Address: Natasha.ponczek@austintexas.gov

ESG Secondary Contact Prefix:
First Name: Leslie
Last Name: Boyd
Suffix:
Title: Grants Program Manager
Phone Number: 512-972-5036
Extension:
Email Address: Leslie.boyd@austintexas.gov

2. **Reporting Period—All Recipients Complete Program Year Start Date 10/01/2016**
Program Year End Date 09/30/2017

3a. Subrecipient Form – Complete one form for each subrecipient

Subrecipient or Contractor Name: Front Steps, Inc.
City: Austin
State: Texas
Zip Code: 78701
DUNS Number 071056936
Is subrecipient a VAWA-DV provider No
Subrecipient Organization Type Non-Profit
ESG Subgrant or Contract Award Amount FY 16-17 $387,006

Subrecipient or Contractor Name:
City of Austin Downtown Austin Community Court
City: Austin
State: Texas
Zip Code: 78701
DUNS Number
Is subrecipient a VAWA-DV provider No
Subrecipient Organization Type Municipal Government
ESG Subgrant or Contract Award Amount FY 16-17 $134,200

Subrecipient or Contractor Name
City of Austin Communicable Disease Unit
City: Austin
State: Texas
Zip Code: 78701
DUNS Number 945607265
Is subrecipient a VAWA-DV provider No
Subrecipient Organization Type Municipal Government
ESG Subgrant or Contract Award Amount FY 16-17 $68,200.30

CR-65 - Persons Assisted

HUD released updated CAPER requirements for the ESG Program in 2017. HUD now requires ESG recipients to report aggregated program information at the subrecipient level using the newly-developed ESG reporting repository system called Sage. The information in Sage is sourced from the Homeless Management Information System (HMIS), and produces statistical information required by HUD on clients served in projects funded under ESG. The Sage report replaces section CR-65 and is featured in Attachment 1.

4. Persons Served

4a. Complete for Homelessness Prevention Activities No ESG expenditures are used for homelessness prevention activities.

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 14 – Household Information for Homeless Prevention Activities

4b. Complete for Rapid Re-Housing Activities

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 15 – Household Information for Rapid Re-Housing Activities

4c. Complete for Shelter

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 16 – Shelter Information

4d. Street Outreach No ESG expenditures are used for street outreach activities.

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 17 – Household Information for Street Outreach

4e. Totals for all Persons Served with ESG

Number of Persons in Households	Total
Adults	
Children	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 18 – Household Information for Persons Served with ESG

5. Gender—Complete for All Activities

	Total
Male	
Female	
Transgender	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 19 - Gender Information

6. Age—Complete for All Activities

	Total
Under 18	
18-24	
25 and over	
Don't Know/Refused/Other	
Missing Information	
Total	

Table 20 – Age Information

7. Special Populations Served—Complete for All Activities

*No ESG expenditures are used for homelessness prevention activities.

Number of Persons in Households

Subpopulation	Total	*Total Persons Served – Prevention	Total Persons Served – RRH	Total Persons Served in Emergency Shelters
Veterans				
Victims of Domestic Violence				
Elderly				
HIV/AIDS				
Chronically Homeless				
Persons with Disabilities:				
Severely Mentally Ill				
Chronic Substance Abuse				
Other Disability				
Total (unduplicated if possible)				

Table 21– Special Population Served

CR-70 – ESG 91.520(g) - Assistance Provided and Outcomes

10. Shelter Utilization

Number of New Units – Rehabbed	0
Number of New Units – Conversion	0
Total Number of bed - nights available	83350
Total Number of bed - nights provided	65824
Capacity Utilization	79%

Table 2 – Shelter Capacity

11. Project Outcomes Data measured under the performance standards developed in consultation with the CoC(s)

ESG Shelter Operations Performance Outcome

FY 2016-2017

Outcome #1:	**ACCOMPLISHMENTS**
NUMERATOR: Number of case-managed households that transition from homelessness into housing	105
DENOMINATOR: Number of households that exit the program	193
OUTCOME RATE: Percent of case-managed households that transition from homelessness into housing who reside at the Austin Resource Center for the Homeless	54%

ESG Rapid Rehousing Program Rollup

FY 2016-2017

NUMERATOR: Number of unduplicated clients who obtain safe and stable housing as a result of participating in Rapid Rehousing services (numerator)	**ACCOMPLISHMENTS**
Communicable Disease Unit	24
Downtown Austin Community Court	15
Front Steps	29
Subtotal	68

DENOMINATOR: Number of unduplicated clients who participate in Rapid Rehousing services	ACCOMPLISHMENTS
Communicable Disease Unit	35
Downtown Austin Community Court	24
Front Steps	32
Subtotal	91
Percentage of unduplicated clients who obtain safe and stable housing as a result of participating in Rapid Rehousing services (outcome rate)	75%

CR-75 – Expenditures

11. Expenditures

11a. ESG Expenditures for Homelessness Prevention- No ESG expenditures are used for homelessness prevention activities.

	Dollar Amount of Expenditures in Program Year		
	2014	**2015**	**2016**
Expenditures for Rental Assistance	0	0	0
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	0	0
Expenditures for Housing Relocation & Stabilization Services - Services	0	0	0
Expenditures for Homeless Prevention under Emergency Shelter Grants Program	0	0	0
Subtotal Homelessness Prevention	0	0	0

Table 1 – ESG Expenditures for Homelessness Prevention

11b. ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	2014	**2015**	**2016**
Expenditures for Rental Assistance	0	$16,541.11	$17,183.09
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	$5,239.33	$16,161.37
Expenditures for Housing Relocation & Stabilization Services - Services	0	$9,765.98	$165,733.87
Expenditures for Homeless Assistance under Emergency Shelter Grants Program	0	0	0
Subtotal Rapid Re-Housing	0	$31,546.43	$199,078.33

Table 2 – ESG Expenditures for Rapid Re-Housing

11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	2014	**2015**	**2016**
Essential Services	0	0	0
Operations	0	$63,638.55	$278,682.24
Renovation	0	0	0
Major Rehab	0	0	0
Conversion	0	0	0
Subtotal	0	$63,638.55	$278,682.24

Table 3 – ESG Expenditures for Emergency Shelter

11d. Other Grant Expenditures

	Dollar Amount of Expenditures in Program Year		
	2014	2015	2016
Street Outreach	0	0	0
HMIS	0	1,200.00	$24,284
Administration	0	$33,315.42	$16,450.58

Table 4 - Other Grant Expenditures

11e. Total ESG Grant Funds

Total ESG Funds Expended	2014	2015	2016
$683,270	0	$129,700.9	$518,495.15

Table 5 - Total ESG Funds Expended

11f. Match Source

	2014	2015	2016
Other Non-ESG HUD Funds	0	0	0
Other Federal Funds	0	0	0
State Government	0	0	0
Local Government	0	$24,603.42	$683,552.42
Private Funds	0	0	0
Other	0	0	0
Fees	0	0	0
Program Income	0	0	0
Total Match Amount	0	$24,603.42	$683,552.42

Table 6 - Other Funds Expended on Eligible ESG Activities

11g. Total

Total Amount of Funds Expended on ESG Activities	2014	2015	2016
$1,391,425.50	0	$154,303.81	$1,202,047.57

Table 7 - Total Amount of Funds Expended on ESG Activities

Attachment 1: ESG Program Report (SAGE)

HUD ESG CAPER 2017

Grant: **ESG: Austin - TX - 2016 Report** Type: **CAPER**

Q01a. Contact Information

First name	Natasha
Middle name	
Last name	Ponczek Shoemake
Suffix	
Title	
Street Address 1	PO Box 1088
Street Address 2	
City	Austin
State	Texas
ZIP Code	78767
E-mail Address	natasha.ponczek@austintexas.gov
Phone Number	(512)972-5027
Extension	
Fax Number	

Q01b. Grant Information

As of 12/15/2017

ESG Information from IDIS

FISCAL YEAR	GRANT NUMBER	CURRENT AUTHORIZED AMOUNT	TOTAL DRAWN	BALANCE	OBLIGATION DATE	EXPENDITURE DEADLINE
2017	E17MC480500	$886,287.00	$0	$886,287.00	9/22/2017	9/22/2019
2016	E16MC480500	$637,196.00	$577,649.79	$59,546.21	9/29/2016	9/29/2018
2015	E15MC480500	$622,474.00	$622,474.00	$0	9/30/2015	9/30/2017
2014	E14MC480500	$583,706.00	$583,706.00	$0	9/24/2014	9/24/2016
2013	E13MC480500	$488,262.00	$488,262.00	$0	9/30/2013	9/30/2015
2012	E12MC480500	$595,612.00	$595,612.00	$0	10/26/2012	10/26/2014
2011	E11MC480500	$516,377.00	$516,377.00	$0	7/27/2012	7/27/2014
Total		**$4,329,914.00**	**$3,384,080.79**	**$945,833.21**		

CAPER reporting includes funds used from fiscal year:

Project types carried out during the program year:

Enter the number of each type of projects funded through ESG during this program year.

Street Outreach	0
Emergency Shelter	1
Transitional Housing (grandfathered under ES)	0
Day Shelter (funded under ES)	0
Rapid Re-Housing	3
Homelessness Prevention	0

Q01c. Additional Information

HMIS	
Comparable Database	
Are 100% of the project(s) funded through ESG, which are allowed to use HMIS, entering data into HMIS?	Yes
Have all of the projects entered data into Sage via a CSV - CAPER Report upload?	Yes
Are 100% of the project(s) funded through ESG, which are allowed to use a comparable database, entering data into the comparable database?	Yes
Have all of the projects entered data into Sage via a CSV - CAPER Report upload?	Yes

Q04a: Project Identifiers in HMIS

Organization Name	FRONT STEPS
Organization ID	146
Project Name	Front Steps - Emergency Night Shelter
Project ID	9238
HMIS Project Type	1
Method of Tracking ES	3
Is the Services Only (HMIS Project Type 6) affiliated with a residential project?	
Identify the Project ID's of the Housing Projects this Project is Affiliated with	
CSV Exception?	No
Uploaded via emailed hyperlink?	Yes
Email unique ID record link	0B6f71rtXA
Project name (user-specified)	ESG ARCH
Project type (user-specified)	Emergency Shelter
Organization Name	DACC
Organization ID	3984
Project Name	DACC ESG RRH
Project ID	9323
HMIS Project Type	13
Method of Tracking ES	
Is the Services Only (HMIS Project Type 6) affiliated with a residential project?	
Identify the Project ID's of the Housing Projects this Project is Affiliated with	
CSV Exception?	No
Uploaded via emailed hyperlink?	Yes
Email unique ID record link	kS3N0sc2bu
Project name (user-specified)	ESG Rapid Rehousing DACC
Project type (user-specified)	PH - Rapid Re-Housing
Organization Name	FRONT STEPS
Organization ID	146
Project Name	Front Steps - RRH
Project ID	9322
HMIS Project Type	13
Method of Tracking ES	
Is the Services Only (HMIS Project Type 6) affiliated with a residential project?	
Identify the Project ID's of the Housing Projects this Project is Affiliated with	
CSV Exception?	No
Uploaded via emailed hyperlink?	Yes
Email unique ID record link	AyJLJQ4Gkj
Project name (user-specified)	FS ESG Rapid Rehousing
Project type (user-specified)	PH - Rapid Re-Housing
Organization Name	City of Austin Health and Human Services
Organization ID	4032
Project Name	HHSC - ESG RRH
Project ID	9324
HMIS Project Type	13
Method of Tracking ES	
Is the Services Only (HMIS Project Type 6) affiliated with a residential project?	
Identify the Project ID's of the Housing Projects this Project is Affiliated with	
CSV Exception?	No
Uploaded via emailed hyperlink?	Yes
Email unique ID record link	9JbXEoCreL

Project name (user-specified)	ESG Rapid Rehousing CDU
Project type (user-specified)	PH - Rapid Re-Housing

Q05a: Report Validations Table

Total Number of Persons Served	1936
Number of Adults (Age 18 or Over)	1927
Number of Children (Under Age 18)	5
Number of Persons with Unknown Age	4
Number of Leavers	1673
Number of Adult Leavers	1669
Number of Adult and Head of Household Leavers	1669
Number of Stayers	263
Number of Adult Stayers	258
Number of Veterans	272
Number of Chronically Homeless Persons	606
Number of Youth Under Age 25	101
Number of Parenting Youth Under Age 25 with Children	0
Number of Adult Heads of Household	1881
Number of Child and Unknown-Age Heads of Household	0
Heads of Households and Adult Stayers in the Project 365 Days or More	30

Q06a: Data Quality: Personally Identifying Information (PII)

Data Element	Client Doesn't Know/Refused	Information Missing	Data Issues	% of Error Rate
Name	0	1	3	0.00
Social Security Number	35	14	188	0.13
Date of Birth	0	8	4	0.03
Race	20	13	0	0.05
Ethnicity	6	7	0	0.05
Gender	2	5	0	0.00
Overall Score				0.15

Q06b: Data Quality: Universal Data Elements

	Error Count	% of Error Rate
Veteran Status	11	0.57 %
Project Start Date	0	0.00 %
Relationship to Head of Household	53	2.74 %
Client Location	0	0.00 %
Disabiling Condition	228	11.78 %

Q06c: Data Quality: Income and Housing Data Quality

	Error Count	% of Error Rate
Destination	70	4.18 %
Income and Sources at Start	315	16.75 %
Income and Sources at Annual Assessment	29	96.67 %
Income and Sources at Exit	198	11.86 %

Q06d: Data Quality: Chronic Homelessness

	Count of Total Records	Missing Time in Institution	Missing Time in Housing	Approximate Date Started DK/R/missing	Number of Times DK/R/missing	Number of Months DK/R/missing	% of Records Unable to Calculate
ES, SH, Street Outreach	1719	0	0	299	234	301	0.22
TH	0	0	0	0	0	0	--
PH (All)	58	0	0	1	0	0	0.02
Total	1777	0	0	0	0	0	0.21

Q06e: Data Quality: Timeliness

	Number of Project Entry Records	Number of Project Exit Records
0 days	747	38
1-3 Days	278	6
4-6 Days	204	5
7-10 Days	184	7
11+ Days	523	1617

Q06f: Data Quality: Inactive Records: Street Outreach & Emergency Shelter

	# of Records	# of Inactive Records	% of Inactive Records
Contact (Adults and Heads of Household in Street Outreach or ES - NBN)	128	128	100.00 %
Bed Night (All Clients in ES - NBN)	128	1456	1,137.50 %

Q07a: Number of Persons Served

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Adults	1927	1926	1	0	0
Children	5	0	2	3	0
Client Doesn't Know/ Client Refused	0	0	0	0	0
Data Not Collected	4	0	0	0	4
Total	1936	1926	3	3	4

Q08a: Households Served

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Total Households	1881	1880	1	0	0

Q08b: Point-in-Time Count of Households on the Last Wednesday

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
January	248	247	1	0	0
April	199	198	1	0	0
July	211	211	0	0	0
October	222	221	1	0	0

Q09a: Number of Persons Contacted

	All Persons Contacted	First contact – NOT staying on the Streets, ES, or SH	First contact – WAS staying on Streets, ES, or SH	First contact – Worker unable to determine
Once	0	0	0	0
2-5 Times	0	0	0	0
6-9 Times	0	0	0	0
10+ Times	0	0	0	0
Total Persons Contacted	0	0	0	0

Q09b: Number of Persons Engaged

	All Persons Contacted	First contact – NOT staying on the Streets, ES, or SH	First contact – WAS staying on Streets, ES, or SH	First contact – Worker unable to determine
Once	0	0	0	0
2-5 Contacts	0	0	0	0
6-9 Contacts	0	0	0	0
10+ Contacts	0	0	0	0
Total Persons Engaged	0	0	0	0

Q10a: Gender of Adults

	Total	Without Children	With Children and Adults	Unknown Household Type
Male	1900	1900	0	0
Female	20	19	1	0
Trans Male (FTM or Female to Male)	3	3	0	0
Trans Female (MTF or Male to Female)	1	1	0	0
Gender Non-Conforming (i.e. not exclusively male or female)	0	0	0	0
Client Doesn't Know/Client Refused	2	2	0	0
Data Not Collected	1	1	0	0
Subtotal	1927	1926	1	0

Q10b: Gender of Children

	Total	With Children and Adults	With Only Children	Unknown Household Type
Male	3	1	2	0
Female	2	1	1	0
Trans Male (FTM or Female to Male)	0	0	0	0
Trans Female (MTF or Male to Female)	0	0	0	0
Gender Non-Conforming (i.e. not exclusively male or female)	0	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0
Data Not Collected	0	0	0	0
Subtotal	5	2	3	0

Q10c: Gender of Persons Missing Age Information

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Male	0	0	0	0	0
Female	0	0	0	0	0
Trans Male (FTM or Female to Male)	0	0	0	0	0
Trans Female (MTF or Male to Female)	0	0	0	0	0
Gender Non-Conforming (i.e. not exclusively male or female)	0	0	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected	4	0	0	0	4
Subtotal	4	0	0	0	4

Q10d: Gender by Age Ranges

	Total	Under Age 18	Age 18-24	Age 25-61	Age 62 and over	Client Doesn't Know/ Client Refused	Data Not Collected
Male	1903	3	99	1634	167	0	0
Female	22	2	0	19	1	0	0
Trans Female (MTF or Male to Female)	3	0	0	3	0	0	0
Trans Male (FTM or Female to Male)	1	0	1	0	0	0	0
Gender Non-Conforming (i.e. not exclusively male or female)	0	0	0	0	0	0	0
Client Doesn’t Know/Client Refused	2	0	1	1	0	0	0
Data Not Collected	5	0	0	1	0	0	4
Subtotal	1936	5	101	1658	168	0	4

Q11: Age

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Under 5	2	0	0	2	0
5 - 12	1	0	0	1	0
13 - 17	2	0	2	0	0
18 - 24	101	101	0	0	0
25 - 34	350	350	0	0	0
35 - 44	409	408	1	0	0
45 - 54	554	554	0	0	0
55 - 61	345	345	0	0	0
62+	168	168	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected	4	0	0	0	4
Total	1936	1926	3	3	4

Q12a: Race

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
White	1026	1022	1	3	0
Black or African American	725	724	1	0	0
Asian	18	18	0	0	0
American Indian or Alaska Native	21	21	0	0	0
Native Hawaiian or Other Pacific Islander	8	8	0	0	0
Multiple Races	87	86	1	0	0
Client Doesn't Know/Client Refused	38	38	0	0	0
Data Not Collected	13	9	0	0	4
Total	1936	1926	3	3	4

Q12b: Ethnicity

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Non-Hispanic/Non-Latino	1523	1520	3	0	0
Hispanic/Latino	396	393	0	3	0
Client Doesn't Know/Client Refused	8	8	0	0	0
Data Not Collected	9	5	0	0	4
Total	1936	1926	3	3	4

Q13a1: Physical and Mental Health Conditions at Start

	Total Persons	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Mental Health Problem	676	673	2	0	1
Alcohol Abuse	121	121	0	0	0
Drug Abuse	85	85	0	0	0
Both Alcohol and Drug Abuse	173	173	0	0	0
Chronic Health Condition	555	553	2	0	0
HIV/AIDS	62	61	1	0	0
Developmental Disability	204	203	1	0	0
Physical Disability	553	553	0	0	0

Q13b1: Physical and Mental Health Conditions at Exit

	Total Persons	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Mental Health Problem	601	599	1	0	1
Alcohol Abuse	111	111	0	0	0
Drug Abuse	85	85	0	0	0
Both Alcohol and Drug Abuse	151	151	0	0	0
Chronic Health Condition	483	482	1	0	0
HIV/AIDS	50	49	1	0	0
Developmental Disability	169	169	0	0	0
Physical Disability	483	483	0	0	0

Q13c1: Physical and Mental Health Conditions for Stayers

	Total Persons	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Mental Health Problem	98	97	1	0	0
Alcohol Abuse	18	18	0	0	0
Drug Abuse	7	7	0	0	0
Both Alcohol and Drug Abuse	29	29	0	0	0
Chronic Health Condition	95	94	1	0	0
HIV/AIDS	15	15	0	0	0
Developmental Disability	33	32	1	0	0
Physical Disability	79	79	0	0	0

Q14a: Domestic Violence History

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Yes	241	240	1	0	0
No	1579	1579	0	0	0
Client Doesn't Know/Client Refused	10	10	0	0	0
Data Not Collected	97	97	0	0	0
Total	1927	1926	1	0	0

Q14b: Persons Fleeing Domestic Violence

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Yes	49	49	0	0	0
No	141	141	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected	51	50	1	0	0
Total	241	240	1	0	0

Q15: Living Situation

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Homeless Situations					
Emergency shelter, including hotel or motel paid for with emergency shelter voucher	7	7	0	0	0
Transitional housing for homeless persons (including homeless youth)	12	12	0	0	0
Place not meant for habitation	917	917	0	0	0
Safe Haven	9	9	0	0	0
Interim Housing	2	2	0	0	0
Subtotal	35	35	0	0	0
Institutional Settings					
Psychiatric hospital or other psychiatric facility	22	22	0	0	0
Substance abuse treatment facility or detox center	3	3	0	0	0
Hospital or other residential non-psychiatric medical facility	33	33	0	0	0
Jail, prison or juvenile detention facility	51	51	0	0	0
Foster care home or foster care group home	1	1	0	0	0
Long-term care facility or nursing home	0	0	0	0	0
Residential project or halfway house with no homeless criteria	12	12	0	0	0
Subtotal	3	3	0	0	0
Other Locations					
Permanent housing (other than RRH) for formerly homeless persons	6	6	0	0	0
Owned by client, no ongoing housing subsidy	4	4	0	0	0
Owned by client, with ongoing housing subsidy	0	0	0	0	0
Rental by client, no ongoing housing subsidy	27	27	0	0	0
Rental by client, with VASH subsidy	5	5	0	0	0
Rental by client with GPD TIP subsidy	0	0	0	0	0
Rental by client, with other housing subsidy (including RRH)	9	9	1	0	0
Hotel or motel paid for without emergency shelter voucher	44	44	0	0	0
Staying or living in a friend's room, apartment or house	76	76	0	0	0
Staying or living in a family member's room, apartment or house	57	57	0	0	0
Client Doesn't Know/Client Refused	6	6	0	0	0
Data Not Collected	50	50	0	0	0
Subtotal	5	4	1	0	0
Total	38	38	1	0	0

Q20a: Type of Non-Cash Benefit Sources

	Benefit at Start	Benefit at Latest Annual Assessment for Stayers	Benefit at Exit for Leavers
Supplemental Nutritional Assistance Program	497	0	444
WIC	3	0	5
TANF Child Care Services	0	0	0
TANF Transportation Services	0	0	0
Other TANF-Funded Services	0	0	1
Other Source	23	0	24

Q21: Health Insurance

	At Start	At Annual Assessment for Stayers	At Exit for Leavers
Medicaid	314	0	279
Medicare	24	1	211
State Children's Health Insurance Program	1	0	0
VA Medical Services	97	0	96
Employer Provided Health Insurance	16	0	15
Health Insurance Through COBRA	0	0	0
Private Pay Health Insurance	12	1	11
State Health Insurance for Adults	9	0	8
Indian Health Services Program	0	0	0
Other	27	0	26
No Health Insurance	1227	0	1066
Client Doesn't Know/Client Refused	3	0	3
Data Not Collected	178	0	115
Number of Stayers Not Yet Required to Have an Annual Assessment	0	233	0
1 Source of Health Insurance	400	0	376
More than 1 Source of Health Insurance	150	1	133

Q22a2: Length of Participation – ESG Projects

	Total	Leavers	Stayers
0 to 7 days	918	889	29
8 to 14 days	190	179	11
15 to 21 days	114	101	13
22 to 30 days	89	82	7
31 to 60 days	191	162	29
61 to 90 days	101	82	19
91 to 180 days	160	113	47
181 to 365 days	164	58	106
366 to 730 days (1-2 Yrs)	4	2	2
731 to 1,095 days (2-3 Yrs)	4	4	0
1,096 to 1,460 days (3-4 Yrs)	1	1	0
1,461 to 1,825 days (4-5 Yrs)	0	0	0
More than 1,825 days (> 5 Yrs)	0	0	0
Data Not Collected	0	0	0
Total	1936	1673	263

Q22c: RRH Length of Time between Project Start Date and Housing Move-in Date

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
7 days or less	4	4	0	0	0
8 to 14 days	2	2	0	0	0
15 to 21 days	2	2	0	0	0
22 to 30 days	2	2	0	0	0
31 to 60 days	9	9	0	0	0
61 to 180 days	17	17	0	0	0
181 to 365 days	6	6	0	0	0
366 to 730 days (1-2 Yrs)	4	4	0	0	0
Data Not Collected	43	37	3	3	0
Total	89	83	3	3	0

Q22d: Length of Participation by Household Type

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
7 days or less	918	914	0	0	4
8 to 14 days	190	190	0	0	0
15 to 21 days	114	114	0	0	0
22 to 30 days	89	89	0	0	0
31 to 60 days	191	191	0	0	0
61 to 90 days	101	101	0	0	0
91 to 180 days	160	160	0	0	0
181 to 365 days	164	158	3	3	0
366 to 730 days (1-2 Yrs)	4	4	0	0	0
731 to 1,095 days (2-3 Yrs)	4	4	0	0	0
1,096 to 1,460 days (3-4 Yrs)	1	1	0	0	0
1,461 to 1,825 days (4-5 Yrs)	0	0	0	0	0
More than 1,825 days (> 5 Yrs)	0	0	0	0	0
Data Not Collected	0	0	0	0	0
Total	1936	1926	3	3	4

Q23a: Exit Destination – More Than 90 Days

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Permanent Destinations					
Moved from one HOPWA funded project to HOPWA PH	0	0	0	0	0
Owned by client, no ongoing housing subsidy	0	0	0	0	0
Owned by client, with ongoing housing subsidy	0	0	0	0	0
Rental by client, no ongoing housing subsidy	6	6	0	0	0
Rental by client, with VASH housing subsidy	0	0	0	0	0
Rental by client, with GPD TIP housing subsidy	0	0	0	0	0
Rental by client, with other ongoing housing subsidy	5	5	1	0	0
Permanent housing (other than RRH) for formerly homeless persons	0	0	0	0	0
Staying or living with family, permanent tenure	2	2	0	0	0
Staying or living with friends, permanent tenure	0	0	0	0	0
Rental by client, with RRH or equivalent subsidy	0	0	0	0	0
Subtotal	9	9	1	0	0
Temporary Destinations					
Emergency shelter, including hotel or motel paid for with emergency shelter voucher	1	1	0	0	0
Moved from one HOPWA funded project to HOPWA TH	0	0	0	0	0
Transitional housing for homeless persons (including homeless youth)	1	1	0	0	0
Staying or living with family, temporary tenure (e.g. room, apartment or house)	1	1	0	0	0
Staying or living with friends, temporary tenure (e.g. room, apartment or house)	0	0	0	0	0
Place not meant for habitation (e.g., a vehicle, an abandoned building, bus/train/subway station/airport or anywhere outside)	2	2	0	0	0
Safe Haven	0	0	0	0	0
Hotel or motel paid for without emergency shelter voucher	0	0	0	0	0
Subtotal	3	3	0	0	0
Institutional Settings					
Foster care home or group foster care home	0	0	0	0	0
Psychiatric hospital or other psychiatric facility	1	1	0	0	0
Substance abuse treatment facility or detox center	1	1	0	0	0
Hospital or other residential non-psychiatric medical facility	0	0	0	0	0
Jail, prison, or juvenile detention facility	1	1	0	0	0
Long-term care facility or nursing home	0	0	0	0	0
Subtotal	2	2	0	0	0
Other Destinations					
Residential project or halfway house with no homeless criteria	0	0	0	0	0
Deceased	1	1	0	0	0
Other	1	1	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected (no exit interview completed)	1	1	0	0	0
Subtotal	2	2	0	0	0
Total	7	6	1	0	0
Total persons exiting to positive housing destinations	30	29	1	0	0
Total persons whose destinations excluded them from the calculation	1	1	0	0	0
Percentage	500.00 %	580.00 %	100.00 %	--	--

Q23b: Exit Destination – 90 Days or Less

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Permanent Destinations					
Moved from one HOPWA funded project to HOPWA PH	0	0	0	0	0
Owned by client, no ongoing housing subsidy	0	0	0	0	0
Owned by client, with ongoing housing subsidy	0	0	0	0	0
Rental by client, no ongoing housing subsidy	6	6	0	0	0
Rental by client, with VASH housing subsidy	1	1	0	0	0
Rental by client, with GPD TIP housing subsidy	0	0	0	0	0
Rental by client, with other ongoing housing subsidy	4	4	0	0	0
Permanent housing (other than RRH) for formerly homeless persons	0	0	0	0	0
Staying or living with family, permanent tenure	1	1	0	0	0
Staying or living with friends, permanent tenure	0	0	0	0	0
Rental by client, with RRH or equivalent subsidy	0	0	0	0	0
Subtotal	4	4	0	0	0
Temporary Destinations					
Emergency shelter, including hotel or motel paid for with emergency shelter voucher	1	1	0	0	0
Moved from one HOPWA funded project to HOPWA TH	0	0	0	0	0
Transitional housing for homeless persons (including homeless youth)	0	0	0	0	0
Staying or living with family, temporary tenure (e.g. room, apartment or house)	0	0	0	0	0
Staying or living with friends, temporary tenure (e.g. room, apartment or house)	1	1	0	0	0
Place not meant for habitation (e.g., a vehicle, an abandoned building, bus/train/subway station/airport or anywhere outside)	1	1	0	0	0
Safe Haven	0	0	0	0	0
Hotel or motel paid for without emergency shelter voucher	0	0	0	0	0
Subtotal	2	2	0	0	0
Institutional Settings					
Foster care home or group foster care home	0	0	0	0	0
Psychiatric hospital or other psychiatric facility	0	0	0	0	0
Substance abuse treatment facility or detox center	0	0	0	0	0
Hospital or other residential non-psychiatric medical facility	0	0	0	0	0
Jail, prison, or juvenile detention facility	0	0	0	0	0
Long-term care facility or nursing home	0	0	0	0	0
Subtotal	0	0	0	0	0
Other Destinations					
Residential project or halfway house with no homeless criteria	0	0	0	0	0
Deceased	1	1	0	0	0
Other	0	0	0	0	0
Client Doesn't Know/Client Refused	0	0	0	0	0
Data Not Collected (no exit interview completed)	1	1	0	0	0
Subtotal	1	1	0	0	0
Total	6	6	0	0	0
Total persons exiting to positive housing destinations	16	16	0	0	0
Total persons whose destinations excluded them from the calculation	1	1	0	0	0
Percentage	320.00 %	320.00 %	--	--	--

Q23c: Exit Destination – All persons

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Moved from one HOPWA funded project to HOPWA PH	0	0	0	0	0
Owned by client, no ongoing housing subsidy	0	0	0	0	0
Owned by client, with ongoing housing subsidy	0	0	0	0	0
Rental by client, no ongoing housing subsidy	1	1	0	0	0
Rental by client, with VASH housing subsidy	0	0	0	0	0
Rental by client, with GPD TIP housing subsidy	0	0	0	0	0
Rental by client, with other ongoing housing subsidy	0	0	0	0	0
Permanent housing (other than RRH) for formerly homeless persons	0	0	0	0	0
Staying or living with family, permanent tenure	0	0	0	0	0
Staying or living with friends, permanent tenure	1	1	0	0	0
Rental by client, with RRH or equivalent subsidy	0	0	0	0	0
Subtotal	2	2	0	0	0
Emergency shelter, including hotel or motel paid for with emergency shelter voucher	25	25	0	0	0
Moved from one HOPWA funded project to HOPWA TH	0	0	0	0	0
Transitional housing for homeless persons (including homeless youth)	0	0	0	0	0
Staying or living with family, temporary tenure (e.g. room, apartment or house)	0	0	0	0	0
Staying or living with friends, temporary tenure (e.g. room, apartment or house)	0	0	0	0	0
Place not meant for habitation (e.g., a vehicle, an abandoned building, bus/train /subway station/airport or anywhere outside)	0	0	0	0	0
Safe Haven	0	0	0	0	0
Hotel or motel paid for without emergency shelter voucher	0	0	0	0	0
Subtotal	25	25	0	0	0
Foster care home or group foster care home	0	0	0	0	0
Psychiatric hospital or other psychiatric facility	0	0	0	0	0
Substance abuse treatment facility or detox center	0	0	0	0	0
Hospital or other residential non-psychiatric medical facility	0	0	0	0	0
Jail, prison, or juvenile detention facility	0	0	0	0	0
Long-term care facility or nursing home	0	0	0	0	0
Subtotal	0	0	0	0	0
Residential project or halfway house with no homeless criteria	0	0	0	0	0
Deceased	0	0	0	0	0
Other	1	1	0	0	0
Client Doesn't Know/Client Refused	1	1	0	0	0
Data Not Collected (no exit interview completed)	1581	1577	0	0	4
Subtotal	1583	1579	0	0	4
Total	1610	1606	0	0	4
Total persons exiting to positive housing destinations	2	2	0	0	0
Total persons whose destinations excluded them from the calculation	0	0	0	0	0

Q24: Homelessness Prevention Housing Assessment at Exit

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Able to maintain the housing they had at project start--Without a subsidy	0	0	0	0	0
Able to maintain the housing they had at project start--With the subsidy they had at project start	0	0	0	0	0
Able to maintain the housing they had at project start--With an on-going subsidy acquired since project start	0	0	0	0	0
Able to maintain the housing they had at project start--Only with financial assistance other than a subsidy	0	0	0	0	0
Moved to new housing unit--With on-going subsidy	0	0	0	0	0
Moved to new housing unit--Without an on-going subsidy	0	0	0	0	0
Moved in with family/friends on a temporary basis	0	0	0	0	0
Moved in with family/friends on a permanent basis	0	0	0	0	0
Moved to a transitional or temporary housing facility or program	0	0	0	0	0
Client became homeless – moving to a shelter or other place unfit for human habitation	0	0	0	0	0
Client went to jail/prison	0	0	0	0	0
Client died	0	0	0	0	0
Client doesn’t know/Client refused	0	0	0	0	0
Data not collected (no exit interview completed)	0	0	0	0	0
Total	0	0	0	0	0

Q25a: Number of Veterans

	Total	Without Children	With Children and Adults	Unknown Household Type
Chronically Homeless Veteran	86	86	0	0
Non-Chronically Homeless Veteran	186	186	0	0
Not a Veteran	1644	1643	1	0
Client Doesn't Know/Client Refused	6	6	0	0
Data Not Collected	5	5	0	0
Total	1927	1926	1	0

Q26b: Number of Chronically Homeless Persons by Household

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Chronically Homeless	606	606	0	0	0
Not Chronically Homeless	974	971	3	0	0
Client Doesn't Know/Client Refused	15	15	0	0	0
Data Not Collected	341	334	0	3	4
Total	1936	1926	3	3	4

CR-60 - ESG 91.520(g) (ESG Recipients only)

ESG Supplement to the CAPER in *e-snaps*
For Paperwork Reduction Act

Please note that Section CR-60 in IDIS did not permit data entry of recipient or subrecipient information. As such, the City of Austin has attached this information separately in IDIS. The source of this information is Austin Public Health.

1. Recipient Information—All Recipients Complete
Basic Grant Information
Recipient Name AUSTIN
Organizational DUNS Number 942230764
EIN/TIN Number 746000085
Identify the Field Office SAN ANTONIO
Identify CoC(s) in which the recipient or subrecipient(s) will provide ESG assistance

ESG Contact Name:

Prefix:	
First Name:	Natasha
Middle Name:	E.
Last Name:	Ponczek Shoemake
Suffix:	
Title:	HHS Program Coordinator

ESG Contact Address

Street Address 1:	PO Box 1088
Street Address 2:	
City:	Austin
State:	TX
ZIP Code	78767
Phone Number:	512-972-5027
Extension:	
Fax Number:	512-972-5025
Email Address:	Natasha.ponczek@austintexas.gov

ESG Secondary Contact

Prefix:	
First Name:	Leslie
Last Name:	Boyd
Suffix:	
Title:	Grants Program Manager
Phone Number:	512-972-5036
Extension:	
Email Address:	Leslie.boyd@austintexas.gov

2. **Reporting Period—All Recipients**
   Complete Program Year Start Date
   10/01/2016
   Program Year End Date 09/30/2017

3a. Subrecipient Form – Complete one form for each subrecipient

Subrecipient or Contractor Name: Front Steps, Inc.
City: Austin
State: Texas
Zip Code: 78701
DUNS Number 071056936
Is subrecipient a VAWA-DV provider No
Subrecipient Organization Type Non-Profit
ESG Subgrant or Contract Award Amount FY 16-17 $387,006

Subrecipient or Contractor Name:
City of Austin Downtown Austin Community Court
City: Austin
State: Texas
Zip Code: 78701
DUNS Number
Is subrecipient a VAWA-DV provider No
Subrecipient Organization Type Municipal Government
ESG Subgrant or Contract Award Amount FY 16-17 $134,200

Subrecipient or Contractor Name
City of Austin Communicable Disease Unit
City: Austin
State: Texas
Zip Code: 78701
DUNS Number 945607265
Is subrecipient a VAWA-DV provider No
Subrecipient Organization Type Municipal Government
ESG Subgrant or Contract Award Amount FY 16-17 $68,200.30

Attachment 2: ESG Program Standards

CITY OF AUSTIN
Austin Public Health

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;

APH- Austin Public Health

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 637of 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 know 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 Austin Public Health 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 2 CFR Part 200. *Program Income* for the ESG program can also be used as match funds. Match funds are identified in 2CFR Part 200.306
   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) for more information on documenting homelessness for ESG clients.

b. Subrecipient agencies must collect the required supporting documentation requested in the *Homeless 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.

d. Clients will be referred to ESG programs through the Coordinated Assessment

e. CDU-Specific Client Eligibility Requirements

i. HIV Positive, homeless individuals

f. DACC-Specific Eligibility Requirements

i. Referral through Coordinated Assessment

g. Front Steps Specific Eligibility Requirements

i. Targeted clients are those with income who will be able to work towards self-sufficiency and maintain stable housing after Rapid Re-Housing services have terminated.

ii. Targeted clients include those who are in Case Management services through Front Steps; however, those individuals accessing general services at the ARCH who are not connected with Case Management services and who meet the other criteria will be able to access Rapid Re-Housing services as space allows.

iii. While the majority of those entering ESG Rapid Rehousing services come through the Coordinated Assessment process, those clients who are

employed and ready to begin saving money for future housing may still begin working with a Case Manager as space allows.

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. Emergency Shelter

Requirement: Policies and procedures for admission, diversion, referral and discharge by emergency shelters assisted under ESG, including standards regarding length of stay, if any, and safeguards to meet the safety and shelter needs of special populations.

The ESG-funded emergency shelter, Austin Resource Center for the Homeless, or ARCH is a "low-demand" emergency shelter, which means that restrictions are not placed on the number of times clients may visit ARCH for services and that access to shelter does not require meeting set criteria or participation goals. Operating an 'open access' facility requires shelter staff to be trained to work with behavior management issues so that clients may safely access the facility while staff build rapport and engage clients in services. The ARCH provides Day Resource Center, Emergency Night Shelter for men, Case Management, and other co-located services provided on-site by the following local service providers:

- CommUnityCare Clinic
- Austin Travis County Integral Care
- ACCESS Program
- LOC 3 Program
- United States Veterans' Administration
- Goodwill Industries of Central Texas
- Family Eldercare
- Back On My Feet
- Austin FreeNet
- Keep Austin Housed AmeriCorps
- Front Steps
  - Shelter Case Management Program
  - Home Front Housing Program
  - Samaritan Housing Program
  - First Steps Housing Program
  - Recuperative Care Program
  - Rapid Re-Housing

Sleeping Unit Reservation System: Of the 230 sleeping units, approximately 25 will be given to clients via a lottery system. These individuals do not have a reserved bed from one night to the next, and are informed about the process prior to entering the lottery.

The remaining units are reserved for those working with a Shelter Case Manager. There is no length of stay for the shelter, and in case management, the general length is 6 months with evaluation on a case by case basis. Clients are informed that if they have a reservation, but they do not arrive to check in, their reserved mat or bed will be available to lottery clients. There are also available beds in coordination with the following participating agencies: CommUnityCare Clinic, Veterans Administration (VA), and Austin/Travis County Integral Care, the local mental health authority. All of these case-managed clients work with their case manager to determine a housing plan and are connected to other resources to find permanent

housing. The client is informed of the grievance process, and their end date for services determined on a case by case basis.

Clients are encouraged to work with Case Managers to progress towards personal goals related to obtaining/maintaining sustainable income, exploring viable housing options, and addressing self-care issues that impact progress towards self-sufficiency. Case Management services are based on a Harm Reduction philosophy and the stages in the Trans-theoretical Model of Change. Various techniques, including motivational interviewing, are effectively utilized in working with clients whose needs vary across a spectrum of vulnerability. Men's and women's support groups as well as anger management classes are offered through case management. ARCH clients with domestic violence concerns are offered coordination and referral to appropriate programs on a case by case basis.

Front Steps, the agency administering the ARCH, has been designated as one of the "front doors"/community portals in the Coordinated Assessment process. Using the Vulnerability Index & Service Prioritization Decision Assistance Tool (VI-SPDAT) as part of the Coordinated Assessment process, coupled with more robust data entry into HMIS, clients who score within range and are identified as likely benefitting from receiving Shelter Case Management services will be offered these services as openings in the program become available.

The following is provided in the case that a client is terminated:
1. Written notice to the participant containing a clear statement of the reason for termination.
2. A review of the decision, in which the participant is given the opportunity to present written or oral objections before a person other than the person(or subordinate of the person) who made or approved the termination decisions, AND
3. Prompt written notification to the program participant.

Because the ARCH is a City building, the agencies cannot deny citizens access to the shelter property on a permanent basis.

IX. Rapid Rehousing and Other ESG-funded Services

There are no essential services funded by ESG.

There are no homeless prevention services funded by ESG.

Requirement: Policies and procedures for determining and prioritizing which eligible families and individuals will receive rapid re-housing assistance.

All programs funded through the Emergency Solutions Grant will use Coordinated Assessment for referrals for the program in order to serve the most vulnerable Rapid Rehousing clients in the community. Agency eligibility could include, for example, HIV status for the Communicable Disease Unit. All programs help clients go through the Coordinated Assessment process to access appropriate referrals and community programs.

Each client will individually assessed for the amount of Rapid Rehousing using progressive engagement and housing first principles. If a client or family needs continued services and financial assistance past the initial date of entry into the program, agencies will work to address those needs until the client exits the program. Other funding sources will be used to address the other service needs of the client such as case management, housing location or financial and rental assistance as needed.

<u>Requirement:</u> Standards for determining what percentage or amount of rent and utilities cost each program participant must pay while receiving rapid re-housing assistance.

Most clients receiving financial assistance through the Emergency Solutions Grant will have high housing barriers and will be highly vulnerable. Participants are not required to contribute a percentage of their income to rent or utilities, so there are no standards developed.

<u>Requirement:</u> Standards for determining how long a particular program participant will be provided with rental assistance.

No rental assistance has been provided by these grant funds. However, all clients will be recertified at least every twelve months to determine ongoing eligibility as per 576.401. Recertification will assess clients to see if they do not have an annual income that exceeds 30% AMI, AND lack sufficient resources and support networks to retain housing without ESG assistance.

<u>Requirement:</u> Standards for determining the type, amount and duration of housing stabilization and/or relocation services to provide a program participant, including the limits on rapid re-housing assistance.
All Rapid Rehousing programs will include the following components:

- Housing Stability Plan with Exit Strategy
- Progressive Engagement
- Coordination with other HUD funded programs and regular review the program's progress towards the HUD benchmarks:
    1) Reducing the length of time program participants spend homeless;
    2) Exiting households to permanent housing, and
    3) Limiting returns to homelessness within a year of program exit.

Also, we want to insure that all RR programs have in their program or a collaborative partner to provide the following services:

- Housing Location
- Financial Assistance – Rental, Deposits, Application Fees, etc.
- Housing Stability Case Management

Rapid Rehousing Financial Assistance Guidelines:

- ESG Security Deposits are available for no more than 2 months' rent.
- ESG Last Month's Rent is only paid if the last month's rent is necessary for the participant to obtain housing, if it is paid at the same time as the security deposit and first month's rent, and does not exceed one month's rent.
- Utility Deposit, Payments and Arrears is paid if it is within 24 month limit, including up to 6 months of utility arrears, and if the utility account is in the name of the participant or if there is proof of responsibility, and is for eligible gas, electric, water and sewage.
- Rental Arrears are paid if the client is assisted with one-time payment of up to 6 months of rental arrears, including any late fee's on those arrears. A lease must be present in the file with the participant's name on the lease or a document of the rent payments/financial records, as well as Rent Reasonableness, Lead Based Paint and Habitability Standards forms.
- No client may receive more than 24 months of assistance in a three year period. Clients will be recertified at least every twelve months to determine ongoing eligibility as per 576.401. Recertification will assess clients to see if they do not have an annual income

that exceeds 30% AMI, AND lack sufficient resources and support networks to retain housing without ESG assistance.

X. 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- PSH and Rapid Rehousing	X	X	X	X
Caritas of Austin with CoC and City funding	X	X	X	X
Downtown Community Court	X		X	X
Public Health Communicable Disease Unit	X		X	
Other Continuum of Care programs	X	X		
City-funded Social Service Agencies	X	X	X	X

ESG Rapid Rehousing Program Design: All ESG Programs will have all components, or coordinate with other entities so that all needs of the Rapid Rehousing clients will be adequately addressed.

Front Steps Rapid Rehousing Program Components

RR Agency	Case Management/ Supportive Services	Housing Location	Direct Financial Assistance	Rental Assistance
Front Steps	Front Steps	Front Steps	Front Steps HHSP and SSVF; BSS Plus	Front Steps HHSP and SSVF, BSS Plus
Communicable Disease Unit	CDU	CDU/DACC ESG	DACC ESG	DACC ESG

(CDU)				
Downtown Austin Community Court	DACC	DACC	DACC ESG	DACC ESG

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

REQUIREMENTS INCLUDE:

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

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. APH staff will determine if an amendment request is allowable. APH reserves the right to initiate amendments to the contract.

D. Liability - Subrecipients shall forward Certificates of Insurance to Austin Public Health 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 15th 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 15th 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 15th 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 30th. 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 APH as program income. Such income may not be retained or disbursed by the subrecipient without written approval from APH 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 APH. 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 Austin Public Health. Measures will also be reviewed annually by the local Continuum of Care decision-making body, ECHO, during the annual Consolidated Evaluation and Performance Report process.

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

(English Version)

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

(Spanish Version)

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

Attachment 3: PR-26 CDBG Financial Summary and LOCCS Reconciliation

PART I: SUMMARY OF CDBG RESOURCES	
01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	6,260,078.86
02 ENTITLEMENT GRANT	7,115,474.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	212,197.93
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	397.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	13,588,147.79
PART II: SUMMARY OF CDBG EXPENDITURES	
09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	6,292,103.79
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	6,292,103.79
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	1,213,136.64
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	37,017.42
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	7,542,257.85
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	6,045,889.94
PART III: LOWMOD BENEFIT THIS REPORTING PERIOD	
17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	4,649,777.18
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	4,649,777.18
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	73.90%
LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS	
23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%
PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS	
27 DISBURSED IN IDIS FOR PUBLIC SERVICES	1,059,049.36
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	1,059,049.36
32 ENTITLEMENT GRANT	7,115,474.00
33 PRIOR YEAR PROGRAM INCOME	261,820.52
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	7,377,294.52
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	14.36%
PART V: PLANNING AND ADMINISTRATION (PA) CAP	
37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	1,213,136.64
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	1,213,136.64
42 ENTITLEMENT GRANT	7,115,474.00
43 CURRENT YEAR PROGRAM INCOME	212,197.93
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	7,327,671.93
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	16.56%

LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

Report returned no data.

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18

Plan Year	IDIS Project	IDIS Activity	Activity Name	Matrix Code	National Objective	Drawn Amount
2015	23	6157	RHDA -- ALDRICH 51 -- 2604 ALDRICH ST	01	LMH	$29,812.69
2015	23	6270	RHDA - GOVALLE TERRACE - CESAR CHAVEZ FOUNDATION	01	LMH	$1,603,891.42
				01	Matrix Code	$1,633,704.11
2014	21	6096	RHDA - BLUEBONNET STUDIOS - 2301 S. LAMAR	12	LMH	$1,162.71
2014	21	6099	RHDA -13635 Rutledge Spur-LAKELINE STATION - PRE-DEV LOAN	12	LMH	$3,990.67
2014	21	6131	RHDA - GARDEN TERRACE PHASE III - FOUNDATION COMMUNITIES	12	LMH	$3,469.12
				12	Matrix Code	$8,622.50
Total						$1,642,326.61

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2012	1	5933	5996270	A&D -- HABITAT -- MEADOW LAKE 14.6 ACRE ACQUISITION	01	LMH	$179.24
2012	1	5933	5996283	A&D -- HABITAT -- MEADOW LAKE 14.6 ACRE ACQUISITION	01	LMH	$31,957.50
2012	1	5933	6003662	A&D -- HABITAT -- MEADOW LAKE 14.6 ACRE ACQUISITION	01	LMH	$20,066.92
2012	1	5933	6010368	A&D -- HABITAT -- MEADOW LAKE 14.6 ACRE ACQUISITION	01	LMH	$2,656.87
2012	1	5933	6019681	A&D -- HABITAT -- MEADOW LAKE 14.6 ACRE ACQUISITION	01	LMH	$3,118.23
2012	1	5933	6031669	A&D -- HABITAT -- MEADOW LAKE 14.6 ACRE ACQUISITION	01	LMH	$1,253.62
2012	1	5933	6039949	A&D -- HABITAT -- MEADOW LAKE 14.6 ACRE ACQUISITION	01	LMH	$1,400.49
2012	1	5933	6049003	A&D -- HABITAT -- MEADOW LAKE 14.6 ACRE ACQUISITION	01	LMH	$1,719.15
2012	1	5933	6059273	A&D -- HABITAT -- MEADOW LAKE 14.6 ACRE ACQUISITION	01	LMH	$1,829.51
2012	1	5933	6075315	A&D -- HABITAT -- MEADOW LAKE 14.6 ACRE ACQUISITION	01	LMH	$4,862.92
2012	1	5933	6080458	A&D -- HABITAT -- MEADOW LAKE 14.6 ACRE ACQUISITION	01	LMH	$2,388.71
2012	1	5933	6092146	A&D -- HABITAT -- MEADOW LAKE 14.6 ACRE ACQUISITION	01	LMH	$3,251.48
					01	Matrix Code	$74,684.64
2016	2	6236	6031669	FY 16-17 SENIOR SERVICES	05A	LMC	$19,328.14
2016	2	6236	6039949	FY 16-17 SENIOR SERVICES	05A	LMC	$28,599.74
2016	2	6236	6049003	FY 16-17 SENIOR SERVICES	05A	LMC	$10,392.49
2016	2	6236	6059273	FY 16-17 SENIOR SERVICES	05A	LMC	$20,813.09
2016	2	6236	6075315	FY 16-17 SENIOR SERVICES	05A	LMC	$14,977.78
2016	2	6236	6092146	FY 16-17 SENIOR SERVICES	05A	LMC	$17,936.76
					05A	Matrix Code	$112,048.00
2016	3	6251	6031669	FY 16-17 YOUTH SERVICES	05D	LMC	$96,504.80
2016	3	6251	6039949	FY 16-17 YOUTH SERVICES	05D	LMC	$55,033.67
2016	3	6251	6059273	FY 16-17 YOUTH SERVICES	05D	LMC	$18,790.53
					05D	Matrix Code	$170,329.00
2016	14	6235	6019681	FY 16-17 TENANT'S RIGHTS ASSISTANCE	05K	LMC	$23,801.21
2016	14	6235	6031669	FY 16-17 TENANT'S RIGHTS ASSISTANCE	05K	LMC	$63,795.63
2016	14	6235	6039949	FY 16-17 TENANT'S RIGHTS ASSISTANCE	05K	LMC	$18,577.63

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2016	14	6235	6049003	FY 16-17 TENANT'S RIGHTS ASSISTANCE	05K	LMC	$20,375.06
2016	14	6235	6059273	FY 16-17 TENANT'S RIGHTS ASSISTANCE	05K	LMC	$20,598.25
2016	14	6235	6080458	FY 16-17 TENANT'S RIGHTS ASSISTANCE	05K	LMC	$21,326.30
2016	14	6235	6092146	FY 16-17 TENANT'S RIGHTS ASSISTANCE	05K	LMC	$72,682.43
					05K	Matrix Code	$241,156.51
2016	1	6234	6010368	FY 16-17 CHILD CARE SERVICES	05L	LMC	$29,559.01
2016	1	6234	6019681	FY 16-17 CHILD CARE SERVICES	05L	LMC	$184,915.32
2016	1	6234	6031669	FY 16-17 CHILD CARE SERVICES	05L	LMC	$107,122.34
2016	1	6234	6039949	FY 16-17 CHILD CARE SERVICES	05L	LMC	$51,840.62
2016	1	6234	6049003	FY 16-17 CHILD CARE SERVICES	05L	LMC	$45,737.88
2016	1	6234	6059273	FY 16-17 CHILD CARE SERVICES	05L	LMC	$38,376.33
2016	1	6234	6075315	FY 16-17 CHILD CARE SERVICES	05L	LMC	$29,026.15
2016	1	6234	6080458	FY 16-17 CHILD CARE SERVICES	05L	LMC	$40,043.92
2016	1	6234	6092146	FY 16-17 CHILD CARE SERVICES	05L	LMC	$4,965.00
2016	1	6234	6095468	FY 16-17 CHILD CARE SERVICES	05L	LMC	$3,929.28
					05L	Matrix Code	$535,515.85
2014	21	6091	5996270	RHDA -1817-B 10TH STREET	12	LMH	$537.71
2014	21	6091	5996283	RHDA -1817-B 10TH STREET	12	LMH	$627.30
2014	21	6091	6003662	RHDA -1817-B 10TH STREET	12	LMH	$2,434.46
2014	21	6091	6010368	RHDA -1817-B 10TH STREET	12	LMH	$1,198.05
2014	21	6091	6019681	RHDA -1817-B 10TH STREET	12	LMH	$5,680.50
2014	21	6091	6031669	RHDA -1817-B 10TH STREET	12	LMH	$2,125.59
2014	21	6091	6039949	RHDA -1817-B 10TH STREET	12	LMH	$2,378.74
2014	21	6091	6049003	RHDA -1817-B 10TH STREET	12	LMH	$1,909.13
					12	Matrix Code	$16,891.48
2014	19	6111	5996283	HRLP- 2214 GRANADA DRIVE	14A	LMH	$3,170.86
2014	19	6111	6003604	HRLP- 2214 GRANADA DRIVE	14A	LMH	$45,331.30
2014	19	6111	6003662	HRLP- 2214 GRANADA DRIVE	14A	LMH	$46,938.52
2014	19	6111	6010368	HRLP- 2214 GRANADA DRIVE	14A	LMH	$13,166.53
2014	19	6111	6019681	HRLP- 2214 GRANADA DRIVE	14A	LMH	$5,239.12
2014	19	6111	6031669	HRLP- 2214 GRANADA DRIVE	14A	LMH	$2,383.41
2016	15	6224	5996270	ABR-RENTAL- FY 16-17	14A	LMH	$29,969.85
2016	15	6224	5996283	ABR-RENTAL- FY 16-17	14A	LMH	$10,044.31
2016	15	6224	6003662	ABR-RENTAL- FY 16-17	14A	LMH	$11,550.70
2016	15	6224	6010368	ABR-RENTAL- FY 16-17	14A	LMH	$36,116.35
2016	15	6224	6019681	ABR-RENTAL- FY 16-17	14A	LMH	$31,121.31
2016	15	6224	6031669	ABR-RENTAL- FY 16-17	14A	LMH	$27,351.45
2016	15	6224	6039949	ABR-RENTAL- FY 16-17	14A	LMH	$10,566.59
2016	15	6224	6049003	ABR-RENTAL- FY 16-17	14A	LMH	$7,319.11
2016	15	6224	6059273	ABR-RENTAL- FY 16-17	14A	LMH	$16,369.06
2016	15	6224	6075315	ABR-RENTAL- FY 16-17	14A	LMH	$23,322.29
2016	15	6224	6080458	ABR-RENTAL- FY 16-17	14A	LMH	$7,401.56
2016	15	6224	6092146	ABR-RENTAL- FY 16-17	14A	LMH	$6,933.35
2016	17	6223	5996270	ABR-OWNER-FY 16-17	14A	LMH	$73,698.57
2016	17	6223	5996283	ABR-OWNER-FY 16-17	14A	LMH	$76,635.93
2016	17	6223	6003662	ABR-OWNER-FY 16-17	14A	LMH	$27,886.73
2016	17	6223	6010368	ABR-OWNER-FY 16-17	14A	LMH	$151,565.11
2016	17	6223	6019681	ABR-OWNER-FY 16-17	14A	LMH	$211,876.33
2016	17	6223	6031669	ABR-OWNER-FY 16-17	14A	LMH	$119,902.10
2016	17	6223	6039949	ABR-OWNER-FY 16-17	14A	LMH	$134,882.08
2016	17	6223	6049003	ABR-OWNER-FY 16-17	14A	LMH	$130,643.43
2016	17	6223	6059273	ABR-OWNER-FY 16-17	14A	LMH	$182,479.26
2016	17	6223	6075315	ABR-OWNER-FY 16-17	14A	LMH	$132,496.52
2016	17	6223	6080458	ABR-OWNER-FY 16-17	14A	LMH	$180,164.35
2016	17	6223	6092146	ABR-OWNER-FY 16-17	14A	LMH	$138,684.19
2016	18	6247	6010368	HRLP-5504 MAPLELEAF DR	14A	LMH	$1,530.50

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2016	18	6247	6019681	HRLP-5504 MAPLELEAF DR	14A	LMH	$616.17
2016	18	6247	6031669	HRLP-5504 MAPLELEAF DR	14A	LMH	$13,683.09
2016	18	6247	6039949	HRLP-5504 MAPLELEAF DR	14A	LMH	$48,960.82
2016	18	6247	6049003	HRLP-5504 MAPLELEAF DR	14A	LMH	$3,611.61
2016	18	6247	6059273	HRLP-5504 MAPLELEAF DR	14A	LMH	$13,857.54
2016	18	6247	6075315	HRLP-5504 MAPLELEAF DR	14A	LMH	$2,008.71
2016	18	6247	6080458	HRLP-5504 MAPLELEAF DR	14A	LMH	$3,712.54
2016	18	6247	6092146	HRLP-5504 MAPLELEAF DR	14A	LMH	$825.46
2016	18	6249	6010368	HRLP-1101 HOLLYBLUFF STREET	14A	LMH	$255.17
2016	18	6249	6019681	HRLP-1101 HOLLYBLUFF STREET	14A	LMH	$1,339.41
2016	18	6249	6031669	HRLP-1101 HOLLYBLUFF STREET	14A	LMH	$4,558.60
2016	18	6249	6039949	HRLP-1101 HOLLYBLUFF STREET	14A	LMH	$60,674.27
2016	18	6249	6049003	HRLP-1101 HOLLYBLUFF STREET	14A	LMH	$2,013.16
2016	18	6249	6059273	HRLP-1101 HOLLYBLUFF STREET	14A	LMH	$10,711.01
2016	18	6249	6080458	HRLP-1101 HOLLYBLUFF STREET	14A	LMH	$507.60
2016	18	6249	6092146	HRLP-1101 HOLLYBLUFF STREET	14A	LMH	$1,268.14
2016	18	6269	6049003	HRLP-7502 HARDY DRIVE	14A	LMH	$1,154.00
2016	18	6269	6059273	HRLP-7502 HARDY DRIVE	14A	LMH	$20,752.18
2016	18	6269	6075315	HRLP-7502 HARDY DRIVE	14A	LMH	$950.88
2016	18	6269	6080458	HRLP-7502 HARDY DRIVE	14A	LMH	$3,556.06
2016	18	6269	6092146	HRLP-7502 HARDY DRIVE	14A	LMH	$2,288.81
2016	18	6271	6049003	HRLP-4305 MOUNT VERNON DR	14A	LMH	$1,454.80
2016	18	6271	6059273	HRLP-4305 MOUNT VERNON DR	14A	LMH	$21,095.74
2016	18	6271	6092146	HRLP-4305 MOUNT VERNON DR	14A	LMH	$3,392.88
2016	18	6273	6049003	HRLP-1605 CRIPPLE CREEK	14A	LMH	$1,082.78
2016	18	6273	6059273	HRLP-1605 CRIPPLE CREEK	14A	LMH	$4,197.06
2016	18	6273	6075315	HRLP-1605 CRIPPLE CREEK	14A	LMH	$530.22
2016	18	6273	6080458	HRLP-1605 CRIPPLE CREEK	14A	LMH	$1,052.67
2016	18	6273	6092146	HRLP-1605 CRIPPLE CREEK	14A	LMH	$25,452.78
2016	18	6285	6059273	HRLP-9835 CHILDRESS DRIVE	14A	LMH	$12,869.82
2016	18	6285	6075315	HRLP-9835 CHILDRESS DRIVE	14A	LMH	$652.67
2016	18	6285	6080458	HRLP-9835 CHILDRESS DRIVE	14A	LMH	$1,590.82
2016	18	6285	6092146	HRLP-9835 CHILDRESS DRIVE	14A	LMH	$32,044.14
2016	18	6298	6080458	HRLP-4707 RUE LE FLEUR	14A	LMH	$1,220.78
2016	18	6298	6092146	HRLP-4707 RUE LE FLEUR	14A	LMH	$1,537.23
2016	18	6300	6080458	HRLP-4503 FRANKLIN PARK DRIVE	14A	LMH	$1,254.78
2016	18	6300	6092146	HRLP-4503 FRANKLIN PARK DRIVE	14A	LMH	$64,583.73
2016	18	6303	6092146	HRLP-10601 MCMILLIAN DRIVE	14A	LMH	$2,138.92
2016	18	6306	6092146	HRLP-3000 CASTRO STREET	14A	LMH	$2,295.93
2016	18	6307	6092146	HRLP-1802 JJ SEABROOK DRIVE	14A	LMH	$2,703.93
2016	19	6252	6031669	FY 16-17 EMERGENCY HOME REPAIR-AUSTIN AREA URBAN LEAGUE	14A	LMH	$89,638.13
2016	19	6252	6039949	FY 16-17 EMERGENCY HOME REPAIR-AUSTIN AREA URBAN LEAGUE	14A	LMH	$22,820.66
2016	19	6252	6049003	FY 16-17 EMERGENCY HOME REPAIR-AUSTIN AREA URBAN LEAGUE	14A	LMH	$22,185.19
2016	19	6252	6059273	FY 16-17 EMERGENCY HOME REPAIR-AUSTIN AREA URBAN LEAGUE	14A	LMH	$23,790.09
2016	19	6252	6075315	FY 16-17 EMERGENCY HOME REPAIR-AUSTIN AREA URBAN LEAGUE	14A	LMH	$78,672.68
2016	19	6252	6080458	FY 16-17 EMERGENCY HOME REPAIR-AUSTIN AREA URBAN LEAGUE	14A	LMH	$199,103.12
2016	19	6252	6092146	FY 16-17 EMERGENCY HOME REPAIR-AUSTIN AREA URBAN LEAGUE	14A	LMH	$130,506.68
2016	19	6252	6095468	FY 16-17 EMERGENCY HOME REPAIR-AUSTIN AREA URBAN LEAGUE	14A	LMH	$255,451.85
					14A	Matrix Code	$3,097,366.08
2013	12	6012	5996283	FY 13-14 LEAD MATCH HH-CDBG	14I	LMH	$6,628.44

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2013	12	6012	6003604	FY 13-14 LEAD MATCH HH-CDBG	14I	LMH	$13,334.44
2013	12	6012	6003662	FY 13-14 LEAD MATCH HH-CDBG	14I	LMH	$8,918.70
2013	12	6012	6010368	FY 13-14 LEAD MATCH HH-CDBG	14I	LMH	$8,918.70
2013	12	6012	6031669	FY 13-14 LEAD MATCH HH-CDBG	14I	LMH	$1,352.16
2013	12	6012	6039949	FY 13-14 LEAD MATCH HH-CDBG	14I	LMH	$8,723.32
2013	12	6012	6059273	FY 13-14 LEAD MATCH HH-CDBG	14I	LMH	$2,549.45
2013	12	6012	6080458	FY 13-14 LEAD MATCH HH-CDBG	14I	LMH	$25,428.62
2013	12	6012	6092146	FY 13-14 LEAD MATCH HH-CDBG	14I	LMH	$22,371.73
					14I	Matrix Code	$98,225.56
2016	24	6222	6049003	FY 16-17 PEOPLEFUND	18A	LMJ	$75,000.00
2016	24	6222	6080458	FY 16-17 PEOPLEFUND	18A	LMJ	$75,000.00
					18A	Matrix Code	$150,000.00
2016	23	6237	6075315	FY 16-17 BUSINESS INVEST IN GROWTH	18C	LMC	$81,147.52
2016	23	6237	6080458	FY 16-17 BUSINESS INVEST IN GROWTH	18C	LMC	$16,682.74
2016	23	6237	6092146	FY 16-17 BUSINESS INVEST IN GROWTH	18C	LMC	$55,729.80
					18C	Matrix Code	$153,560.06
Total							$4,649,777.18

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	**Drawn Amount**
2016	2	6236	6031669	FY 16-17 SENIOR SERVICES	05A	LMC	$19,328.14
2016	2	6236	6039949	FY 16-17 SENIOR SERVICES	05A	LMC	$28,599.74
2016	2	6236	6049003	FY 16-17 SENIOR SERVICES	05A	LMC	$10,392.49
2016	2	6236	6059273	FY 16-17 SENIOR SERVICES	05A	LMC	$20,813.09
2016	2	6236	6075315	FY 16-17 SENIOR SERVICES	05A	LMC	$14,977.78
2016	2	6236	6092146	FY 16-17 SENIOR SERVICES	05A	LMC	$17,936.76
					05A	Matrix Code	$112,048.00
2016	3	6251	6031669	FY 16-17 YOUTH SERVICES	05D	LMC	$96,504.80
2016	3	6251	6039949	FY 16-17 YOUTH SERVICES	05D	LMC	$55,033.67
2016	3	6251	6059273	FY 16-17 YOUTH SERVICES	05D	LMC	$18,790.53
					05D	Matrix Code	$170,329.00
2016	14	6235	6019681	FY 16-17 TENANT'S RIGHTS ASSISTANCE	05K	LMC	$23,801.21
2016	14	6235	6031669	FY 16-17 TENANT'S RIGHTS ASSISTANCE	05K	LMC	$63,795.63
2016	14	6235	6039949	FY 16-17 TENANT'S RIGHTS ASSISTANCE	05K	LMC	$18,577.63
2016	14	6235	6049003	FY 16-17 TENANT'S RIGHTS ASSISTANCE	05K	LMC	$20,375.06
2016	14	6235	6059273	FY 16-17 TENANT'S RIGHTS ASSISTANCE	05K	LMC	$20,598.25
2016	14	6235	6080458	FY 16-17 TENANT'S RIGHTS ASSISTANCE	05K	LMC	$21,326.30
2016	14	6235	6092146	FY 16-17 TENANT'S RIGHTS ASSISTANCE	05K	LMC	$72,682.43
					05K	Matrix Code	$241,156.51
2016	1	6234	6010368	FY 16-17 CHILD CARE SERVICES	05L	LMC	$29,559.01
2016	1	6234	6019681	FY 16-17 CHILD CARE SERVICES	05L	LMC	$184,915.32
2016	1	6234	6031669	FY 16-17 CHILD CARE SERVICES	05L	LMC	$107,122.34
2016	1	6234	6039949	FY 16-17 CHILD CARE SERVICES	05L	LMC	$51,840.62
2016	1	6234	6049003	FY 16-17 CHILD CARE SERVICES	05L	LMC	$45,737.88
2016	1	6234	6059273	FY 16-17 CHILD CARE SERVICES	05L	LMC	$38,376.33
2016	1	6234	6075315	FY 16-17 CHILD CARE SERVICES	05L	LMC	$29,026.15
2016	1	6234	6080458	FY 16-17 CHILD CARE SERVICES	05L	LMC	$40,043.92
2016	1	6234	6092146	FY 16-17 CHILD CARE SERVICES	05L	LMC	$4,965.00
2016	1	6234	6095468	FY 16-17 CHILD CARE SERVICES	05L	LMC	$3,929.28
					05L	Matrix Code	$535,515.85
Total							$1,059,049.36

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2016	29	6210	5996270	FY 16-17 ADMIN AND MANAGEMENT	21A		$1,402.84
2016	29	6210	5996283	FY 16-17 ADMIN AND MANAGEMENT	21A		$29,643.52
2016	29	6210	6003662	FY 16-17 ADMIN AND MANAGEMENT	21A		$31,756.75
2016	29	6210	6010368	FY 16-17 ADMIN AND MANAGEMENT	21A		$20,884.11
2016	29	6210	6019681	FY 16-17 ADMIN AND MANAGEMENT	21A		$24,758.35
2016	29	6210	6031669	FY 16-17 ADMIN AND MANAGEMENT	21A		$27,371.48
2016	29	6210	6039949	FY 16-17 ADMIN AND MANAGEMENT	21A		$23,522.82
2016	29	6210	6049003	FY 16-17 ADMIN AND MANAGEMENT	21A		$25,361.56
2016	29	6210	6059273	FY 16-17 ADMIN AND MANAGEMENT	21A		$40,300.00
2016	29	6210	6075315	FY 16-17 ADMIN AND MANAGEMENT	21A		$28,435.87
2016	29	6210	6080458	FY 16-17 ADMIN AND MANAGEMENT	21A		$31,927.57
2016	29	6210	6092146	FY 16-17 ADMIN AND MANAGEMENT	21A		$71,758.79
2016	29	6211	5996283	FY 16-17 FINANCIAL MONITORING/BUDGET	21A		$21,115.00
2016	29	6211	6003662	FY 16-17 FINANCIAL MONITORING/BUDGET	21A		$24,844.64
2016	29	6211	6010368	FY 16-17 FINANCIAL MONITORING/BUDGET	21A		$15,808.61
2016	29	6211	6019681	FY 16-17 FINANCIAL MONITORING/BUDGET	21A		$17,064.85
2016	29	6211	6031669	FY 16-17 FINANCIAL MONITORING/BUDGET	21A		$14,620.58
2016	29	6211	6039949	FY 16-17 FINANCIAL MONITORING/BUDGET	21A		$17,572.85
2016	29	6211	6049003	FY 16-17 FINANCIAL MONITORING/BUDGET	21A		$17,544.37
2016	29	6211	6059273	FY 16-17 FINANCIAL MONITORING/BUDGET	21A		$26,314.25
2016	29	6211	6075315	FY 16-17 FINANCIAL MONITORING/BUDGET	21A		$20,662.19
2016	29	6211	6080458	FY 16-17 FINANCIAL MONITORING/BUDGET	21A		$20,662.26
2016	29	6211	6092146	FY 16-17 FINANCIAL MONITORING/BUDGET	21A		$30,842.30
2016	29	6212	6019681	FY 16-17 FACILITIES	21A		$52,368.96
2016	29	6212	6031669	FY 16-17 FACILITIES	21A		$35,775.48
2016	29	6212	6039949	FY 16-17 FACILITIES	21A		$17,917.56
2016	29	6212	6059273	FY 16-17 FACILITIES	21A		$35,720.04
2016	29	6212	6092146	FY 16-17 FACILITIES	21A		$72,387.24
2016	29	6213	5996283	FY 16-17 PLANNING POLICY DEVELOPMENT	21A		$18,703.25
2016	29	6213	6003662	FY 16-17 PLANNING POLICY DEVELOPMENT	21A		$16,769.41
2016	29	6213	6010368	FY 16-17 PLANNING POLICY DEVELOPMENT	21A		$9,849.55
2016	29	6213	6019681	FY 16-17 PLANNING POLICY DEVELOPMENT	21A		$9,420.64
2016	29	6213	6031669	FY 16-17 PLANNING POLICY DEVELOPMENT	21A		$8,707.97
2016	29	6213	6039949	FY 16-17 PLANNING POLICY DEVELOPMENT	21A		$11,905.77
2016	29	6213	6049003	FY 16-17 PLANNING POLICY DEVELOPMENT	21A		$13,437.17
2016	29	6213	6059273	FY 16-17 PLANNING POLICY DEVELOPMENT	21A		$18,766.51
2016	29	6213	6075315	FY 16-17 PLANNING POLICY DEVELOPMENT	21A		$14,044.28
2016	29	6213	6080458	FY 16-17 PLANNING POLICY DEVELOPMENT	21A		$14,044.28
2016	29	6213	6092146	FY 16-17 PLANNING POLICY DEVELOPMENT	21A		$20,642.93
2016	29	6214	5996283	FY 16-17 COMPLIANCE	21A		$30,100.59
2016	29	6214	6003662	FY 16-17 COMPLIANCE	21A		$29,329.66
2016	29	6214	6010368	FY 16-17 COMPLIANCE	21A		$18,844.96
2016	29	6214	6019681	FY 16-17 COMPLIANCE	21A		$19,133.60
2016	29	6214	6031669	FY 16-17 COMPLIANCE	21A		$20,032.12
2016	29	6214	6039949	FY 16-17 COMPLIANCE	21A		$24,528.32
2016	29	6214	6049003	FY 16-17 COMPLIANCE	21A		$19,531.44
2016	29	6214	6059273	FY 16-17 COMPLIANCE	21A		$31,280.58
2016	29	6214	6075315	FY 16-17 COMPLIANCE	21A		$18,515.55
2016	29	6214	6080458	FY 16-17 COMPLIANCE	21A		$18,423.59
2016	29	6214	6092146	FY 16-17 COMPLIANCE	21A		$28,779.63
					21A	Matrix Code	$1,213,136.64
Total							$1,213,136.64

PY: 2016

LOCCS RECONCILIATION

Unexpended balance of CDBG funds *(Line 16 of the IDIS Financial Summary)*			$	6,045,889.94
LOCCS Balance (as of the end of the program year)			$	6,465,541.91
Unexpended CDBG program income and /or Unexpended CDBG grant funds:				
a) Grantee Program Account	$	5,833.33		
b) Subrecipients Program Account	$	-		
c) Revolving Fund Cash Balances	$	654,748.50		
d) Section 108 Cash Balances	$	-		
Total *CASH ON-HAND*			$	660,581.83
Grantee Program Liabilities *(include any reimbursements due from program funds)*	$	224,410.89		
Subrecipient Program Liabilities *(include any reimbursement due from program funds)*	$	855,822.91		
Total *LIABILITIES*			$	1,080,233.80
RECONCILING BALANCE *Liabilities Total)*			$	6,045,889.94
Total Unexpended Balance of CDBG Funds minus Reconciling Balance =			$	-

Explanation for discrepancy

1)	.	
2)		
3)		
Total prior year entries	$	-
Unreconciled difference	$	-

Attachment 4: Citizen Participation Plan, Public Notice, and Comments

CITY OF AUSTIN
NEIGHBORHOOD HOUSING AND COMMUNITY DEVELOPMENT (NHCD) DEPARTMENT

CITIZEN PARTICIPATION PLAN

A. PURPOSE

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

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

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

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

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

1) Assessment of Fair Housing (AFH);

2) The Consolidated Plan;

3) The annual Action Plan;

4) The Consolidated Annual Performance and Evaluation Report (CAPER);

5) Substantial amendments to a Consolidated Plan and/or annual Action Plan; and

6) Amendments to the CPP, itself.

The City of Austin's program/fiscal year begins October 1 and ends September 30. In order to receive entitlement grant funding, the U. S. Department of Housing and Urban Development (HUD) requires jurisdictions to submit a Consolidated Plan every five years. This plan is a comprehensive strategic plan for community planning and development activities. The annual Action Plan serves as the City's

application for these HUD grant programs. Federal law also requires community members have opportunities to review and comment on the local jurisdiction's plans to allocate these funds.

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

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

B. HUD PROGRAMS

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

1. ***Community Development Block Grant Program (CDBG)*:** Title I of the Housing and Community Development Act of 1974 (PL 93-383) created the CDBG program. It was re-authorized in 1990 as part of the Cranston-Gonzalez National Affordable Housing Act. The primary objective of the CDBG program is to develop viable urban communities by providing decent housing and a suitable living environment and by expanding economic development opportunities for persons of low and moderate income. The City develops locally defined programs and funding priorities for CDBG, but activities must address one or more of the national objectives of the CDBG program. The three national objectives are: (1) to benefit low- and moderate- income persons; (2) to aid in the prevention or elimination of slums or blight; and/or (3) to meet other urgent community development needs. The City of Austin's CDBG program emphasizes activities that directly benefit low and moderate-income persons.

2. ***HOME Investment Partnerships Program (HOME)*:** HOME was introduced in the Cranston-Gonzalez National Affordable Housing Act of 1990 and provides funding for housing rehabilitation, new housing construction, acquisition of affordable housing, and tenant-based rental assistance. A portion of the funds (15 percent) must be set aside for community housing development organizations (CHDOs) certified by the City of Austin.

3. ***Emergency Shelter/Solutions Grant (ESG)*:** The ESG Program is authorized by the Steward B. McKinney Homeless Assistance Act of 1987 and was amended by the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act of 2009. ESG has four primary objectives: (1) to improve the quality of existing emergency shelters for the homeless; (2) to provide additional emergency shelters; (3) to help meet the cost of operating emergency shelters; and (4) to provide certain essential social services to homeless individuals. The program is also intended to help reduce the number of people at risk of becoming homeless.

4. ***Housing Opportunities for Persons with AIDS (HOPWA)*:** HOPWA funds may be used to assist housing designed to meet the needs of persons with HIV/AIDS, including the prevention of homelessness. Supportive services may also be included. HOPWA grants are allocated to Eligible Metropolitan Statistical Areas (EMSAs) with a high incidence of HIV/AIDS. The City of Austin receives a HOPWA grant on behalf of a five-county EMSA (Bastrop, Hays, Travis, Williamson, and Caldwell Counties).

C. LEAD AGENCY

The Neighborhood Housing and Community Development (NHCD) Office is designated by the Austin City Council as the lead agency for the administration of the CDBG, HOME, HOPWA, and ESG grant programs. Through the U.S. Department of Housing and Urban Development (HUD) NHCD directly administers the CDBG

and HOME programs. The City Council designates the Austin Public Health (APH) to administer the HOPWA and ESG programs.

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

D. PLANNING ACTIVITIES SUBJECT TO CITIZEN PARTICIPATION PLAN

ACTIVITY 1 – ASSESSMENT OF FAIR HOUSING. The Assessment of Fair Housing (AFH) is a planning document prepared in accordance with HUD regulations at 24 CFR 91.105 and 24 CFR 5.150 through 5.166, which became effective June 30, 2015. This AFH includes an analysis of fair housing data, assesses fair housing issues and contributing factors, and identifies the City's fair housing priorities and goals for affirmatively furthering fair housing.

1. **Stakeholder Consultation and Outreach.** In the development of the AFH, the City will consult with other public and private agencies including, but not limited to, the following:
   - Local public housing authorities
   - Other assisted housing providers
   - Social service providers including those focusing on services to minorities, families with children, the elderly, persons with disabilities, persons with HIV/AIDS and their families, homeless persons, and other protected classes
   - Community-based and regionally-based organizations that represent protected class members and organizations that enforce fair housing laws
   - Regional government agencies involved in metropolitan-wide planning and transportation responsibilities
   - Financial and lending sector partners

   A variety of mechanisms may be utilized to solicit input from these entities. These could include telephone or personal interviews, mail surveys, internet-based feedback and surveys, focus groups, and/or consultation workshops.

2. ***Publishing Data***. City staff shall make any proposed analysis and the relevant documents, including the HUD-provided data and any other data to be included in the AFH, available to the public in a manner that affords diverse residents and others the opportunity to examine the content.

3. ***Public Hearing***. To obtain the views of the general public on AFH-related data and affirmatively furthering fair housing in the City's housing and community development programs, the City will conduct at least one public hearing before the Community Development Commission (CDC) during the development of the AFH.

4. ***Public Display and Comment Period***. The draft AFH will be placed on display in physical and online form for a period of no less than 30 calendar days to encourage public review and comment. The public notice shall include a brief summary of the content and purpose of the draft AFH, the dates of the public display and comment period, the locations where copies of the proposed document can be examined, how comments will be accepted, and

the anticipated submission date to HUD. The Draft AFH will be made available at public libraries, public housing authorities, neighborhood centers, at NHCD's Office, and on the NHCD's web site (www.austintexas.gov/housing). In addition, upon request, federal reports will be provided in a form accessible to persons with disabilities.

5. ***Comments Received on the Draft Assessment of Fair Housing.*** Comments will be accepted by the City Contact Person, or a designee, during the 30-day public display and comment period. The City will consider any comments or views received in writing, or orally at the public hearing, in preparing the final AFH. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, will be attached to the final AFH for submission to HUD.

6. ***Submission to HUD***. All written or oral testimony provided will be considered in preparing the final AFH. The AFH will be submitted to HUD 270 days before the Consolidated Plan is due.

7. ***Revisions to AFH.*** A HUD accepted AFH must be revised and submitted to HUD for review when either of the following situations occurs:

   a. A material change occurs. A material change is one that both;

   i) impacts the circumstances in the City which may include natural disasters, significant demographic changes, new significant contributing factors, and civil rights findings and

   ii) causes alterations to the AFH's analyses, contributing factors, priorities, and/or goals.

   b. The City receives a written notification from HUD specifying a material change.

   Whenever a Revision to the Assessment of Fair Housing is proposed, it will be available for public comment for a period of thirty (30) days before submission to HUD. A Revision to the Assessment of Fair Housing will not be implemented until the conclusion of the 30-day public comment period. A summary of all comments or views received in writing, or orally, during the comment period, will be attached to the Revision upon submission to HUD.

ACTIVITY 2 –CONSOLIDATED PLAN. The City of Austin's Consolidated Plan is developed through a collaborative process whereby the community establishes a unified vision for Austin's affordable housing, and community and economic development initiatives.

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

1. ***Consultations with Other Community Institutions***. In developing the Consolidated Plan, the City will consult with other public and private agencies, both for-profit and non-profits that either provide or have direct impact on the broad range of housing, health, and social services needed by Austin residents. Consultations may take place through meetings, task forces or committees, or other means with which to coordinate information and facilitate communication. The purpose of these meetings is to gather information and data on the community and economic development needs of the community. The City will seek specific input to identify the needs of persons experiencing homelessness, persons living with HIV/AIDS and their families, persons with disabilities and other special populations.

2. ***Utilize Quantitative and Qualitative Data on Community Needs***. City staff shall review relevant data and conduct necessary evaluation and analysis to provide an accurate assessment of community needs and priorities on which to base strategic recommendations.

3. ***Initial Public Hearings***. There will be a minimum of two public hearings at the beginning stages of the development of the Consolidated Plan before the Community Development Commission (CDC), policy advisers to NHCD appointed by the City Council, to gather information on community needs from community members. There will be two more hearings sponsored by organizations working with low- and moderate-income populations. An additional hearing will be held before City Council. Based on public testimony received, the CDC will make recommendations to City Council on the community needs.

4. ***Written Comments***. Based on public input and quantitative analysis, NHCD staff will prepare a draft Consolidated Plan, which also includes proposed allocation of first-year funding. A period of 30 calendar days will be provided to receive written comments on the draft Consolidated Plan. The draft plan will be made available at public libraries, public housing authorities, neighborhood centers, at NHCD's Office, and on the NHCD's web site (www.austintexas.gov/housing/publications.) In addition, upon request, federal reports will be provided in a form accessible to persons with disabilities.

5. ***Draft Consolidated Plan Public Hearings***. There will be a public hearing held before the City Council to receive oral public comments on the draft. An additional hearing will be held before the Community Development Commission (CDC). These hearings will be scheduled during the 30-day written comment period on the draft plan. The CDC will be given the opportunity to make recommendations to Council on the draft Consolidated Plan/ Action Plan.

6. ***Final Action on the Consolidated Plan***. All written or oral testimony provided will be considered in preparing the final Consolidated Plan. A summary of testimony received and the City's reasons for accepting or not accepting the comments must be included in the final document. The City Council will consider these comments, CDC recommendations, and the recommendations of the City Manager before taking final action on the Consolidated Plan. Final action by the City Council will occur no sooner than fifteen calendar days next following the second City Council public hearing on the draft plan. When approved by City Council, the Consolidated Plan will be submitted to HUD, no later than August 15 each year.

ACTIVITY 3 – ONE-YEAR ACTION PLAN. Each year the City must submit an annual Action Plan to HUD, reporting on how that year's funding allocation for the four HUD entitlement grants will be used to achieve the goals outlined in the Consolidated Plan.

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

ACTIVITY 4 – SUBSTANTIAL AMENDMENTS TO CONSOLIDATED/ACTION PLAN. Recognizing that changes during the year may be necessary to the Consolidated Plan and annual Action Plan after approval, the Citizen Participation Plan allows for "substantial amendments" to plans. These "substantial amendments" apply only to changes in CDBG funding allocations. Changes in funding allocation for other HUD grant programs received by the City of Austin -- HOME, ESG, and HOPWA -- are not required to secure public review and comment. The CPP defines a substantial amendment as:

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

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

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

ACTIVITY 5 – CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER). The City is required to submit annually by December 30 a CAPER to HUD that describes the City's progress in meeting the goals in the Consolidated Plan.

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

ACTIVITY 6 – AMENDMENTS TO CITIZEN PARTICIPATION PLAN. In the event that changes to this Citizen Participation Plan (CPP) are necessary, the NHCD staff shall draft them.

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

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

E. GENERAL REQUIREMENTS

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

1. ***Public Hearings***. Public hearings before the Austin City Council, the Community Development Commission (CDC), and other appropriate community organizations will be advertised in accordance with the guidelines outlined in the notification section below. The purpose of public hearings is to provide an opportunity for community members, public agencies, and other interested parties to provide input on the City of Austin's affordable housing, community and economic development needs. Public hearings will be held in locations accessible to low- and moderate- income residents and persons with disabilities. Spanish translation and translation for individuals with hearing impairments will be provided upon request.

2. ***Public Meetings***. Public meetings of the Austin City Council, Community Development Commission (CDC), and other boards and commissions overseeing HUD programs provide opportunities for community members' participation and comment on a continuous basis. Public meeting notices are posted at the Office of the City Clerk at least three days (72 hours), prior to the meeting date, in accordance with the Texas Open Meetings Act. Public meetings are held in locations accessible to persons with disabilities. Spanish translation and translation for individuals with hearing impairments will be provided upon request.

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

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

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

3. ***Document Access***. Copies of all planning documents, including the following federal reports: City's Citizen Participation Plan (CPP), Assessment of Fair Housing, Consolidated Plan, annual Action Plan, and the Consolidated Annual Performance and Evaluation Report (CAPER), will be available to the public upon request. Community members will have the opportunity to review and comment on applicable federal reports in draft form prior to final adoption by the Austin City Council. These documents will be made available at public libraries, public housing authorities, certain

neighborhood centers, at NHCD's Office, and on the NHCD's web site (www.austintexas.gov/housing/publications.) In addition, upon request, federal reports will be provided in a form accessible to persons with disabilities.

4. ***Access to Records.*** The City will provide community members, public agencies, and other interested parties reasonable and timely access to information and records relating to the Citizen Participation Plan (CPP), Assessment of Fair Housing, Consolidated Plan, annual Action Plan, and CAPER, and the City's use of assistance under the four entitlement grant programs, as stated in the Texas Public Information Act and the Freedom of Information Act.

5. ***Technical Assistance.*** The City will provide technical assistance upon request and to the extent resources are available to groups or individuals that need assistance in preparing funding proposals, provided that the level of technical assistance does not constitute a violation of federal or local rules or regulations. The provision of technical assistance does not involve re-assignment of City staff to the proposed project or group, or the use of City equipment, nor does technical assistance guarantee an award of funds.

F. COMMUNITY MEMBERS' COMPLAINTS

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

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

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

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

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

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

1. A public hearing will be held to allow interested community members an opportunity to comment on the proposed project and voice any concerns regarding possible relocation. Notice of the public hearing/meeting will be made as per the procedure noted in Section E - General Requirements section of the Citizen Participation Plan.

2. In the event that a project involving displacement is pursued, the City of Austin will contact each person/household/business in the project area and/or hold public meetings, depending on the project size; inform persons of the project and their rights under the Uniform Relocation

Assistance and Real Property Acquisition Policies Act of 1970, as amended, and respond to any questions or concerns.

3. Relocation assistance will be provided in adherence with the City's Project Relocation Plan and the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended.

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

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

City of Austin
Neighborhood Housing and Community Development Office Notice
of 15-Day Public Comment Period

The City of Austin Neighborhood Housing and Community Development (NHCD) Department announces a 15-day public comment period to receive public comments on its Draft FY 2016-17 Consolidated Performance and Evaluation Report (CAPER). NHCD receives the following grant entitlement funds annually from the U.S. Department of Housing and Urban Development (HUD) for affordable housing, community development, economic development and public services: Community Development Block Grant (CDBG), HOME Investment Partnership Program, Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA).

Cities are required to develop a Consolidated Annual Performance and Evaluation Report (CAPER). The CAPER assesses the city's progress and the effectiveness of its performance during FY 2016-17, in the achievement of its overall strategies, objectives, and priorities outlined in the FY 2014-19 Consolidated Plan. The Draft FY 2016-17 CAPER will be available for review during the public comment period. The city will submit this report to HUD prior to December 29, 2017.

Public Comment Period

The public is invited to review the Draft FY 2016-17 CAPER during the public comment period, November 22 through December 7, 2017. The document will be available on NHCD's web site www.austintexas.gov/caper and at the following community locations:

- Austin Central Public Library, 800 Guadalupe Street (Central)
- Austin Resource Center for the Homeless (ARCH), 500 East 7th Street (Central
- East Austin Neighborhood Center, 211 Comal Street (East)
- Neighborhood Housing and Community Development, 1000 East 11th Street, Suite 200 (East)
- Rosewood-Zaragosa Neighborhood Center, 2800 Webberville Road (East)
- St. John's Neighborhood Center, 7500 Blessing Avenue (North East)
- AIDS Services of Austin, 7215 Cameron Road (North)
- Housing Authority of the City of Austin, 1124 S IH 35 (South)
- South Austin Neighborhood Center, 2508 Durwood Street (South)
- Pleasant Hill Library Branch, 211 East William Cannon Drive (South)

Written Comments

Written comments may be submitted until 5 PM on December 7, 2017. Please include a name, address, and phone number.

Mail to:
Neighborhood Housing and Community Development Office
Attn: FY 2016-17 CAPER
P.O. Box 1088
Austin, Texas 78767
Email: NHCD@austintexas.gov
For additional information, call the NHCD Office at 512-974-3100 (voice).

The City of Austin is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. For assistance please call 512-974-3100; TTY users route through Relay Texas at 711.

Ciudad de Austin
Departamento de Vivienda y Desarrollo Comunitario
Aviso de un Período de 15 Días de Comentario Público

El Departamento de Vivienda y Desarrollo Comunitario de la Ciudad de Austin (NHCD) anuncia la apertura de un período de 15 días para recibir comentarios públicos sobre el borrador de su Reporte Anual Consolidado sobre la Ejecución y Evaluación (CAPER) en relación al año fiscal 2016-17. NHCD recibe los siguientes fondos anualmente del Departamento de Vivienda y Desarrollo Urbano de los E.E.U.U. (HUD) para proveer viviendas económicas, desarrollo comunitario, desarrollo económico y servicios públicos: Subsidio Definido de Desarrollo Comunitario (CDBG), Programa de Inversión Asociada (HOME), Fondos para Soluciones de Emergencia (ESG), y Programa de Vivienda para Personas con Sida (HOPWA).

HUD requiere que las ciudades que reciben fondos preparen un CAPER donde evalúen el progreso de la ciudad y la efectividad de sus operaciones durante el año fiscal 2016-17 en la realización de sus estrategias, objetivos y prioridades establecidas en el Plan Consolidado de los años fiscales 2014-19. La ciudad deberá de someter el reporte a HUD para el 29 de diciembre del 2017.

Para Ver el Reporte

Se invita al público a revisar los dos reportes desde el 22 de noviembre al 7 de diciembre del 2017 en los siguientes lugares: en el sitio web de la ciudad, www.austintexas.gov/caper o en los siguientes lugares:

- Austin Central Public Library, 800 Guadalupe Street (Central)
- Austin Resource Center for the Homeless (ARCH), 500 East 7th Street (Central)
- East Austin Neighborhood Center, 211 Comal Street (Este)
- Neighborhood Housing and Community Development Department, 1000 East 11th Street, Suite 200 (Este)
- Rosewood-Zaragosa Neighborhood Center, 2800 Webberville Road (Este)
- St. John's Neighborhood Center, 7500 Blessing Avenue (Noreste)
- AIDS Services of Austin, 7215 Cameron Road (Norte)
- Housing Authority of the City of Austin, 1124 S IH 35 (Sur)
- South Austin Neighborhood Center, 2508 Durwood Street (Sur)
- Pleasant Hill Library Branch, 211 East William Cannon Drive (Sur)

Comentarios Escritos

Comentarios escritos puede ser enviado hasta las 5 pm el 7 de diciembre del 2017. Por favor incluya su nombre, dirección, y número de teléfono.

Neighborhood Housing and Community Development Office Attn: FY 2016-17 CAPER
PO Box 1088
Austin, Texas 78767
Email: NHCD@austintexas.gov

Para información adicional, llame a la oficina de NHCD al 512-974-3100 (voz).

La Ciudad de Austin se compromete a cumplir con el Acta de Americanos con Discapacidades. Modificaciones razonables e igual acceso a comunicaciones disponibles bajo petición. Para asistencia, por favor llame al 512-974-3100 O 711 TTY.

Media Release **November 22, 2017**

City of Austin
Neighborhood Housing and Community Development

NHCD Seeks Public Comment on FY16-17 Consolidated Annual Performance and Evaluation Report Draft

Public comment period runs from Nov. 22 through Dec. 7.

Información en Español

Neighborhood Housing and Community Development (NHCD) has announced a 15-day public comment period, from November 22 through December 7, 2017, on its Draft FY 2016-17 *Consolidated Annual Performance and Evaluation Report* (CAPER).

The U.S. Department of Housing and Urban Development (HUD) requires cities to develop an annual *CAPER* to report use of HUD grant entitlement funds received for affordable housing, community development, economic development and public services through federal Community Development Block Grants (CDBG), HOME Investment Partnership Programs, Emergency Solutions Grants (ESG), and Housing Opportunities for Persons with AIDS (HOPWA).

The *CAPER* assesses the City's progress and the effectiveness of its performance during FY 2016-17 in the achievement of its overall strategies, objectives, and priorities outlined in the FY 2014-19 *Consolidated Plan*. The Draft *CAPER* for FY 2016-17 will be available for review during the public comment period. The City will submit this report to HUD prior to December 29, 2017.

Public Comment Period
The public is invited to review the Draft FY 2016-17 *CAPER* during the public comment period. The document is available on the NHCD website or at the following community locations:

- Austin Central Public Library, 710 W Cesar Chavez Street (Central)
- Austin Resource Center for the Homeless (ARCH), 500 East 7th Street (Central)
- East Austin Neighborhood Center, 211 Comal Street (East)
- Neighborhood Housing and Community Development Office, 1000 East 11th Street, Suite 200 (East)
- Rosewood-Zaragosa Neighborhood Center, 2800 Webberville Road (East)
- St. John's Neighborhood Center, 7500 Blessing Avenue (North East)
- AIDS Services of Austin, 7215 Cameron Road (North)
- Housing Authority of the City of Austin, 1124 S IH 35 (South)
- South Austin Neighborhood Center, 2508 Durwood Street (South)
- Pleasant Hill Library Branch, 211 East William Cannon Drive (South)

Written comments may be submitted until 5 PM on December 7, 2017. Please include a name, address, and phone number. You can email comments to: NHCD@austintexas.gov or mail comments to:

Neighborhood Housing and Community Development
Attn: FY 2016-17 *CAPER*
P.O. Box 1088
Austin, Texas 78767

For additional information, NHCD staff may be reached at (512) 974-3100 (voice) Monday through Friday, 8 am to 5 pm. TTY users route through Relay Texas at 711.

-30-

NHCD: PROVIDING OPPORTUNITIES AND CHANGING LIVES

The mission of the City of Austin's Neighborhood Housing and Community Development (NHCD) is to provide housing and community development services to benefit eligible residents, so they can have access to livable neighborhoods and increase their opportunities for self-sufficiency.

Public Comment Sought on FY16-17 CAPER Draft

Información en Español

NHCD has announced a 15-day public comment period, from November 22 through December 7, 2017, for its Draft FY 2016-17 *Consolidated Annual Perfomance and Evaluation Report* (CAPER).

The U.S. Department of Housing and Urban Development (HUD) requires cities to report how HUD grant entitlement funds for affordable housing, community development, economic development and public services are used. The CAPER assesses the City's progress and the effectiveness in achieving its strategies, objectives, and priorities as outlined in the FY 2014-19 *Consolidated Plan*. NHCD will submit this report to HUD before December 29, 2017.

The document is available for viewing at these community locations. **Written comments may be submitted until 5 PM on December 7, 2017.** Please include a name, address, and phone number. You can email comments to: NHCD@austintexas.gov or mail comments to:

Neighborhood Housing and Community Development
Attn: FY 2016-17 CAPER
P.O. Box 1088
Austin, Texas 78767

For additional information, NHCD staff may be reached at (512) 974-3100 (voice) Monday through Friday, 8 am to 5 pm. TTY users route through Relay Texas at 711.

TOP CONTENT

- Down Payment Assistance
- Homebuyer Assistance
- HousingSmarts
- Homes for Sale
- Renter Assistance

CONTACT INFO

Phone: 512-974-3100
Physical Address:
1000 E. 11th St., Suite 200
Austin, TX 78702
See Map
Open Hours:
8:00 a.m. - 5:00 p.m.

Organization Chart

Ending Homelessness

ROOF OVER AUSTIN

Housing Discrimination

Reports & Publications

Sun Nov 26 2017

AUSTIN

Input sought for housing plan

Neighborhood Housing and Community Development is seeking public input on its Consolidated Annual Performance and Evaluation Report draft for fiscal 2016-17.

Community input will be accepted through Dec. 7 to Neighborhood Housing and Community Development, Attn: FY 2016-17 CAPER, P.O. Box 1088, Austin, TX 78767.

The U.S. Department of Housing and Urban Development requires cities to develop an annual CAPER to report use of HUD grant entitlement funds received for affordable housing, community development, economic development and public services.

The CAPER assesses the city's progress and the effectiveness of its performance during fiscal 2016-17 in the achievement of its overall strategies, objectives, and priorities outlined in the fiscal 2014-19 Consolidated Plan. The draft for fiscal 2016-17 will be available for review during the public comment period. The city will submit this report to HUD prior to Dec. 29.

To view the report: bit.ly/2hOxukf.

— AMERICAN-STATESMAN STAFF

Public Comments Received

-----Original Message-----
From: [redacted] [mailto:[redacted]
Sent: Wednesday, November 29, 2017 1:29 PM
To: NHCD <NHCD@austintexas.gov>
Cc: Leak, Erica <Erica.Leak@austintexas.gov>; Copic, Regina <Regina.Copic@austintexas.gov>; Truelove, Rosie <Rosie.Truelove@austintexas.gov>; Giello, Rebecca <Rebecca.Giello@austintexas.gov>; DeMayo, Mandy <Mandy.DeMayo@austintexas.gov>
Subject: CAPER 2016-2017 Comments

The draft City of Austin CAPER acknowledges that in 2017 the majority of the Austin City Council approved the Strategic Housing Blueprint as an amendment to Imagine Austin, Austin's current Comprehensive Plan. The draft states Austin does not have geographic goals, but the University Neighborhood Overlay the Mueller Development, and Planned Unit Developments have specific housing affordability and accessibility and/or visitability goals.

The draft should include the following information for UNO and Mueller:
1. Number of homeowner and rental housing units completed to date and in current fiscal year 2. Number of affordable units created to date that have expired affordability periods 3. Total number of S.M.A.R.T. Housing homeownership and rental units completed in current fiscal year 4. Total number of expired S.M.A.R.T. Housing units in the current fiscal year 5. Do completed units in the CAPER draft count towards the 135,000 market unit goal or the 65,000 unit housing affordability goal in the Strategic Housing Blueprint?
6. In which Council districts were reasonably-priced housing completed and expired?

Stuart Harry Hersh [redacted]

Staff Response

Mr. Hersh,

Thank you for your feedback on the FY 2016-17 Draft CAPER. As you stated, the City of Austin does not currently target investments to specific geographic areas; however, the City does consider the geographic distribution of affordable housing throughout Austin to be a key core value in the investment of affordable housing-related activities with federal and local funds. The Strategic Housing Blueprint reinforces the importance of geographic dispersion and increasing the diversity of housing choice and supply.

NHCD looks forward to including the information you mentioned as part of the implementation tracking for the Austin Strategic Housing Blueprint. That implementation tracking will commence in the next few months. NHCD also looks forward to aligning the City's FY 2019-2023 Consolidated Plan with the Blueprint, which will provide strategic direction for the use of federal and local funds to address affordable housing concerns.

Best wishes,
NHCD Staff

Attachment 5a: City of Austin Monitoring Plan

MONITORING PLAN

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

Active ContractMonitoring

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

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

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

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

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

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

3. **Records Audit.** A records audit includes a review of all file documents as needed. A file checklist is used to determine if the required documents are present. Through the review of

performance reports and other documentation submitted by the contractor, staff is able to identify areas of concern and facilitate corrections and/or improvements. Should problems be identified, a contractor or recipient of funds may then be provided technical assistance as necessary to reach a resolution.

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

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

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

5. **Failure to resolve identified problems.** If no resolution of identified problems occurs or the contractor fails to perform in accordance with the terms and conditions of the contract, the City of Austin has the authority to suspend further payments to the contractor or recipient of funds until such time that issues have been satisfactorily resolved.

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

Long-term Monitoring

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

- Performs compliance monitoring in accordance with regulatory requirements specified in the agreement;
- Reviews and verifies required information and documentation submitted by borrowers for compliance with applicable legal obligations and/or regulatory requirements;
- Enforces and takes corrective action with nonperforming loans and/or projects deemed to be out of compliance in accordance with legal and/or regulatory terms and conditions; and
- If the beneficiary has been uncooperative, non-responsive, or unwilling to cure the existing default by all reasonable means, staff will discuss with management and will refer the loan to the City Attorney for review, with a recommendation for judgment and/or foreclosure.

The first step in the monitoring process includes the development of a risk assessment that is essential in guiding the monitoring efforts of the department. Based on the results of the risk assessment, additional projects may be monitored. Monitoring may be in the form of a desk review, on-site visit, or Uniform Physical Conditions Standards (UPCS) inspection. Technical assistance is available to assist beneficiaries/ borrowers in understanding any aspect of the contractual obligation so that performance goals are met with minimal deficiencies.

Attachment 5b: HOME Inspection Summary by Project

Monitoring Completed	Physical Inspection Completed	NAME	# Units Total	# Units to Inspect	HOME Actual # Units	HOME # Units Passed to	# Files Reviewed	Project/Account Name	Project Address
✓	✓	LifeWorks Transitional Living Project	12	1	1	1	1	LifeWorks	3710 S 2nd Street
✓	✓	Sierra Vista	233	23	23	23	23	Foundation Communities, Inc.	4320 S Congress Avenue
✓	✓	Crossroads Apartments	14	1	1	1	1	Crossroads Mutual Housing Corporation	8801 McCann Drive
✓	✓	1220 Paul Theresa Saldana Street	2	1	1	1	1	Guadalupe Neighborhood Development Corp	1220 Paul Theresa Saldana Street
✓	✓	Ivy Condos - Acq of 8 Units (11/3/10)	8	1	1	1	1	ESCT Austin Housing III, Inc.	3204 Manchaca Road
✓	✓	Austin Travis County MHMR - 6222 N. Lamar	37	4	4	4	4	Austin Travis County Integral Care	6222 N Lamar Boulevard
✓	✓	Austin Travis County MHMR - 403 E. 15th	24	2	2	2	2	Austin Travis County Integral Care	403 E 15th Street
✓	✓	City View at the Park	70	7	7	7	7	Parker Lane Senior Apartments, L.P.	2000 Woodward Street
✓	✓	Marshall Apartments	100	10	10	10	10	Marshall Affordable Partners, Ltd.	1401 E 12th Street
✓	✓	Elm Ridge Apartments	130	13	13	13	13	Elm Ridge Affordable Partners, Ltd.	1161 Harvey Street
✓	✓	Allandale Condos	10	1	1	1	1	UCP Austin Housing II	7685 Northcross Drive
✓	✓	Saint Louise House II	22	2	2	2	2	VinCare Services of Austin Foundation	Undisclosed
✓	✓	7314 Meador Avenue	2	2	2	2	2	Neighborhood Housing Services of Austin	7314 Meador Avenue
✓	✓	Retreat at North Bluff	240	24	24	24	24	Village on Little Texas, LLC	6212 Crow Lane
✓	✓	9215 Kempler Drive	2	2	2	2	2	Accessible Housing Austin!	9215 Kempler Drive
✓	✓	2112 E. 8th Street	1	1	1	1	1	Blackshear Neighborhood Development Corporation	2112 E 8th Street
✓	✓	Homestead Oaks	140	13	13	13	13	Foundation Communities, Inc.	3226 W Slaughter Lane
Jan. 2018	✓	Parkwest Condos	1	1	1	1	TBD	Frameworks Community Development Corporation	10616 Mellow Meadows Drive
Jan. 2018	✓	Edgecreek Condos	2	2	2	2	TBD	Frameworks Community Development Corporation	12166 Metric Boulevard
Jan. 2018	✓	4904 West Wind Trail	4	3	3	3	TBD	Frameworks Community Development Corporation	4904 West Wind Trail
Jan. 2018	✓	4810 West Wind Trail	4	1	1	1	TBD	Frameworks Community Development Corporation	4810 West Wind Trail
✓	✓	Ivy Condos - Acq of 10 Units (2/5/13)	10	1	1	1	1	ESCT Austin Housing III, Inc.	3204 Manchaca Road

Monitoring Completed	Physical Inspection Completed	NAME	# Units Total	# Units to Inspect	HOME Actual # Units	HOME # Units Passed to	# Files Reviewed	Project/Account Name	Project Address
✓	✓	LifeWorks Transitional Living Project	12	1	1	1	1	LifeWorks	3710 S 2nd Street
✓	✓	Saint Louise House	24	2	2	2	2	VinCare Services of Austin Foundation	Undisclosed
			1092	**118**	**118**	**118**	**111**		

Attachment 5c: HOME Match Report

HOME Match Report

U.S. Department of Housing and Urban Development
Office of Community Planning and Development

OMB Approval No. 2506-0171
(exp. 12/31/2012)

Match Contributions for
Federal Fiscal Year Ending 2017

Part I **Participant Identification**

1. Participant No. (assigned by HUD)	2. Name of the Participating Jurisdiction	3. Name of Contact (person completing this report)
480264	City of Austin	Nora Richardson
5. Street Address of the Participating Jurisdiction		4. Contact's Phone Number (include area code)
1000 East 11th Street, Suite 300		512-974-3138

6. City	7. State	8. Zip Code
Austin	TX	78702

Part II **Fiscal Year Summary**

1. Excess match from prior Federal fiscal year	$ 29,430,141.36	
2. Match contributed during current Federal fiscal year (see Part III.9.)	$ 3,631,668.21	
3. Total match available for current Federal fiscal year (line 1 + line 2)		$ 33,061,809.57
4. Match liability for current Federal fiscal year		$ 279,602.82
5. Excess match carried over to next Federal fiscal year (line 3 minus line 4)		$ 32,782,206.75

Part III **Match Contribution for the Federal Fiscal Year**

1. Project No. or Other ID	2. Date of Contribution (mm/dd/yyyy)	3. Cash (non-Federal sources)	4. Foregone Taxes, Fees, Charges	5. Appraised Land/ Real Property	6. Required Infrastructure	7. Site Preparation, Construction Materials, Donated labor	8. Bond Financing	9. Total Match
Prior Year MF Bonds	10/30/2014						$ 4,064,519.26	$ 69,900.71
NON-2017-01 GARDEN TERRACE PHASE 3	9/15/2017	695,798.29						$ 695,798.29
NON-2017-02 CARDINAL POINT APARTMENTS	4/27/2017	700,000.00						$ 700,000.00
NON-2017-03 LAMADRID APARTMENTS	6/22/2017	1,173,969.21						$ 1,173,969.21
NON-2017-04 THE CHICON	2/13/2017	992,000.00						$ 992,000.00

form **HUD-40107-A** (12/94)

Attachment 5d: Annual Section 3 Report

Section 3 Summary Report

Economic Opportunities for Low- and Very Low-Income Persons

U.S. Department of Housing and Urban Development

Office of Fair Housing and Equal Opportunity

OMB Approval No. 2529-0043
(exp. 11/30/2018)

Disbursement Agency
CITY OF AUSTIN HUMAN RES EEFHO
PO BOX 1088, AUSTIN, TX 78767
74-6000085

Reporting Entity
CITY OF AUSTIN
PO Box 1088, Austin, TX 78767

Dollar Amount:	$648,195.54
Contact Person:	Nora Richardson
Date Report Submitted:	10/19/2017

Reporting Period		**Program Area Code**	**Program Area Name**
From	**To**		
10/1/16	9/30/17	EMRG	Emergency Shelter Grants

The expenditure of these funds did not result in any covered contracts or new hires during the 12-month period selected.

Section 3 Summary Report

Economic Opportunities for Low- and Very Low-Income Persons

U.S. Department of Housing and Urban Development

Office of Fair Housing and Equal Opportunity

OMB Approval No. 2529-0043
(exp. 11/30/2018)

Disbursement Agency
CITY OF AUSTIN HUMAN RES EEFHO
PO BOX 1088, AUSTIN, TX 78767
74-6000085

Reporting Entity
CITY OF AUSTIN
PO Box 1088, Austin, TX 78767

Dollar Amount:	$980,202.75
Contact Person:	Nora Richardson
Date Report Submitted:	10/19/2017

Reporting Period		**Program Area Code**	**Program Area Name**
From	**To**		
10/1/16	9/30/17	HPWA	Hsg Opport for Persons with AIDS

The expenditure of these funds did not result in any covered contracts or new hires during the 12-month period selected.

Section 3 Summary Report

Economic Opportunities for Low- and Very Low-Income Persons

U.S. Department of Housing and Urban Development

Office of Fair Housing and Equal Opportunity

OMB Approval No. 2529-0043
(exp. 11/30/2018)

Disbursement Agency
CITY OF AUSTIN HUMAN RES EEFHO
PO BOX 1088, AUSTIN, TX 78767
74-6000085

Reporting Entity
CITY OF AUSTIN
PO Box 1088, Austin, TX 78767

Dollar Amount	$7,075,786.56
Contact Person	Nora Richardson
Date Report Submitted	10/23/2017

Reporting Period		**Program Area Code**	**Program Area Name**
From	**To**		
10/1/16	9/30/17	CDB1	Community Devel Block Grants

Part I: Employment and Training

Job Category	Number of New Hires	Number of New Hires that Are Sec. 3 Residents	Aggregate Number of Staff Hours Worked	Total Staff Hours for Section 3 Employees	Number of Section 3 Trainees
The expenditure of these funds did not result in any new hires.					

Total New Hires	0
Section 3 New Hires	0
Percent Section 3 New Hires	N/A
Total Section 3 Trainees	0
The minimum numerical goal for Section 3 new hires is 30%.	

Part II: Contracts Awarded

Construction Contracts	
Total dollar amount of construction contracts awarded	$1,640,128.41
Total dollar amount of contracts awarded to Section 3 businesses	$1,640,128.41
Percentage of the total dollar amount that was awarded to Section 3 businesses	100.0%
Total number of Section 3 businesses receiving construction contracts	3
The minimum numerical goal for Section 3 construction opportunities is 10%.	

Non-Construction Contracts	
Total dollar amount of all non-construction contracts awarded	$0.00
Total dollar amount of non-construction contracts awarded to Section 3 businesses	$0.00
Percentage of the total dollar amount that was awarded to Section 3 businesses	N/A
Total number of Section 3 businesses receiving non-construction contracts	0
The minimum numerical goal for Section 3 non-construction opportunities is 3%.	

Part III: Summary

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low- and very low-income persons, particularly those who are recipients of government assistance for housing.	
Yes	Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site, contacts with community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods.
No	Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.
No	Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.
No	Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.
No	Other; describe below.

Section 3 Summary Report

Economic Opportunities for Low- and Very Low-Income Persons

U.S. Department of Housing and Urban Development

Office of Fair Housing and Equal Opportunity

OMB Approval No. 2529-0043
(exp. 11/30/2018)

Disbursement Agency
CITY OF AUSTIN HUMAN RES EEFHO
PO BOX 1088, AUSTIN, TX 78767
74-6000085

Reporting Entity
CITY OF AUSTIN
PO Box 1088, Austin, TX 78767

Dollar Amount	$1,306,465.26
Contact Person	Nora Richardson
Date Report Submitted	10/23/2017

Reporting Period		**Program Area Code**	**Program Area Name**
From	**To**		
10/1/16	9/30/17	HOME	HOME Program

Part I: Employment and Training

Job Category	Number of New Hires	Number of New Hires that Are Sec. 3 Residents	Aggregate Number of Staff Hours Worked	Total Staff Hours for Section 3 Employees	Number of Section 3 Trainees
The expenditure of these funds did not result in any new hires.					

Total New Hires	0
Section 3 New Hires	0
Percent Section 3 New Hires	N/A
Total Section 3 Trainees	0
The minimum numerical goal for Section 3 new hires is 30%.	

Part II: Contracts Awarded

Construction Contracts	
Total dollar amount of construction contracts awarded	$675,844.79
Total dollar amount of contracts awarded to Section 3 businesses	$675,844.79
Percentage of the total dollar amount that was awarded to Section 3 businesses	100.0%
Total number of Section 3 businesses receiving construction contracts	3
The minimum numerical goal for Section 3 construction opportunities is 10%.	

Non-Construction Contracts	
Total dollar amount of all non-construction contracts awarded	$0.00
Total dollar amount of non-construction contracts awarded to Section 3 businesses	$0.00
Percentage of the total dollar amount that was awarded to Section 3 businesses	N/A
Total number of Section 3 businesses receiving non-construction contracts	0
The minimum numerical goal for Section 3 non-construction opportunities is 3%.	

Part III: Summary

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low- and very low-income persons, particularly those who are recipients of government assistance for housing.	
Yes	Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site, contacts with community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods.
No	Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.
No	Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.
No	Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.
No	Other; describe below.

From: Richardson, Nora
Sent: Tuesday, December 19, 2017 3:06 PM
To: 'Domneys, Yolanda R' <Yolanda.R.Domneys@hud.gov>; Ramirez, Coby <Coby.Ramirez@austintexas.gov>; Brown, Letitia <Letitia.Brown@austintexas.gov>; Freeman, Kimberly <Kimberly.Freeman@austintexas.gov>; Beeman, Craig <Craig.Beeman@austintexas.gov>
Subject: HHGMS - Final Report for TXLHB0567-13 has been submitted in HHGMS. See Grantee Request 00010702.

Hello Yolanda,

Final Report for TXLHB0567-13 has been submitted in HHGMS as Grantee Request 00010702.

The attachment to the request in HHGMS called "**Closeout Documents for TXLHB0567-13**" contains the following documents:

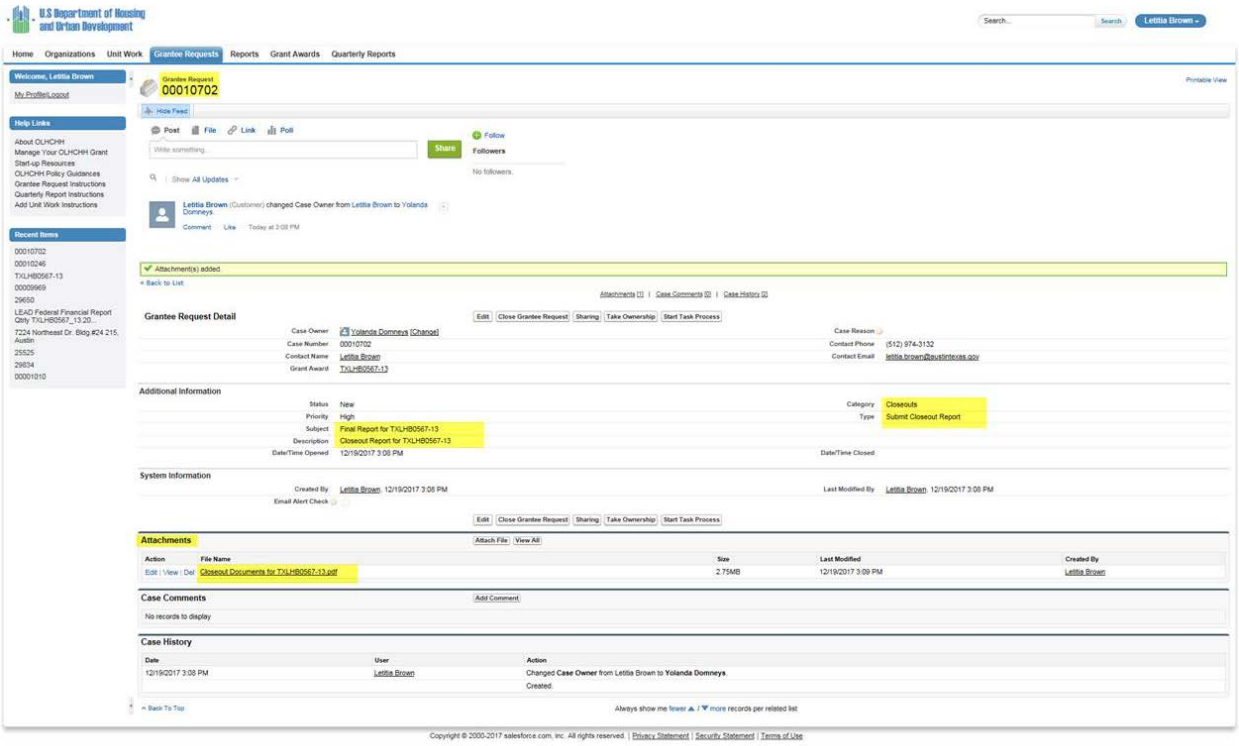
1. Closeout letter from Letitia Brown, Program Manager (with pictures);
2. Federal Financial Report SF 425 for the quarter ending 09/30/2017; and
3. Section 3 Summary Report HUD 600002. This is a manual copy as we discussed because Lead was not set up to enter the Section 3 Report online.

A copy the closeout documents submitted with the request in HHGMS has also been attached to this email for your convenience.

Below is a screen shot of Grantee Request 00010702 that entered in HHGMS.

Thank you for your patience and all of the assistance you have provided.

Nora Richardson
Accountant IV
City of Austin
(512) 974-3138
nora.richardson@austintexas.gov



City of Austin

Neighborhood Housing and Community Development
P.O. Box 1088, Austin, TX 78767 -1088
(512) 974-3100 ♦ Fax (512) 974-3112 ♦ www.austintexas.gov/housing

December 19, 2017

U.S. Department of Housing and Urban Development
Office of Healthy Homes and Lead Hazard Control
451 7th Street SE, Room 8236
Washington, D.C. 20410

Attn: Yolanda Domneys

Re: **Close-out Lead Grant# TXLHB0567-13**

Dear Ms. Domneys:

The City of Austin Lead Hazard Control and Healthy Homes Grant# TXLHB0567-13 has ended. The grant was in the amount of $2,500,000 and was scheduled to terminate in July of 2016. Through an extension the grant terminated on July 31, 2017.

Austin deployed grant funds to provide lead hazard control services and healthy homes interventions for 218 units, exceeding the 138 unit goal for the grant by 64%. The program performed 255 home inspections for lead hazards. The contractors provided required services in a timely manner and program beneficiaries have expressed satisfaction with the project outcomes.

Austin entered into an inter-local agreement with Travis County to expand the service area, secured thirteen partnerships that exchanged referrals, identified a multi-family complex that produced 140 units, hired a qualified contractor to perform Lead inspection services, implemented the Green and Healthy Homes Initiative (GHHI) model for two home repair programs, combined programs to maximize the amount of assistance and leverage funding, contracted with more than 120 radio stations in 23 markets, provided outreach information to over 400,000 individuals, and utilized over 457 television spots. Staff participated in 228 outreach events and 15 trainings during the grant. The Grant has exceeded its benchmark performance goals on units inspected and units completed and cleared.

During the grant period the following jobs were created and maintained: two housing development specialists, one neighborhood liaison for marketing and outreach, two construction coordinators, and one day to day program manager. Four (4) State of Texas certified lead inspection firms served the Program and a Lead Inspection Firm was hired to target and test pre-1978 multi-family complexes.

The Program did not encounter any children with elevated blood levels (EBL's) during the term of the grant. The goal of the grant was to take preventive measures in order to ensure the non-exposure of Lead Based Paint

Hazards (LBP) to children and occupants of the units. In units where LBP hazards were identified, interim control methods were utilized on non-friction and impact deteriorated surfaces. Abatement methods were used on identified LBP hazards such as deteriorated wood, doors, windows, and siding.

A key factor that affected performance was gentrification of older neighborhoods that Austin targeted when applying for the grant, thus leading to families and new construction properties that did not meet the eligibility requirements of the program. There were changes in demographics and gentrification in zip codes that were predominantly low income neighborhoods at the time of the grant application.

There were no evaluations or research done for this grant. However, Austin did learn that it was counterproductive to administer two lead grants concurrently.

Austin made huge efforts to enhance the success of the grant, but the grant did not meet the benchmark for funds expended. The Leadsmart grant ended July of 2015. The Lead Healthy Homes grant ended July of 2017. The cost per unit was $12,653.77, well below the average cost anticipated. Community Development Block Grant (CDBG) funds were used as match contribution. The average CDBG match was $4,032.04 and the average relocation was $859.92.

Matched funds were utilized for additional repairs that exceeded unit cost. Units that received additional rehabilitation work through the Healthy Homes component received items such as smoke detectors, minor electrical repairs, and floor tripping hazards.

All units completed and cleared, units in production, outreach events and potential applicants, referral logs and contractor/unit activities are maintained in a department database and/or tracked in excel spreadsheets.

We wish to express our gratitude for program support and guidance received from the Office of Healthy Homes and Lead Hazard Control. We look forward to other opportunities to provide lead services to the citizens of Austin.

If you have questions or need additional information, do not hesitate to contact Letitia Brown, Program Manager, at Letitia.brown@austintexas.gov or 512-974-3132.

Sincerely,

Program Manager, Letitia Brown

cc: Mandy DeMayo, Community Development Administrator
cc: Rosie Truelove, Director City of Austin NHCD

Section 3 Summary Report

Economic Opportunities for
Low – and Very Low-Income Persons

U.S. Department of Housing
and Urban Development
Office of Fair Housing
And Equal Opportunity

OMB Approval No: 2529-0043
(exp. 8/31/2007)

Hud Field Office: San Antonio

See page 2 for Public Reporting Burden statement

1. Recipient Name & Address: (street, city, state, zip) LeadSmart Program City of Austin 1000 E. 11th Street, Suite 200 Austin, TX 78702	2. Federal Identification: (contract/award no.) TXLHB0567-13	3. Dollar Amount of Award: $2,500,000.00
	4. Contact Person Ed Blake	5. Phone: (Include area code) 512-974-3108
	6. Reporting Period: October 1, 2016 to September 30, 2017	7. Date Report Submitted: 10/13/2017
8. Program Code * 10 (Use a separate sheet for each program code)	9. Program Name: LeadSmart Program	

Part I: Employment and Training (Include New Hires in columns E & F.)**

A Job Category	B Number of New Hires	C Number of New Hires that are Sec. 3 Residents	D % of Aggregrate Number of Staff Hours of New Hires that are Sec. 3 Residents	E** % of Total Staff Hours for Section 3 Employees and Trainees	F** Number of Section 3 Employees and Trainees
Professionals	0	0	0	0	0
Technicians	0	0	0	100%	9
Office/Clerical	0	0	0	0	0
Construction by Trade (List) Trade	0	0	0	0	0
Trade	0	0	0	0	0
Trade	0	0	0	0	0
Trade	0	0	0	0	0
Trade	0	0	0	0	0
Other (List)	0	0	0	0	0
Concrete	0	0	0	0	0
Carpenter	0	0	0	0	0
Repair	0	0	0	0	0
Laborer	0	0	0	0	0
Total	0	0		100%	9

* Program Codes
1 = Flexible Subsidy
2 = Section 202/811
3 = Public/Indian Housing
A = Development,
B = Operation
C = Modernization
4 = Homeless Assistance
5 = HOME
6 = HOME State Administered
7 = CDBG Entitlement
8 = CDBG State Administered
9 = Other CD Programs
10 = Other Housing Programs

form HUD 60002 (6/2001)
Ref 24 CFR 135

Part II: Contracts Awarded

1. Construction Contracts:

A. Total dollar amount of all contracts awarded on the project	$ 404,793.30
B. Total dollar amount of contracts awarded to Section 3 businesses	$ 404,793.30
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	100% %
D. Total number of Section 3 businesses receiving contracts	

2. Non-Construction Contracts:

A. Total dollar amount all non-construction contracts awarded on the project/activity	$ 0
B. Total dollar amount of non-construction contracts awarded to Section 3 businesses	$ 0
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	0 %
D. Total number of Section 3 businesses receiving non-construction contracts	0

Part III: Summary

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low-and very low-income persons, particularly those who are recipients of government assistance for housing. (Check all that apply.)

_☒__ Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site, contracts with community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods.

_☐__ Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.

_☐__ Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.

_☐__ Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.

_☐__ Other; describe below.

DO NOT SUBMITT REPORT DUE TO DOLLAR AMOUNT BEING BELOW 100k

Public reporting for this collection of information is estimated to average 2 hours per response, including the time for reviewing instructions, Searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB number.

Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u, mandates that the Department ensure that employment and other economic opportunities generated by its housing and community development assistance programs as directed toward low- and very-low income persons, particularly those who are recipients of government assistance housing. The regulations are found at 24 CFR Part 135. The information will be used by the Department to monitor program recipients' compliance with Section 3, to assess the results of the Department's efforts to meet the statutory objectives of Section 3, to prepare reports to Congress, and by recipients as self-monitoring tool. The data is entered into a database and will be analyzed and distributed. The collection of information involves recipients receiving Federal financial assistance for housing and community development programs covered by Section 3. The information will be collected annually to assist HUD in meeting its reporting requirements under Section 808(e)(6) of the Fair Housing Act and Section 916 of the HCDA of 1992. An assurance of confidentiality is not applicable to this form. The Privacy Act of 1974 and OMB Circular A-108 are not applicable. The reporting requirements do not contain sensitive questions. Data is cumulative; personal identifying information is not included.

Attachment 5e: Section 108 Project Level Data

Activity FY	Grantee Name	ST	Section 108 Project Number	Project Name	Address	Zip Code	Census Tract	EDI or BEDI Grant Number (if applicable)	108 Loan Amount	108 Amount Advanced	108 Project Amount (for multiple projects)	EDI or BEDI Grant Amount	Other CDBG	Total CDBG Assistance	Have EDI or BEDI funds been drawn (Y/N)	National Objective Code	IDIS Matrix Code	Is Activity Complete? (Y/N)	Has N.O. Been Met? (Y/N)	Presumed Low/ Mod Benefit (P) or Rev. Strategy Area (RSA)	FTE Jobs Est. in 108 Appl.	Total Actual FTE Jobs Created or Retained	Number of FTE Jobs Held by/ Made Avail. to Low/ Mod	Total Housing Units Assisted	Number of Units Occpd. by Low/ Mod Households	Slum/Blight Area Y=Yes
12-13	Rosa Santis	TX	1	Shady Lane Enterprises	1103 East 6th Street	78702	9.02	n/a	$ 150,000.00	$ 150,000.00		0	0	$ 150,000.00		570.208(a)(4)	18A	Y	Y	P	12	12	12			
13-14	Eastern Diner, LLC, Stephen and Lauren Shallcross	TX	2	Sawyer and Co.	4827 E Cesar Chavez	78702	21.11	n/a	$ 519,000.00	$ 519,000.00		0	0	$ 519,000.00		570.208(a)(4)	18A	Y	Y	P	19	29	29			
13-14	Sweet Victoria LLC, Tram Le	TX	3	Eat Ban Mi	1007 S Congress Ave.	78704	14.01	n/a	$ 35,000.00	$ 35,000.00		0	0	$ 35,000.00		570.201(o) (1)	18C	Y	Y	570.208(a)(2) iii	4	1	1			
13-14	11E5 LLC, Richard Kooris and Denise McDaniel	TX	4	Fair Market	1100 East 5th Street	78702	9.02	n/a	$ 333,829.00	$ 333,829.00		0	0	$ 333,829.00		570.208(a)(4)	18A	Y	N	P	14	7	7			
13-14	Eastside Music School LLC, Alex Ballentine	TX	5	Eastside Music School	501 N IH 35	78702	9.02	n/a	$ 30,000.00	$ 30,000.00		0	0	$ 30,000.00		570.208(a)(4)	18A	Y	N	P	2	2	2			
14-15	1707 Airport Commerce LLC- Amit Patel, Nick Bhakta	TX	6	Home 2 Suites	1707 Airport Commerce Drive	78741	23.12	n/a	$ 402,000.00	$ 402,000.00		0	0	$ 402,000.00		570.208(a)(4)	18A	N	N	P	15	0	0			
14-15	Jose Luis Salon Inc.- Jose Buitron	TX	7	Jose Luis Salon	1100 South Lamar	78704	13.03	n/a	$ 523,727.00	$ 523,727.00		0	0	$ 523,727.00		570.208(a)(4)	18A	Y	Y	570.208(a)(4) i	16	16	16			
14-15	Rosa Santis	TX	8	Austin Fit Centro	4901 East Cesar Chavez	78702	21.11	n/a	$ 800,000.00	$ 800,000.00		0	0	$ 800,000.00		570.208(a)(4)	18A	N	N	P	24	1	1			
15-16	Hip Haven, Inc	TX	9	Hip Haven	3910-C Wharehouse Row	78704	20.03	N/a	$ 35,000.00	$ 35,000.00		0	0	$ 35,000.00		570.201(o) (1)		Y	Y	P	1	2	1			
15-16	Bee Sweet	TX	10	Bee Sweet	900 JUANITA ST	78704	13.07	n/a	$ 35,000.00	$ 35,000.00		0	0	$ 35,000.00		570.201(o) (1)		Y	Y	P	1	1	1			
15-16	IK Osorio Investment	TX	11	Lima Criolla	6406 N Interstate 35 Frontage Rd #1550	78752	15.03	n/a	$ 35,000.00	$ 35,000.00		0	0	$ 35,000.00		570.201(o) (1)		Y	Y	P	1	4	3			
15-16	Caffine Dealer, LLC	TX	12	Bouldin Creek Café	1900 S 1st St	78704	13.05	n/a	$ 220,050.00	$ 220,050.00		0	0	$ 220,050.00		570.208(a)(4)		N	N	P	8	0	0			
15-16	Mort Subite, LLC	TX	13	Mort Subite	308 Congress Ave	78704	13.05	n/a	$ 154,200.00	$ 154,200.00		0	0	$ 154,200.00		570.208(a)(4)		N	N	570.209(b)	15	0	0			
15-16	Garbo Salon, Inc.	TX	14	Garbo Salon	1330 Shore District Dr. Suite 300	78741	23.04	n/a	$ 139,000.00	$ 139,000.00		0	0	$ 139,000.00		570.208(a)(4)		N	N	570.209(b)	5	0	0			
16-17	Jose Luis Domain	TX	15	Jose Luis Domain	3100 Esperanza Crossing	78758	18.49	N/a	$477,760	$ 477,760.00		o	o	$ 477,760.00		570.208(a)(4)(i)		N	N	570.209(b)	17	0	0			
17-18	Asazu LLC- Kome Sushi.	TX	16	Asazu LLC- Kome	5301 Airport Blvd	78751	21.05	n/a	$ 200,000.00	$ 200,000.00		0	0	$ 200,000.00		570.208(a)(4)		N	N	P	8	0	0			

Attachment 5f: Equal Employment/Fair Housing Office Supplement

City of Austin Equal Employment/Fair Housing Office

The City of Austin Equal Employment and Fair Housing Office is the enforcement arm within the city limits of Austin. As a Fair Housing Assistance Program EEFHO is funded annually on a noncompetitive basis to enforce fair housing laws that HUD has determined to be substantially equivalent to the Federal Fair Housing Act. The following is the housing team's performance for FY 16 under the City of Austin Ordinance Chapter 5-1 Housing Discrimination. Housing Complaints processed during FY 17 (Oct. 1, 2016-September 30, 2017):

No Cause to believe discrimination occurred	43
Conciliations with benefit to the Charging Party	17
Complaints withdrawn by complainant after resolution	11
Complaints withdraw without resolution	1
No jurisdiction	5
FHAP Judicial Consent Order	1
Complainant Failed to Cooperate	0
Charges filed/issued against Respondent	0
Reactivated by HUD	0

The City of Austin Equal Employment Fair Housing Office has participated in a number of outreach and training opportunities to affirmatively further fair housing in FY 16-17. These include the following:

- NHCD Presentation on the Fair Housing Act, 7/6/2016
- COA Human Rights Commission Presentation on Employment and Housing case Metrics 9/26/2016
- COA Legal Dept. Presentation Reasonable Accommodation, 10/25/2016
- Austin Energy's Community Connections, 10/29/2016
- UT Opportunity Forum, Locked Out! Criminal History as a Barrier to Housing Access, 10/28/2016 ARCIL Fair Housing Presentation Agency brochure, Architectural Barrier Removal, Affordable Housing, 11/17/2016
- ARCIL Fair Housing Presentation of ADAAA to ARCIL, 12/13/2016
- MLK March 1/21/2017
- Youth Career Fest Agency Brochure and promotional materials, 1/31/2017
- Earth Day Austin Community Meeting Disseminated Brochures and Promotional items, 2/16/2017
- NAACP Meeting w/Nelson Lender, 4/4/2017
- African American Advisory Commission, 4/5/2017
- KAZI Radio Interview April is Fair Housing Month, 4/11/2017
- Easter Egg Hunt at Pan-Am Recreation Center hosted a booth talk with approximately 100 citizens about their fair housing rights, passed out Brochures, promotional items, snacks, water, 4/15/2017
- National Fair Housing Alliance Webinar -Fair Housing: What You Need To Know, 4/28/2017
- Givens Recreation Center engaged over 50 citizens patronizing the center and the park provided educational material and talked with citizens regarding their fair housing rights provided brochures, promotional items, snacks, and water 4/29/2017
- Queer bomb Brochures, Frisbees, 6/3/2017
- Asian American Resource Ctr. Job Fair, 6/02/2017
- http://www.naacpaustin.com/
- http://www.austintexas.gov/online-form/community-assessment-survey

The Equal Employment and Fair Housing Office website also provide information about the city's Fair Housing Ordinance as well as relevant federal fair housing laws. The Equal Employment and Fair Housing Office website also allows persons wanting to file a complaint of housing discrimination to file his/her complaint using the online housing discrimination form.

Attachment 5g: Summary Funding and Production Table

City of Austin
Neighborhood and Community Development Office
FY 2016-17 Summary Funding and Production Table

AP-20 Item # - Program / AP-35 Item # - Activity		Funding	Action Plan New Funding	Action Plan Estimated Services	CAPER Actual Expenditures	CAPER Services Provided
1	Homeless and Special Needs					
1	Child Care Services	CDBG	543,516	190	535,516	175
		HTF	-	-	4,447	2
		GF	-	-	92,341	30
	Child Care Services		543,516	190	632,304	207
2	Senior Services	CDBG	112,048	160	112,048	282
		HTF	-	-	1,096	3
		GF	-	-	23,106	58
	Senior Services		112,048	160	136,250	343
3	Youth Support Services	CDBG	170,329	129	170,329	130
		HTF	-	-	1,228	1
		GF	-	-	36,205	28
	Youth Support Services		170,329	129	207,762	159
	Public Service activities other than Low/Mod Income Housing Benefits		825,893	479	976,316	709
4	ARCH - ESG Shelter Operating and Maintenance	ESG	313,922	2,000	342,321	1,847
	Communicable Disease Unit - Rapid Re-Housing Program	ESG	-	-	-	-
	Downtown Austin Court - Rapid Re-Housing Program	ESG	-	-	-	-
	Homeless Management Information Systems	ESG	13,200	-	25,484	-
	Front Steps - Rapid Re-Housing Program	ESG	-	-	-	-
	Rapid Re-Housing Programs	ESG	262,284	128	230,625	89
	ESG - Adm	ESG	47,790		49,766	-
4	Total ESG		637,196	2,128	648,196	1,936
5	Permanent Housing Placement	HOPWA	25,908	30	36,945	49
6	Short termed supported housing assistance	HOPWA	84,245	100	146,012	113
7	Short-term rent mortgage and utilities	HOPWA	159,330	80	203,131	96
8	Supportive Services	HOPWA	85,063	53	80,850	43
9	Tenant-Based Rental Assistance	HOPWA	357,499	63	366,377	62
10	Facility Based Transitional Housing	HOPWA	208,143	45	192,214	38
11	HOPWA Housing Case Management	HOPWA	183,870	-	178,962	-
12	HOPWA - Adm	HOPWA	34,146	-	33,883	
	Total HOPWA		1,138,204	371	1,238,373	401
	Total Homeless and Special Needs		2,601,293	2,978	2,862,885	3,046
2	Renter Assistance					
13	Tenant-Based Rental Assistance	HOME	510,300	75	337,405	67
		HOME-PI	-	-	-	-
	Tenant-Based Rental Assistance - Administration	GF	-	-	55,223	-
			510,300	75	392,628	67
15	Architectural Barrier Program - Rental	CDBG	280,000	15	218,066	6
14	Tenants' Rights Assistance	CDBG	241,429	511	241,157	594
		HTF	-	-	-	-
		GF	-	-	-	-
	Tenants' Rights Assistance		241,429	511	241,157	594

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City of Austin
Neighborhood and Community Development Office
FY 2016-17 Summary Funding and Production Table

	AP-20 Item # - Program / AP-35 Item # - Activity	Funding	Action Plan New Funding	Action Plan Estimated Services	CAPER Actual Expenditures	CAPER Services Provided
	Local Rental Assistance Program	CIP	-	-	206,579	-
		HTF	-	-	13,307	-
	Total Renter Assistance		1,031,729	601	1,071,736	667
3	Homebuyer Assistance					
	Down Payment Assistance	HOME	625,000	15	348,430	10
		HOME-PI	220,000	-	676,764	18
16	Total Homebuyer Assistance		845,000	15	1,025,194	28
4	Homeowner Assistance					
17	ABR - Owner	CDBG	1,230,000	76	1,560,915	86
19	Emergency Home Repair	CDBG	1,000,000	320	821,771	209
18	HRLP	CDBG-RL	75,000	1	111,731	-
		CDBG	716,346	7	482,712	3
	HRLP - Subtotal CDBG		791,346	8	594,443	3
		HOME	434,520	6	326,596	3
		HOME-PI	50,000	1	316,619	3
	HRLP - Subtotal HOME		484,520	7	643,215	6
	HRLP - Total		1,275,866	15	1,237,658	9
	LeadSmart Program	LEAD	-	91	778,677	164
		HTF	-	-	13,208	
	Pre-Contract Costs Fund	GF	-	-	75,475	
	Holly Good Neighbor Program	CIP	-	-	721,529	25
	Home Repair Program	CIP	-	-	338,748	17
	GO Repair! Program	GO Bonds	2,000,000	-	1,914,958	93
	Total GO Repair! Program		2,000,000	-	2,253,706	110
	Homeowner Assistance		5,505,866	502	7,462,939	603
5	Housing Developer Assistance					
20	RHDA	CDBG	540,825	3	1,646,804	-
		CDBG-PI	-	-	12,414	-
		CDBG-RL	-	-	-	-
	RHDA - Subtotal CDBG		540,825	3	1,659,218	-
		HOME-CHDO	195,735	5	250,624	-
		HOME	162,438	-	257,257	34
		HOME-PI	50,000	1	3,747	-
	RHDA - Subtotal HOME		408,173	6	511,627	34
		GO Bonds	10,062,500	-	2,703,433	240
		CIP	-	-	-	-
		UNO	-	-	-	-
		HTF	875,953	-	251,231	-
	Total RHDA		11,887,451	9	5,125,509	274

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City of Austin
Neighborhood and Community Development Office
FY 2016-17 Summary Funding and Production Table

AP-20 Item # - Program / AP-35 Item # - Activity	Funding	Action Plan New Funding	Action Plan Estimated Services	CAPER Actual Expenditures	CAPER Services Provided
21 A&D	CDBG	386,633	5	75,222	-
	CDBG-PI	-	-	-	-
	CDBG-RL	100,000	2	-	-
Total CDBG		486,633	7	75,222	-
	HOME	151,785	-	-	-
	HOME-CHDO	196,074	3	343,330	-
	HOME-PI	-	-	97,195	2
Total HOME		347,859	3	440,524	2
	GO Bonds	1,937,500	-	1,051,192	29
	CIP	-	-	9,963	-
	HTF	-	-	681,750	-
Total A&D		2,771,992	10	2,258,651	31
22 CHDO Operating Expense Grants	HOME-CO	75,000	3	50,000	2
S.M.A.R.T. Housing™	GF	-	-	203,271	
Housing Developer Assistance		14,734,443	22	7,637,431	307
6 Small Business Assistance					
23 Microenterprise Technical Assistance	CDBG	200,000	31	153,560	27
	GF			46,440	
24 Community Development Bank	CDBG	150,000	6	150,000	6
25 Family Business Loan Program	Section 108	-	92	677,830	77
26 Neighborhood Commercial Management	CDBG-RL	40,000	-	-	-
Small Business Assistance		390,000	129	1,027,830	110
7 Neighborhood and Community Revitalization					
Historic Preservation	CDBG	-	-	-	-
	CDBG-RL	-	-	-	-
	CDBG-PI	-	-	-	-
Public Facilities	GF	-	-	14,988	-
Parking Facilities	GF	-	-	11,880	-
Neighborhood Opportunity Improvement Program	CDBG	-	4	-	-
27 Choice neighborhoods Implementation Grant	CDBG	-	-	-	-
Neighborhood and Community Revitalization		-	4	26,868	-
8 Financial Empowerment					
31 Individual Development Account Program	IDA	-	-	106,492	51
	HTF	-	-	-	-
Individual Development Account Program		-	-	106,492	51
Housing Smarts - In-House	GF	-	-	142,152	302
Housing Smarts - Contract	GF	-	-		40
Housing Smarts		-	-	142,152	342
Financial Empowerment		-	-	248,644	393
Debt Service					
28 East 11th & 12th St Revital, Debt Service	CDBG	121,253		-	
	CDBG-PI	56,000		37,017	
	Section 108 - PI	190,000		330,235	
Neighborhood Commercial Mgmt, Debt Service	Section 108 - PI	169,305		169,306	
Debt Service		536,558		536,559	

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City of Austin
Neighborhood and Community Development Office
FY 2016-17 Summary Funding and Production Table

AP-20 Item # - Program / AP-35 Item # - Activity	Funding	Action Plan New Funding	Action Plan Estimated Services	CAPER Actual Expenditures	CAPER Services Provided
8 Administration					
30 CDBG Adm	CDBG	1,423,095		1,200,303	
	CDBG-PI	14,000		12,833	
29 HOME - Adm	HOME	261,206		166,648	
	HOME-PI	27,000		67,441	
Sub-total Federal Funds		1,725,301		1,447,226	
HTF - Adm	HTF	232,281		151,233	
GF - Adm	GF	-		4,016,088	
Administration		1,957,582		5,614,546	
Total Programs, Debt Services, and Admin Costs		27,602,471	4,251	27,514,631	5,154
FUND SUMMARIES:		**AMOUNT**	**SERVICES**	**AMOUNT**	**SERVICES**
	CDBG	7,115,474	1,457	7,368,402	1,518
	CDBG-PI	70,000	-	62,265	-
	CDBG-RL	215,000	3	111,731	-
	Total CDBG	7,400,474	1,460	7,542,398	1,518
	HOME	2,145,249	96	1,436,335	114
	HOME-CHDO	391,809	8	593,953	-
	HOME-CO	75,000	3	50,000	2
	HOME-PI	347,000	2	1,161,765	23
	Total HOME	2,959,058	109	3,242,053	139
	ESG	637,196	2,128	648,196	1,936
	HOPWA	1,138,204	371	1,238,373	401
Total CDBG, HOME, ESG, and HOPWA		12,134,932	4,068	12,671,020	3,994
Other Funds	LEAD	-	91	778,677	164
	IDA	-	-	106,492	51
	Section 108 - PI	359,305	-	499,541	-
	Section 108	-	92	677,830	77
	GO Bonds	14,000,000	-	5,669,583	362
	CIP	-	-	1,276,819	42
	HTF	1,108,234	-	1,117,500	6
	GF	-	-	4,717,169	458
	UNO	-	-	-	-
Fund Summary Totals		27,602,471	4,251	27,514,631	5,154

Final
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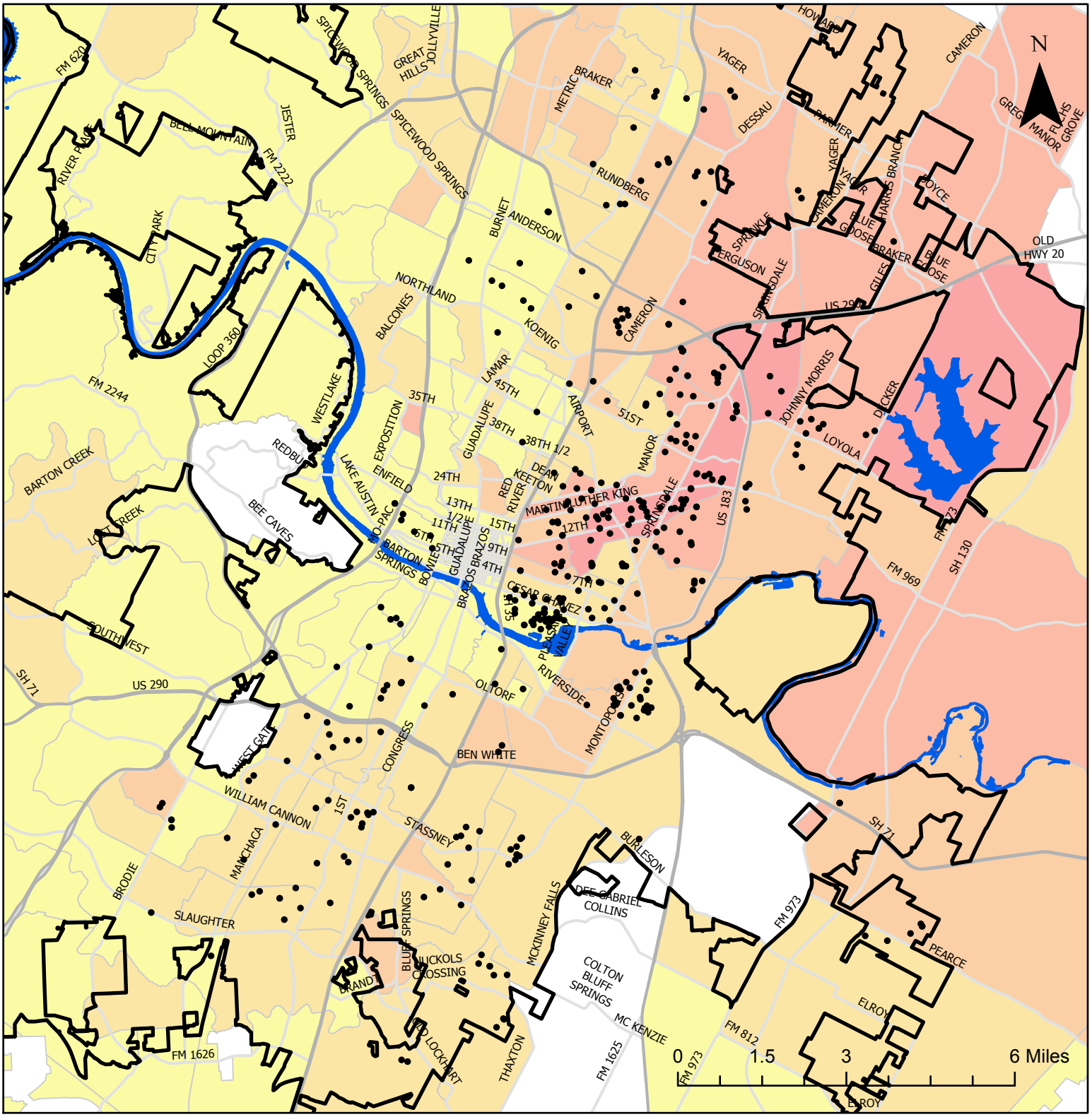
Attachment 5h: Maps



Location of CDBG and HOME Expenditures: 2016-17

- CDBG-HOME Locations FY16-17
- Austin Full Purpose

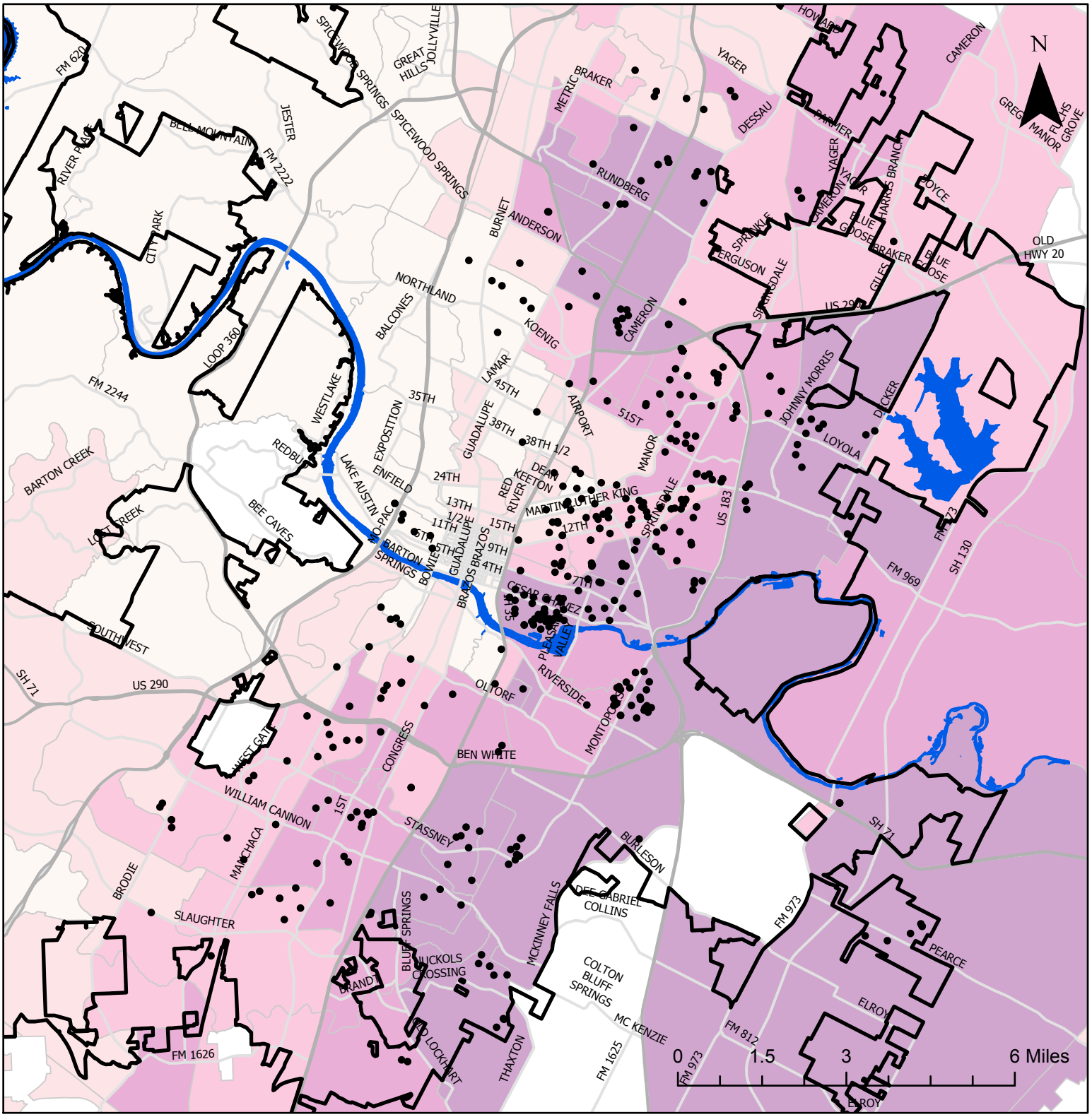
% African-Americans by Census Tract

- Less than 3.9%
- 4.0-9.5%
- 9.6-17.7%
- 17.8-29.5%
- 29.6-46.2%

This map has been produced by the Neighborhood Housing and Community Development Department for the sole purpose of geographic reference. No warranty is made by the City of Austin regarding specific accuracy or completeness.

Created December 2017

Sources: City of Austin; U.S. Department of Housing and Urban Development-FY 2016-2017 Expenditure Data and U.S. Census Bureau.



Location of CDBG and HOME Expenditures: 2016-17

- CDBG-HOME Locations FY16-17
- Austin Full Purpose

% Hispanic by Census Tract

- Less than 15.8%
- 15.9-26.1%
- 26.2-41.0%
- 41.1-59.0%
- 59.1-84.8%

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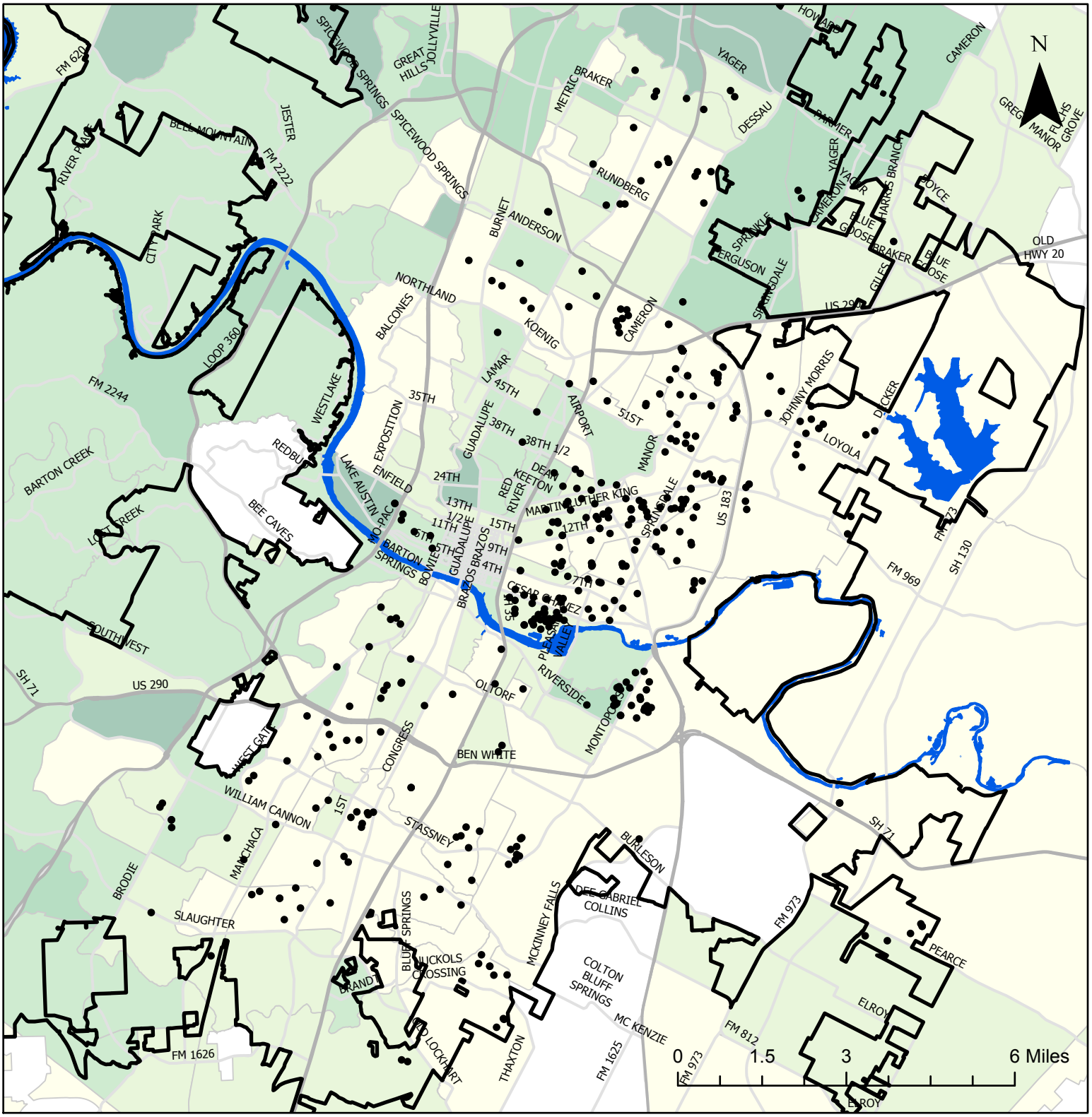
Created December 2017

Sources: City of Austin; U.S. Department of Housing and Urban Development-FY 2016-2017 Expenditure Data and U.S. Census Bureau.



Location of CDBG and HOME Expenditures: 2016-17

- CDBG-HOME Locations FY16-17
- Austin Full Purpose

% Asian by Census Tract

- Less than 2.4%
- 2.5-5.7%
- 5.8-9.7%
- 9.8-17.6%
- 17.7-34.9%

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Created December 2017

Sources: City of Austin; U.S. Department of Housing and Urban Development-FY 2016-2017 Expenditure Data and U.S. Census Bureau.

The City of Austin is committed to compliance with the Americans with Disabilities Action (ADA). Reasonable modifications and equal access to communications will be provided upon request. For assistance, please call 512-974-3100; TTY users route through Relay Texas at 711.