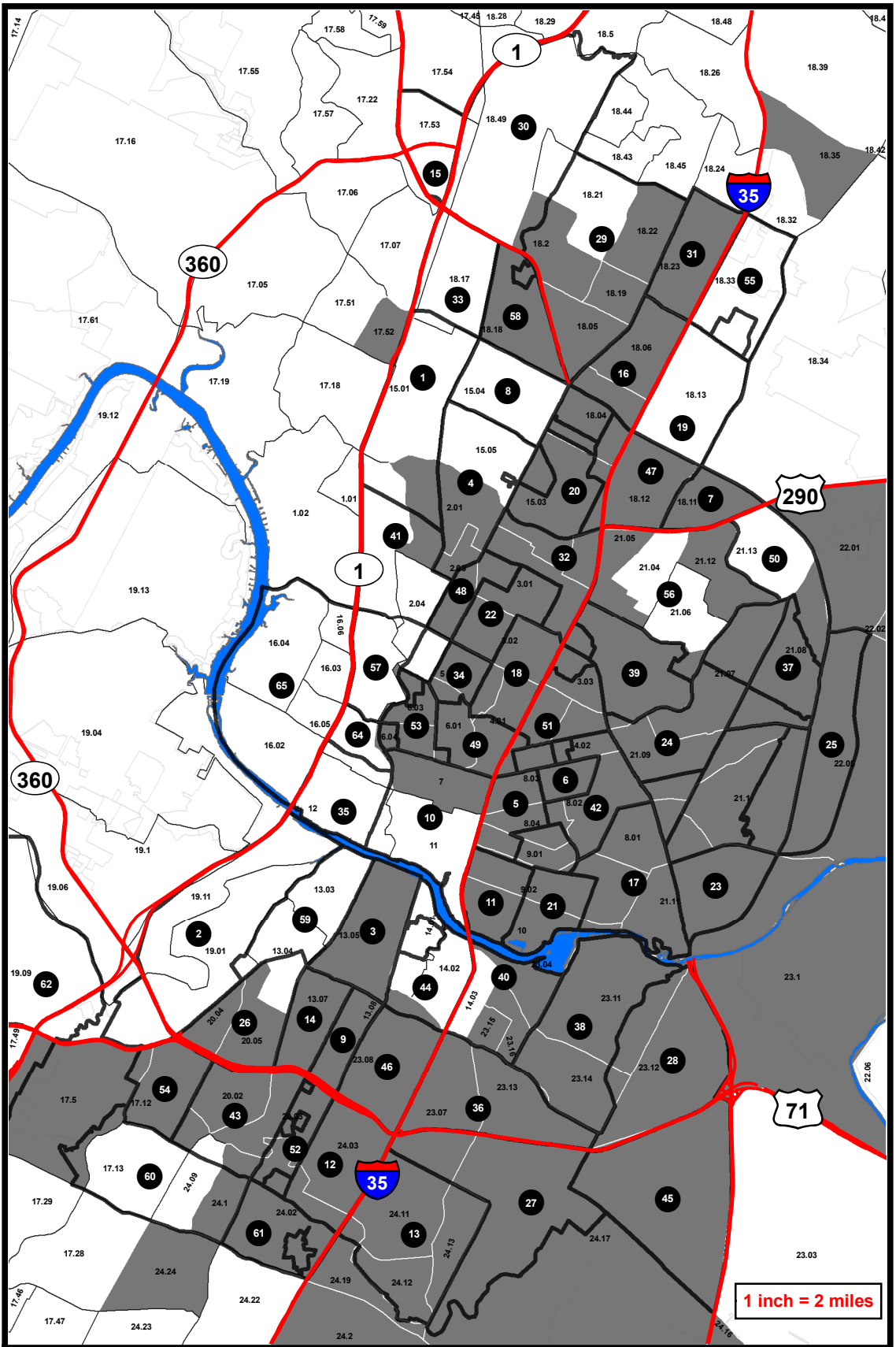


## Appendix II: Maps

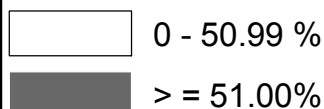
# ID Neighborhood Plan

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



## Census Tract

### AVG of Low-Mod %



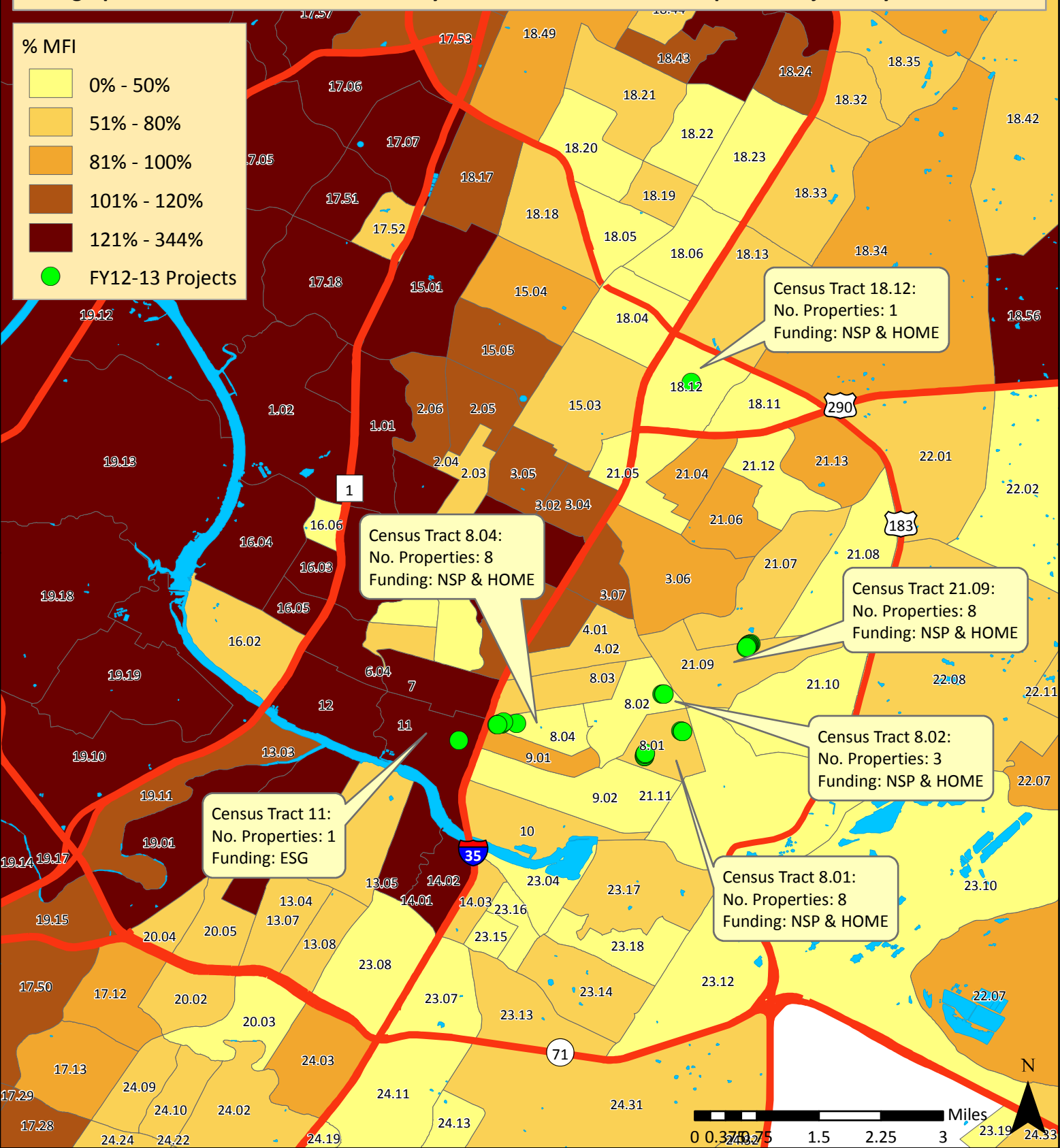
## City of Austin Neighborhood Planning Areas FY 2012-13



This map has been produced by the City of Austin's Neighborhood Housing Community Development Office for the sole purpose of geographic reference. No warranty is made by the City of Austin regarding specific accuracy or completeness. Created May 2011

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

# Geographic Distribution of Median Family Income and FY 2012-13 Proposed Projects, by Census Tract



Author: City of Austin, NHCD

Source: U.S. Census Bureau, ACS 2010 (5-Year Estimates)

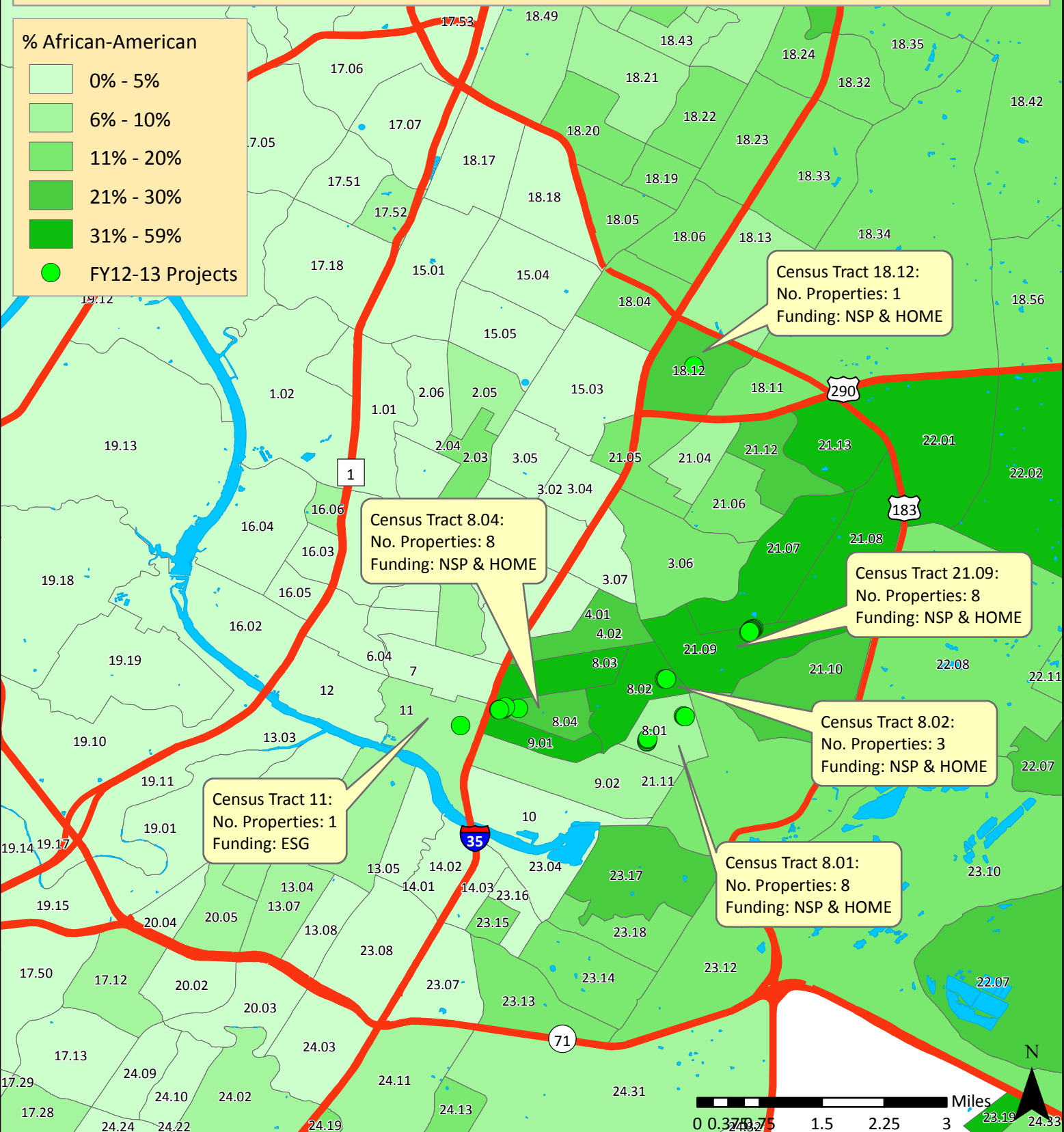
This map has been produced by the City of Austin for the sole purpose of geographic reference. No warranty is made by the City of Austin regarding specific accuracy or completeness.

Date: June 2012.



Projects identified on this map represent planned City of Austin invest in specific geographic areas in FY 2012-13. All other projects will be designated through application processes in FY 2012-13.

# Geographic Distribution of African-American Population and FY 2012-13 Proposed Projects, by Census Tract



Author: City of Austin, NHCD

Source: U.S. Census Bureau, ACS 2010 (5-Year Estimates)

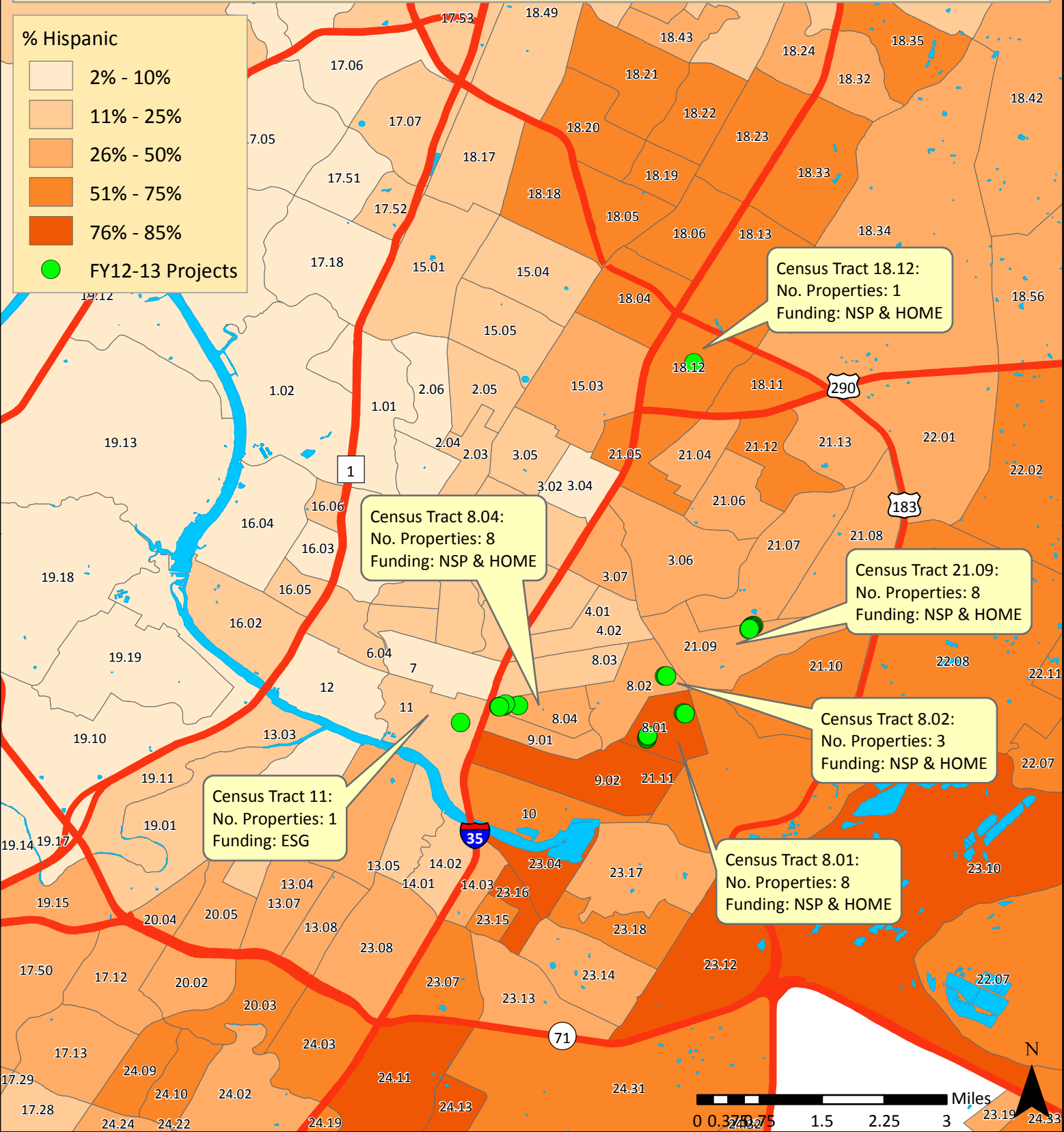
This map has been produced by the City of Austin for the sole purpose of geographic reference. No warranty is made by the City of Austin regarding specific accuracy or completeness.

Date: June 2012.



Projects identified on this map represent planned City of Austin invest in specific geographic areas in FY 2012-13. All other projects will be designated through application processes in FY 2012-13.

# Geographic Distribution of Hispanic Population and FY 2012-13 Proposed Projects, by Census Tract



Author: City of Austin, NHCD

Source: U.S. Census Bureau, ACS 2010 (5-Year Estimates)

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

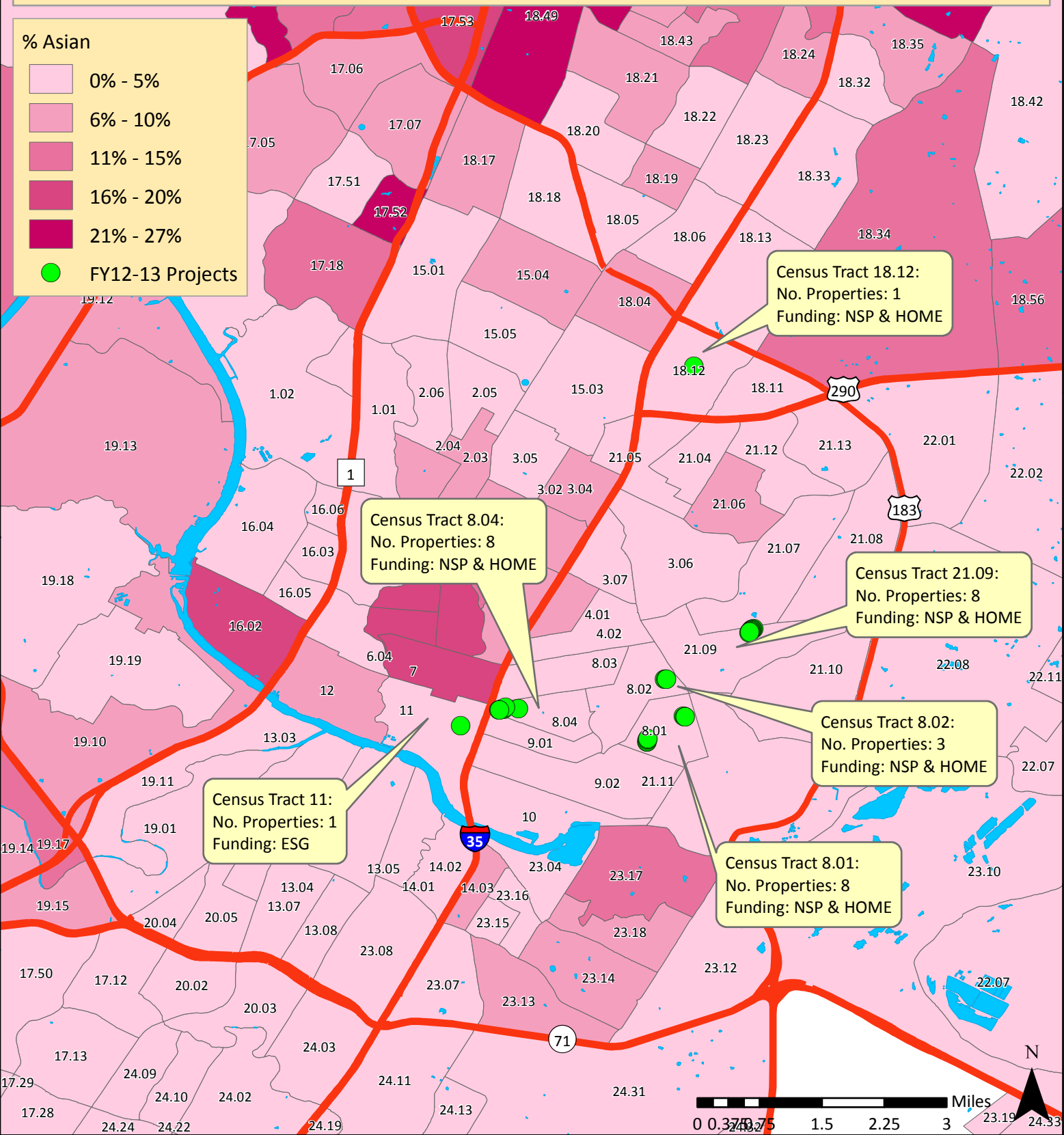
Date: June 2012.



Projects identified on this map represent planned City of Austin invest in specific geographic areas in FY 2012-13. All other projects will be designated through application processes in FY 2012-13.



# Geographic Distribution of Asian Population and FY 2012-13 Proposed Projects, by Census Tract



Author: City of Austin, NHCD

Source: U.S. Census Bureau, ACS 2010 (5-Year Estimates)

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

Date: June 2012.



Projects identified on this map represent planned City of Austin invest in specific geographic areas in FY 2012-13. All other projects will be designated through application processes in FY 2012-13.

## APPENDIX III: Standard and Substandard Housing Definition

## STANDARD AND SUBSTANDARD HOUSING DEFINITION

The Neighborhood Housing and Community Development (NHCD) Office is currently operating under the 2009 International Building Code. NHCD is working closely with the City's Planning and Development Review Department to adopt 2012 International Building Codes.

As of June 1, 2012, the City of Austin is in the process of revising the current building standard and substandard articles and codes and expects to adopt the updated standards before December 2012.

### Definition of Substandard and Standard Housing

The Austin City Council has adopted Chapter 25-12 of the Austin City Code. This chapter establishes the following regulations for "standard" and "substandard" housing:

1. All new multi-family and commercial buildings must meet the requirements of Article 1, Division 1 (International Building Code and local amendments); Article 4 (Electrical Code); Article 5 (Mechanical Code); Article 6 (Plumbing Code); Article 7 (Fire Code); and Article 12 (Energy Code).
2. All existing multi-family and commercial buildings must be maintained in accordance with the requirements of Article 1, Division 1 (International Building Code and local amendments); Article 4 (Electrical Code); Article 5 (Mechanical Code); Article 6 (Plumbing Code); Article 7 (Fire Code); Article 9 (Property Maintenance Code); and Article 12 (Energy Code).
3. All new one and two family dwellings must meet the requirements of Article 11 (Residential Code); Article 4 (Electrical Code); Article 6 (Plumbing Code); and Article 12 (Energy Code).
4. All existing one and two family dwellings must be maintained in accordance with the requirements of Article 11 (Residential Codes); Article 4 (Electrical Code); Article 6 (Plumbing Code); Article 9 (Property Maintenance Code); and Article 12 (Energy Code).
5. Any single-family, two-family or multi-family dwelling not maintained in accordance with Article 9 (Property Maintenance Code). A "substandard building" may also be deemed to be a "dangerous building" if not maintained in accordance with Article 9 (Property Maintenance Code), to the extent that the condition(s) of the building constitute a danger to the occupants or to the public.

In addition, for properties with U.S. Department of Housing and Urban Development (HUD) funds provided by the City of Austin's Neighborhood Housing and Community Development (NHCD) Office, the following clarifications for definition are provided:

**Substandard Housing:** Housing which does not meet the minimum standards contained in the City of Austin's Housing Code (i.e. does not provide shelter,



endangers the health, safety or well being of occupants). Jurisdictions may adopt more stringent local definitions of substandard housing.

**Substandard, Suitable for Rehabilitation:** Substandard units which are structurally sound and for which the cost of rehabilitation is considered economically warranted.

**Substandard, Needs Replacement:** Substandard units which are structurally unsound and for which the cost of rehabilitation is considered infeasible, such as instances where the majority of a unit has been damaged by fire.

APPENDIX IV: Residential Anti-  
Displacement and Relocation Plan

## **RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN**

The U.S. Department of Housing and Urban Development (HUD) requires recipients of HUD funds to certify they have in effect and are following a residential anti-displacement and relocation assistance plan (RARAP) as required by 24 CFR Part 42, Displacement, Relocation Assistance, and Real Property Acquisition Policies Act of 1970, as amended, for HUD and HUD-assisted programs.

The City of Austin's Neighborhood Housing and Community Development (NHCD) Office does not anticipate any displacement to occur as a result of HUD-funded activities. All NHCD activities 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 pursued, NHCD will adhere to the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended. In addition, relocation assistance will be provided in adherence with the Uniform Relocation Assistance and Real Property Acquisition Policies Act.

### **One-for-One Replacement of Lower-Income Dwelling Units**

When necessary and applicable under federal requirements, NHCD will replace all occupied and vacant occupiable lower income housing demolished or converted to a use other than lower income housing in connection with a project assisted with funds provided under the HOME Investment Partnership Grant, Community Development Block Grant (CDBG) and other applicable federally assisted programs administered by the City of Austin.

All replacement housing will be provided within three years after the commencement of demolition or conversion. Before entering into a contract that commits NHCD to provide funds for a project that will directly result in demolition or conversion, NHCD will notify the public through public notice in a newspaper of general circulation, or post the notification at the City Clerk's Office, Neighborhood Housing and Community Development (NHCD) Office, City neighborhood centers, and additional public places located in the area of the proposed project(s). NHCD will submit to the U.S. Department of Housing and Urban Development (HUD) the following information:

1. A description of the proposed assisted project;
2. The physical address, number of bedrooms, and a map identifying the specific location of lower income housing that will be demolished or converted to be used other than lower income housing;
3. A project time schedule addressing the commencement and completion of the demolition or conversion;
4. To the extent known, the physical address, number of bedrooms and a map identifying the location of the replacement housing that has been or will be provided.

5. The source of funding and a time schedule for the provision of the replacement housing;
6. The basis for concluding that the replacement housing will remain lower income housing for at least 10 years from the date of initial occupancy;
7. Information demonstrating that any proposed replacement of housing units with smaller dwelling units (e.g., a 2-bedroom unit with two 1-bedroom units), or any proposed replacement of efficiency or single-room occupancy (SRO) units with units of a different size, is appropriate and consistent with the housing needs and priorities identified in the approved 5-Year Consolidated Plan for the City of Austin.

To the extent that the specific location of the replacement housing and other data in items 4 through 7 are not available at the time of the general submission to HUD, NHCD will submit a map identifying the general location of the proposed project and complete the disclosure and submission requirements as soon as the specific information is available.

The City of Austin, Neighborhood Housing and Community Development (NHCD) Office or its designated agent, the Austin Housing Finance Corporation (AHFC), is responsible for:

- ensuring the tracking of replacement lower income housing,
- ensuring the lower income housing is provided within the required period,
- ensuring the provision of relocation payments and additional relocation assistance to any lower income person displaced by the demolition of any housing or the conversion of lower income housing to another use.

### **Minimize Displacement**

Consistent with the goals and objectives of activities assisted under the Housing and Community Development Act of 1974, the City of Austin, to the greatest extent feasible, will take steps to minimize the direct and indirect displacement of persons from their homes. These steps may include, but may not be limited to, the following:

1. Coordinate code enforcement with rehabilitation and housing assistance programs.
2. Evaluate housing codes and rehabilitation standards in reinvestment areas to prevent undue financial burden on established owners and tenants.
3. Stage rehabilitation of apartment units by working on empty units first; thus, allowing tenants to remain in the building during and after rehabilitation.
4. Arrange for facilities to house persons who must be temporarily relocated during rehabilitation.

5. Adopt policies and or strategies to identify and mitigate displacement resulting from intensive public investment in neighborhoods.
6. Adopt policies and or strategies which provide reasonable protections for tenants faced with conversion to a condominium or cooperative.
7. Establish counseling centers or provide counseling services to provide owners and tenants with information and resources on assistance available to help them remain in their neighborhood in the face of revitalization pressures.

#### **Relocation Assistance to Displaced Persons**

The Neighborhood Housing and Community Development (NHCD) Office will provide relocation assistance for lower-income tenants who, in connection with an activity assisted under the [ CDBG and/or HOME] program[ s], move permanently or move personal property from real property as a direct result of the demolition of any dwelling unit or the conversion of a lower-income dwelling unit in accordance with the requirements of 24 CFR 42.350. A displaced person who is not a lower-income tenant, will be provided relocation assistance in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR Part 24.

## APPENDIX V: Monitoring Plan



## MONITORING PLAN

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

### Active Contract Monitoring

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

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

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

- The program activity has been approved as part of the Action Plan for the specified funding source and year;
- 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 Excluded Parties Listing (EPLS);
- 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.** The review at this level includes a review of all file documents as needed. A file checklist is used to determine if the required documents are present. Through the review of performance reports and other documentation submitted by the

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

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

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

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

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

### **Long-term Monitoring**

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

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

Monitoring may be in the form of a desk review, on-site visit, visual or Housing Quality Standard (HQS) inspection. 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.