

# City of Austin Fiscal Year 2015-16 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**

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**Fiscal Year 2015-16  
Consolidated Annual Performance  
Evaluation Report (CAPER)**

**For Consolidated Plan Years  
October 1, 2015 through September 30, 2016**



Prepared by:

City of Austin

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*Interim City Manager*

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- Attachment 4: Citizen Participation Plan, Public Notice, and Comments
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# CITY OF AUSTIN FISCAL YEAR 2015-16 CAPER

Consolidated Annual Performance and Evaluation Report

Submitted December 27, 2016

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 2015-2016 CAPER was submitted electronically to HUD via the Integrated Disbursement and Information System (IDIS) on December 27, 2016.

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 2015-2016 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 & 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. Accomplishments encompass a broad spectrum of program offerings 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. The City continues to evaluate and modify program administration to improve efficiency.

#### Highlights from the Housing Developer Assistance Program

- 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 310 units. Seventy-one 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.
- 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 35 newly constructed single-family homes. Homes were sold to income-eligible homebuyers at 80 percent or below of MFI. Homes were sold most frequently to single-person households. Female single-parent households comprised 28 percent of buyers.

**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 & 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 2015-2016 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: \$0	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	190	45	23.68%	95	9	9.47%	*Individual Development Account Program (9)
2) Homebuyer Assistance	Affordable Housing	HOME: \$645,000	Homeowner Housing Added	Household Housing Unit	0	0	BLANK	BLANK	BLANK	BLANK	*NA - Indicator Set up in Error
3) Homebuyer Assistance	Affordable Housing	HOME: \$645,000	Direct Financial Assistance to Homebuyers	Households Assisted	75	35	46.67%	15	21	140.00%	*Down Payment Assistance (21)

4) Homeless/Special Needs	Homeless Non-Homeless Special Needs	CDBG: \$823,765 HOPWA: \$1,084,261 ESG: \$575,789	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: \$823,765 HOPWA: \$1,084,261 ESG: \$575,789	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	803	0.00%	370	404	109.19%	*Child Care Services (218) *Senior Services (47) *Youth Support Services (139)
6) Homeless/Special Needs	Homeless Non-Homeless Special Needs	CDBG: \$823,765 HOPWA: \$1,084,261 ESG: \$575,789	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	1466	236	16.10%	123	94	76.42%	*Rapid Re- Housing Programs (94)
7) Homeless/Special Needs	Homeless Non-Homeless Special Needs	CDBG: \$823,765 HOPWA: \$1,084,261 ESG: \$575,789	Homeless Person Overnight Shelter	Persons Assisted	27080	7598	28.06%	2000	1999	99.95%	*ARCH - ESG Shelter Operating and Maintenance (1999)
8) Homeless/Special Needs	Homeless Non-Homeless Special Needs	CDBG: \$823,765 HOPWA: \$1,084,261 ESG: \$575,789	Homelessness Prevention	Persons Assisted	355	0	0.00%	BLANK	BLANK	BLANK	*NA – All HOPWA Production entered as HIV/AIDS Housing Operations in FY 2015-16 Action Plan.



9) Homeless/Special Needs	Homeless Non-Homeless Special Needs	CDBG: \$823,765 HOPWA: \$1,084,261 ESG: \$575,789	Housing for People with HIV/AIDS added	Household Housing Unit	197	0	0.00%	BLANK	BLANK	BLANK	*NA – All HOPWA Production entered as HIV/AIDS Housing Operations in FY 2015-16 Action Plan.
10) Homeless/Special Needs	Homeless Non-Homeless Special Needs	CDBG: \$823,765 HOPWA: \$1,084,261 ESG: \$575,789	HIV/AIDS Housing Operations	Household Housing Unit	492	818	166.26%	349	445	127.51%	*Permanent Housing Placement (45) *Short termed supported housing assistance (153) *Short-term rent mortgage and utilities (81) *Supportive Services (43) *Tenant-Based Rental Assistance (80) *Facility Based Transitional Housing (43)
11) Homeowner Assistance	Affordable Housing	CDBG: \$2,498,470 HOME: \$698,634	Homeowner Housing Rehabilitated	Household Housing Unit	3527	963	27.30%	502	431	85.86%	*ABR – Owner (82) *Emergency Home Repair (337) *HRLP (12)
12) Housing Development Assistance	Affordable Housing Homeless	CDBG: \$953,643 HOME: \$655,863	Rental units constructed	Household Housing Unit	3250	333	10.25%	9	216	2,400.00%	*RHDA New Construction (216)

13) Housing Development Assistance	Affordable Housing Homeless	CDBG: \$953,643 HOME: \$655,863	Rental units rehabilitated	Household Housing Unit	0	11	0.00%	0	11	0.00%	*RHDA Rehab (11)
14) Housing Development Assistance	Affordable Housing Homeless	CDBG: \$953,643 HOME: \$655,863	Homeowner Housing Added	Household Housing Unit	68	26	38.24%	10	19	190.00%	*Acquisition and Development (19)
15) Housing Development Assistance	Affordable Housing Homeless	CDBG: \$953,643 HOME: \$655,863	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: \$953,643 HOME: \$655,863	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: \$953,643 HOME: \$655,863	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	CDBG: \$953,643 HOME: \$655,863	Other	Other	13	1	7.69%	3	1	33.33%	*CHDO Operating Expense Grants (1)
19) Neighborhood and Commercial Revitalization	Non-Housing Community Development	CDBG: \$0	Other	Other	4	0	0.00%	4	0	0.00%	*Neighborhood Opportunity Improvement Program (0) – Inactive

20) Renter Assistance	Affordable Housing	CDBG: \$517,993 HOME: \$510,300	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	1088	0.00%	511	564	110.37%	*Tenants' Rights Assistance (564)
21) Renter Assistance	Affordable Housing	CDBG: \$517,993 HOME: \$510,300	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: \$517,993 HOME: \$510,300	Rental units rehabilitated	Household Housing Unit	76	17	22.37%	15	7	46.67%	*Architectural Barrier Program – Rental (7)
23) Renter Assistance	Affordable Housing	CDBG: \$517,993 HOME: \$510,300	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	495	137	27.68%	101	75	74.26%	*Tenant-Based Rental Assistance (75)
24) Small Business Assistance	Non-Housing Community Development	CDBG: \$390,000	Jobs created/retained	Jobs	29	12	41.38%	6	6	100.00%	*Community Development Bank (6)
25) Small Business Assistance	Non-Housing Community Development	CDBG: \$390,000	Businesses assisted	Businesses Assisted	165	64	38.79%	31	32	103.23%	*Microenterprise Technical Assistance
26) Small Business Assistance	Non-Housing Community Development	CDBG: \$390,000	Other	Other	5	0	0.00%	BLANK	BLANK	BLANK	*NA - Indicator Set up in Error

**Table 1 - Accomplishments – Program Year & Strategic Plan to Date**

As part of its review of the CAPER, the City of Austin identified some incorrect values in Table 1 (above) that were entered in IDIS as part of the Fiscal Year 2014-19 Consolidated Plan and corresponding Action Plans. These are described below. Explanations of variance for select indicators are also addressed here.

**Row #**

- 1)**     **Goal:** Financial Empowerment  
**Indicator:** Public service activities other than Low/Moderate Income Housing Benefit  
**Description:** Ninety-five (95) was the cumulative goal for this multi-year grant, which also reflects local and federal funds. As such, the Expected Program Year and Expected Strategic Plan values displayed are incorrect.
- 6)**     **Goal:** Homeless/Special Needs  
**Indicator:** Tenant-based rental assistance / Rapid Rehousing  
**Description:** In FY 2015-16, Rapid Re-Housing production was less than expected due to staff turnover at two of the three subcontractors, changes in referrals due to system changes from local coordinated assessment initiatives, and challenges finding affordable housing for high barrier clients. Clients for one program began coming directly from Coordinated Assessment, but were not appropriate for the program or were not easily located. City staff, the local HMIS administrator and ESG subcontractors have worked together to develop a better system of referral and coordination. Also, all programs are working with high barrier, hard to serve populations and with higher application requirements from local apartment owners, high barrier clients are harder to serve and stay in the program longer.
- 11)**    **Goal:** Homeowner Assistance  
**Indicator:** Homeowner Housing Rehabilitated  
**Description:** In FY 2015-16, Emergency Home Repair production was less than expected due to changes in the operational model that reduced the types of eligible repairs from previous years. The changes were in alignment with HUD Notice CPD-16-02.
- 12)**    **Goal:** Housing Development Assistance  
**Indicator:** Rental units constructed  
**Description:** In FY 2015-16, the City of Austin’s RHDA program exceeded federal production goals because a number of projects funded in prior fiscal years were completed and occupied. Also, the Expected Strategic Plan value is incorrect due to keystroke error.

**Row #**

- 14)**    **Goal:** Housing Development Assistance  
**Indicator:** Homeowner Housing Added  
**Description:** In FY 2015-16, the City of Austin’s A&D program exceeded federal production goals because a number of projects funded in prior fiscal years were completed and occupied.
- 22)**    **Goal:** Renter Assistance  
**Indicator:** Rental units rehabilitated  
**Description:** In FY 2015-16, Architectural Barrier Removal (ABR) – Renter program production was less than the expected due to fewer applications being submitted for this service type. While ABR-Renter production was less than expected, the ABR-Owner program exceeded its annual goal.
- 23)**    **Goal:** Renter Assistance  
**Indicator:** Tenant-based rental assistance / Rapid Rehousing  
**Description:** In FY 2015-16, HOME Tenant Based Rental Assistance (TBRA) production was less than the expected due to increased market rental rates for a large portion of the portfolio.

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**

<b>Project Description</b>	The <b>Family Business Loan Program (FBLP)</b> , 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.
<b>Accomplishments Description</b>	In FY 2016 FBLP closed 6 loans and created 14 jobs in addition to the 61 jobs created since 2012. Of the total 75 jobs, 73 were held by persons of low to moderate incomes. For the loans closed in FY 2016, \$618,250 in Section 108 funds leveraged \$2,301,750 in private financing.
<b>Performance Measure</b>	Jobs created and/or retained
<b>FY 2015-16 Total Funding</b>	\$367,307.71 = \$21,844.20 in FY 2016 program income, plus \$345,463.51 carried over from FY 2015
<b>FY 2015-16 Proposed Goal</b>	6 new businesses assisted
<b>FY 2015-16 Expended</b>	\$618,250
<b>FY 2015-16 Accomplishments</b>	75 FTE jobs created and/or retained, including 14 reported in FY 2016.

**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.

## 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 2015-16** (Date: December 19, 2016)

Race	CDBG	HOME	ESG	HOPWA
White	1,114	95	1077	165
Black or African American	509	57	794	139
Asian	4	1	19	4
American Indian or American Native	0	0	19	0
Native Hawaiian or Other Pacific Islander	0	0	3	1
Other (multi, declined to state, information missing)	4	2	181	3
<b>Total</b>	<b>1,631</b>	<b>155</b>	<b>2093</b>	<b>312</b>

### Ethnicity

Hispanic	500	60	405	102
Not Hispanic	1,131	95	1660	312
Other (declined to state, information missing)	0	0	28	0

-Source of CDBG and HOME data is the City of Austin Neighborhood Housing and Community Development Office. Data reflects department estimates in lieu of IDIS default values.

-Source of HOPWA and ESG data is the City of Austin Health and Human Services Department. Data reflects department records in lieu of IDIS default values.

### 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 2015-16 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 2015
CDBG	public - federal	7,363,382	8,939,536
HOME	public - federal	2,780,108	4,120,653
HOPWA	public - federal	1,117,794	1,118,090
ESG	public - federal	622,474	490,501
Other	local – general obligation bond	10,000,000	13,576,918
Other	HHS IDA Grant	0	32,776

Table 2 – Resources Made Available

### Narrative

CDBG: Per the City of Austin Neighborhood Housing and Community Development (NHCD) Office, the actual Amount Available was \$7,363,382 and the actual Amount Expended was \$8,939,536, which is reflected in the table, and includes all expenditures through September 30, 2016. 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 \$2,780,108 and the actual Amount Expended was \$4,120,653, which is reflected in the table, and includes all expenditures through September 30, 2016. Disbursements made after the end of the fiscal year, but contribute to the prior year, are included.

HOPWA: Per the City of Austin Health and Human Services Department (HHSD), the actual Amount Available was \$1,117,794 and the actual Amount Expended was \$1,118,090.

ESG: Per HHSD, the actual Amount Available was \$622,474 and the actual Amount Expended was \$490,501.

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. NHCD 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.

Finally, the City of Austin’s Strategic Housing Plan reinforces the importance of geographic dispersion and increasing the diversity of housing choice and supply. The Austin City Council will consider adoption of the Strategic Housing Plan in 2017. The draft Strategic Housing Plan is further described in section CR-35 of this document, and additional information is publicly available at [www.austintexas.gov/housingplan](http://www.austintexas.gov/housingplan).

## 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 2015-16. Matching requirements are also displayed in the HOME Match Report, which is featured as Attachment 5c of the CAPER.

### FY 2015-16

Program	Fund Source	Units	Unit Funding	Leveraged
<b>Units Leveraged That Received Federal Funds</b>				
Acquisition and Development (A&D)	HOME/CDBG	18	\$1,373,058	\$2,300,854
Down Payment Assistance (DPA)	HOME	21	\$685,114	\$2,963,684
Rental Housing Dev. Assist. (RHDA)	HOME/CDBG	225	\$4,638,259	\$32,227,146
	<b>Total-Federal Funded</b>	<b>264</b>	<b>\$6,696,431</b>	<b>\$37,491,684</b>

<b>Fiscal Year Summary – HOME Match</b>	
1. Excess match from prior Federal fiscal year	\$ 17,572,446.68
2. Match contributed during current Federal fiscal year	\$ 12,378,092.27
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	\$ 29,950,538.95
4. Match liability for current Federal fiscal year	\$ 520,397.59
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	\$ 29,430,141.36

**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
NA	NA	NA	NA	NA	NA	NA	NA	NA

Table 5 – Match Contribution for the Federal Fiscal Year

The HOME Match Report is featured as Attachment 5c of this document. A review of cash contributions from non-Federal sources for several affordable housing projects in the past fiscal years resulted in an increase of excess match carried over from FYE 2015 to FYE 2016. The City’s intent to review the cash contributions was acknowledged by HUD on September 27, 2016.

**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 \$
0	2,487,940.82	2,402,887.89	278,577.84	85,052.93

Table 6 – Program Income

<b>Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period</b>						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
<b>Contracts</b>						
Dollar Amount	\$158,794.2 1	\$0	\$0	\$37,675.77	\$0	\$121,118.4 4
Number	11	0	0	8	0	3
<b>Sub-Contracts</b>						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

	Total	Women Business Enterprises	Male
<b>Contracts</b>			
Dollar Amount	\$158,794.2 1	\$158,344.2 1	\$450.00
Number	11	6	5
<b>Sub-Contracts</b>			
Number	0	0	0
Dollar Amount	0	0	0

**Table 7 – Minority Business and Women Business Enterprises**

Minority Business Enterprises and Women Business Enterprises: Data was exported from the City of Austin’s Capital Project Reporting and Information System. 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 as a minority-owned business enterprise (MBE) and/or a women-owned business enterprise (WBE).

<b>Minority Owners of Rental Property</b> – 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**

<b>Relocation and Real Property Acquisition</b> – 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, NHCD 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	2,686	75
Number of Non-Homeless households to be provided affordable housing units	572	605
Number of Special-Needs households to be provided affordable housing units	523	295
<b>Total</b>	<b>3,781</b>	<b>975</b>

Table 10 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	402	281
Number of households supported through The Production of New Units	19	235
Number of households supported through Rehab of Existing Units	502	449
Number of households supported through Acquisition of Existing Units	0	21
<b>Total</b>	<b>923</b>	<b>986</b>

Table 11 – Number of Households Supported

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

During the fiscal year, the City of Austin met or exceeded performance on three of the seven indicators pertaining to Affordable Housing (section CR-20 of the CAPER). The difference between goals and outcomes is primarily attributed to emergency shelter stays and public services being incorrectly included in one-year goals; they should *not* have been included. The actual production counts above exclude those activities, as will future one-year goals for this section. Also, please note that no ESG production is reflected above because no ESG rental assistance was allocated for the fiscal year.

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

<b>Homeless</b>	<b>#</b>
<i>Tenant-Based Rental Assistance (HOME)</i>	75
<b>Subtotal</b>	<b>75</b>
<b>Non-Homeless</b>	
<i>Rental Housing Developer Assistance</i>	216
<i>Acquisition &amp; Development</i>	19
<i>Emergency Home Repair</i>	337
<i>Home Rehabilitation Loan Program</i>	12
<i>Down Payment Assistance</i>	21
<b>Subtotal</b>	<b>605</b>
<b>Non-Homeless</b>	
<i>Permanent Housing Placement (HOPWA)</i>	45
<i>Short-term rent mortgage and utilities (HOPWA)</i>	81
<i>Tenant-Based Rental Assistance (HOPWA)</i>	80
<i>Architectural Barrier Program - Rental</i>	7
<i>Architectural Barrier Program - Owner</i>	82
<b>Subtotal</b>	<b>295</b>
<b>Grand Total</b>	<b>975</b>

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

<b>Rental Assistance</b>	<b>#</b>
<i>Permanent Housing Placement (HOPWA)</i>	45
<i>Short-term rent mortgage and utilities (HOPWA)</i>	81
<i>Tenant-Based Rental Assistance (HOPWA)</i>	80
<i>Tenant-Based Rental Assistance (HOME)</i>	75
<b>Subtotal</b>	<b>281</b>
<b>Production of New Units</b>	
<i>Rental Housing Developer Assistance</i>	216
<i>Acquisition &amp; Development</i>	19
<b>Subtotal</b>	<b>235</b>
<b>Rehab of Existing Units</b>	
<i>Architectural Barrier Program - Rental</i>	7
<i>Architectural Barrier Program - Owner</i>	82
<i>Emergency Home Repair</i>	337
<i>Home Rehabilitation Loan Program</i>	12
<i>Rental Housing Developer Assistance - Rehab</i>	11
<i>Acquisition &amp; Development</i>	0
<b>Subtotal</b>	<b>449</b>
<b>Acquisition of Existing Units</b>	<b>#</b>
<i>Down Payment Assistance</i>	21
<b>Subtotal</b>	<b>21</b>
<b>Grand Total</b>	<b>986</b>



**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.

**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.**

<b>Number of Persons Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	906	99
Low-income	600	35
Moderate-income	125	21
<b>Total</b>	<b>1,631</b>	<b>155</b>

**Table 12 – Number of Persons Served**

**Narrative Information**

Among persons served with CDBG funds, 55 percent were extremely low-income, 37 percent were low-income, and 8 percent were moderate-income. Among persons served with HOME funds, 64 percent were extremely low-income, 23 percent were low-income, and 13 percent were moderate-income. These proportions are consistent with funding priorities outlined in the FY 2015-16 Action Plan. The City of Austin continues to deliberately direct federal and local dollars toward services benefiting extremely low-income residents.

## **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**

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

Austin's Housing Opportunities for Persons with AIDS (HOPWA) Consortium is composed of local HIV services providers and the City of Austin Health & Human Services Department staff. The collaborative partners represent all of the organizations providing HIV case management services in the area. The goals of the collaborative are to avoid duplication of services, to maximize the efficiency of service delivery for housing assistance and to ensure uniform service eligibility requirements. Each collaborative partner provides outreach to eligible HIV/AIDS clients, especially individuals representing hard to reach populations, to ensure they are aware of the housing financial assistance available in the area. Collaborative partners continues working with the Housing Authority of the City of Austin (HACA) to identify opportunities for HOPWA clients to secure Section 8 or other public housing.

The City of Austin Health and Human Services Department (HHSD) continues its participation in a housing initiative designed to outreach to landlords to identify housing opportunities from other agencies. The goal is to identify housing and landlords that will accommodate HOPWA clients. The initiative is part of the Ending Community Homelessness Coalition (ECHO), a nonprofit organization.

Case managers try to assist with client prioritization on waiting lists by assisting clients in documenting disability status on Section 8 housing. Case managers assist clients in requesting and attending hearings to waive requirements regarding criminal offenses for non-violent crimes. Many clients currently rent rooms, since 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.

Additional federal and state funding is needed to support the development of affordable housing. HOPWA housing counselors and case managers attend any relevant government hearings to advocate for more funding for affordable housing.

During the past year, the City's HOPWA program manager participated in a HUD sponsored initiative called HUD Housing & Healthcare (H2). The goal of the H2 TA Initiative was to maximize care and housing coverage as well as increase access to comprehensive healthcare and supportive services for people experiencing homelessness and those who are low-income and living with HIV/AIDS. H2 brought together health care and housing providers at a local Action Planning Session to develop community-level solutions to better link and maintain people experiencing homelessness and those who are low-income and living with HIV/AIDS in healthcare and housing by utilizing existing federal resources as well as new opportunities available through the Affordable Care Act.

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

The City of Austin HHSD funds a private non-profit organization, to operate the Austin Resource Center for the Homeless (ARCH.) The ARCH provides emergency shelter to homeless adult males through its Overnight Shelter program, and provides Day Sleeping to homeless adult males and females. The ARCH provides basic services such as showers, laundry facilities, mailing addresses, telephone use, and lockers through its Day Resource Center program. The Day Resource Center program also includes a number of services such as mental health care, legal assistance, and employment assistance provided by co-located agencies. In addition, ARCH also houses the Healthcare for the Homeless clinic operated by CommunityCare/Central Health. The ARCH served almost 2,000 individuals with its Night Sleeping Program. All clients are entered into the Homeless Management Information Systems database. While the City also funds other shelters, transitional housing and homeless services including a shelter for women and children, it does not utilize ESG funds to do so. All clients served in the ARCH have low- to moderate-incomes and are at or below 50 percent of MFI. Emergency Solutions Grant (ESG) funds are used to provide maintenance and operations for this program.

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.

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

Front Steps, Inc., City of Austin Downtown Austin Community Court, City of Austin Health and Human Services Department Communicable Disease Unit will all administer **ESG Rapid Rehousing** funds in coordination to move homeless, particularly chronically homeless, from the streets and shelter into

permanent housing. The ESG Rapid Rehousing Coordinator is housed at Front Steps, at the Austin Resource Center for the Homeless. The Rapid Rehousing program serves frequent users of the shelter, frequent offenders at the Community Court and HIV positive homeless individuals. Many of these program clients are the hardest to serve and chronically homeless. This program brings together case management and housing location, and coordinates with other funding sources like the City of Austin General Fund dollars, to bring housing resources to this hard-to-serve population.

**Project Transitions (PT)** coordinates with all major Permanent Supportive Housing (PSH) providers in the Austin area, including Travis County Public Housing and Section 8, Housing Authority of the City of Austin Public Housing and Section 8, Easter Seals Housing, Mobile Loaves and Fishes Housing, Housing First, and the Foundation Communities properties. Staff make it a priority to ensure each resident undergoes a coordinated assessment to broaden their chances of admission into a PSH program. The coordinated assessment is an eligibility interview that consolidates the intake process for 15 different housing programs in the Austin area. This year, PT reached out to the smaller housing programs and local housing authorities in the surrounding cities and counties. PT also coordinates with all AIDS service organizations in Austin and the surrounding areas to support all clients served, including AIDS Services of Austin, CARE, Wright House Wellness Center, David Powell Clinic, the Blackstock clinic, Community Action, and the City of Austin HHSD to provide social services and support before, during and after services are provided.

**A Roof Over Austin** is an initiative of the City of Austin and ECHO to provide PSH to chronically homeless individuals and families, including youth aging out of foster care, veterans and those with mental, behavioral, or physical disabilities. Having met a 2010 goal to create 350-units, the Austin City Council set a new goal in 2014 to create 400 additional PSH units, 200 of which will be dedicated as [Housing First](#) units. As of October 2016, approximately 225 PSH units (130 of them *Housing First*) have been funded or are being planned. Prospective tenants are selected through the coordinated assessment system.

Another initiative that was active in FY 2015-16 was the **Mayor's Challenge to End Veteran Homelessness**. Known locally as *Housing Our Heroes*, the initiative was spearheaded by Mayor Steve Adler, ECHO, and other community partners including the Veterans Administration, Austin Apartment Association, and service and housing providers. In August 2016, the HUD certified that Austin reached "functional zero" for veterans homelessness, meaning that the number of veterans experiencing homelessness is not greater than the community's monthly rate for placing veterans into housing.

**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**

The City of Austin Emergency Solutions Grant funds are not allocated to Homelessness Prevention. However, the ESG Rapid Rehousing program and the ESG-funded Emergency Shelter do serve persons exiting an institution where they have resided for 90 days or less and those who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution. The City of Austin HHSD uses City General Fund dollars for a homelessness prevention program which provides financial assistance and case management to poverty-level families who are at risk of homelessness.

Beginning October 2015, the HOPWA Tenant Based Rental Assistance (TBRA) program began to take all of its referrals from the Coordinated Assessment program, which assesses a person's vulnerability based on multiple factors and produces an acuity score which places them on a list based on priority. The housing providers in the Austin community have made a commitment to select most or all of their enrollments from this list and provide services through their various programs. This allowed people diagnosed HIV + the ability to be served by any agency that may better fit their needs and not be only selected through an AIDS Service organization. This will potentially help a client be chosen for a housing program faster since they will not have to wait to utilize an AIDS Service Organization just because of their status. Many of the clients enrolling into the TBRA program have experienced Homelessness for many years, some for over a decade. We have also discovered that many of these enrollments 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 ASO providers to provide the new enrollments with case management intakes into support services. Most of these clients have a criminal history and/or bad rental history making it very difficult to locate housing for them within 30 days. To date 25 clients have been enrolled mostly in the past 6 months since it took a month to receive the first selection from the list. Of these 25 clients; at this time 22 are in housing and one other will be placing an application at the Mobile Loaves and Fishes' Community First Village.

## **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) administers three federally subsidized programs that provide affordable housing to extremely low- to low-income families in Austin. HACA provided housing to 18,550 people in 2015-2016. Of the 18,550 people served, 9,102 were children, 1,535 were seniors and 4,754 were persons with disabilities. The average annual income of a family in public housing is \$11,004 and for families in the Housing Choice Voucher program, it is \$13,669.

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

The Housing Authority of the City of Austin (HACA) is breaking ground with a bold new initiative to preserve affordable housing for the lowest-income Austinites and improve the lives of the more than 4,300 residents who rely on that public housing. By participating in a new U.S. Department of Housing and Urban Development (HUD) program known as the Rental Assistance Demonstration (RAD), HACA will be able to finance critically needed improvements to its aging properties and guarantee they'll be available to low-income residents for the next 40 years. The program will give HACA more control over its finances and create 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 to the Austin City Council on August 4, 2016 and multiple resolutions of no objection were passed for the issuance of multi-family activity bonds to facilitate rehabilitation work.

### **How RAD Works at HACA**

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

**Straight conversions:** For properties that are newer and have fewer maintenance needs, HACA will implement selected property-wide improvements. Residents will continue to have access to HACA services and expanded housing choices.

**Rehabilitations:** Many HACA properties will see in-depth improvements in each unit — floors, kitchens, bathrooms, A/C and heat, and other upgrades and modernizations. HACA is also focused on improving the energy efficiency of its entire portfolio of properties.

**Redevelop/Add density:** In later phases of the RAD project, HACA will explore opportunities to create additional affordable and, if feasible, market-rate units at certain properties.

It is for all of these reasons that RAD is more than just another HUD program. HACA refers to the RAD program as “PIC” – Protections, Improvements and Choice, because that more accurately reflects the impact of this program on the lives of HACA residents.

Through RAD, HACA residents receive “Protections”:

- Affordable rent based on their ability to pay (30% of their adjusted household income)
- A fair and effective lease (Using the HUD Model Lease)
- HUD and HACA’s commitment to provide safe, decent and affordable housing in Austin for 40 years by signing a 20 year Housing Assistance Payment (HAP) contract with automatic 20 year renewal
- A Resident Protection Team (established by HACA) to assist residents through the entire process of conversion, rehabilitation, temporary relocation and return to their improved unit

HACA residents will see significant “Improvements” to the properties and their quality of life through:

- Improved living spaces (new appliances, new flooring, new kitchens, new bathrooms)
- Improved properties (playground covers, security cameras, improved lighting, new landscaping)
- Improved education, employment, health and wellness opportunities through quality and impactful resident services

HACA residents have new “Choices” which will give them more control of their lives, including:

- Choice over where to live through site-based waiting lists
- Opportunities to receive a Housing Choice Voucher through Choice Mobility and open their housing options to properties throughout the city and nation
- A voice in what improvements are being brought to each property

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 2015-2016, HACA administered several voucher programs, including:

- 6,093 Housing Choice Vouchers
- 449 Veteran Affairs Supportive Housing (VASH) Vouchers
- 192 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 an issued voucher are unable to find a unit due to the high rents and not enough landlords that 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. In September 2016, AAHC closed on its 100th homeowner through its \$10,000 down payment assistance program.

Another vehicle to encourage homeownership is AAHC's Equity Community Land Trust (CLT). Formed in 2012, Equity CLT provides a household the opportunity to purchase a home at an extremely affordable price while the land is held in trust. In exchange for purchasing the house at a reduced rate, the ground lease guarantees a specific equity return to the homeowner when they sell, but limits the sales price to keep the home affordable. To date, HACA has two homeowners through this program.

### **Actions taken to provide assistance to troubled PHAs**

HACA is not a troubled PHA. For 15 consecutive years, HACA has attained a high performer designation, the highest HUD designation available for a PHA. For Fiscal Year 2015-2016, HACA earned a score of 96 out of 100 percent under the Public Housing Assessment System and a perfect score of 104 percent for the Section 8 Management Assessment Program.

Austin Pathways, a HACA-directed nonprofit organization, supports HACA's scholarship and self-sufficiency programs. In 2016, Austin Pathways sponsored 56 renewable academic scholarships totaling \$87,250 to 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.

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.

### **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 ever received for resident services. The 4-Year Jobs Plus Pilot Program kicked off on July 1, 2016 with a celebration at Chalmers Courts. 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, Literacy Coalition, and Skillpoint Alliance.

This initiative will address high rates of individual and household unemployment within the community by fully leveraging HACA and its partners' capacity to deliver multi-year, collaborative employment programming to these residents. To ensure that our program approach is sound, HACA has adopted evidenced-based practices, understood and addressed lessons learned from previous initiatives, and utilized innovative approaches to plan and deliver the three core pillars of the initiative: employment related services, financial incentives – Jobs Plus Earned Income Disregard (JPEID), and Community Supports for Work.

### **Unlocking the Connection**

HACA continues to partner with Google Fiber, Austin Free Net, Rackspace, Austin Community College and many other community partners and funders to launch Unlocking the Connection, a first of its kind digital inclusion program that offers free Internet access, computer training and computers to all HACA public housing residents. This nationally recognized program served as the model for the White House initiative, ConnectHome, which aims to connect 275,000 low-income households and nearly 200,000 children. Over 502 earned devices have been deployed since March 2015.

## **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 currently has two initiatives underway that should help to address these impediments: the revision of the Land Development Code, known as [CodeNEXT](#), and development of a [Strategic Housing Plan](#).

Austin City Council adopted a resolution<sup>1</sup> 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. As a precursor to the release of the draft code, the CodeNEXT team published a series of “Code Prescription” papers to preview how the draft code can influence the Natural and Built Environment, Household Affordability, Mobility, and Fiscal Health. The [Household Affordability Code Prescription](#) states:

- 1. Pursuant to the City of Austin’s Fair Housing Action Plan, the revised code will maintain, expand, and revise density bonus programs to: a.) Align bonus programs and formulas for calculating the number of units, accessibility requirements, the affordability periods, and onsite requirements. This will require economic analysis to calibrate the required community benefits. b.) Incentivize and provide additional opportunities for housing units with two bedrooms or more particularly in high opportunity areas, which typically include access to educational jobs, transportation, and positive environmental conditions. These factors can limit or expand a person’s social mobility, potential, and even life expectancy.*
- 2. Pursuant to the City of Austin’s Fair Housing Action Plan, land use and regulatory requirements will be modified to expand housing choice and reduce housing access barriers: a) Provide a more refined set of zoning districts, transect and use-based, that replace the complicated “opt-in, opt-out” regulations and process in order to affirmatively further fair housing choice throughout Austin. b) Provide additional housing choices.*

These prescriptions seek to affirmatively further fair housing choice for all Austinites. The draft code is expected to be available for public review in January of 2017.

The Strategic Housing Plan echoes these prescriptions, and includes ambitious goals for affordable housing production, and other strategies to promote equity and inclusion. The plan recommends funding mechanisms, regulatory changes, and other creative approaches to increase housing choices for all

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<sup>1</sup> Source (Resolution NO 20151210-030): <http://www.austintexas.gov/edims/document.cfm?id=244080>

Austinites in all parts of town. The Austin City Council will consider adoption of the Strategic Housing Plan in 2017.

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

#### **City of Austin's Investment Plan**

The City of Austin's Investment Plan is comprised of seven 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 activities in 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.

#### **Tenants' Rights Assistance**

The City continued to support the Austin Tenants' Council (ATC) through the Tenants' Rights Assistance program, which provides mediation, counseling, public information, and assistance to help the community identify fair housing complaints.

#### **Tenant-Based Rental Assistance (TBRA)**

The TBRA program provides rental housing subsidies and security deposits to eligible households who might otherwise be homeless. AHFC oversees the contracts with the 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 (ABR)**

The ABR program modifies the homes of seniors and persons with disabilities who have limited income, at or below 80 percent of MFI. These accessibility modifications help persons with disabilities remain in their homes longer and live with a greater degree of independence. All services are free to eligible persons. ABR Program 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.

#### **Green and Healthy Homes Initiative**

The City of Austin NHCD has implemented the Green and Healthy Homes Initiative (GHHI) model for two home repair programs, the Holly Good Neighbor (HGN) and General Obligation Bond Home Repair (G.O. Repair). Using the GHHI model through HGN and GoRepair, the City of Austin have served 53 households and expended \$1,030,426 since the Mayor signed the GHHI Compact in December of 2015.

#### **Permanent Supportive Housing (PSH)**

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. ***A Roof Over Austin*** is an initiative of the City of Austin and ECHO to provide PSH to chronically homeless individuals and families, including youth aging

out of foster care, veterans and those with mental, behavioral, or physical disabilities. Having met a 2010 goal to create 350-units, the Austin City Council set a new goal in 2014 to create 400 additional PSH units, 200 of which will be dedicated as [Housing First](#) units. As of October 2016, approximately 225 PSH units (130 of them *Housing First*) have been funded or are being planned. Prospective tenants are selected through the coordinated assessment system to match people experiencing homelessness with appropriate housing and services, prioritizing them based on their vulnerability.

### **Mayors Challenge to End Veteran Homelessness**

In 2014, Austin Mayor Lee Leffingwell signed on to a national initiative called the Mayors Challenge to End Veteran Homelessness. Known locally as *Housing Our Heroes*, the initiative was spearheaded by Mayor Steve Adler, ECHO, and other community partners including the Veterans Administration, Austin Apartment Association, and service and housing providers. The Mayor's Office helped create a mitigation fund through the Austin Community Foundation that was 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, the HUD certified that Austin reached "functional zero" for veterans homelessness, meaning that the number of veterans experiencing homelessness is not greater than the community's monthly rate for placing veterans into housing.

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

The City's Lead Smart Program served homes built prior to 1978 where children under 6 years of age live or spend a significant amount of time. The grant ended in July of 2016.

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 served 28 households in FY 2015-16. Staff also participated in 90 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.

### **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 provide housing, community development and public services to benefit eligible residents, including poverty-level families, so they can increase their opportunities for self-sufficiency. The City of Austin works with organizations such as Austin Independent School District (AISD), Ending Community Homelessness Coalition (ECHO), Austin/Travis County Health and Human Services Department (HHSD), the Community Development Commission (CDC), and the Housing Authority of the City of Austin (HACA) to address the needs of poverty-level families. HOPWA, ESG, and CDBG activities in particular assist households that fall under the special populations category

outlined in the FY 2014-19 Consolidated Plan.

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

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

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

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

### **Public Service Activities**

NHCD administers public service contracts funding using CDBG. Austin/Travis County HHSD 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. HHSD provides support to Austin residents living with HIV/AIDS and their families through the use of HOPWA grant funds. HHSD also provides assistance to help clients quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness using ESG funds.

NHCD and HHSD 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, HHSD, 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 2015-16, 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)**

The City of Austin's Analysis of Impediments to Fair Housing Choice (AI) identified twelve barriers to fair housing, and outlined specific actions to remove or ameliorate negative effects. The complete analysis is available online at [www.austintexas.gov/housing](http://www.austintexas.gov/housing). The items below summarize actions taken during FY 2015-16 that are responsive to barriers identified in the AI.

**Fair Housing Barrier(s):** 1. Lack of affordable housing disproportionately impacts protected classes with lower incomes and higher poverty rates. 2. Lack of affordable housing citywide exacerbates segregation

created through historical policies and practices. 3. The city is limited in its ability by state law to use inclusionary zoning as a tool to broaden housing choice.

**Related Action(s)**

- June 2016: Austin City Council adopts resolution to initiate amendments to SMART Housing and Density Bonus programs to include “Source of Income” as a protected class as a non-discrimination requirement.
- September 2016: Austin City Council approves Tenant Relocation Ordinance to mitigate the effects of displacement caused by the redevelopment, renovation, or repair of multifamily properties.

**Fair Housing Barrier(s):** 4. Information on housing choice is not widely available in languages other than English and/or in accessible formats. Information for people who are members of protected classes about possibilities to live in housing that was created in higher opportunity areas through city incentive and developer agreement programs is limited.

**Related Action(s)**

- May 2016: Task Force on Community Engagement recommends increased funding and revamping of online city services to be offered in multiple languages; City Council subsequently approved \$250,000 for FY 2016-17.
- Ongoing: HousingSmarts offers housing counseling classes to residents with annual incomes at or below 80 percent of MFI. Classroom instruction is offered in English and Spanish, and is followed by one-on-one counseling sessions. Those completing all eight hours of instruction receive a certificate of completion that satisfies the homebuyer education component for many local mortgage lenders.

**Fair Housing Barrier(s):** 6. Overly complex land use regulations limit housing choice and create impediments to housing affordability. These include: minimum site area requirements for multifamily housing, limits on Accessory Dwelling Units, compatibility standards, overly restrictive neighborhood plans and excessive parking requirements.

**Related Action(s)**

- December 2015: Austin City Council adopts resolution directing the city manager to analyze how fair housing and affordable housing policies can be incorporated as part of CodeNEXT.
- May 2016: CodeNEXT Affordability Prescription paper outlines how land use and regulatory changes can increase affordable housing options.

**Fair Housing Barrier(s):** 8. City incentives to create affordable housing may not be equitably distributed throughout the city and may not serve the protected classes with the greatest needs.

**Related Action(s)**

- December 2015: Austin City voted to create a Tax Increment Reinvestment Zone in Homestead

Preservation District A (established in 2007). This zone will invest 10% of property taxes generated within the zone back into the area through programs and services that support preservation and development of housing affordable to households at or below 70% of the area median family income (MFI).

- The City of Austin in partnering with Austin CityUP to explore the possibility of creating an affordable housing locator application to make it easier to find available units.

**Fair Housing Barrier(s):** 10. The City's historical lack of funding for public infrastructure and amenities, including parks, in different neighborhoods may disproportionately impact protected classes, influence housing preferences, and restrict access to opportunities.

**Related Action(s)**

- September 2016: The City of Austin hires its first Chief Equity Officer, a new position that will look across the organization to identify gaps and disparities in services and programs and help create plans for each department.
- October 2016: The Austin Independent School District's Board of Trustees approves a new scorecard that specifies an equity initiative to address the racial and economic concentration of students in the eastern part of the city. The scorecard directs the AISD Superintendent to develop a plan for socioeconomic desegregation of schools.

Other programs that are responsive to the AI are described below.

**Tenants' Rights Assistance/Fair Housing:** The City continues to support the Austin Tenants' Council (ATC) through the Tenants' Rights Assistance program. ATC provides an array of services to Austin's renters. The City's Equal Employment and Fair Housing Office (EE/FHO) assists residents who believe they have been discriminated against as it relates to housing. Austin's EE/FHO seeks the elimination of racial/ethnic discrimination, including the present effects of past discrimination, and the elimination of de facto racial/ethnic residential segregation. For more information about the City of Austin's EE/FHO activities, please see Attachment 5f.

**Down Payment Assistance (DPA):** The DPA program provides deferred payment and forgivable, zero-interest loans to low- and moderate-income first-time homebuyers to assist them with the down payment and eligible closing costs of their home purchase. The program is offered to households with incomes at or below 80 percent of MFI.

**S.M.A.R.T. Housing™:** S.M.A.R.T. Housing™ stands for Safe, Mixed-income, Accessible, Reasonably-priced and Transit-Oriented. The initiative encourages the development of affordable housing that meet these characteristics by offering incentives to private developers such as fee waivers and expedited permit review.



## **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 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.

## **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 between November 18, 2016 and December 4, 2016.

#### **Ten Community Centers**

- Austin Central Public Library, 800 Guadalupe Street (Central)
- Austin Resource Center for the Homeless, 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 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 2015-16 Action Plan.

<b>Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?</b>	No <sup>2</sup>
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**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**

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<sup>2</sup> Source: Austin Resource Recovery and Economic Development Department.

## **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.**

The list of projects that should have been inspected on-site this program year is featured as Attachment 5b of the CAPER. Please see the end of this document.

During the fiscal year 2015-16, 112 affordable housing units from 23 HOME funded Rental Housing Development Assistance projects required a physical inspection. All 23 projects received an on-site administrative review. 85 units received a physical inspection and are compliant. 20 units were not inspected by the end of the fiscal year due to time constraints. These units are scheduled to be inspected in November 2016. 10 units were inspected by Texas Department of Housing and Community Affairs (TDHCA) and are compliant.

The 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.

## **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 2015-16, 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 2015-16 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.

**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 2015

Sources of Program Income:		
	Amount	
Down Payment Assistance Loans Repaid	436,244.59	
Down Payment Assistance Loans Recapture	288,992.12	
First-time Homebuyer Loans Repaid	49,737.94	
Sale of Goodwin & Linden	785,078.54	
Home Rehabilitation Loan Program Repaid	151,423.88	
Home Rehabilitation Loan Program Recapture	407,386.70	
Rental Housing Dev. Assistance Repaid	369,077.05	
	<b>2,487,940.82</b>	
Uses of Program Income	Amount	# Project
First-time Homebuyer Loans	780,865.78	17
Tenant-Based Renter Assistance	278,577.84	42
Rental Housing Development Assistance	132,169.34	4
Home Rehabilitation Loan Program	373,803.12	7
Down Payment Assistance	671,199.24	17
Administration	166,272.57	
	<b>2,402,887.89</b>	<b>87</b>

**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 2015-16, the City of Austin developed a draft Strategic Housing Plan 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 seeks to align 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:

- **Reduce household transportation costs**, by promoting affordable housing opportunities near public transit and other affordable mobility choices.
- **Preserve affordable housing and homeownership opportunities** with Homestead Preservation Districts, and a Preservation Strike Fund.
- **Promote Long Term Affordability** through Community Land Trusts and deep affordability by setting goals for units below 30% MFI.
- **Ensure Affordability is Geographic Dispersed** throughout Austin and that Fair Housing is promoted through implementation of the city's Fair Housing Action Plan which was a result of the City's Analysis of Impediments to Fair Housing Choice (AI).
- **End Homelessness** through proven programs such as Housing First and Permanent Supportive Housing.
- **Increase the Diversity in Housing Choice** and Supply by making regulatory changes to the City's Land Development Code through CodeNEXT.

The Austin City Council will consider adoption of the Strategic Housing Plan in 2017.

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.

<b>Number of Households Served Through:</b>	<b>One-year Goal</b>	<b>Actual</b>
Short-term rent, mortgage, and utility assistance payments	67	81
Tenant-based rental assistance	75	80
Units provided in transitional housing facilities developed, leased, or operated with HOPWA funds	0	0
Units provided in permanent housing facilities developed, leased, or operated with HOPWA funds	0	0
<b>Total</b>	<b>142</b>	<b>161</b>

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 experience financial crisis and possible loss of their housing arrangement. The number of households served exceeded the goal.

**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. TBRA exceeded its goal during this time period.

The source of this information is the City of Austin Health and Human Services Department (HHSD). 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 the City of Austin Health and Human Services Department.

#### **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** 10/01/2015

**Program Year End Date** 09/30/2016

**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 15-16 \$374,722

**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 15-16 \$133,418

**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 15-16 \$67,649

## CR-65 - Persons Assisted

HUD released updated CAPER requirements for the ESG Program in 2015. HUD now requires ESG recipients to report aggregated program information at the subrecipient level using the newly-developed ESG eCart. The information in eCart is sourced from the Homeless Management Information System (HMIS), and replaces all data previously collected on screen CR-65. eCart is a Microsoft Excel spreadsheet that is configured to load report level, aggregate information from HMIS and produce statistical information required by HUD on clients served in projects funded under ESG. eCart reporting is featured in Attachment 1 of this document.

### 4. Persons Served

#### 4a. Complete for Homelessness Prevention Activities

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

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	
<b>Total</b>	

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	
<b>Total</b>	

Table 16 – Shelter Information

#### 4d. Street Outreach

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

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	
<b>Total</b>	

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	
<b>Total</b>	

Table 19 - Gender Information

**6. Age—Complete for All Activities**

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

**Table 20 – Age Information**

**7. Special Populations Served—Complete for All Activities**

**Number of Persons in Households**

<b>Subpopulation</b>	<b>Total</b>	<b>Total Persons Served – Prevention</b>	<b>Total Persons Served – RRH</b>	<b>Total Persons Served in Emergency Shelters</b>
Veterans				
Victims of Domestic Violence				
Elderly				
HIV/AIDS				
Chronically Homeless				
<b>Persons with Disabilities:</b>				
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	84,180
Total Number of bed - nights provided	76,330
Capacity Utilization	91%

**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 2015-2016**

<b>Outcome #1:</b>	<b>ACCOMPLISHMENTS</b>
NUMERATOR: Number of case-managed households that transition from homelessness into housing	94
DENOMINATOR: Number of households that exit the program	150
OUTCOME RATE: Percent of case-managed households that transition from homelessness into housing who reside at the Austin Resource Center for the Homeless	63%

**ESG Rapid Rehousing Program Rollup**

**FY 2015-2016**

<b>NUMERATOR: Number of unduplicated clients who obtain safe and stable housing as a result of participating in Rapid Rehousing services (numerator)</b>	<b>ACCOMPLISHMENTS</b>
Communicable Disease Unit	13
Downtown Austin Community Court	8
Front Steps	21
Subtotal	42

<b>DENOMINATOR: Number of unduplicated clients who participate in Rapid Rehousing services</b>	<b>ACCOMPLISHMENTS</b>
Communicable Disease Unit	22
Downtown Austin Community Court	10
Front Steps	21
Subtotal	53
Percentage of unduplicated clients who obtain safe and stable housing as a result of participating in Rapid Rehousing services (outcome rate)	79%

## CR-75 – Expenditures

### 11. Expenditures

#### 11a. ESG Expenditures for Homelessness Prevention

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
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
<b>Subtotal Homelessness Prevention</b>	0	0	0

Table 1 – ESG Expenditures for Homelessness Prevention

#### 11b. ESG Expenditures for Rapid Re-Housing

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Expenditures for Rental Assistance	0	0	0
Expenditures for Housing Relocation and Stabilization Services - Financial Assistance	0	\$13,919.14	\$22,562.07
Expenditures for Housing Relocation & Stabilization Services - Services	0	\$67,736.17	\$194,558.51
Expenditures for Homeless Assistance under Emergency Shelter Grants Program	0	0	0
<b>Subtotal Rapid Re-Housing</b>	0	\$81,655.31	\$217,120.58

Table 2 – ESG Expenditures for Rapid Re-Housing

#### 11c. ESG Expenditures for Emergency Shelter

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Essential Services	0	0	0
Operations	0	\$96,540.93	\$250,283.45
Renovation	0	0	0
Major Rehab	0	0	0
Conversion	0	0	0
<b>Subtotal</b>	0	\$96,540.93	\$250,283.45

Table 3 – ESG Expenditures for Emergency Shelter

**11d. Other Grant Expenditures**

	Dollar Amount of Expenditures in Program Year		
	2013	2014	2015
Street Outreach	0	0	0
HMIS	0	0	\$12,000
Administration	0	\$5,434.80	\$13,369.58

**Table 4 - Other Grant Expenditures**

**11e. Total ESG Grant Funds**

Total ESG Funds Expended	2013	2014	2015
679,458	0	\$183,631.04	\$492,773.61

**Table 5 - Total ESG Funds Expended**

**11f. Match Source**

	2013	2014	2015
Other Non-ESG HUD Funds	0	0	0
Other Federal Funds	0	0	0
State Government	0	0	\$10,800
Local Government	0	\$87,074	\$617,362
Private Funds	0	0	0
Other	0	0	0
Fees	0	0	0
Program Income	0	0	0
<b>Total Match Amount</b>	0	\$87,074	\$628,162

**Table 6 - Other Funds Expended on Eligible ESG Activities**

**11g. Total**

Total Amount of Funds Expended on ESG Activities	2013	2014	2015
1394693	0	\$270,705.04	\$1,120,935.61

**Table 7 - Total Amount of Funds Expended on ESG Activities**



**Attachment 1: ESG Program Report (eCart)**

**Q5. HMIS DQ & Participation**

**5a. HMIS or Comparable**

**Database Data Quality Q5a**

<b>Data Element</b>	<b>Client Doesn't Know or Client Refused</b>	<b>Data not collected</b>
First name	0	0
Last name	0	0
SSN	43	37
Date of Birth	0	11
Race	22	20
Ethnicity	7	19
Gender	1	10
Veteran Status	1	12
Disabling condition	10	107
Living situation (Head of Household and Adults)	7	115
Relationship to Head of Household	0	292
Destination	30	1745
Client location for project entry	0	290

**Q6. Persons Served**

**6a. Report Validations**

**Table** Q6a

a. Total number of persons served	<b>2093</b>
b. Number of adults (age 18 or over)	<b>2081</b>
c. Number of children (under age 18)	<b>1</b>
d. Number of persons with unknown age	<b>11</b>
e. Total number of leavers	<b>1828</b>
f. Number of adult leavers	<b>1816</b>
g. Total number of stayers	<b>265</b>
h. Number of adult stayers	<b>265</b>
i. Number of veterans	<b>293</b>
j. Number of chronically homeless persons	<b>573</b>
k. Number of adult heads of household	<b>2080</b>
l. Number of child heads of household	<b>1</b>
m. Number of unaccompanied youth under age 25	<b>112</b>
n. Number of parenting youth under age 25 with children	<b>0</b>

**6b. Number of Persons Served**

Q6b

	<b>Total</b>	<b>a. Without children</b>	<b>b. With children and adults</b>	<b>c. With only children</b>	<b>d. Unknown household type</b>
a. Adults	2081	2081	0	0	0
b. Children	1	0	0	1	0
c. Don't know / refused	0	0	0	0	0
d. Information missing	11	0	0	0	11
<b>e. Total</b>	<b>2093</b>	<b>2081</b>	<b>0</b>	<b>1</b>	<b>11</b>

**Q7a. Households Served**

**7a. Number of Households Served** Q7a

	Total	a. Without children	b. With children and adults	c. With only children	d. Unknown household type
Total Households	2092	2080	0	1	11

**7b. Point-in-Time Count of Households on the Last Wednesday** Q7b

	Total	a. Without children	b. With children and adults	c. With only children	d. Unknown household type
January	42	42	0	0	0
April	39	39	0	0	0
July	57	57	0	0	0
October	44	44	0	0	0

**Q9. Contacts and Engagements**

**9a. Number of Persons Contacted** Q9a

	Total	a. First contact was at a place not meant for human habitation	b. First contact was at a non-residential service setting	c. First contact was at a residential service setting	d. First contact place was missing
a1. Contacted once?	2	0	2	0	0
a2. Contacted 2-5 times?	1	1	0	0	0
a3. Contacted 6-9 times?	0	0	0	0	0
a4. Contacted 10 or more times?	0	0	0	0	0
<b>az. Total persons contacted</b>	<b>3</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>0</b>

**9b. Number of Persons Engaged** Q9b

Combined Report

	Total	a. First contact was at a place not meant for human habitation	b. First contact was at a non-residential service setting	c. First contact was at a residential service setting	d. First contact place was missing
b1. Engaged after 1 contact?	0	0	0	0	0
b2. Engaged after 2-5 contacts?	0	0	0	0	0
b3. Engaged after 6-9 contacts?	0	0	0	0	0
b4. Engaged after 10 or more contacts?	0	0	0	0	0
<b>bz. Total persons engaged</b>	0	0	0	0	0
<b>c. Rate of engagement (%)</b>	0%	0%	0%	N/A	N/A

**Q10. Gender**

**10a. Gender of Adults** Q10a

	Total	a. Without children	b. With children and adults	c. Unknown household type
a. Male	2003	2003	0	0
b. Female	69	69	0	0
c. Transgender male to female	5	5	0	0
d. Transgender female to male	2	2	0	0
e. Doesn't identify as male, female, or transgender	0	0	0	0
f. Don't know / refused	1	1	0	0
g. Information missing	1	1	0	0
<b>h. Subtotal</b>	2081	2081	0	0

**10b. Gender of Children** Q10b

Combined Report

	Total	a. With children and adults	b. With only children	c. Unknown household type
a. Male	1	0	1	0
b. Female	0	0	0	0
c. Transgender male to female	0	0	0	0
d. Transgender female to male	0	0	0	0
e. Doesn't identify as male, female, or transgender	0	0	0	0
f. Don't know / refused	0	0	0	0
g. Information missing	0	0	0	0
<b>h. Subtotal</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>

**10c. Gender of Persons**

**Missing Age Information** Q10c

	Total	a. Without children	b. With children and adults	c. With only children	d. Unknown household type
a. Male	2	0	0	0	2
b. Female	0	0	0	0	0
c. Transgender male to female	0	0	0	0	0
d. Transgender female to male	0	0	0	0	0
e. Doesn't identify as male, female, or transgender	0	0	0	0	0
f. Don't know / refused	0	0	0	0	0
g. Information missing	9	0	0	0	9
<b>h. Subtotal</b>	<b>11</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>11</b>

**10d. Gender by Age**

**Ranges** Q10d

Combined Report

	Total	a. Under age 18	b. Age 18-24	c. Age 25-61	d. Age 62 and over	e. Client Doesn't Know/Client Refused	f. Data not collected
a. Male	2006	1	104	1713	186	0	2
b. Female	69	0	4	59	6	0	0
c. Transgender male to female	5	0	1	4	0	0	0
d. Transgender female to male	2	0	1	1	0	0	0
e. Doesn't identify as male, female, or transgender	0	0	0	0	0	0	0
f. Don't know / refused	1	0	1	0	0	0	0
g. Information missing	10	0	0	1	0	0	9
<b>h. Total</b>	<b>2093</b>	<b>1</b>	<b>111</b>	<b>1778</b>	<b>192</b>	<b>0</b>	<b>11</b>

**Q11. Age** Q11

	Total	a. Without children	b. With children and adults	c. With only children	d. Unknown household type
a. Under 5	0	0	0	0	0
b. 5 - 12	0	0	0	0	0
c. 13 - 17	1	0	0	1	0
d. 18 - 24	111	111	0	0	0
e. 25 - 34	372	372	0	0	0
f. 35 - 44	425	425	0	0	0
g. 45 - 54	612	612	0	0	0
h. 55 - 61	369	369	0	0	0
i. 62+	192	192	0	0	0
j. Don't know / refused	0	0	0	0	0
k. Information missing	11	0	0	0	11
<b>l. Total</b>	<b>2093</b>	<b>2081</b>	<b>0</b>	<b>1</b>	<b>11</b>

**Q12. Race & Ethnicity**

**12a. Race**

Q12a

	Total	a. Without children	b. With children and adults	c. With only children	d. Unknown household type
a. White	1077	1075	0	1	1
b. Black or African-American	794	794	0	0	0
c. Asian	19	19	0	0	0
d. American Indian or Alaska Native	19	19	0	0	0
e. Native Hawaiian or Other Pacific Islander	3	3	0	0	0
f. Multiple races	139	139	0	0	0
g. Don't know / refused	22	22	0	0	0
h. Information missing	20	10	0	0	10
<b>i. Total</b>	<b>2093</b>	<b>2081</b>	<b>0</b>	<b>1</b>	<b>11</b>

**12b. Ethnicity**

Q12b

	Total	a. Without children	b. With children and adults	c. With only children	d. Unknown household type
a. Non-Hispanic/non-Latino	1660	1658	0	1	1
b. Hispanic/Latino	405	405	0	0	0
c. Don't know / refused	7	7	0	0	0
d. Information missing	19	9	0	0	10
<b>e. Total</b>	<b>2093</b>	<b>2081</b>	<b>0</b>	<b>1</b>	<b>11</b>

**Q13. Physical and Mental Health Conditions**



**13a1. Physical and Mental Health**

**Conditions at Entry**

Q13a1

	Total persons	a. Without children	b. With children and adults	c. With only children	d. Unknown household type
a. Mental illness	829	829	0	0	0
b. Alcohol abuse	142	142	0	0	0
c. Drug abuse	124	124	0	0	0
d. Both alcohol and drug abuse	199	199	0	0	0
e. Chronic health condition	688	688	0	0	0
f. HIV/AIDS and related diseases	76	76	0	0	0
g. Developmental disability	229	229	0	0	0
h. Physical disability	649	649	0	0	0

**13b1. Physical and Mental Health**

**Conditions of Leavers**

Q13b1

	Total persons	a. Without children	b. With children and adults	c. With only children	d. Unknown household type
a. Mental illness	715	715	0	0	0
b. Alcohol abuse	117	117	0	0	0
c. Drug abuse	102	102	0	0	0
d. Both alcohol and drug abuse	167	167	0	0	0
e. Chronic health condition	571	571	0	0	0
f. HIV/AIDS and related diseases	64	64	0	0	0
g. Developmental disability	193	193	0	0	0
h. Physical disability	536	536	0	0	0

**13c1. Physical and Mental Health**

**Conditions of Stayers**

Q13c1

Combined Report

	Total persons	a. Without children	b. With children and adults	c. With only children	d. Unknown household type
a. Mental illness	114	114	0	0	0
b. Alcohol abuse	25	25	0	0	0
c. Drug abuse	22	22	0	0	0
d. Both alcohol and drug abuse	32	32	0	0	0
e. Chronic health condition	0	0	0	0	0
f. HIV/AIDS and related diseases	12	12	0	0	0
g. Developmental disability	36	36	0	0	0
h. Physical disability	113	113	0	0	0

**Q14. Domestic Violence**

**14a. Persons with Domestic Violence History**

Q14a

	Total	a. Without children	b. With children and adults	c. With only children	d. Unknown household type
a. Yes	286	286	0	0	0
b. No	1640	1639	0	1	0
c. Don't know / refused	22	22	0	0	0
d. Information missing	145	134	0	0	11
<b>e. Total</b>	<b>2093</b>	<b>2081</b>	<b>0</b>	<b>1</b>	<b>11</b>

**14b. Persons Fleeing Domestic Violence**

Q14b

	Total	a. Without children	b. With children and adults	c. With only children	d. Unknown household type
a. Yes	43	43	0	0	0
b. No	137	137	0	0	0
c. Don't know / refused	0	0	0	0	0
d. Information missing	106	106	0	0	0
<b>e. Total</b>	<b>286</b>	<b>286</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Q15. Living Situation**

Q15

Combined Report

	Total	a. Without children	b. With children and adults	c. With only children	d. Unknown household type
<b>a. Homeless situations</b>					
a1. Emergency shelter	790	790	0	0	0
a2. Transitional housing for homeless persons	18	18	0	0	0
a3. Place not meant for human habitation	752	751	0	1	0
a4. Safe haven	6	6	0	0	0
a5. Interim housing	0	0	0	0	0
az. Total	1566	1565	0	1	0
<b>b. Institutional settings</b>					
b1. Psychiatric facility	22	22	0	0	0
b2. Substance abuse or detox center	12	12	0	0	0
b3. Hospital (non-psychiatric)	26	26	0	0	0
b4. Jail, prison or juvenile detention	41	41	0	0	0
b5. Foster care home or foster care group home	2	2	0	0	0
b6. Long-term care facility or nursing home	4	4	0	0	0
b7. Residential project or halfway house with no homeless criteria	14	14	0	0	0
bz. Total	121	121	0	0	0

Combined Report

<b>c. Other locations</b>					
c01. PH for homeless persons	13	13	0	0	0
c02. Owned by client, no subsidy	3	3	0	0	0
c03. Owned by client, with subsidy	3	3	0	0	0
c04. Rental by client, no subsidy	43	43	0	0	0
c05. Rental by client, with VASH subsidy	1	1	0	0	0
c06. Rental by client, with GPD TIP subsidy	0	0	0	0	0
c07. Rental by client, with other subsidy	5	5	0	0	0
c08. Hotel or motel paid by client	50	50	0	0	0
c09. Staying or living with friend(s)	66	66	0	0	0
c10. Staying or living with family	86	86	0	0	0
c11. Don't know / refused	7	7	0	0	0
c12. Information missing	115	104	0	0	11
<b>cz. Total</b>	<b>392</b>	<b>381</b>	<b>0</b>	<b>0</b>	<b>11</b>
<b>d. Total</b>	<b>2093</b>	<b>2081</b>	<b>0</b>	<b>1</b>	<b>11</b>

**Q20. Non-Cash Benefits**

**20a. Type of Non-Cash Benefit Sources** Q20a

	<b>At entry</b>	<b>At Latest Annual Assessment for Stayers</b>	<b>At Exit for Leavers</b>
a. Supplemental Nutritional Assistance Program	658	0	539
b. WIC	2	0	2
c. TANF Child Care services	1	0	1
d. TANF transportation services	0	0	0
e. Other TANF-funded services	0	0	0
f. Other source	60	0	57

**Q21. Health Insurance** Q21

	At entry	At Latest Annual Assessment for Stayers	At Exit for Leavers
a. MEDICAID health insurance	402	0	339
b. MEDICARE health insurance	281	0	235
c. State Children's Health Insurance	3	0	3
d. VA Medical Services	128	0	122
e. Employer-provided health insurance	19	0	15
f. Health insurance through COBRA	2	0	2
g. Private pay health insurance	30	0	28
h. State Health Insurance for Adults	20	0	21
i. Indian Health Services Program	0	0	0
j. Other	0	0	0
k. No health insurance	0	0	0
l. Client doesn't know/Client refused	0	0	0
m. Data not collected	298	26	263
n. Number of adult stayers not yet required to have an annual assessment	0	252	0
o. 1 source of health insurance	511	0	447
p. More than 1 source of health insurance	182	0	154

**Q22. Length of Participation**

**Q22a2. Length of Participation—ESG projects**

Q22a2

	Total	Leavers	Stayers
a. 0 to 7 days	925	906	19
b. 8 to 14 days	233	220	13
c. 15 to 21 days	124	116	8
d. 22 to 30 days	110	96	14
e. 31 to 60 days	172	146	26
f. 61 to 90 days	126	102	24
g. 91 to 180 days	225	168	57
h. 181 to 365 days	144	61	83
i. 366 to 730 days (1-2 yrs.)	27	9	18
j. 731 to 1095 days (2-3 yrs.)	6	4	2
k. 1096 to 1460 days (3-4 yrs.)	1	0	1
l. 1461 to 1825 days (4-5 yrs.)	0	0	0
m. More than 1825 days (>5 yrs.)	0	0	0
n. Information missing	0	0	0
<b>o. Total</b>	<b>2093</b>	<b>1828</b>	<b>265</b>

**Q22c. RRH Length of Time between Project Entry Date and Residential Move-in Date**

Q22c

	Total	a. Without children	b. With children and adults	c. With only children	d. Unknown household type
a. 0-7 days	7	7	0	0	0
b. 8-14 days	1	1	0	0	0
c. 15-21 days	4	4	0	0	0
d. 22 to 30 days	3	3	0	0	0
e. 31 to 60 days	6	6	0	0	0
f. 61 to 180 days	12	12	0	0	0
g. 181 to 365 days	3	3	0	0	0
h. 366 to 730 days (1-2 yrs.)	1	1	0	0	0
i. Data Not Collected	4	4	0	0	0
<b>j. Total</b>	<b>42</b>	<b>42</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Q22d. Length of Participation by Household type** Q22d

	Total	a. Without children	b. With children and adults	c. With only children	d. Unknown household type
a. 0 to 7 days	925	913	0	1	11
b. 8 to 14 days	233	233	0	0	0
c. 15 to 21 days	124	124	0	0	0
d. 22 to 30 days	110	110	0	0	0
e. 31 to 60 days	172	172	0	0	0
f. 61 to 90 days	126	126	0	0	0
g. 91 to 180 days	225	225	0	0	0
h. 181 to 365 days	144	144	0	0	0
i. 366 to 730 days (1-2 yrs.)	27	27	0	0	0
j. 731 to 1095 days (2-3 yrs.)	6	6	0	0	0
k. 1096 to 1460 days (3-4 yrs.)	1	1	0	0	0
l. 1461 to 1825 days (4-5 yrs.)	0	0	0	0	0
m. More than 1825 days (>5 yrs.)	0	0	0	0	0
n. Information missing	0	0	0	0	0
<b>o. Total</b>	<b>2093</b>	<b>2081</b>	<b>0</b>	<b>1</b>	<b>11</b>

**Q23. Exit Destination –**  
**More than 90 Days**      Q23

	Total	a. Without children	b. With children and adults	c. With only children	d. Unknown household type
<b>a. Permanent destinations</b>					
a01. Moved from one HOPWA funded project to HOPWA PH	0	0	0	0	0
a02. Owned by client, no ongoing subsidy	0	0	0	0	0
a03. Owned by client, with ongoing subsidy	0	0	0	0	0
a04. Rental by client, no ongoing subsidy	10	10	0	0	0
a05. Rental by client, VASH subsidy	0	0	0	0	0
a06. Rental by client, with GPD TIP housing subsidy	0	0	0	0	0
a07. Rental by client, other ongoing subsidy	2	2	0	0	0
a08. Permanent housing for homeless persons	0	0	0	0	0
a09. Staying or living with family, permanent tenure	1	1	0	0	0
a10. Staying or living with friends, permanent tenure	0	0	0	0	0



Combined Report

az. Total	13	13	0	0	0
<b>b. Temporary destinations</b>					
b1. Emergency shelter	0	0	0	0	0
b2. Moved from one HOPWA funded project to HOPWA TH	0	0	0	0	0
b3. Transitional housing for homeless persons	2	2	0	0	0
b4. Staying with family, temporary tenure	1	1	0	0	0
b5. Staying with friends, temporary tenure	2	2	0	0	0
b6. Place not meant for human habitation	3	3	0	0	0
b7. Safe Haven	0	0	0	0	0
b8. Hotel or motel paid by client	1	1	0	0	0
bz. Total	9	9	0	0	0
<b>c. Institutional settings</b>					
c1. Foster care home or group foster care home	0	0	0	0	0
c2. Psychiatric hospital or other psychiatric facility	0	0	0	0	0
c3. Substance abuse treatment facility or detox center	0	0	0	0	0
c4. Hospital or other residential non-psychiatric medical facility	0	0	0	0	0
c5. Jail, prison or juvenile detention facility	3	3	0	0	0
c6. Long term care facility or nursing home	0	0	0	0	0

Combined Report

cz. Total	3	3	0	0	0
<b>d. Other destinations</b>					
d1. Residential project or halfway house with no homeless criteria	0	0	0	0	0
d2. Deceased	1	1	0	0	0
d3. Other	3	3	0	0	0
d4. Don't know / refused	0	0	0	0	0
d5. Information missing	7	7	0	0	0
dz. Total	11	11	0	0	0
<b>e. Total</b>	<b>36</b>	<b>36</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Q23a. Exit**

**Destination—All persons**

Q23a

	Total	a. Without children	b. With children and adults	c. With only children	d. Unknown household type
<b>a. Permanent destinations</b>					
a01. Moved from one HOPWA funded project to HOPWA PH	0	0	0	0	0
a02. Owned by client, no ongoing subsidy	0	0	0	0	0
a03. Owned by client, with ongoing subsidy	0	0	0	0	0
a04. Rental by client, no ongoing subsidy	0	0	0	0	0
a05. Rental by client, VASH subsidy	0	0	0	0	0
a06. Rental by client, with GPD TIP housing subsidy	0	0	0	0	0
a07. Rental by client, other ongoing subsidy	0	0	0	0	0
a08. Permanent housing for homeless persons	0	0	0	0	0
a09. Staying or living with family, permanent tenure	0	0	0	0	0
a10. Staying or living with friends, permanent tenure	0	0	0	0	0

Combined Report

az. Total	0	0	0	0	0
<b>b. Temporary destinations</b>					
b1. Emergency shelter	0	0	0	0	0
b2. Moved from one HOPWA funded project to HOPWA TH	0	0	0	0	0
b3. Transitional housing for homeless persons	0	0	0	0	0
b4. Staying with family, temporary tenure	0	0	0	0	0
b5. Staying with friends, temporary tenure	1	1	0	0	0
b6. Place not meant for human habitation	2	2	0	0	0
b7. Safe Haven	0	0	0	0	0
b8. Hotel or motel paid by client	0	0	0	0	0
bz. Total	3	3	0	0	0
<b>c. Institutional settings</b>					
c1. Foster care home or group foster care home	0	0	0	0	0
c2. Psychiatric hospital or other psychiatric facility	0	0	0	0	0
c3. Substance abuse treatment facility or detox center	0	0	0	0	0
c4. Hospital or other residential non-psychiatric medical facility	1	1	0	0	0
c5. Jail, prison or juvenile detention facility	0	0	0	0	0
c6. Long term care facility or nursing home	0	0	0	0	0

Combined Report

cz. Total	1	1	0	0	0
<b>d. Other destinations</b>					
d1. Residential project or halfway house with no homeless criteria	0	0	0	0	0
d2. Deceased	0	0	0	0	0
d3. Other	0	0	0	0	0
d4. Don't know / refused	30	27	0	0	3
d5. Information missing	1738	1729	0	1	8
dz. Total	1768	1756	0	1	11
<b>e. Total</b>	<b>1772</b>	<b>1760</b>	<b>0</b>	<b>1</b>	<b>11</b>

**Q23b. Homeless  
Prevention Housing  
Assessment at Exit**

Q23b

	Total	a. Without children	b. With children and adults	c. With only children	d. Unknown household type
a. Able to maintain the housing they had at project entry--Without a subsidy	0	0	0	0	0
b. Able to maintain the housing they had at project entry--With the subsidy they had at project entry	0	0	0	0	0
c. Able to maintain the housing they had at project entry--With an on-going subsidy acquired since project entry	0	0	0	0	0
d. Able to maintain the housing they had at project entry--Only with financial assistance other than a subsidy	0	0	0	0	0
e. Moved to new housing unit--With on-going subsidy	0	0	0	0	0
f. Moved to new housing unit--Without an on-going subsidy	0	0	0	0	0
g. Moved in with family/friends on a temporary basis	0	0	0	0	0
h. Moved in with family/friends on a permanent basis	0	0	0	0	0
i. Moved to a transitional or temporary housing facility or program	0	0	0	0	0
j. Client became homeless-moving to a shelter or other place unfit for human habitation	0	0	0	0	0

Combined Report

k. Client went to jail/prison	0	0	0	0	0
l. Client died	0	0	0	0	0
m. Client doesn't know/Client refused	0	0	0	0	0
n. Data not collected (no exit interview completed)	0	0	0	0	0
<b>o. Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Q24. Exit Destination –**  
**90 Days or Less**      Q24

	Total	a. Without children	b. With children and adults	c. With only children	d. Unknown household type
<b>a. Permanent destinations</b>					
a01. Moved from one HOPWA funded project to HOPWA PH	0	0	0	0	0
a02. Owned by client, no ongoing subsidy	0	0	0	0	0
a03. Owned by client, with ongoing subsidy	0	0	0	0	0
a04. Rental by client, no ongoing subsidy	5	5	0	0	0
a05. Rental by client, VASH subsidy	5	5	0	0	0
a06. Rental by client, with GPD TIP housing subsidy	0	0	0	0	0
a07. Rental by client, other ongoing subsidy	4	4	0	0	0
a08. Permanent housing for homeless persons	2	2	0	0	0
a09. Staying or living with family, permanent tenure	0	0	0	0	0
a10. Staying or living with friends, permanent tenure	0	0	0	0	0



Combined Report

az. Total	16	16	0	0	0
<b>b. Temporary destinations</b>					
b1. Emergency shelter	0	0	0	0	0
b2. Moved from one HOPWA funded project to HOPWA TH	0	0	0	0	0
b3. Transitional housing for homeless persons	1	1	0	0	0
b4. Staying with family, temporary tenure	0	0	0	0	0
b5. Staying with friends, temporary tenure	0	0	0	0	0
b6. Place not meant for human habitation	0	0	0	0	0
b7. Safe Haven	0	0	0	0	0
b8. Hotel or motel paid by client	0	0	0	0	0
bz. Total	1	1	0	0	0
<b>c. Institutional settings</b>					
c1. Foster care home or group foster care home	0	0	0	0	0
c2. Psychiatric hospital or other psychiatric facility	0	0	0	0	0
c3. Substance abuse treatment facility or detox center	0	0	0	0	0
c4. Hospital or other residential non-psychiatric medical facility	0	0	0	0	0
c5. Jail, prison or juvenile detention facility	0	0	0	0	0
c6. Long term care facility or nursing home	0	0	0	0	0

Combined Report

cz. Total	0	0	0	0	0
<b>d. Other destinations</b>					
d1. Residential project or halfway house with no homeless criteria	0	0	0	0	0
d2. Deceased	1	1	0	0	0
d3. Other	2	2	0	0	0
d4. Don't know / refused	0	0	0	0	0
d5. Information missing	0	0	0	0	0
dz. Total	3	3	0	0	0
<b>e. Total</b>	<b>20</b>	<b>20</b>	<b>0</b>	<b>0</b>	<b>0</b>

**25a. Number of Veterans** Q25a

	Total	a. Without children	b. With children and adults	c. Unknown household type
a. Chronically homeless veteran	81	81	0	0
b. Non-chronically homeless veteran	212	212	0	0
c. Not a veteran	1768	1768	0	0
d. Client Doesn't Know/Client Refused	8	8	0	0
e. Data Not Collected	12	12	0	0
<b>f. Total</b>	<b>2081</b>	<b>2081</b>	<b>0</b>	<b>0</b>

**Q26b. Number of Chronically Homeless Persons by Household** Q26b

	Total	a. Without children	b. With children and adults	c. With only children	d. Unknown household type
a. Chronically homeless	573	573	0	0	0
b. Not chronically homeless	1	1	0	0	0
c. Client Doesn't Know/Client Refused	0	0	0	0	0
d. Data Not Collected	1519	1507	0	1	11

**Attachment 2: ESG Program Standards**



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

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

**A. ESG PROGRAM DESCRIPTION**

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

**At Risk of Homelessness-**

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

**CDO-** Community Development Officer;

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

- (i) Is homeless and lives in a place not meant for human habitation, a safe haven, or in an emergency shelter; and
- (ii) Has been homeless and living or residing in a place not meant for human habitation, a safe haven, or in an emergency shelter continuously for at least one year or on at least four separate occasions in the last 3 years, where each homeless occasion was at least 15 days; and
- (iii) Can be diagnosed with one or more of the following conditions: substance use disorder, serious mental illness, developmental disability (as defined in section 102 of the Developmental Disabilities Assistance Bill of Rights Act of 2000 (42 U.S.C. 15002)), post-traumatic stress disorder, cognitive impairments resulting from brain injury, or chronic physical illness or disability;

**City-** City of Austin;

**ESG-** Emergency Solutions Grant program;

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

**Homeless Person(s)-**

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

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

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

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

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

substance abuse services, transportation, shelter operations, and funding for hotel/motel stays under certain conditions;

- C. *Homeless Prevention*- Includes housing relocation & stabilization services and short/medium-term rental assistance for individuals/families who are at risk of homelessness;
- D. *Rapid Re-Housing*- Includes housing relocation & stabilization services and short/medium-term rental assistance to help individuals/families move quickly into permanent housing and achieve stability;
- E. *Homeless Management Information System (HMIS) costs*; and
- F. *ESG Administration costs*.

## VII. **Client Eligibility**

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

### A. ESG Eligibility Documentation

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

### B. Confidentiality of Client Information

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

## VIII. **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.*

Agencies funded by the Emergency Solutions Grant program utilize different methods to determine and prioritize access to Rapid Rehousing services including agency eligibility requirements and Coordinated Assessment prioritization based on vulnerability and need. Agency eligibility could include, for example, HIV status for the Communicable Disease Unit, or involvement in the Community Court case management program, at the Downtown Austin Community Court. All agencies accept appropriate referrals from shelter case managers and Coordinated Assessment when openings become available. All programs help clients go through the Coordinated Assessment process to access appropriate referrals and community programs.

*Requirement: 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.

*Requirement: 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.

*Requirement: 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.*

Rapid Rehousing 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	X	X		
ESG Funded Programs	X		X	X
Caritas of Austin with CoC and City funding	X	X	X	X
Downtown Community Court	X		X	X
Other Continuum of Care programs	X	X		
City-funded Social Service Agencies	X	X	X	X

- 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.

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

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

## **B. ESG PROGRAM MANAGEMENT**

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

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

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

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

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

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

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

**VI. Program Limitations**

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

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

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

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

*(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.

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*(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 modificaciones e igual acceso a comunicaciones. 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**



Office of Community Planning and Development  
 U.S. Department of Housing and Urban Development  
 Integrated Disbursement and Information System  
 PR26 - CDBG Financial Summary Report  
 Program Year 2015  
 AUSTIN , TX

DATE: 01-23-17  
 TIME: 15:38  
 PAGE: 1

PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	7,864,106.85
02 ENTITLEMENT GRANT	7,078,382.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	261,820.52
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	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	15,204,309.37

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	7,138,882.94
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	7,138,882.94
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	1,223,267.24
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	582,080.33
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	8,944,230.51
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	6,260,078.86

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	2,619,348.97
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	4,519,533.97
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	7,138,882.94
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%

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	1,061,758.00
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)	1,061,758.00
32 ENTITLEMENT GRANT	7,078,382.00
33 PRIOR YEAR PROGRAM INCOME	285,383.60
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	7,363,765.60
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	14.42%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	1,223,267.24
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)	1,223,267.24
42 ENTITLEMENT GRANT	7,078,382.00
43 CURRENT YEAR PROGRAM INCOME	261,820.52
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	7,340,202.52
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	16.67%



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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
2014	21	6090	RHDA - BNDC - 2112 E. 8TH ST	01	LMH	\$14,334.13
2014	21	6110	RHDA - 5006 WEST WIND TRAIL - 4 PLEX	01	LMH	\$2,943.09
2014	22	6095	A&D -- FRAMEWORKS CDC - 4910 WEST WIND TRAIL - 4 PLEX	01	LMH	\$7,653.50
2015	23	6157	RHDA -- ALDRICH 51 -- 2604 ALDRICH ST	01	LMH	\$2,053,662.85
2015	24	6198	A&D - AHA! - 9407 KEMPLER DR - ACQUISITION	01	LMH	\$160,108.45
2015	24	6199	A&D -AHA! - 9215 KEMPLER DR - ACQUISITION	01	LMH	\$178,599.45
				01	Matrix Code	\$2,417,301.47
2014	21	6096	RHDA - BLUEBONNET STUDIOS - 2301 S. LAMAR	12	LMH	\$10,404.91
2014	21	6099	RHDA -13635 Rutledge Spur-LAKELINE STATION - PRE-DEV LOAN	12	LMH	\$5,717.95
2014	21	6131	RHDA - GARDEN TERRACE PHASE III - FOUNDATION COMMUNITIES	12	LMH	\$913.52
				12	Matrix Code	\$17,036.38
2013	8	6010	RHDA - 3200 S. LAMAR -- SAINT LOUISE HOUSE	14B	LMH	\$15,345.70
2015	23	6144	RHDA - SAINT LOUISE HOUSE - 2104 BERKETT	14B	LMH	\$42,954.55
2015	23	6177	RHDA - IVY CONDOS STABILIZATION - 3204 MANCHACA RD	14B	LMH	\$126,710.87
				14B	Matrix Code	\$185,011.12
Total						\$2,619,348.97

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	5872057	A&D -- HABITAT -- MEADOW LAKE 14.6 ACRE ACQUISITION	01	LMH	\$8,328.93
2012	1	5933	5887581	A&D -- HABITAT -- MEADOW LAKE 14.6 ACRE ACQUISITION	01	LMH	\$9,583.76
2012	1	5933	5887823	A&D -- HABITAT -- MEADOW LAKE 14.6 ACRE ACQUISITION	01	LMH	\$12,248.46
2012	1	5933	5895627	A&D -- HABITAT -- MEADOW LAKE 14.6 ACRE ACQUISITION	01	LMH	\$13,290.86
2012	1	5933	5904062	A&D -- HABITAT -- MEADOW LAKE 14.6 ACRE ACQUISITION	01	LMH	\$6,761.30
2012	1	5933	5917333	A&D -- HABITAT -- MEADOW LAKE 14.6 ACRE ACQUISITION	01	LMH	\$13,263.23
2012	1	5933	5924607	A&D -- HABITAT -- MEADOW LAKE 14.6 ACRE ACQUISITION	01	LMH	\$8,282.18
2012	1	5933	5934192	A&D -- HABITAT -- MEADOW LAKE 14.6 ACRE ACQUISITION	01	LMH	\$17,359.27
2012	1	5933	5947800	A&D -- HABITAT -- MEADOW LAKE 14.6 ACRE ACQUISITION	01	LMH	\$43,160.49
2012	1	5933	5952617	A&D -- HABITAT -- MEADOW LAKE 14.6 ACRE ACQUISITION	01	LMH	\$13,333.65
2012	1	5933	5963236	A&D -- HABITAT -- MEADOW LAKE 14.6 ACRE ACQUISITION	01	LMH	\$3,897.09
2012	1	5933	5972652	A&D -- HABITAT -- MEADOW LAKE 14.6 ACRE ACQUISITION	01	LMH	\$9,761.44
2012	1	5933	5972977	A&D -- HABITAT -- MEADOW LAKE 14.6 ACRE ACQUISITION	01	LMH	\$767.95
2013	8	6011	5872069	RHDA - OAK CREEK VILLAGE -- 2324 WILSON ST	01	LMH	\$870.12
2013	8	6011	5887581	RHDA - OAK CREEK VILLAGE -- 2324 WILSON ST	01	LMH	\$393.30
2013	8	6011	5887823	RHDA - OAK CREEK VILLAGE -- 2324 WILSON ST	01	LMH	\$85.08
2013	8	6011	5895627	RHDA - OAK CREEK VILLAGE -- 2324 WILSON ST	01	LMH	\$170.10
2013	8	6011	5901621	RHDA - OAK CREEK VILLAGE -- 2324 WILSON ST	01	LMH	\$127.59
2014	22	6087	5872057	A&D -- 1113 Myrtle	01	LMH	\$1,375.00





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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
					01	Matrix Code	\$163,059.80
2012	1	6009	5872057	A&D-EGGER STREET DVLP	03J	LMA	\$637.46
2012	1	6009	5887581	A&D-EGGER STREET DVLP	03J	LMA	\$3,796.80
2012	1	6009	5887823	A&D-EGGER STREET DVLP	03J	LMA	\$46,774.98
2012	1	6009	5895627	A&D-EGGER STREET DVLP	03J	LMA	\$1,250.57
2012	1	6009	5904062	A&D-EGGER STREET DVLP	03J	LMA	\$2,495.40
2012	1	6009	5917333	A&D-EGGER STREET DVLP	03J	LMA	\$6,643.97
2012	1	6009	5924607	A&D-EGGER STREET DVLP	03J	LMA	\$683.86
2012	1	6009	5934192	A&D-EGGER STREET DVLP	03J	LMA	\$509.75
2012	1	6009	5947800	A&D-EGGER STREET DVLP	03J	LMA	\$1,104.31
2012	1	6009	5952617	A&D-EGGER STREET DVLP	03J	LMA	\$1,845.37
2012	1	6009	5963236	A&D-EGGER STREET DVLP	03J	LMA	\$1,168.40
2012	1	6009	5972652	A&D-EGGER STREET DVLP	03J	LMA	\$3,010.38
2012	1	6009	5972977	A&D-EGGER STREET DVLP	03J	LMA	\$1,198.30
2012	1	6009	5996270	A&D-EGGER STREET DVLP	03J	LMA	\$537.71
					03J	Matrix Code	\$71,657.26
2015	2	6168	5904062	FY 15-16 SENIOR SERVICES	05A	LMC	\$11,042.34
2015	2	6168	5917333	FY 15-16 SENIOR SERVICES	05A	LMC	\$9,674.66
					05A	Matrix Code	\$20,717.00
2015	3	6169	5917333	FY 15-16 YOUTH SERVICES	05D	LMC	\$103,931.17
2015	3	6169	5934192	FY 15-16 YOUTH SERVICES	05D	LMC	\$25,386.46
2015	3	6169	5947800	FY 15-16 YOUTH SERVICES	05D	LMC	\$50,654.80
2015	3	6169	5963236	FY 15-16 YOUTH SERVICES	05D	LMC	\$11,641.57
					05D	Matrix Code	\$191,614.00
2015	17	6167	5904062	FY 15-16 TENANT'S RIGHTS ASSISTANCE	05K	LMC	\$78,458.90
2015	17	6167	5917333	FY 15-16 TENANT'S RIGHTS ASSISTANCE	05K	LMC	\$49,591.05
2015	17	6167	5934192	FY 15-16 TENANT'S RIGHTS ASSISTANCE	05K	LMC	\$24,954.47
2015	17	6167	5947800	FY 15-16 TENANT'S RIGHTS ASSISTANCE	05K	LMC	\$23,598.36
2015	17	6167	5952617	FY 15-16 TENANT'S RIGHTS ASSISTANCE	05K	LMC	\$25,282.17
2015	17	6167	5963236	FY 15-16 TENANT'S RIGHTS ASSISTANCE	05K	LMC	\$36,108.05
					05K	Matrix Code	\$237,993.00
2015	1	6171	5895627	FY 15-16 CHILD CARE SERVICES	05L	LMC	\$32,013.82
2015	1	6171	5904062	FY 15-16 CHILD CARE SERVICES	05L	LMC	\$105,216.23
2015	1	6171	5917333	FY 15-16 CHILD CARE SERVICES	05L	LMC	\$148,176.75
2015	1	6171	5924607	FY 15-16 CHILD CARE SERVICES	05L	LMC	\$30,693.47
2015	1	6171	5934192	FY 15-16 CHILD CARE SERVICES	05L	LMC	\$63,532.79
2015	1	6171	5947800	FY 15-16 CHILD CARE SERVICES	05L	LMC	\$91,649.01
2015	1	6171	5963236	FY 15-16 CHILD CARE SERVICES	05L	LMC	\$84,378.85
2015	1	6171	5972652	FY 15-16 CHILD CARE SERVICES	05L	LMC	\$31,668.30
2015	1	6171	5978506	FY 15-16 CHILD CARE SERVICES	05L	LMC	\$24,104.78
					05L	Matrix Code	\$611,434.00
2011	1	5868	5872057	A&D-3307 GOODWIN AVE	12	LMH	\$905.81
2011	1	5868	5887581	A&D-3307 GOODWIN AVE	12	LMH	\$887.15
2011	1	5868	5887823	A&D-3307 GOODWIN AVE	12	LMH	\$1,363.98
2011	1	5868	5895627	A&D-3307 GOODWIN AVE	12	LMH	\$800.75
2011	1	5868	5904062	A&D-3307 GOODWIN AVE	12	LMH	\$3,200.22
2011	1	5868	5917333	A&D-3307 GOODWIN AVE	12	LMH	\$1,064.22
2011	1	5868	5924607	A&D-3307 GOODWIN AVE	12	LMH	\$997.39
2011	1	5868	5934192	A&D-3307 GOODWIN AVE	12	LMH	\$1,070.04
2011	1	5868	5947800	A&D-3307 GOODWIN AVE	12	LMH	\$2,542.56
2011	1	5873	5872057	A&D-3303 GOODWIN AVE	12	LMH	\$883.34
2011	1	5873	5887581	A&D-3303 GOODWIN AVE	12	LMH	\$741.18
2011	1	5873	5887823	A&D-3303 GOODWIN AVE	12	LMH	\$1,149.95
2011	1	5873	5895627	A&D-3303 GOODWIN AVE	12	LMH	\$797.08
2011	1	5873	5904062	A&D-3303 GOODWIN AVE	12	LMH	\$3,093.51
2011	1	5873	5917333	A&D-3303 GOODWIN AVE	12	LMH	\$1,083.10



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2011	1	5873	5924607	A&D-3303 GOODWIN AVE	12	LMH	\$1,220.57
2011	1	5873	5934192	A&D-3303 GOODWIN AVE	12	LMH	\$825.86
2011	1	5873	5947800	A&D-3303 GOODWIN AVE	12	LMH	\$2,142.80
2011	1	5874	5872057	A&D-3305 GOODWIN AVE	12	LMH	\$883.25
2011	1	5874	5887581	A&D-3305 GOODWIN AVE	12	LMH	\$769.66
2011	1	5874	5887823	A&D-3305 GOODWIN AVE	12	LMH	\$1,402.93
2011	1	5874	5895627	A&D-3305 GOODWIN AVE	12	LMH	\$891.81
2011	1	5874	5904062	A&D-3305 GOODWIN AVE	12	LMH	\$3,652.67
2011	1	5874	5917333	A&D-3305 GOODWIN AVE	12	LMH	\$967.66
2011	1	5874	5924607	A&D-3305 GOODWIN AVE	12	LMH	\$1,671.32
2011	1	5874	5934192	A&D-3305 GOODWIN AVE	12	LMH	\$826.21
2011	1	5874	5947800	A&D-3305 GOODWIN AVE	12	LMH	\$2,091.63
2014	21	6091	5872069	RHDA -1817-B 10TH STREET	12	LMH	\$1,060.65
2014	21	6091	5887581	RHDA -1817-B 10TH STREET	12	LMH	\$1,513.93
2014	21	6091	5887823	RHDA -1817-B 10TH STREET	12	LMH	\$1,184.18
2014	21	6091	5895627	RHDA -1817-B 10TH STREET	12	LMH	\$971.76
2014	21	6091	5904062	RHDA -1817-B 10TH STREET	12	LMH	\$1,385.19
2014	21	6091	5917333	RHDA -1817-B 10TH STREET	12	LMH	\$1,024.22
2014	21	6091	5924607	RHDA -1817-B 10TH STREET	12	LMH	\$965.14
2014	21	6091	5934192	RHDA -1817-B 10TH STREET	12	LMH	\$227.14
2014	21	6091	5947800	RHDA -1817-B 10TH STREET	12	LMH	\$992.24
2014	21	6091	5952617	RHDA -1817-B 10TH STREET	12	LMH	\$1,427.51
2014	21	6091	5963236	RHDA -1817-B 10TH STREET	12	LMH	\$560.57
2014	21	6091	5972652	RHDA -1817-B 10TH STREET	12	LMH	\$1,223.63
2014	21	6091	5972977	RHDA -1817-B 10TH STREET	12	LMH	\$588.71
2014	22	6116	5963236	A&D - 706 EGGER ST - HABITAT - LEE MEADOW	12	LMH	\$689.51
2014	22	6117	5963236	A&D - 708 EGGER ST - HABITAT - LEE MEADOW	12	LMH	\$312.54
2014	22	6118	5963236	A&D - 710 EGGER ST - HABITAT - LEE MEADOW	12	LMH	\$312.54
2014	22	6119	5972652	A&D - 712 EGGER ST - HABITAT - LEE MEADOW	12	LMH	\$468.44
2014	22	6120	5963236	A&D - 714 EGGER ST - HABITAT - LEE MEADOW	12	LMH	\$312.54
2014	22	6121	5963236	A&D - 716 EGGER ST - HABITAT - LEE MEADOW	12	LMH	\$312.54
2014	22	6122	5963236	A&D - 718 EGGER ST - HABITAT - LEE MEADOW	12	LMH	\$312.54
2014	22	6123	5963236	A&D - 711 EGGER ST - HABITAT - LEE MEADOW	12	LMH	\$689.52
2014	22	6124	5963236	A&D - 713 EGGER ST - HABITAT - LEE MEADOW	12	LMH	\$689.52
2014	22	6125	5963236	A&D - 715 EGGER ST - HABITAT - LEE MEADOW	12	LMH	\$312.54
2014	22	6126	5963236	A&D - 717 EGGER ST - HABITAT - LEE MEADOW	12	LMH	\$312.54
					12	Matrix Code	\$55,776.29
2013	8	6020	5904062	RHDA -AHA - 9215 KEMPLER ST - REHAB DUPLEX	14A	LMH	\$1,593.17
2013	8	6020	5924607	RHDA -AHA - 9215 KEMPLER ST - REHAB DUPLEX	14A	LMH	\$683.87
2013	8	6020	5947800	RHDA -AHA - 9215 KEMPLER ST - REHAB DUPLEX	14A	LMH	\$40,000.00
2013	29	6034	5872065	HRLP- 1917 EAST 11 TH STREET	14A	LMH	\$15,567.88
2013	29	6034	5887581	HRLP- 1917 EAST 11 TH STREET	14A	LMH	\$5,409.17
2013	29	6034	5904062	HRLP- 1917 EAST 11 TH STREET	14A	LMH	\$1,644.53
2014	19	6093	5872065	HRLP- 10109 IVANHOE TRAIL	14A	LMH	\$6,381.18
2014	19	6093	5904062	HRLP- 10109 IVANHOE TRAIL	14A	LMH	\$816.35
2014	19	6094	5872065	HRLP- 1507 1/2 HOLLY STREET	14A	LMH	\$16,314.73
2014	19	6094	5887581	HRLP- 1507 1/2 HOLLY STREET	14A	LMH	\$3,856.94
2014	19	6094	5904062	HRLP- 1507 1/2 HOLLY STREET	14A	LMH	\$1,644.54
2014	19	6106	5872065	HRLP- 3708 ROCKY FORD DR	14A	LMH	\$25,965.40
2014	19	6106	5887823	HRLP- 3708 ROCKY FORD DR	14A	LMH	\$29,865.58
2014	19	6106	5904062	HRLP- 3708 ROCKY FORD DR	14A	LMH	\$1,159.66
2014	19	6111	5952617	HRLP- 2214 GRANADA DRIVE	14A	LMH	\$42,346.43
2014	19	6111	5963236	HRLP- 2214 GRANADA DRIVE	14A	LMH	\$2,977.17
2014	19	6111	5972652	HRLP- 2214 GRANADA DRIVE	14A	LMH	\$24,231.37
2014	19	6111	5972977	HRLP- 2214 GRANADA DRIVE	14A	LMH	\$1,012.52
2015	18	6145	5872069	FY 15-16 ARCHITECTURAL BARRIER PROGRAM - RENTER	14A	LMH	\$1,486.27
2015	18	6145	5887581	FY 15-16 ARCHITECTURAL BARRIER PROGRAM - RENTER	14A	LMH	\$15,926.51



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2015	18	6145	5887823	FY 15-16 ARCHITECTURAL BARRIER PROGRAM - RENTER	14A	LMH	\$2,538.34
2015	18	6145	5895627	FY 15-16 ARCHITECTURAL BARRIER PROGRAM - RENTER	14A	LMH	\$17,803.71
2015	18	6145	5904062	FY 15-16 ARCHITECTURAL BARRIER PROGRAM - RENTER	14A	LMH	\$7,725.17
2015	18	6145	5917333	FY 15-16 ARCHITECTURAL BARRIER PROGRAM - RENTER	14A	LMH	\$2,818.25
2015	18	6145	5924607	FY 15-16 ARCHITECTURAL BARRIER PROGRAM - RENTER	14A	LMH	\$7,079.28
2015	18	6145	5934192	FY 15-16 ARCHITECTURAL BARRIER PROGRAM - RENTER	14A	LMH	\$16,592.65
2015	18	6145	5947800	FY 15-16 ARCHITECTURAL BARRIER PROGRAM - RENTER	14A	LMH	\$8,660.93
2015	18	6145	5952617	FY 15-16 ARCHITECTURAL BARRIER PROGRAM - RENTER	14A	LMH	\$4,873.99
2015	18	6145	5963236	FY 15-16 ARCHITECTURAL BARRIER PROGRAM - RENTER	14A	LMH	\$5,909.36
2015	18	6145	5972652	FY 15-16 ARCHITECTURAL BARRIER PROGRAM - RENTER	14A	LMH	\$67,309.31
2015	18	6145	5972977	FY 15-16 ARCHITECTURAL BARRIER PROGRAM - RENTER	14A	LMH	\$3,327.98
2015	20	6146	5865878	FY 15-16 ARCHITECTURAL BARRIER PROGRAM - OWNER	14A	LMH	\$73,312.38
2015	20	6146	5872063	FY 15-16 ARCHITECTURAL BARRIER PROGRAM - OWNER	14A	LMH	\$25,721.07
2015	20	6146	5887581	FY 15-16 ARCHITECTURAL BARRIER PROGRAM - OWNER	14A	LMH	\$48,446.55
2015	20	6146	5887823	FY 15-16 ARCHITECTURAL BARRIER PROGRAM - OWNER	14A	LMH	\$92,394.30
2015	20	6146	5895627	FY 15-16 ARCHITECTURAL BARRIER PROGRAM - OWNER	14A	LMH	\$108,658.70
2015	20	6146	5904062	FY 15-16 ARCHITECTURAL BARRIER PROGRAM - OWNER	14A	LMH	\$97,359.59
2015	20	6146	5917333	FY 15-16 ARCHITECTURAL BARRIER PROGRAM - OWNER	14A	LMH	\$130,179.48
2015	20	6146	5924607	FY 15-16 ARCHITECTURAL BARRIER PROGRAM - OWNER	14A	LMH	\$118,737.22
2015	20	6146	5934192	FY 15-16 ARCHITECTURAL BARRIER PROGRAM - OWNER	14A	LMH	\$138,085.50
2015	20	6146	5947800	FY 15-16 ARCHITECTURAL BARRIER PROGRAM - OWNER	14A	LMH	\$100,392.85
2015	20	6146	5952617	FY 15-16 ARCHITECTURAL BARRIER PROGRAM - OWNER	14A	LMH	\$58,767.58
2015	20	6146	5963236	FY 15-16 ARCHITECTURAL BARRIER PROGRAM - OWNER	14A	LMH	\$159,449.78
2015	20	6146	5972652	FY 15-16 ARCHITECTURAL BARRIER PROGRAM - OWNER	14A	LMH	\$178,780.06
2015	20	6146	5972977	FY 15-16 ARCHITECTURAL BARRIER PROGRAM - OWNER	14A	LMH	\$5,769.95
2015	22	6172	5895627	FY15-16 EMERGENCY HOME REPAIR	14A	LMH	\$27,567.01
2015	22	6172	5904062	FY15-16 EMERGENCY HOME REPAIR	14A	LMH	\$64,154.44
2015	22	6172	5917333	FY15-16 EMERGENCY HOME REPAIR	14A	LMH	\$121,963.06
2015	22	6172	5924607	FY15-16 EMERGENCY HOME REPAIR	14A	LMH	\$99,644.02
2015	22	6172	5934192	FY15-16 EMERGENCY HOME REPAIR	14A	LMH	\$144,439.13
2015	22	6172	5947800	FY15-16 EMERGENCY HOME REPAIR	14A	LMH	\$25,980.67
2015	22	6172	5952617	FY15-16 EMERGENCY HOME REPAIR	14A	LMH	\$108,898.45
2015	22	6172	5963236	FY15-16 EMERGENCY HOME REPAIR	14A	LMH	\$98,099.93
2015	22	6172	5972652	FY15-16 EMERGENCY HOME REPAIR	14A	LMH	\$73,482.48
2015	22	6172	5978506	FY15-16 EMERGENCY HOME REPAIR	14A	LMH	\$65,845.58
2015	22	6172	5980504	FY15-16 EMERGENCY HOME REPAIR	14A	LMH	\$115,173.43
					14A	Matrix Code	\$2,664,825.45
2011	4	5849	5872065	FY 11-12 LEAD MATCH-CDBG	14I	LMH	\$5,307.52
2011	4	5849	5887581	FY 11-12 LEAD MATCH-CDBG	14I	LMH	\$14,030.06
2013	12	6012	5895627	FY 13-14 LEAD MATCH HH-CDBG	14I	LMH	\$22,224.40
2013	12	6012	5917333	FY 13-14 LEAD MATCH HH-CDBG	14I	LMH	\$17,316.58
2013	12	6012	5924607	FY 13-14 LEAD MATCH HH-CDBG	14I	LMH	\$6,472.26
2013	12	6012	5934192	FY 13-14 LEAD MATCH HH-CDBG	14I	LMH	\$2,650.28
2013	12	6012	5947800	FY 13-14 LEAD MATCH HH-CDBG	14I	LMH	\$7,078.20
2013	12	6012	5963236	FY 13-14 LEAD MATCH HH-CDBG	14I	LMH	\$37,160.24
2013	12	6012	5972652	FY 13-14 LEAD MATCH HH-CDBG	14I	LMH	\$6,891.04
					14I	Matrix Code	\$119,130.58
2006	40	4964	5947800	E 11TH ST REVITAL - PART 5	16B	LMJ	\$33,326.59
					16B	Matrix Code	\$33,326.59
2015	27	6170	5934192	FY 15-16 PEOPLE FUND	18A	LMJ	\$25,000.00
2015	27	6170	5947800	FY 15-16 PEOPLE FUND	18A	LMJ	\$50,000.00
2015	27	6170	5963236	FY 15-16 PEOPLE FUND	18A	LMJ	\$75,000.00
					18A	Matrix Code	\$150,000.00
2015	26	6174	5917333	FY 15-16 BUSINESS INVEST IN GROWTH	18C	LMC	\$15,575.75
2015	26	6174	5924607	FY 15-16 BUSINESS INVEST IN GROWTH	18C	LMC	\$58,575.30
2015	26	6174	5934192	FY 15-16 BUSINESS INVEST IN GROWTH	18C	LMC	\$13,693.24



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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2015	26	6174	5947800	FY 15-16 BUSINESS INVEST IN GROWTH	18C	LMC	\$14,273.23
2015	26	6174	5952617	FY 15-16 BUSINESS INVEST IN GROWTH	18C	LMC	\$30,602.21
2015	26	6174	5963236	FY 15-16 BUSINESS INVEST IN GROWTH	18C	LMC	\$14,550.49
2015	26	6174	5972652	FY 15-16 BUSINESS INVEST IN GROWTH	18C	LMC	\$16,546.30
2015	26	6174	5978506	FY 15-16 BUSINESS INVEST IN GROWTH	18C	LMC	\$20,245.82
2015	26	6174	5986743	FY 15-16 BUSINESS INVEST IN GROWTH	18C	LMC	\$15,937.66
							Total
							\$4,519,533.97

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
2015	2	6168	5904062	FY 15-16 SENIOR SERVICES	05A	LMC	\$11,042.34
2015	2	6168	5917333	FY 15-16 SENIOR SERVICES	05A	LMC	\$9,674.66
							Total
							\$20,717.00
2015	3	6169	5917333	FY 15-16 YOUTH SERVICES	05D	LMC	\$103,931.17
2015	3	6169	5934192	FY 15-16 YOUTH SERVICES	05D	LMC	\$25,386.46
2015	3	6169	5947800	FY 15-16 YOUTH SERVICES	05D	LMC	\$50,654.80
2015	3	6169	5963236	FY 15-16 YOUTH SERVICES	05D	LMC	\$11,641.57
							Total
							\$191,614.00
2015	17	6167	5904062	FY 15-16 TENANT'S RIGHTS ASSISTANCE	05K	LMC	\$78,458.90
2015	17	6167	5917333	FY 15-16 TENANT'S RIGHTS ASSISTANCE	05K	LMC	\$49,591.05
2015	17	6167	5934192	FY 15-16 TENANT'S RIGHTS ASSISTANCE	05K	LMC	\$24,954.47
2015	17	6167	5947800	FY 15-16 TENANT'S RIGHTS ASSISTANCE	05K	LMC	\$23,598.36
2015	17	6167	5952617	FY 15-16 TENANT'S RIGHTS ASSISTANCE	05K	LMC	\$25,282.17
2015	17	6167	5963236	FY 15-16 TENANT'S RIGHTS ASSISTANCE	05K	LMC	\$36,108.05
							Total
							\$237,993.00
2015	1	6171	5895627	FY 15-16 CHILD CARE SERVICES	05L	LMC	\$32,013.82
2015	1	6171	5904062	FY 15-16 CHILD CARE SERVICES	05L	LMC	\$105,216.23
2015	1	6171	5917333	FY 15-16 CHILD CARE SERVICES	05L	LMC	\$148,176.75
2015	1	6171	5924607	FY 15-16 CHILD CARE SERVICES	05L	LMC	\$30,693.47
2015	1	6171	5934192	FY 15-16 CHILD CARE SERVICES	05L	LMC	\$63,532.79
2015	1	6171	5947800	FY 15-16 CHILD CARE SERVICES	05L	LMC	\$91,649.01
2015	1	6171	5963236	FY 15-16 CHILD CARE SERVICES	05L	LMC	\$84,378.85
2015	1	6171	5972652	FY 15-16 CHILD CARE SERVICES	05L	LMC	\$31,668.30
2015	1	6171	5978506	FY 15-16 CHILD CARE SERVICES	05L	LMC	\$24,104.78
							Total
							\$611,434.00
							\$1,061,758.00

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
2015	33	6134	5872056	FY 15-16 COMPLIANCE	21A		\$21,231.43
2015	33	6134	5887581	FY 15-16 COMPLIANCE	21A		\$21,498.84
2015	33	6134	5887823	FY 15-16 COMPLIANCE	21A		\$29,734.14
2015	33	6134	5895627	FY 15-16 COMPLIANCE	21A		\$18,031.22
2015	33	6134	5904062	FY 15-16 COMPLIANCE	21A		\$18,545.66
2015	33	6134	5917333	FY 15-16 COMPLIANCE	21A		\$19,833.91
2015	33	6134	5924607	FY 15-16 COMPLIANCE	21A		\$19,108.03
2015	33	6134	5934192	FY 15-16 COMPLIANCE	21A		\$18,651.22
2015	33	6134	5947800	FY 15-16 COMPLIANCE	21A		\$18,811.16
2015	33	6134	5952617	FY 15-16 COMPLIANCE	21A		\$27,295.36
2015	33	6134	5963236	FY 15-16 COMPLIANCE	21A		\$18,869.45



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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2015	33	6134	5972652	FY 15-16 COMPLIANCE	21A		\$19,201.67
2015	33	6134	5972977	FY 15-16 COMPLIANCE	21A		\$9,199.38
2015	33	6135	5872056	FY 15-16 PLANNING POLICY DEVELOPMENT	21A		\$11,491.79
2015	33	6135	5887581	FY 15-16 PLANNING POLICY DEVELOPMENT	21A		\$12,198.25
2015	33	6135	5887823	FY 15-16 PLANNING POLICY DEVELOPMENT	21A		\$17,733.51
2015	33	6135	5895627	FY 15-16 PLANNING POLICY DEVELOPMENT	21A		\$11,411.39
2015	33	6135	5904062	FY 15-16 PLANNING POLICY DEVELOPMENT	21A		\$12,365.67
2015	33	6135	5917333	FY 15-16 PLANNING POLICY DEVELOPMENT	21A		\$13,241.81
2015	33	6135	5924607	FY 15-16 PLANNING POLICY DEVELOPMENT	21A		\$12,967.52
2015	33	6135	5934192	FY 15-16 PLANNING POLICY DEVELOPMENT	21A		\$10,288.87
2015	33	6135	5947800	FY 15-16 PLANNING POLICY DEVELOPMENT	21A		\$11,304.05
2015	33	6135	5952617	FY 15-16 PLANNING POLICY DEVELOPMENT	21A		\$18,630.58
2015	33	6135	5963236	FY 15-16 PLANNING POLICY DEVELOPMENT	21A		\$30,150.74
2015	33	6135	5972652	FY 15-16 PLANNING POLICY DEVELOPMENT	21A		\$12,715.36
2015	33	6135	5972977	FY 15-16 PLANNING POLICY DEVELOPMENT	21A		\$6,311.91
2015	33	6136	5904062	FY 15-16 FACILITIES	21A		\$66,596.27
2015	33	6136	5924607	FY 15-16 FACILITIES	21A		\$33,540.62
2015	33	6136	5947800	FY 15-16 FACILITIES	21A		\$33,262.30
2015	33	6136	5963236	FY 15-16 FACILITIES	21A		\$34,121.77
2015	33	6136	5972652	FY 15-16 FACILITIES	21A		\$34,346.07
2015	33	6137	5872056	FY 15-16 FINANCIAL MONITORING/BUDGET	21A		\$16,233.99
2015	33	6137	5887581	FY 15-16 FINANCIAL MONITORING/BUDGET	21A		\$16,193.70
2015	33	6137	5887823	FY 15-16 FINANCIAL MONITORING/BUDGET	21A		\$22,914.03
2015	33	6137	5895627	FY 15-16 FINANCIAL MONITORING/BUDGET	21A		\$14,966.82
2015	33	6137	5904062	FY 15-16 FINANCIAL MONITORING/BUDGET	21A		\$16,297.05
2015	33	6137	5917333	FY 15-16 FINANCIAL MONITORING/BUDGET	21A		\$16,007.42
2015	33	6137	5924607	FY 15-16 FINANCIAL MONITORING/BUDGET	21A		\$16,120.43
2015	33	6137	5934192	FY 15-16 FINANCIAL MONITORING/BUDGET	21A		\$13,846.87
2015	33	6137	5947800	FY 15-16 FINANCIAL MONITORING/BUDGET	21A		\$15,289.85
2015	33	6137	5952617	FY 15-16 FINANCIAL MONITORING/BUDGET	21A		\$23,089.31
2015	33	6137	5963236	FY 15-16 FINANCIAL MONITORING/BUDGET	21A		\$21,351.71
2015	33	6137	5972652	FY 15-16 FINANCIAL MONITORING/BUDGET	21A		\$16,124.33
2015	33	6137	5972977	FY 15-16 FINANCIAL MONITORING/BUDGET	21A		\$7,037.26
2015	33	6138	5872056	FY 15-16 ADMIN AND MANAGEMENT	21A		\$30,631.03
2015	33	6138	5887581	FY 15-16 ADMIN AND MANAGEMENT	21A		\$24,694.98
2015	33	6138	5887823	FY 15-16 ADMIN AND MANAGEMENT	21A		\$36,737.14
2015	33	6138	5895627	FY 15-16 ADMIN AND MANAGEMENT	21A		\$24,598.93
2015	33	6138	5904062	FY 15-16 ADMIN AND MANAGEMENT	21A		\$30,477.08
2015	33	6138	5917333	FY 15-16 ADMIN AND MANAGEMENT	21A		\$26,178.63
2015	33	6138	5924607	FY 15-16 ADMIN AND MANAGEMENT	21A		\$25,107.88
2015	33	6138	5934192	FY 15-16 ADMIN AND MANAGEMENT	21A		\$20,022.74
2015	33	6138	5947800	FY 15-16 ADMIN AND MANAGEMENT	21A		\$24,623.03
2015	33	6138	5952617	FY 15-16 ADMIN AND MANAGEMENT	21A		\$31,837.09
2015	33	6138	5963236	FY 15-16 ADMIN AND MANAGEMENT	21A		\$36,257.23
2015	33	6138	5972652	FY 15-16 ADMIN AND MANAGEMENT	21A		\$43,973.93
2015	33	6138	5972977	FY 15-16 ADMIN AND MANAGEMENT	21A		\$9,964.83
					21A	Matrix Code	<u>\$1,223,267.24</u>
Total							\$1,223,267.24

PY: 2015

## LOCCS RECONCILIATION

<b>Unexpended balance of CDBG funds</b> <i>(Line 16 of the IDIS Financial Summary)</i>	<b>\$ 6,260,078.86</b>
<b>LOCCS Balance (as of the end of the program year)</b>	<b>\$ 6,425,854.47</b>
<b>Unexpended CDBG program income and /or Unexpended CDBG grant funds:</b>	
a) <i>Grantee Program Account</i>	\$ -
b) <i>Subrecipients Program Account</i>	\$ -
c) <i>Revolving Fund Cash Balances</i>	\$ 706,954.32
d) <i>Section 108 Cash Balances</i>	\$ -
<b>Total CASH ON-HAND</b>	<b>\$ 706,954.32</b>
<b>Grantee Program Liabilities</b> <i>(include any reimbursements due from program funds)</i>	<b>\$ 158,874.74</b>
<b>Subrecipient Program Liabilities</b> <i>(include any reimbursement due from program funds)</i>	<b>\$ 713,855.19</b>
<b>Total LIABILITIES</b>	<b>\$ 872,729.93</b>
<b>RECONCILING BALANCE</b> <i>Liabilities Total)</i>	<b>\$ 6,260,078.86</b>
<b>Total Unexpended Balance of CDBG Funds minus Reconciling Balance =</b>	<b>\$ -</b>
<b><i>Explanation for discrepancy</i></b>	
1) <i>Return to CDBG as refund for Emergency Home Repair #6064</i>	\$ -
2)	
3)	
<i>Total prior year entries</i>	\$ -
<i>Unreconciled difference</i>	\$ -

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





**CITY OF AUSTIN  
NEIGHBORHOOD HOUSING AND COMMUNITY DEVELOPMENT (NHCD) OFFICE**

**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 citizens to participate in the development of the City's federal reports: 5-Year 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 5-Year 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 five areas of planning for the use of affordable housing, community and economic development made possible through HUD funding:

- 1) The 5-Year Consolidated Plan;
- 2) The annual Action Plan;
- 3) The Consolidated Annual Performance and Evaluation Report (CAPER);
- 4) Substantial amendments to a 5-Year Consolidated Plan and/or annual Action Plan; and
- 5) 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 citizens 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 five 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/Travis County Health and Human Services Department (HHSD) to administer the HOPWA and ESG programs.

As the lead agency for HUD, NHCD is responsible for developing the 5-Year Consolidated, annual Action Plans, and the Consolidated Annual Performance and Evaluation Report (CAPER). NHCD coordinates with the HHSD, 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 HHSD in consultation with community agencies.

### **D. PLANNING ACTIVITIES SUBJECT TO CITIZEN PARTICIPATION PLAN**

**ACTIVITY 1 – FIVE-YEAR CONSOLIDATED PLAN.** The City of Austin’s 5-Year 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.

Citizen participation is an essential component in developing the 5-Year Consolidated Plan, including amending the plan as well as reporting on program performance. Consultations, public hearings, community meetings, citizen surveys and opportunities to provide written comment are all a part of the strategy to obtain citizen input. The City will make special efforts to solicit the views of citizens who reside in the designated CDBG-priority neighborhoods of Austin, and to encourage the participation of all citizens including minorities, the non-English speaking population, and persons with disabilities. Actions for public participation in the 5-Year 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 citizens. 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 5-Year 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 5-Year 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](http://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 5-Year Consolidated Plan/ Action Plan.
6. **Final Action on the Consolidated Plan.** All written or oral testimony provided will be considered in preparing the final 5-Year 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 5-Year 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 5-Year Consolidated Plan will be submitted to HUD, no later than August 15 each year.

**ACTIVITY 2 – 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 5-Year Consolidated Plan.

1. NHCD staff will gather input from citizens and consultations to prepare the draft Action Plan. There shall be two public hearings: one before the Community Development Commission (CDC) and one before the City Council to receive citizen 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 5-Year 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 3 – SUBSTANTIAL AMENDMENTS TO CONSOLIDATED/ACTION PLAN.** Recognizing that changes during the year may be necessary to the 5-Year 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 5-Year 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 5-Year 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-day written 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 4 – 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 5-Year 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 5 – 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 citizens, 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 citizen 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 5-Year 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), 5-Year Consolidated Plan, annual Action Plan, and the Consolidated Annual Performance and Evaluation Report (CAPER), will be available to the public upon request. Citizens 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](http://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 citizens, public agencies, and other interested parties reasonable and timely access to information and records relating to the Citizen Participation Plan (CPP), 5-Year 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. CITIZENS' 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 within 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 Office  
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 citizens 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](http://www.austintexas.gov/housing); NHCD, 1000 E. 11<sup>th</sup> 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) Office announces a 15-day public comment period to receive public comments on its Draft FY 2015-16 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 2015-16, in the achievement of its overall strategies, objectives, and priorities outlined in the FY 2014-19 Consolidated Plan. The Draft FY 2015-16 CAPER will be available for review during the public comment period. The City will submit this report to HUD prior to December 29, 2016.

Public Comment Period

The public is invited to review the Draft FY 2015-16 CAPER during the public comment period, November 18 through December 4, 2016. The document will be available on NHCD's web site, [www.austintexas.gov/caper](http://www.austintexas.gov/caper) and at the following community locations:

- Austin Central Public Library, 800 Guadalupe Street (Central)
- Austin Resource Center for the Homeless, 500 East 7<sup>th</sup> Street (Central)
- East Austin Neighborhood Center, 211 Comal Street (East)
- Neighborhood Housing and Community Development Department, 1000 East 11<sup>th</sup> 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 4, 2016. Please include a name, address, and phone number.

Mail to:  
Neighborhood Housing and Community Development Office  
Attn: FY 2015-16 CAPER  
P.O. Box 1088  
Austin, Texas 78767  
Email: [NHCD@austintexas.gov](mailto:NHCD@austintexas.gov)

For additional information, call the NHCD Office at 512-974-3100 (voice).





## Ciudad de Austin

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

La Oficina 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 2015-16.

El Departamento de Vivienda y Desarrollo Comunitario de la Ciudad de Austin (NHCD) recibe los siguientes fondos anualmente del Departamento de Vivienda y Desarrollo Urbano de los E.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 Reporte Anual Consolidado sobre la Ejecución y Evaluación (CAPER) donde evalúen el progreso de la Ciudad y la efectividad de sus operaciones durante el año fiscal 2015-16 en la realización de sus estrategias, objetivos y prioridades establecidas en el Plan Consolidado. La Ciudad deberá de someter el reporte a HUD para el 29 de diciembre del 2016.

#### **Para Ver el Reporte**

Se invita al público a revisar a los dos reportes desde el 18 de noviembre al 4 de diciembre del 2016 en los siguientes lugares: en el sitio Web de la Ciudad, [www.austintexas.gov/caper](http://www.austintexas.gov/caper) o en los siguientes lugares:

- Austin Central Public Library, 800 Guadalupe Street (Central)
- Austin Resource Center for the Homeless, 500 East 7<sup>th</sup> Street (Central)
- East Austin Neighborhood Center, 211 Comal Street (Este)
- Neighborhood Housing and Community Development Department, 1000 East 11<sup>th</sup> Street, Suite 200 (Este)
- Rosewood-Zaragoza 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)

Neighborhood Housing and Community Development  
Office Attn: FY 2015-16 CAPER  
PO Box 1088  
Austin, Texas 78767  
Email: [NHCD@austintexas.gov](mailto:NHCD@austintexas.gov)

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

## Public Comments Received

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

From: Stuart Hersh

Sent: Friday, December 02, 2016 2:12 PM

To: NHCD <[NHCD@austintexas.gov](mailto:NHCD@austintexas.gov)>

Subject: CAPER Comments 2015-2017

Because the CAPER does not tract geographic goals related to housing affordability, I was unable to find the following information:

1. How many and what percentage of rental housing units were completed at Mueller in 2015-2016 and cumulatively to date? Same on homeownership units. What is demography of affordability there? What percent are accessible and/or visitable? Were vistability waivers granted and if so how many. Mueller has 25% goals for rental and homeownership, and 10% goal for multi-family visitability.
2. What was performance for the Univeristy

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

From: Stuart Hersh

Sent: Tuesday, November 29, 2016 3:13 PM

To: NHCD <[NHCD@austintexas.gov](mailto:NHCD@austintexas.gov)>

Subject: CAPER Comments 2015-2017

Because the CAPER does not tract geographic goals related to housing affordability, I was unable to find the following information:

1. How many and what percentage of rental housing units were completed at Mueller in 2015-2016 and cumulatively to date? Same on homeownership units. What is demography of affordability there (race/ethnicity)? What percent are accessible and/or visitable? Were vistability waivers granted and if so how many? Mueller has 25% goals for rental and homeownership, and 10% goal for multi-family visitability.
2. What was performance for the University Neighborhood Overlay last year and cumulatively? Any 50% Median Family Income rental units completed?
3. Any S.M.A.R.T. Housing completed in Rainey under density bonus program?
4. Any 50% Median Family Income rental units completed in any density bonus area? If so, how many? Where?



### Staff Comment

The public comments received relate to developer incentive programs administered by the City of Austin. Production for these programs is not included in the CAPER. However, the inquiry has been referred to program staff to follow up and provide a response directly to the constituent.

**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 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, a solicitation may be required in the form of a comprehensive Notice of Fund Availability (NOFA) or Request for Proposal (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 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.** 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.
- 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 schedules, 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;

- 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.

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

- 6. 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.

**Attachment 5b: HOME Inspection Summary by Project**

FY 2015-16 CAPER Summary Roster for HOME Inspections - sjkinel as of 11/8/2016

**FINAL**

	Monit Completed	Phys. Insp. Completed or TDHCA	NAME	Frequency (1, 2, or 3)	# Units Total	# Units to Inspect	HOME Actual # Units Inspected	HOME # Units Passed to Date	# Files Reviewed	Project/Account Name	Project Address
1	✓	✓	ACCESSIBLE HSING - Carol's House	3	1	1	1	1	1	ACCESSIBLE HOUSING AUSTINI, INC. - CAROL'S HOUSE	1805 HEATHERGLEN Lane, 78758
2	✓	✓	Blackland 1	2	5	4	4	4	5	BLACKLAND COMMUNITY DEVELOPMENT CORPORATION	2008 Chicon A&B; 2012 Chicon A&B; 2201 Salina
3	✓	✓	Blackland 2	2	9	5	5	5	9	BLACKLAND COMMUNITY DEVELOPMENT CORPORATION	2102 Chicon St; 1700 MLK, Jr. Blvd A&B; 1804 MLK; 2109 Salina; 2111 Salina; 2113 Salina; 1803 A&B E. 22nd.
4	✓	✓	Blackland 3	3	1	1	1	1	1	BLACKLAND COMMUNITY DEVELOPMENT CORPORATION	2106 CHESTNUT AVENUE
5	✓	✓	BLACKLAND 5	2	8	4	4	4	8	BLACKLAND COMMUNITY DEVELOPMENT CORPORATION	1803 E. 20TH STREET
6	✓	✓	Blackland Comm 7	3	3	3	3	3	3	BLACKLAND COMMUNITY DEVELOPMENT CORPORATION	2004 A&B Chicon; 2106 Chicon
7	✓	Nov. 2016	Blackshear Lawson	2	6	4	TBD	TBD	6	BLACKSHEAR NEIGHBORHOOD DEVELOPMENT CORPORATION	2412 Bryan; 1116 Harvard; 2503 E. 9th; 1905 E. 9th; 1705-A Rosewood; 1705-B Rosewood
8	✓	TDHCA	FC - Garden Terrace (15 HOME units)	1	15	3	3	3	2	Foundation Communities, Garden Terrace	1015 W WILLIAM CANNON DR. AUSTIN TX 78745
9	✓	✓	FC - Skyline Terrace		100	20	20	20	10	FOUNDATION COMMUNITIES SKYLINE TERRACE AKA RAMADA SRO	1212 W BEN WHITE BLVD. AUSTIN TX 78704
10	✓	TDHCA	FC - Spring Terrace	1	140	7	7	7	14	FOUNDATION COMMUNITIES HEARTHSIDE SRO SPRING TERRACE	7101 N IH 35 SVRD. AUSTIN TX 78752
11	✓	Nov. 2016	Frameworks 6 & 7	2	8	5	TBD	TBD	2	Frameworks CDC 701 Tillery St., Ste A-7B, Box 15, Austin 78702	4902 & 4810 West Wind Trail, Austin, 78745



FY 2015-16 CAPER Summary Roster for HOME Inspections - sjkinel as of 11/8/2016

**FINAL**

	Monit Completed	Phys. Insp. Completed or TDHCA	NAME	Frequency (1, 2, or 3)	# Units Total	# Units to Inspect	HOME Actual # Units Inspected	HOME # Units Passed to Date	# Files Reviewed	Project/Account Name	Project Address
12	✓	✓	Green Doors (CPH) 3 Glen Oaks Corner	2	6	4	4	4	2	GREEN DOORS (FKA COMMUNITY PARTNERSHIP FOR THE HOMELESS, INC.)	904-A Neal; 904-B Neal; 908A Neal; 908-B Neal; 912 Neal; 916 Neal
13	✓	✓	GUADALUPE NEIGHB (728EX000308) 1	3	2	2	2	2	1	GUADALUPE NEIGHBORHOOD DEVELOPMENT CORP	110 CHICON UNITS A & B
14	✓	✓	GNDC 2	3	4	4	4	4	2	GUADALUPE NEIGHBORHOOD DEVELOPMENT CORP	1100 E. 10th; 1004 Lydia; 1002 Navasota; 1007 Waller
15	✓	✓	GNDC 5 - LA VISTA DE GUADALUP	2	22	4	4	4	5	GUADALUPE NEIGHBORHOOD DEVELOPMENT CORP	813 E. 8th St.
16	✓	✓	GNDC 6	2	7	4	4	4	3	GUADALUPE NEIGHBORHOOD DEVELOPMENT CORP	809-B San Marcos St., 907-B Spence St., 1009-B E. 10th St., 2320 Santa Rita St., 1003 A&B Lydia, 1002 Wheelless
17	✓	✓	GNDC 10	2	8	4	4	4	3	GUADALUPE NEIGHBORHOOD DEVELOPMENT CORP	5908 Ventus; 5921 Ventus; 5916 Lux; 5929 Lux; 1129-A Altum; 1129-B Altum; 1133-A Altum; 1133-B Altum
	✓	✓	GNDC 12							GUADALUPE NEIGHBORHOOD DEVELOPMENT CORP	
18	✓	Nov. 2016	LYONS GARDENS (Rosewood)	1	54	11	TBD	TBD	6	LYONS GARDENS APARTMENTS (FKA ROSEWOOD I SENIOR HOUSING COMMUNITY)	2720 LYONS ROAD, 78702
19	✓	✓	MARY LEE Fndn - Cornerstone		30	6	6	6	10	MARY LEE COMMUNITY	1322 LAMAR SQUARE DR
20	✓	✓	MARY LEE -4 (The Legacy)	1	40	8	8	8	8	MARY LEE-4	1340 LAMAR SQUARE DR. AUSTIN TX 78704
21	✓	✓	NMF VI	2	15	4	4	4	4	NMF VI- ATCMHMR	6607 & 7102 GUADALUPE
23	✓	✓	VOA - Manor House	2	11	4	4	4	3	Volunteers of America	5907 MANOR RD. AUSTIN TX 78723

<b>495</b>	<b>112</b>	<b>92</b>	<b>92</b>	<b>108</b>
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**Attachment 5c: HOME Match Report**

Match Contributions for  
**Federal Fiscal Year 2016**

**Part I Participant Identification**

1. Participant No. (assigned by HUD) 480264		2. Name of the Participating Jurisdiction City of Austin		3. Name of Contact (person completing this report) Nora Richardson	
5. Street Address of the Participating Jurisdiction 1000 East 11th Street, Suite 300				4. Contact's Phone Number (include area code) 512-974-3138	
6. City Austin		7. State TX	8. Zip Code 78702		

**Part II Fiscal Year Summary**

1. Excess match from prior Federal fiscal year		\$ 17,572,446.68
2. Match contributed during current Federal fiscal year (see Part III.9.)		\$ 12,378,092.27
3. Total match available for current Federal fiscal year (line 1 + line 2)		\$ 29,950,538.95
4. Match liability for current Federal fiscal year		\$ 520,397.59
5. Excess match carried over to next Federal fiscal year (line 3 minus line 4)		\$ 29,430,141.36

**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						\$ 4,194,618.66	\$ 130,099.40
ALDRICH 51 APARTMENTS (RMMA)	9/30/2016	2,000,000.00						\$ 2,000,000.00
BLUEBONNET STUDIOS LOAN 2	9/30/2016	1,405,580.00						\$ 1,405,580.00
CHICON CORRIDOR (CHESTNUT)	9/30/2016	818,824.48						\$ 818,824.48
GNDC - JEREMIAH HOUSING	9/30/2016	2,000,000.00						\$ 2,000,000.00
HOMESTEAD OAKS APARTMENTS	9/30/2016	397,557.60						\$ 397,557.60
LAMADRID APARTMENTS	9/30/2016	2,126,030.79						\$ 2,126,030.79
LAKELINE STATION LOAN 2	9/30/2016	500,000.00						\$ 500,000.00
LIVE OAK TRAILS 2	9/30/2016	500,000.00						\$ 500,000.00
RAIL AT MLK JR. STATION	9/30/2016	2,500,000.00						\$ 2,500,000.00

**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)

<b>Disbursement Agency</b>
CITY OF AUSTIN
PO Box 1088, Austin, TX 78767
74-6000085

<b>Reporting Entity</b>
CITY OF AUSTIN
PO Box 1088, Austin, TX 78767

<b>Dollar Amount</b>	\$8,349,387.12
<b>Contact Person</b>	Nora Richardson
<b>Date Report Submitted</b>	10/07/2016

Reporting Period		Program Area Code	Program Area Name
From	To		
10/01/2015	09/30/2016	CDB1	Community Devel Block Grants

## Part I: Employment 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
Clerical	0	0	0	0	8
Carpentry	0	0	0	0	57
Laborer	0	0	0	0	16

<b>Total New Hires</b>	0
<b>Section 3 New Hires</b>	0
<b>Percent Section 3 New Hires</b>	N/A
Total Section 3 Trainees	81
The minimum numerical goal for Section 3 new hires is 30%.	

## Part II: Contracts Awarded

<b>Construction Contracts</b>	
Total dollar amount of construction contracts awarded	\$1,441,309.50
Total dollar amount of contracts awarded to Section 3 businesses	\$1,441,309.50
Percentage of the total dollar amount that was awarded to Section 3 businesses	100.0%
Total number of Section 3 businesses receiving construction contracts	6
The minimum numerical goal for Section 3 construction opportunities is 10%.	

<b>Non-Construction Contracts</b>	
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)

<b>Disbursement Agency</b>
CITY OF AUSTIN
PO Box 1088, Austin, TX 78767
74-6000085

<b>Reporting Entity</b>
CITY OF AUSTIN
PO Box 1088, Austin, TX 78767

Dollar Amount:	\$676,404.65
Contact Person:	Nora Richardson
Date Report Submitted:	10/07/2016

Reporting Period		Program Area Code	Program Area Name
From	To		
10/01/2015	09/30/2016	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**

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<b>Disbursement Agency</b>
CITY OF AUSTIN
PO Box 1088, Austin, TX 78767
74-6000085

<b>Reporting Entity</b>
CITY OF AUSTIN
PO Box 1088, Austin, TX 78767

<b>Dollar Amount</b>	\$2,189,818.03
<b>Contact Person</b>	Nora Richardson
<b>Date Report Submitted</b>	10/07/2016

Reporting Period		Program Area Code	Program Area Name
From	To		
10/01/2015	09/30/2016	HOME	HOME Program

## Part I: Employment 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
Clerical	0	0	0	0	3
Carpentry	0	0	0	0	23
Laborer	0	0	0	0	7

<b>Total New Hires</b>	0
<b>Section 3 New Hires</b>	0
<b>Percent Section 3 New Hires</b>	N/A
Total Section 3 Trainees	33
The minimum numerical goal for Section 3 new hires is 30%.	

## Part II: Contracts Awarded

<b>Construction Contracts</b>	
Total dollar amount of construction contracts awarded	\$454,002.71
Total dollar amount of contracts awarded to Section 3 businesses	\$454,002.71
Percentage of the total dollar amount that was awarded to Section 3 businesses	100.0%
Total number of Section 3 businesses receiving construction contracts	6
The minimum numerical goal for Section 3 construction opportunities is 10%.	

<b>Non-Construction Contracts</b>	
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)

<b>Disbursement Agency</b>
CITY OF AUSTIN
PO Box 1088, Austin, TX 78767
74-6000085

<b>Reporting Entity</b>
CITY OF AUSTIN
PO Box 1088, Austin, TX 78767

Dollar Amount:	\$1,205,917.39
Contact Person:	Nora Richardson
Date Report Submitted:	10/07/2016

Reporting Period		Program Area Code	Program Area Name
From	To		
10/01/2015	09/30/2016	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)

<b>Disbursement Agency</b>
CITY OF AUSTIN
PO Box 1088, Austin, TX 78767
74-6000085

<b>Reporting Entity</b>
CITY OF AUSTIN
PO Box 1088, Austin, TX 78767

<b>Dollar Amount</b>	\$805,313.90
<b>Contact Person</b>	Nora Richardson
<b>Date Report Submitted</b>	10/07/2016

Reporting Period		Program Area Code	Program Area Name
From	To		
10/01/2015	09/30/2016	LBA	Lead-Based Paint Abatement

## Part I: Employment 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
Technicians	0	0	0	0	16

<b>Total New Hires</b>	0
<b>Section 3 New Hires</b>	0
<b>Percent Section 3 New Hires</b>	N/A
Total Section 3 Trainees	16
The minimum numerical goal for Section 3 new hires is 30%.	

## Part II: Contracts Awarded

<b>Construction Contracts</b>	
Total dollar amount of construction contracts awarded	\$76,617.44
Total dollar amount of contracts awarded to Section 3 businesses	\$76,617.44
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%.	

<b>Non-Construction Contracts</b>	
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.

**Attachment 5e: Section 108 Project Level Data**



FY 2015-16 Section 108 Project Level Data

Grantee Name	ST	Section 108 Project Number	Project Name	Address	ZipCode	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
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			
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			
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			
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			
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			
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			
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			
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			
Hip Haven, Inc	TX	9	Hip Haven	3910-C Warehouse 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			
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			
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			
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			
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			
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			

618,250 618,250

31 75 73

**Attachment 5f: Equal Employment/Fair Housing Office Supplement**

## City of Austin Equal Employment/Fair Housing Office

The City of Austin Equal Employment & Fair Housing Office (EE/FHO) is the enforcement arm within the city limits of Austin. As a Fair Housing Assistance Program, EE/FHO 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 16 (Oct. 1, 2015-September 30, 2016).

No Cause to believe discrimination occurred	34
Conciliations with benefit to the Charging Party	31
Complaints withdrawn by complainant after resolution	11
FHAP Judicial Consent Order	1
Complainant Failed to Cooperate	1
Charges filed/issued against Respondent	1
Reactivated by HUD	0

The EE/FHO has participated in a number of outreach and training opportunities to affirmatively further fair housing in FY 15-16. These include the following:

- National Fair Housing Information Clearinghouse, the Clearinghouse is an Internet-based platform that allows fair housing advocacy organizations and enforcement agencies to share fair housing-related educational and outreach materials this tool is used by investigators throughout the year.
- National Fair Housing Alliance Real Estate Sales Discrimination, Wednesday, October 21, 2015
- TWCCRD's Fair Housing Investigative Role for Fair Housing Complaints -Series 7, December 17, 2015
- March 2016 EEFHO distributed over 700 flyers about Fair Housing to area libraries, food distribution centers, and recreations centers.
- Telemundo TV Interview regarding Fair Housing Rights, April 20, 2016
- KEYE Austin News Interview related to Fair Housing Rights, April 20, 2016
- EEFHO Fair Housing Training Conference for housing professional April 20, 2016
- Neighborhood Enhancement Team Mini Resource Fair April 30, 2016

The Equal Employment & Fair Housing Office website also provides information about the City's Fair Housing Ordinance as well as relevant federal fair housing laws. The 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**

**FY 2015-16 Summary Funding and Production Table**  
**Neighborhood Housing and Community Development Office**

Date: December 19, 2016

AP-20 Item # - Program / AP-35 Item # - Activity	Funding	Action Plan		CAPER	
		New Funding	Estimated Services	Actual Expenditures	Services Provided
<b>1</b> Homeless and Special Needs					
<u>1</u> <u>Child Care Services</u>	CDBG	611,434	194	611,434	218
	HTF	-	-	3,156	1
	GF	-	-	50,197	18
Child Care Services		611,434	194	664,787	237
<u>2</u> <u>Senior Services</u>	CDBG	20,717	30	20,717	47
	HTF	-	-	-	-
	GF	-	-	108,057	245
Senior Services		20,717	30	128,774	292
<u>3</u> <u>Youth Support Services</u>	CDBG	191,614	146	191,614	139
	HTF	-	-	7,919	6
	GF	-	-	24,138	17
Youth Support Services		191,614	146	223,671	162
Public Service activities other than Low/Mod Income Housing Benefits		823,765	370	1,017,232	691
<u>ARCH - ESG Shelter Operating and Maintenance</u>	ESG	313,922	2,000	262,708	1,999
<u>Communicable Disease Unit - Rapid Re-Housing Program</u>	ESG	-	-	-	-
<u>Downtown Austin Court - Rapid Re-Housing Program</u>	ESG	-	-	-	-
<u>Homeless Management Information Systems</u>	ESG	13,200	-	12,000	-
<u>Front Steps - Rapid Re-Housing Program</u>	ESG	-	-	-	-
<u>Rapid Re-Housing Programs</u>	ESG	248,667	123	202,423	94
<u>ESG - Adm</u>	ESG	46,685	-	13,370	-
<u>4</u> Total ESG		622,474	2,123	490,501	2,093

**FY 2015-16 Summary Funding and Production Table**  
**Neighborhood Housing and Community Development Office**

Date: December 19, 2016

AP-20 Item # - Program / AP-35 Item # - Activity	Funding	Action Plan		CAPER	
		New Funding	Estimated Services	Actual Expenditures	Services Provided
<u>5</u> Permanent Housing Placement	HOPWA	32,702	32	25,555	45
<u>6</u> Short termed supported housing assistance	HOPWA	103,694	85	179,924	153
<u>7</u> Short-term rent mortgage and utilities	HOPWA	56,631	67	74,659	81
<u>8</u> Supportive Services	HOPWA	90,969	45	79,239	43
<u>9</u> Tenant-Based Rental Assistance	HOPWA	579,877	75	510,444	80
<u>10</u> Facility Based Transitional Housing	HOPWA	195,662	45	189,143	43
<u>11</u> HOPWA Housing Case Management	HOPWA	24,726	-	25,296	-
<u>12</u> HOPWA - Adm	HOPWA	33,533	-	33,830	-
Total HOPWA		1,117,794	349	1,118,090	445
Total Homeless and Special Needs		2,564,033	2,842	2,625,823	3,229
<b>2</b> Renter Assistance					
<u>13</u> Tenant-Based Rental Assistance	HOME	510,300	101	218,598	33
Tenant-Based Rental Assistance - Administration	HOME-PI	-	-	278,578	42
	GF	-	-	56,126	-
		510,300	101	553,302	75
<u>15</u> Architectural Barrier Program - Rental	CDBG	280,000	15	162,052	7
<u>14</u> Tenants' Rights Assistance	CDBG	237,993	511	237,993	564
	HTF	-	-	-	-
	GF	-	-	8,299	20
Tenants' Rights Assistance		237,993	511	246,292	584
Local Rental Assistance Program	CIP	-	-	188,627	25
Total Renter Assistance		1,028,293	627	1,150,274	691

**FY 2015-16 Summary Funding and Production Table**  
**Neighborhood Housing and Community Development Office**

Date: December 19, 2016

AP-20 Item # - Program / AP-35 Item # - Activity	Funding	Action Plan		CAPER	
		New Funding	Estimated Services	Actual Expenditures	Services Provided
<b>3</b> Homebuyer Assistance					
<u>Down Payment Assistance</u>	HOME	425,000	15	177,973	4
	HOME-PI	220,000	-	671,199	17
<u>16</u> Total Homebuyer Assistance		645,000	15	849,173	21
<b>4</b> Homeowner Assistance					
<u>17</u> ABR - Owner	CDBG	1,173,470	76	1,336,055	82
<u>19</u> Emergency Home Repair	CDBG	1,000,000	417	941,091	337
<u>18</u> HRLP	CDBG-RL	75,000	1	148,314	2
	CDBG	250,000	3	150,010	2
HRLP - Subtotal CDBG		325,000	4	298,324	4
	HOME	648,634	4	71,854	1
	HOME-PI	50,000	1	373,803	7
HRLP - Subtotal HOME		698,634	5	445,657	8
HRLP - Total		1,023,634	9	743,981	12
<u>LeadSmart Program</u>	LEAD	-	50	676,695	29
<u>Pre-Contract Costs Fund</u>	GF	-	-	76,787	
<u>Holly Good Neighbor Program</u>	CIP	-	-	436,422	12
<u>Home Repair Program</u>	CIP	-	-	77,370	8
<u>GO Repair! Program</u>	GO Bonds	2,000,000	-	2,179,490	228
Total GO Repair! Program		2,000,000	-	2,256,860	236
Homeowner Assistance		5,197,104	552	6,467,891	708

**FY 2015-16 Summary Funding and Production Table**  
**Neighborhood Housing and Community Development Office**

Date: December 19, 2016

AP-20 Item # - Program / AP-35 Item # - Activity	Funding	Action Plan		CAPER	
		New Funding	Estimated Services	Actual Expenditures	Services Provided
<b>5</b> Housing Developer Assistance					
<u>20</u> <u>RHDA</u>					
	CDBG	515,298	3	2,128,140	182
	CDBG-PI	-	-	89,378	8
	CDBG-RL	-	-	458,878	4
RHDA - Subtotal CDBG		515,298	3	2,676,397	194
	HOME-CHDO	182,483	5	292,973	3
	HOME	-	-	772,799	26
	HOME-PI	50,000	1	132,169	4
RHDA - Subtotal HOME		232,483	6	1,197,942	33
	GO Bonds	6,062,500	-	11,397,428	83
	CIP	-	-	397,578	-
	UNO	-	-	432	-
	HTF	669,577	-	1,755,957	-
Total RHDA		7,479,858	9	17,425,734	310
<u>21</u> <u>A&amp;D</u>					
	CDBG	338,345	5	275,185	1
	CDBG-PI	-	-	-	-
	CDBG-RL	100,000	2	-	-
Total CDBG		438,345	7	275,185	1
	HOME	165,897	-	64,812	1
	HOME-CHDO	182,483	3	-	-
	HOME-PI	-	-	780,866	17
Total HOME		348,380	3	845,678	18
	GO Bonds	1,937,500	-	-	19
	CIP	-	-	838,573	-
	HTF	-	-	103,475	-
Total A&D		2,724,225	10	2,062,910	38



**FY 2015-16 Summary Funding and Production Table**  
**Neighborhood Housing and Community Development Office**

Date: December 19, 2016

AP-20 Item # - Program / AP-35 Item # - Activity	Funding	Action Plan		CAPER	
		New Funding	Estimated Services	Actual Expenditures	Services Provided
<u>22</u> CHDO Operating Expense Grants	HOME-CO	75,000	3	25,000	1
<u>S.M.A.R.T. Housing™</u>	GF	-	-	102,923	
Housing Developer Assistance		10,279,083	22	19,616,566	349
<b>6</b> Small Business Assistance					
<u>23</u> Microenterprise Technical Assistance	CDBG	200,000	31	200,000	32
<u>24</u> Community Development Bank	CDBG	150,000	6	150,000	6
<u>25</u> Family Business Loan Program	Section 108	-	52	618,250	14
<u>26</u> Neighborhood Commercial Management	CDBG-RL	40,000	-	-	-
Small Business Assistance		390,000	89	968,250	52
<b>7</b> Neighborhood and Community Revitalization					
<u>Historic Preservation</u>	CDBG	-	-	-	-
	CDBG-RL	-	-	-	-
	CDBG-PI	-	-	33,327	-
<u>Public Facilities</u>	GF	-	-	78,346	-
<u>Parking Facilities</u>	GF	-	-	11,880	-
<u>Neighborhood Opportunity Improvement Program</u>	CDBG	-	4	-	-
<u>27</u> Choice neighborhoods Implementation Grant	CDBG	-	-	-	-
Neighborhood and Community Revitalization		-	4	123,553	-
<b>8</b> Financial Empowerment					
<u>31</u> Individual Development Account Program	IDA	-	95	32,776	9
	HTF	-	-	195,000	9
Individual Development Account Program		-	-	227,776	18
<u>Housing Smarts - In-House</u>	GF	-	-	138,205	309
<u>Housing Smarts - Contract</u>	GF	-	-	-	71
Housing Smarts		-	-	138,205	380
Financial Empowerment		-	95	365,981	398

**FY 2015-16 Summary Funding and Production Table  
Neighborhood Housing and Community Development Office**

Date: December 19, 2016

AP-20 Item # - Program / AP-35 Item # - Activity	Funding	Action Plan		CAPER	
		New Funding	Estimated Services	Actual Expenditures	Services Provided
<b>7</b> Debt Service					
<u>28</u> East 11th & 12th St Revital, Debt Service	CDBG	693,835		521,414	
	CDBG-PI	56,000		60,667	
	Section 108 - PI	190,000		357,755	
Neighborhood Commercial Mgmt, Debt Service	Section 108 - PI	169,160		174,760	
Debt Service		1,108,995		1,114,595	
<b>8</b> Administration					
<u>30</u> CDBG Adm	CDBG	1,415,676		1,198,170	
	CDBG-PI	14,000		25,098	
<u>29</u> HOME - Adm	HOME	243,311		93,756	
	HOME-PI	27,000		166,273	
Sub-total Federal Funds		1,699,987		1,483,295	
<u>HTF - Adm</u>	HTF	211,399		151,465	
<u>GF - Adm</u>	GF	-		3,910,730	
Administration		1,911,386		5,545,490	

**FY 2015-16 Summary Funding and Production Table**  
**Neighborhood Housing and Community Development Office**

Date: December 19, 2016

AP-20 Item # - Program / AP-35 Item # - Activity	Funding	Action Plan		CAPER	
		New Funding	Estimated Services	Actual Expenditures	Services Provided
Total Programs, Debt Services, and Admin Costs		23,123,894	4,246	38,827,594	5,448
<b>FUND SUMMARIES:</b>					
		<b>AMOUNT</b>	<b>SERVICES</b>	<b>AMOUNT</b>	<b>SERVICES</b>
CDBG		7,078,382	1,441	8,123,875	1,617
CDBG-PI		70,000	-	208,469	8
CDBG-RL		215,000	3	607,192	6
Total CDBG		7,363,382	1,444	8,939,536	1,631
HOME		1,993,142	120	1,399,792	65
HOME-CHDO		364,966	8	292,973	3
HOME-CO		75,000	3	25,000	1
HOME-PI		347,000	2	2,402,888	87
Total HOME		2,780,108	133	4,120,653	156
ESG		622,474	2,123	490,501	2,093
HOPWA		1,117,794	349	1,118,090	445
Total CDBG, HOME, ESG, and HOPWA		11,883,758	4,049	14,668,780	4,325
Other Funds					
LEAD		-	50	676,695	29
IDA		-	95	32,776	9
Section 108 - PI		359,160	-	532,515	-
Section 108		-	52	618,250	14
GO Bonds		10,000,000	-	13,576,918	330
CIP		-	-	1,938,570	45
HTF		880,976	-	2,216,971	16
GF		-	-	4,565,687	680
UNO		-	-	432	-
Fund Summary Totals		23,123,894	4,246	38,827,594	5,448
Balance Check		-	-	-	-



*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 and does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs and activities. Reasonable modifications and equal access to communications will be provided upon request. For assistance please call 512-974-2210 OR 512-974-2445 TDD.*