



CITY OF AUSTIN

2019 – 2020

2020 – 2021

2021 – 2022

2022 – 2023

2023 – 2024

FY 2020-21 ACTION PLAN

PREPARED BY

Neighborhood Housing and Community Development Department (NHCD)

PO Box 1088

Austin, Texas 78767

City of Austin, Texas

Fiscal Year 2020-21 Annual Action Plan



Prepared by: City of Austin

Neighborhood Housing and Community Development Department

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Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of Austin submits this FY 2020-21 Action Plan as the second of five Action Plans within the FY 2019-24 Consolidated Plan. The following section provides a concise summary of the FY 2020-21 Action Plan. It is anticipated the Austin City Council (Council) will approve the plan on August 27, 2020. The final document will be submitted to the U.S. Department of Housing and Urban Development (HUD) no later than September 8, 2020.

In FY 2020-21, the City of Austin expects to receive approximately \$13.5 million from HUD through four entitlement grants: Community Development Block Grant (CDBG); HOME Investment Partnerships Program (HOME); Emergency Solutions Grant Program (ESG); and Housing Opportunities for Persons with AIDS (HOPWA).

In addition to federal funding from HUD, the City of Austin (City) appropriates local funds to the Neighborhood Housing and Community Development (NHCD) Department for affordable housing and community development activities. HUD's guidance regarding the inclusion of non-federal funding sources in a Consolidated Plan and Annual Action Plan is that non-federal sources are to be included if they are reasonably expected to be made available to address the needs outlined in the plan. For this reason, NHCD has included the [2018 General Obligation Bond](#) allocation of \$250 million.

This Action Plan is not intended to confer any legal rights or entitlements on any persons, groups, or entities, including those named as intended recipients of funds or as program beneficiaries. The terms of this Consolidated Plan and Annual Action Plan are subject to amendment and to the effect of applicable laws, regulations and ordinances. Statements of numerical goals or outcomes are for the purpose of measuring the success of programs and policies and do not impose a legal obligation on the City to achieve the intended results. Actual funding of particular programs and projects identified in this plan are subject to completion of various further actions, some of which involve discretionary determinations by the City or others. These include HUD approval of this plan; appropriations by the United States Congress and the Austin City Council; reviews and determinations under environmental and related laws; and results of bidding and contracting processes.

2. Summarize the Objectives and Outcomes Identified in the Plan

The City's FY 2019-24 Consolidated Plan establishes funding priorities for the FY 2020-21 Action Plan in the following high priority need areas: Special Needs Assistance; Homeless Assistance; Renter Assistance; Homebuyer Assistance; Homeowner Assistance; Housing Development Assistance; Other Community Development Assistance. These funding priorities were established based on the housing and community development needs identified through public and stakeholder input while developing the FY 2019-24 Consolidated Plan, the 2019 Housing Market Analysis, a [Regional Analysis of Impediments to Fair Housing Choice](#) (AI), and City Council direction. All the proposed funding priorities will serve very-low, low- and moderate-income households in the City of Austin. See Exhibit 1 for a listing of FY 2019-24 Consolidated Plan programs and descriptions.

In 2017, the Austin City Council adopted the [Austin Strategic Housing Blueprint](#), a ten-year plan to align resources, ensure a unified strategic direction, and facilitate community partnerships to help reach the City's affordable housing goals. In addition, Council adopted [Strategic Direction 2023](#) (SD23) in 2018, which is a three-to five-year strategic plan that will guide all City initiatives through a shared [vision](#) and six priority Strategic Outcomes:

- Economic Opportunity and Affordability: Having economic opportunities and resources that enable us to thrive in our community.
- Mobility: Getting us where we want to go, when we want to get there, safely and cost-effectively.
- Safety: Being safe in our home, at work, and in our community.
- Health and Environment: Enjoying a sustainable environment and a healthy life, physically and mentally.
- Culture and Lifelong Learning: Being enriched by Austin's unique civic, cultural, ethnic, and learning opportunities.
- Government That Works for All: Believing that City government works effectively and collaboratively for all of us—that it is equitable, ethical and innovative.

In 2018, voters approved a \$250 million affordable housing bond. This substantial increase in resources enabled the Neighborhood Housing and Community Development Department to reprioritize and maximize the use of federal funds and further the department's mission to provide economic opportunities that enable all Austinites to thrive in our community. The realignment of resources is also reflective of feedback received from the community during the community needs assessment period conducted for the FY 2019-24 Consolidated Plan.

[City of Austin Ordinance 820401-D](#) ("The Austin Housing and Community Development Block Grant Ordinance") dated April 1, 1982, sets forth requirements and provisions for the administration of funds received by the City under the Housing and Community Development Act of 1974, as amended, including the assertion that "the primary objectives of community development activities in the City of Austin shall be the development of a viable urban community, including decent housing, a suitable living environment, elimination of slums and blight and expanding economic opportunities, principally for persons of low- and moderate-income," and that in implementing the above, "the City's general obligation to provide capital improvements to the target areas is not diminished except in extraordinary circumstances. Capital improvements in the target areas are to be funded through the normal course of City-wide capital improvements." Responsive to this ordinance, infrastructure needs are designated a low priority for Consolidated Planning purposes and will not be funded with Community Development Block Grant (CDBG) funding.

FY 2019-24 Consolidated Plan Priorities	
Program	Program Description
Special Needs Assistance	Special Needs Assistance will assist low- to moderate-income Austinites by providing mental health services for at-risk youth, childcare services and services for seniors.
Homeless Assistance	Homeless Assistance provides services to the City's most vulnerable populations, including persons experiencing homelessness, persons living with HIV/AIDS, victims of domestic violence, persons experiencing mental illness, unaccompanied youth, persons with chronic substance abuse, and veterans.
Renter Assistance	Renter Assistance activities will provide assistance that can make rent more affordable, tenants' rights services, and financial assistance for necessary rehabilitation to make rental units accessible.
Homebuyer Assistance	Homebuyer Assistance provides counseling to renters wishing to become homebuyers. This category includes the Down Payment Assistance Program, which offers loans to qualifying low- and moderate-income homebuyers to help them buy their first home.
Homeowner Assistance	Homeowner Assistance provides services to individuals that own their homes, but need assistance to make the home safe, functional and/or accessible.
Housing Development Assistance	Housing Development Assistance includes programs that offer assistance to nonprofit and for-profit developers to build affordable housing for low- and moderate-income households, and to acquire real property for affordable housing purposes.
Other Community Development Assistance	Other Community Development Assistance includes activities that provide capacity building for nonprofit organizations that are focused on affordable housing development and workforce development, as well as providing support for small business development.

Exhibit 1 Consolidated Plan Priorities Table

3. Evaluation of Past Performance

The City of Austin's Consolidated Annual Performance and Evaluation Reports (CAPER) indicate a strong track record of setting and meeting goals. The City continuously evaluates program success and seeks to optimize program delivery in order to assist households with the greatest needs. The most recent on-site reviews by HUD were for the Housing Opportunities with AIDS Program (HOPWA) and the Emergency Solutions (ESG) grants. Additionally, HUD monitored the Environmental Review Process completed by the City for all entitlement grants. As a result, City staff and subrecipients received additional program and technical assistance training, and internal program guidelines, policies, and procedures were revised. All these actions were undertaken to improve program effectiveness, management efficiency, and increase staff and subrecipient capacity and performance.

While the programs implemented in previous Consolidated Plan years have been successful, the City's FY 2019-24 Consolidated Plan priorities were updated to be responsive to community feedback received during the planning process, and to align with the City's three to five-year strategic plan, called [Strategic Direction 2023](#) (SD23), and the ten-year [Austin Strategic Housing Blueprint](#). The alignment of the Consolidated Plan with the City's strategic plan, and affordable housing plan required the City to take an interdisciplinary planning approach by collaborating with internal and external partners to focus federal dollars where the need is the greatest. This ongoing collaboration is fundamental to leveraging non-federal resources to maximize programs that offer the deepest affordability and have a long-lasting and sustainable effect. Collaborative efforts with internal and external stakeholders and the community are discussed further in this section.

4. Summary of Citizen Participation Process and Consultation Process

Outreach

In FY 2020-21, the City of Austin modified its business operations to help prevent the spread of COVID-19. These modifications affected the normal Action Plan processes for community engagement. In observation of local and state-wide mandates encouraging social distancing, and in accordance with the City's amended Citizen Participation Plan and with HUD program waivers of certain regulatory requirements to help prevent the spread of COVID-19, the City developed an online platform to facilitate the continuation of the community engagement process. Additionally, the City conducted virtual public hearings before the Community Development Commission and City Council during the development of the Action Plan.

During this time, the City conducted a modified community needs assessment period and public comment period to gather valuable public input about the community's needs and priorities and to help inform the draft Action Plan. Information about the Action Plan process, and public notices announcing opportunities for the community to submit feedback were provided in English and Spanish on the NHCD and SpeakUp Austin websites, in the City's public utilities newsletter, *Austin Utilities Now*, through various media outlets, and email promotion to NHCD's newsletter and RSS feed. Additionally, community members had the opportunity to provide feedback during virtual public hearings, via email sent to NHCD, and through postal mail. More details about the community engagement process are discussed in section PR-10, *Consultation* and PR-15, *Citizen Participation*.

Community Needs Assessment Period

The Neighborhood Housing and Community Development (NHCD) Department began the FY 2020-21 community needs assessment period on March 10, 2020; however, the City then modified its business operations in response to the Coronavirus pandemic, necessitating changes to the original community engagement plan. As a result of changes due to the Coronavirus pandemic, the City conducted a modified community needs assessment period from April 16-23, 2020 to gather valuable public input about needs and potential service gaps in the community, and to inform the Action Plan.

Draft Action Plan Public Comment Period

In accordance with the City's Citizen Participation Plan as amended, the City conducted a public comment period on the draft Action Plan from July 15, 2020 - August 27, 2020. The draft report was available for review online at austintexas.gov/department/housing, and for review and comment on the [SpeakUp Austin](#) webpage. The public also has the opportunity to provide oral comment during virtual public hearings scheduled before the [Community Development Commission](#) on July 15, 2020, and before [City Council](#) on July 30, 2020. Additional opportunities to provide feedback on the recommended priorities and activities outlined in the FY 2020-21 Action Plan are also offered via email, postal mail, or phone.

5. Summary of Public Comments Received

Collectively, during the community needs assessment period and draft action plan public comment period, the City received over 75 comments from the community. The top priorities identified by the community during the community needs assessment period addressed the need for emergency assistance for food, rent, or utilities; availability of housing affordable to low-and moderate-income households; services to address homelessness; affordable childcare; and employment and small business assistance.

See *Appendix I* for copies of all comments received during the community needs assessment period.

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

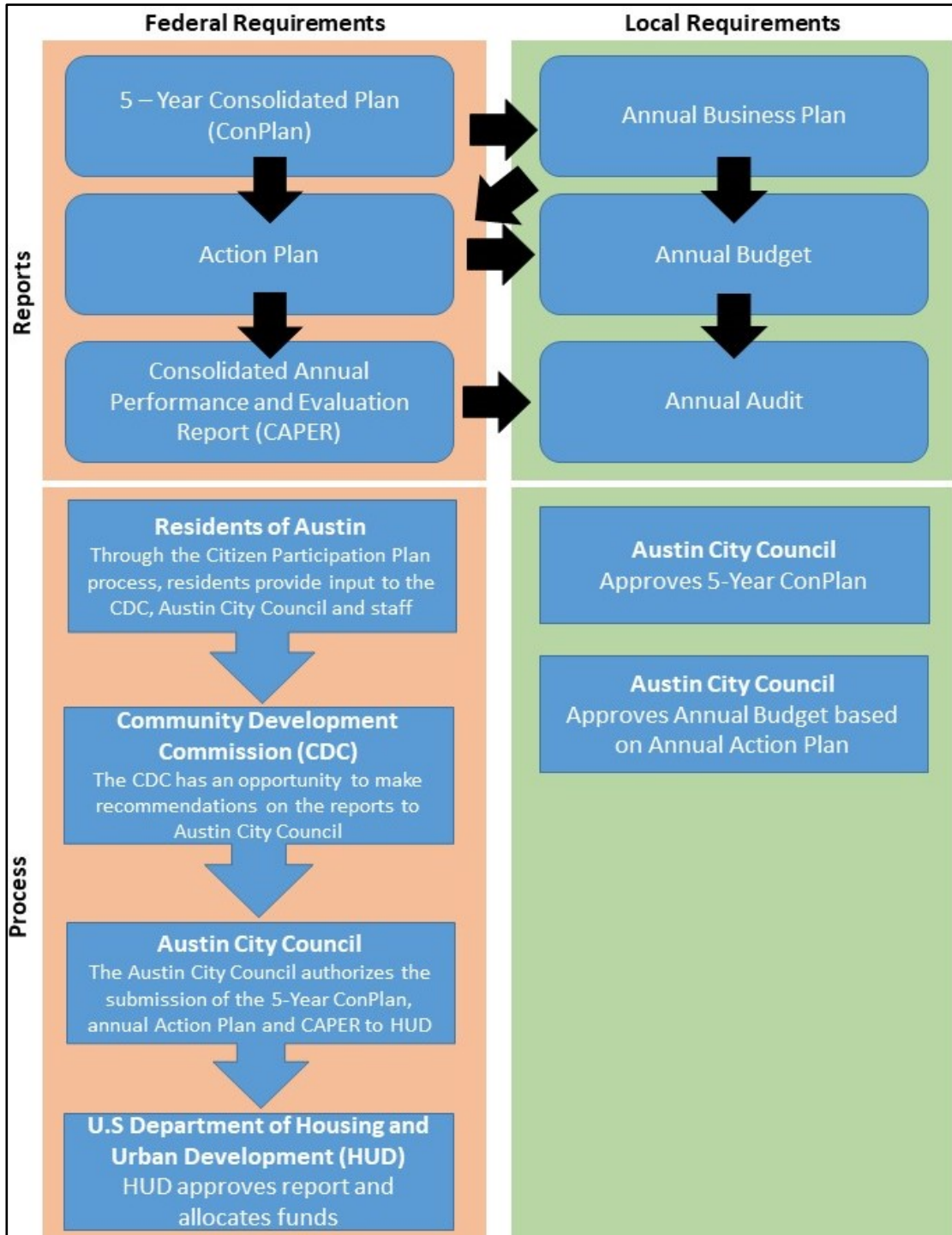
All comments or views received are accepted.

7. Summary

The Action Plan is designed to help participating jurisdictions assess their affordable housing and community development needs and market conditions to make data-driven, place-based investment decisions. The consolidated planning process serves as the framework for a community-wide dialogue to identify community needs, resources, and priorities for the City's affordable housing, community development, homeless, public services, and economic development priorities that align and focus funding from HUD. The Consolidated Plan is carried out through Annual Action Plans, which provide a concise summary of the actions, activities, and the specific resources that will be used each year to address the priority needs and specific goals identified by the Consolidated Plan. Grantees report on accomplishments and progress toward Consolidated Plan goals in the Consolidated Annual Performance and Evaluation Report (CAPER).

Entitlement grants provided through HUD are determined by statutory formulas, and although the City has received additional funding through the formula as a result of its increasing poverty rate, the City is continuing

to see financial pressure at the federal level coupled with increased costs in providing services. In light of these facts, the City continues to identify and pursue opportunities to collaborate, which are detailed throughout this plan. This includes identifying opportunities to leverage resources through other planning initiatives and maximizing opportunities for interdepartmental collaboration and intergovernmental coordination beyond jurisdictional boundaries. It is also critical that comprehensive, current data is collected to ensure the most efficient program delivery.



HUD and City of Austin Budget Allocation Processes

PR-05 Lead & Responsible Agencies

1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source

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

Agency Role	Name	Department/Agency
		Lead Agency
CDBG Administrator	AUSTIN	Neighborhood Housing and Community Development; Austin Public Health; Economic Development Department
ESG Administrator	AUSTIN	Austin Public Health
HOME Administrator	AUSTIN	Neighborhood Housing and Community Development
HOPWA Administrator	AUSTIN	Austin Public Health

Table 1 – Responsible Agencies

Narrative

LEAD AGENCY AND PARTICIPATING ORGANIZATIONS

[Neighborhood Housing and Community Development Department](#) (NHCD)

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

[Austin Housing Finance Corporation](#) (AHFC)

AHFC was created in 1979 as a public, nonprofit corporation organized pursuant to Chapter 394 of the Texas Local Government Code. The Austin City Council serves as the AHFC’s Board of Directors. The mission of the AHFC is to generate and implement strategic housing solutions for the benefit of low- and moderate-income households of the City of Austin. Employees of NHCD manage the funding and operations of AHFC through an annual service agreement executed between the City and AHFC.

[Austin Public Health \(APH\)](#)

Council designates APH to administer the CDBG Public Services, HOPWA, and ESG programs. APH is a nationally certified Public Health agency and works in partnership with the community to prevent disease, promote health, and protect the well-being of the community with the vision of making Austin/Travis County the healthiest community in the nation. APH is comprised of eight divisions: The Office of the Director, Administrative Services, Community Services, Disease Prevention and Health Promotion, Environmental Health Services, Epidemiology and Public Health Preparedness, Healthy Equity and Community Engagement, and the new Homeless Services Division.

[Economic Development Department \(EDD\)](#)

EDD administers the Family Business Loan Program (FBLP) identified under the Small Business Assistance priorities funded with Section 108 funds. Section 108 is a loan guarantee provision of the Community Development Block Grant (CDBG) Program. The Family Business Loan Program and related lending programs are designed to provide a low-cost financing option to Austin based small businesses seeking to expand and hire that commit to provide employment opportunities to Austin's low-to-moderate income communities.

Additionally, EDD will utilize CDBG dollars through Workforce Development Programs for capacity-building of one or more partnered nonprofit organizations that provide skill building and training opportunities in support of the region's workforce development strategies and goals for safely re-opening the economy.

[Community Development Commission \(CDC\)](#)

The CDC advises City Council in the development and implementation of programs designed to serve low- and moderate-income households and the community at large, with an emphasis on federally funded programs. The CDC also oversees the Community Services Block Grant (CSBG) program managed by Austin Public Health. CSBG regulations require that the CDC consists of 15 members, including representatives from eight geographic target areas: Colony Park, Dove Springs, East Austin, Montopolis, Rosewood-Zaragosa/Blackland, St. Johns, North Austin, and South Austin. The CDC's eight neighborhood representatives are elected through a neighborhood-based process, and all 15 are formally appointed by the Austin City Council.

[Urban Renewal Board \(URB\)](#)

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

Consolidated Plan Public Contact Information

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AP-10 Consultation - 91.100, 91.200(b), 91.215(I)

1. Introduction

To ensure that priority needs are carried out in the most efficient manner, NHCD and APH regularly consult with internal and external partners in its administration of affordable housing, economic development, homelessness, and public services programs and activities. Partners include Austin Area Comprehensive HIV Planning Council, Austin Energy, Austin Water Utility, the Commission on Immigrant Affairs, the Commission on Seniors, the Early Childhood Council, and the Economic Development Department. Additionally, the City consults with City boards and commissions and external agencies with missions related to affordable housing and community development. APH's Homeless Services Division and leadership from the City Manager's Office are coordinating with national consultants to analyze, support and inform community strategies and services within the homelessness response system. Contracted partners each bring decades of expertise and a nationwide perspective of best practices, innovative approaches, and data-driven decision making to their work with the City of Austin and community partners.

A detailed listing of the agencies and organizations consulted, and that participated in the planning of affordable housing, economic development, homelessness, and public services initiatives throughout the year can be found below.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I)).

The City of Austin provides funding to, and works closely in partnership with, the [Ending Community Homelessness Coalition](#) (ECHO)--the entity designated as the Lead Agency and Collaborative Applicant for The Austin/Travis County Continuum of Care (CoC). Leadership from the two local public housing authorities, private hospitals, private housing providers, City and County health and human services departments, staff from Austin Public Health and the Neighborhood Housing and Community Development, social service programs that serve the homeless, as well as criminal justice entities, all serve on the CoC Membership Council. This group holds monthly meetings and provides strategic direction to the Austin/Travis County community regarding issues that impact persons experiencing homelessness. ECHO executive leadership participates in planning partnerships with psychiatric stakeholders, criminal justice executives and employment specialists led by Central Health, Austin-Travis County Integral Care, Travis County Public Safety and Justice, and Goodwill Industries. In 2018, the Membership Council and Austin City Council adopted [Austin's Action Plan to End Homelessness](#) that outlines specific objectives and strategies needed to end homelessness in the community. City and HACA staff coordinate regularly regarding issues such as affordable housing developments, access to information about affordable housing, fair housing, and homelessness. NHCD coordinates with ECHO to administer a contract with the Housing Authority of the City of Austin (HACA) to provide Tenant Based Rental Assistance (TBRA) utilizing HOME funding. This contract provides funding for 85 households experiencing homelessness. The eligible households are referred from ECHO through their Coordinated Entry System. The Coordinated Entry System prioritizes households that have the highest vulnerability index, based on a variety of factors as measured through a standardized Vulnerability Index - Service Prioritization Decision Assistance Tool (VI-SPDAT)

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness

NHCD works closely with ECHO, the CoC Lead Agency, to develop ways to incentivize the development of housing units that serve people experiencing homelessness. Through NHCD's competitive Rental Housing Development Assistance (RHDA) program, which provides funding for nonprofit and for-profit affordable housing developers, NHCD provides additional points through the standard scoring criteria for developments that dedicate affordable units to people experiencing homelessness. In order to receive the additional points, NHCD requires a Memorandum of Understanding (MOU) between the developer and ECHO. The MOU establishes the number of units, the population to be served, the process for filling the units, the monitoring and reporting criteria, among other items. All the referrals to the RHDA CoC units come from ECHO's Coordinated Entry System.

NHCD also has a contract with ECHO to administer the locally funded Low-Barrier Permanent Supportive Housing Program. This program enables individuals experiencing homelessness who have multiple barriers to housing (including criminal history, eviction history, behavioral health issues, among other challenges) to access housing units in the private market. ECHO has established relationships with private landlords who own Class B and C properties throughout the City of Austin. Landlords agree to reduce their tenant screening criteria and provide below market rent. ECHO provides the eligible tenants who have access to intensive support services. NHCD pays the rent subsidy up to the applicable Fair Market Rent.

APH and NHCD staff provide expertise for the development of the annual CoC application through participation on the CoC Notice of Funding Availability (NOFA) Independent Review Team. Staff also participate in ongoing CoC stakeholder meetings coordinated by ECHO, the CoC Lead Agency, including the CoC & ESG Committee, Policy and Practice Committee, CoC Rapid Rehousing Workgroup, and the CoC governing board, Membership Council. Most of the agencies in the community serving homeless individuals are funded by APH, so APH participates in key Continuum of Care planning groups, and other stakeholder meetings.

During development of the Consolidated Plan and Annual Action Plan, and throughout the year, members of APH staff in the Social Services Policy Unit and the Contract Management Unit engage with the members of ECHO to gather information that informs decisions on ESG allocations, performance standards, and evaluation outcomes. ECHO, NHCD and APH staff also meet regularly to discuss ways to coordinate City and CoC-funding that serves people experiencing homelessness, including data expectations, outcome measures, and written standards for program interventions.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS

APH and ECHO work together to evaluate outcomes and more closely align CoC and ESG programs. All ESG-funded programs enter data into the Homeless Management Information System (HMIS) and accept referrals for rapid rehousing through the Coordinated Entry system administered by ECHO. HMIS staff analyze data and report progress on ending homelessness to APH and other community entities. In addition, ESG-funded programs are required to submit to the City the outcome measure: *percent of case-managed households that transition from homelessness into housing*. APH and ECHO partner to ensure that all rapid rehousing programs and shelter programs are entering data into HMIS in a manner that allows system-wide and City outcomes to be measured and evaluated.

The City of Austin has taken an active role in supporting a more effective HMIS so that data sourced from the system can inform policy decisions and be used to evaluate program effectiveness. The ESG FY 2020-21 award includes funding for continuation of the Scan Card program at the Austin Resource Center for the Homeless (ARCH)- an emergency shelter which is the first point of entry into the homeless social service system for many of Austin’s adults experiencing homelessness. The City also contributes local funding to support ECHO staff positions. City staff have taken an active role with ECHO in developing coordinated assessment and improving other components of the continuum.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities

The City modified its business operations in FY 2020-21 in response to the Coronavirus pandemic, necessitating changes to the original community engagement plan. As a result of changes due to the Coronavirus pandemic, the City conducted a modified community engagement process.

Agency/Group/Organization	Austin Home Repair Coalition
Agency/Group/Organization Type	Housing
What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Austin Housing Repair Coalition (AHRC) is a collaboration of home repair agencies in the Austin area that provide home repairs and other housing-related assistance. The AHRC formed in 2008 to leverage and coordinate diverse funds, resources, and services to ensure low-income homeowners and families enjoy healthy, safe, and energy efficient home environments. NHCD staff regularly attend AHRC monthly meetings to strategically collaborate with City departments and various stakeholders in an effort to provide home repair and other housing-related assistance.
Agency/Group/Organization	Austin Public Health (APH)
Agency/Group/Organization Type	Other-Grantee Department
What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Needs - Persons with HIV/AIDS HOPWA Strategy

How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The City Council designates APH to administer CDBG Public Services, HOPWA and ESG programs. NHCD and APH meet monthly to discuss the administration of these programs, and to collaborate on the development of the Consolidated Plan, Action Plan, and CAPER.
Agency/Group/Organization	The Austin/Travis County Reentry Roundtable
Agency/Group/Organization Type	Regional Organization
What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Austin/Travis County Reentry Roundtable is a coalition working to promote a community that supports equity for formerly incarcerated persons and individuals with criminal histories. City staff incorporate Austin/Travis County Reentry Roundtable criteria into the Rental Housing Development Assistance guidelines to help address inequities in housing policy.
Agency/Group/Organization	BASTA (Building and Strengthening Tenant Action)
Agency/Group/Organization Type	Services-Housing
What section of the Plan was addressed by Consultation?	Housing Need Assessment Other-Tenants rights
How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The goal of BASTA is to create sustainable and autonomous tenant associations by cultivating leadership in tenant communities. BASTA provides one-on-one guidance and group training in the following areas: outreach methods, facilitation techniques, negotiation strategy, campaign planning, and property research. City staff collaborate with members of BASTA in order to improve programs that address homelessness.
Agency/Group/Organization	Community Housing Development Organizations (CHDOs)
Agency/Group/Organization Type	CHDO
What section of the Plan was addressed by Consultation?	Housing

How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The City has certified four CHDOs whose missions are to create and retain affordable rental units for low- and moderate-income households, and low-income persons with special needs. The City regularly consults with the Blackland Community Development Corporation, Accessible Housing Austin (AHA!), Blackshear Neighborhood Development Corporation, and Guadalupe Neighborhood Development Corporation to provide affordable housing units throughout Austin.
Agency/Group/Organization	Commission on Immigrant Affairs
Agency/Group/Organization Type	Other- Board/Commission
What section of the Plan was addressed by Consultation?	Housing
How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Commission on Immigrant Affairs advises Council on issues of common concern to immigrants, particularly in the areas of health and human services, education, and the demographic makeup of the Austin immigrant community. APH provides staffing support to the Commission, and regularly receives information on issues affecting the immigrant community in Austin.
Agency/Group/Organization	Commission on Seniors
Agency/Group/Organization Type	Other- Board/Commission
What section of the Plan was addressed by Consultation?	Housing Homelessness
How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Commission on Seniors advises Council on issues related to the senior population in the Austin area; evaluates and recommends programs, policies, and practices that create a positive impact and reduce the burden on seniors; determines the needs of seniors in the Austin community, and advises council regarding these needs; and promotes the contributions of seniors to the cultural, economic, and historical value of Austin. APH provides staffing support to the Commission, and regularly consults with the group on issues affecting the quality of life for Austin's older adults.
Agency/Group/Organization	Community Development Commission (CDC)
Agency/Group/Organization Type	Other- Board/Commission

What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically Homeless Homeless Needs - Families with children Non-Homeless Special Needs Economic Development Household Affordability
How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Community Development Commission advises the City Council on the development and implementation of programs designed to assist low- and moderate-income Austinites, and the community at large with emphasis on federally funded programs. The Community Development Commission serves as policy advisors and provides oversight and guidance on federally funded initiatives and programs. NHCD provides staffing support to the Commission, and regularly consults with the group on issues affecting low- and moderate-income Austinites.
Agency/Group/Organization	Early Childhood Council
Agency/Group/Organization Type	Other- Board/Commission
What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development Non-Homeless Special Needs
How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Early Childhood Council (ECC) makes recommendations to Council for the creation, development, and implementation of programs that promote optimal development for young children; and programs and activities that contribute to the continued development of a system of high-quality early care and education and after-school programs for Austin's children. APH provides staffing support to the ECC, and regularly consults with the group on issues affecting child care and high-quality early education for Austin families with low income.
Agency/Group/Organization	Economic Development Department (EDD)
Agency/Group/Organization Type	Other-Grantee Department
What section of the Plan was addressed by Consultation?	Economic Development
How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the	Through traditional and equity-based approaches, EDD leads the global business expansion, urban regeneration, small business development, cultural arts, and music efforts for Austin. EDD develops innovative programs that increase the prosperity of all Austinites, Austin's businesses and our diverse communities. The City Council designates EDD to administer CDBG-funded economic development activities. NHCD and

consultation or areas for improved coordination?	EDD collaborate on the administration of these programs, and on the development of the Consolidated Plan, Action Plan, and CAPER.
Agency/Group/Organization	Ending Community Homelessness Coalition (ECHO)
Agency/Group/Organization Type	Services-Homeless
What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth
How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Austin provides funding and works closely in partnership with the Ending Community Homelessness Coalition (ECHO), who is the CoC Lead Agency, CoC Collaborative Applicant, and the Lead HMIS Agency for local Continuum of Care (CoC)/homeless system. Leadership from City and County Health and Human Services Department attend and participate in voting seats during the monthly CoC governing board, called Membership Council, meetings coordinated by ECHO. City staff also serve on the CoC NOFA Independent Review Team and other coordinated activities serving the homeless system. NHCD reviews the CoC application through the Certificate of Consistency process. ECHO is an active contributor to the information in the Consolidated Plan, Action Plan and CAPER regarding homeless needs and strategies. City staff coordinate with ECHO to present at CoC committee and workgroup meetings to engage various stakeholders in annual consultation procedures and are used for system planning and reporting updates as needed.
Agency/Group/Organization	City of Austin's Equity Office: Equity Action Team (EAT)
Agency/Group/Organization Type	Business and Civic Leaders
What section of the Plan was addressed by Consultation?	Housing Need Assessment
How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Equity Action Team (EAT) is a group of community members, community organizations, and city employees that are tasked with providing lived experience and guidance to the Equity Office. EAT is the body responsible for assisting in defining the City's definition of Racial Equity, and the co-creative process that resulted in the City's first Equity Assessment Tool. In addition to providing guidance and feedback, the group receives updates from City Departments, and a space to discuss major policy decisions that will impact the community.
Agency/Group/Organization	Housing Authority of the City of Austin (HACA)

Agency/Group/Organization Type	PHA- Public Housing Authority
What section of the Plan was addressed by Consultation?	Public Housing Needs
How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	HACA is a partnering agency in the development of the Regional Analysis of Impediments, Housing Market Analysis, and Consolidated Plan. City and HACA staff coordinate regularly regarding issues such as affordable housing developments, access to information about affordable housing, fair housing, and homelessness. As one of two Public Housing Authorities serving the City of Austin, input from and coordination with HACA is valuable to address community needs efficiently.
Agency/Group/Organization	Regional Analysis of Impediments (AI) Working Group
Agency/Group/Organization Type	Other government- Local, County
What section of the Plan was addressed by Consultation?	Housing Needs Assessment
How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Regional AI Working Group meets quarterly to review research findings associated with the regional Analysis of Impediments to Fair Housing Choice (AI), and to advance regional goals that address disproportionate housing needs. The group comprises the Cities of Austin, Round Rock, Pflugerville; Travis and Williamson Counties; Housing Authorities of Austin, Georgetown, Round Rock, Taylor, and Travis County.

Table 2 – Agencies, groups, organizations who participated

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

No agencies were intentionally excluded from consultation.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Austin’s Action Plan to End Homelessness	Ending Community Homelessness Coalition (ECHO)	Austin’s Action Plan to End Homelessness calls for a systems approach to ending homelessness. The plan specifically outlines implementation of five system elements that, combined, will work effectively in ending homelessness for individuals and families, while making the community stronger for all. Those system components are 1) outreach services and shelters, 2) addressing disparities, 3) providing housing and support services, 4) strengthening our response system, and 5) building wide community commitment from both the public and private sector. This Action Plan itself seeks to mobilize public and private resources in order to fill system gaps used to end homelessness. Progress is captured through annual reports (e.g., Needs and Gaps Report, Racial Disparities Report) that support progress within the 5 Action Plan components. The action plan is used to strategically coordinate system interventions to end homelessness and ensure that funding sources are aligned to effectively and efficiently meet community needs.
Age Friendly Action Plan	City of Austin Commission on Seniors	The City of Austin's Age Friendly Action Plan was published in 2017 and ultimately adopted as an amendment to Imagine Austin . The Age Friendly Action Plan includes three goals related to affordable housing, including "Expand and promote the development of diverse housing options that are affordable for seniors of different income levels," "Support and expand affordable housing options for seniors," and "Expand assistance for affordable home repair, maintenance and modification for seniors of all income levels." These goals directly align with the Strategic Housing Blueprint and the priorities and investment categories detailed in the Consolidated Plan.
Imagine Austin	City of Austin Planning and Zoning	On June 15, 2012, City Council voted unanimously to adopt Imagine Austin, the City's comprehensive plan for Austin's future. The plan includes implementation guidelines and the following priority programs: 1) a compact, connected Austin with improved transportation options; 2) sustainably managed water resources; 3) investments in Austin's workforce, education systems and entrepreneurs; 4) protection of environmentally sensitive areas and integration of nature into the City; 5) investments in Austin's creative economy; 6) household affordability throughout Austin (NHCD is lead in implementing the Household Affordability priority program and will continue to partner with other City departments and community entities to guide implementation of Imagine Austin through its strategic plan); 7) creation of a 'Healthy Austin' program; and 8) revision of Austin's land development regulations and processes.

Austin Strategic Direction 2023	City of Austin	<p>The Austin City Council adopted a strategic direction on March 8, 2018, which will guide the City for the next three to five years. Austin Strategic Direction 2023 outlines a shared vision and six priority Strategic Outcomes. Together we strive to create a complete community where every Austinite has choices at every stage of life that allow us to experience and contribute to all of the following outcomes:</p> <ul style="list-style-type: none"> • Economic Opportunity and Affordability: Having economic opportunities and resources that enable us to thrive in our community. • Mobility: Getting us where we want to go, when we want to get there, safely and cost-effectively. • Safety: Being safe in our home, at work, and in our community. • Health and Environment: Enjoying a sustainable environment and a healthy life, physically and mentally. • Culture and Lifelong Learning: Being enriched by Austin's unique civic, cultural, ethnic, and learning opportunities. • Government That Works for All: Believing that City government works effectively and collaboratively for all of us -that it is equitable, ethical and innovative.
Austin Strategic Housing Blueprint	Neighborhood Housing and Community Development	<p>Council adopted the Austin Strategic Housing Blueprint which helps align resources, ensures a unified strategic direction, and facilitates community partnerships to achieve this shared vision. The plan identifies funding mechanisms, potential regulations, and other creative approaches the City of Austin should utilize to achieve housing goals--including the creation of 60,000 affordable units over the coming decade for households earning approximately \$60,000 or less per year--in line with Imagine Austin. To meet these goals, City Council identified specific affordable housing goals within each Council district and along transit corridors. The Blueprint also calls for at least 75 percent of new housing to be located within half a mile of Imagine Austin Centers and Corridors. It also sets a goal for 90 percent of newly built or preserved affordable housing to be located within 3/4 of a mile of transit service. Putting affordable housing near transit corridors is an important component of increasing affordability.</p> <p>The Blueprint identified five community values to guide the process, including:</p> <ul style="list-style-type: none"> • Prevent households from being priced out of Austin; • Foster equitable, integrated, and diverse communities; • Invest in housing for those most in need; • Create new and affordable housing choices for all Austinites in all parts of Austin; and, • Help Austinites reduce their household costs.

<p>The Austin/Travis County Community Health Plan</p>	<p>Austin Public Health</p>	<p>In 2017 Austin Public Health (APH) implemented the second iteration of their Community Health Assessment (CHA) and Community Health Improvement Plan (CHIP) process, a requirement for Public Health Department accreditation. APH partnered with many agencies to lead a comprehensive community health planning initiative. Core agencies included Travis County Health and Human Services, Capital Metro, Central Health, Integral Care, St. David’s Foundation, Ascension Seton, The University of Texas at Austin Dell Medical School, City of Austin Transportation Department, and The University of Texas Health Science Center at Houston School of Public Health Austin Regional Campus. Through a collaborative process of assessment and goal prioritization: community members identified the following as critical community health needs 1) Access to and Affordability of Healthcare, 2) Chronic Disease, 3) Sexual Health (with an emphasis on teenage pregnancy), and 4) Stress, Mental Health and Wellbeing (to include substance use disorder). Currently in its implementation phase, community service providers work collectively to address community needs.</p>
<p>Continuum of Care</p>	<p>Ending Community Homelessness Coalition (ECHO)</p>	<p>The Continuum of Care (CoC) is the local collective networks, institutions, and organizations that provide and coordinate services across the homeless system and interventions supporting people who are at risk of or are experiencing homelessness. The CoC is led by a governing body of stakeholders (Membership Council) who oversee the coordination of the response system and make funding and policy decisions. Planning and implementation of action items across the CoC occurs through the governing structure which consists of over 12 ongoing and short-term committees, workgroups, and task groups to ensure system collaboration at all service provisions levels. The primary goal of the Continuum of Care (CoC) Program is designed to promote community wide commitment to the goal of ending homelessness; Provide funding for efforts by nonprofit providers, and State and local governments to quickly rehouse homeless individuals and families while minimizing the trauma and dislocation caused to homeless individuals, families, and communities by homelessness; Promote access to and effect utilization of mainstream programs by homeless individuals and families; and optimize self-sufficiency among individuals and families experiencing homelessness. These goals align with the City of Austin Consolidated Plan which includes two prevention objectives: 1) Assist persons experiencing homelessness or who are at risk of becoming homeless; and 2) Assist persons living with HIV/AIDS to achieve stable housing and increase access to medical care and supportive services. The CoC’s governing body also partners with the City to increase equity and leadership opportunities for persons with lived expertise of homelessness. The City’s Austin Homeless Advisory Council members have 2 voting seats</p>

		on the CoC governing board and participate in the rank and review decisions during the annual CoC NOFA Competition.
Opportunity 360	Enterprise Community Partners	Opportunity360 allows the City to understand and address community challenges by identifying pathways to greater opportunities using cross-sector data, community engagement and measurement tools. Tools and resources in the platform provide a comprehensive view into a neighborhood’s access to basic needs and facilitate a strategic, asset-building approach to community development. The tool is used by the City to determine emerging and high opportunity areas.
Long Range Capital Improvement Strategic Plan	City of Austin Planning and Zoning Department	The City of Austin Planning and Zoning Department coordinates updates of the Long-Range Capital Improvement Program Strategic Plan. The Plan is updated on a two-year cycle in cooperation with the Public Works Department, the City of Austin Budget Office, and capital departments. The plan has a 10-year planning horizon and provides the basis for identifying both ongoing capital needs and strategic opportunities for CIP investment over the long term, including investments in affordable housing. The plan was created to further align the City's CIP investments with the Imagine Austin 30-Year Comprehensive Plan.
Project Connect	City of Austin, Capital Metro, CAMPO	Project Connect is the vision for the Central Texas high-capacity transit system. Linking activity centers within the fastest growing region in the country, Project Connect aims to connect people, places and opportunities in an easy, efficient way. The vision unites efforts to develop the best solutions for getting around Central Texas and addressing growth challenges.
Regional Analysis of Impediments to Fair Housing Choice (AI)	City of Austin and Travis County	AI goals are part of the five-year Consolidated Plan goals. The Regional Analysis of Impediments, or AI, is a planning process for local governments and public housing agencies (PHAs) to take meaningful actions to overcome historic patterns of segregation, promote fair housing choice, and foster inclusive communities that are free from discrimination. This study was conducted for the Central Texas Region in 2018 and 2019 as a joint effort among three cities, two counties, and five housing authorities.
2018 Community Services Block Grant Community Needs Assessment Report	Austin Public Health	Austin Public Health conducts a Community Needs Assessment every three years in accordance with the requirements of the Community Services Block Grant (CSBG). A goal of the 2018 report was to continue delving into the key findings from the 2015 report and identify data-substantiated trends that are affecting Austin families. These trends are population growth, suburbanization of poverty, affordability issues, and racial/ethnic disparities. Another goal was to challenge how poverty is defined and measured. In addition to identifying community needs, community strengths were integrated as part of the assessment because they represent sources of

		resilience that inform best practices. By examining economic mobility, the core goal is to increase actions toward tackling the causes of poverty, while continuing to provide anti-poverty assistance to alleviate the conditions it creates.
2020 Public Housing Authority (PHA) Annual and Five-Year Plan	Housing Authority City of Austin	The 5-Year and Annual Public Housing Agency (PHA) Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA’s operations, programs, and services. Each PHA plan informs HUD, families served by the PHA, and members of the public, of the PHA’s mission, goals and objectives for serving the needs of low-income, very low-income, and extremely low-income families.
Watershed Protection Master Plan	City of Austin Watershed Protection Department	The Watershed Protection Master Plan is a strategic plan that assesses erosion, flood, and water quality problems in Austin. It also prioritizes and implements effective solutions that address all three of these problems. Solutions include projects, programs, and regulations. This plan is in accordance with HUD’s 2017 Broadband and Resiliency Rule. As more guidance regarding this rule is issued by HUD, NHCD will continue to incorporate updates through subsequent Action Plans.
Digital Inclusion Strategy	City of Austin Telecommunicatio ns and Regulatory Affairs Office	The City of Austin vision includes every Austinite having an opportunity to be fully engaged in digital society, accessing and using digital and communications technology. The purpose of the plan is to address access and adoption of digital technology, and to serve as a guiding document for providing digital inclusion opportunities in affecting the City’s goals to ensure all Austinites are served. This plan is in accordance with HUD’s 2017 Broadband and Resiliency Rule. As more guidance regarding this rule is issued by HUD, NHCD will continue to incorporate updates through subsequent Action Plans.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional):

The City of Austin works to enhance coordination through interdepartmental, interorganizational, and intergovernmental planning. The City of Austin continues to promote awareness that household affordability and community development challenges are regional, and do not respect geopolitical boundaries. Household affordability and unaddressed community development needs can directly or indirectly affect access to public services, education, health and human services, transportation, environmental sustainability, economic development, community vitality, arts and culture.

AP-12 Citizen Participation-91.105, 91.200(c)

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

In FY 2020-21, the City of Austin modified its business operations to help prevent the spread of COVID-19. These modifications affected the normal Action Plan processes for community engagement. In observation of social distancing protocols, and in accordance with the City’s amended Citizen Participation Plan and HUD program waivers of certain citizen participation requirements to help prevent the spread of COVID-19, the City continued the community engagement process through virtual public hearings and the creation of a [SpeakUp Austin webpage](#) designed to keep the community informed about the Action Plan process, and to receive public input.

The community engagement strategy and a comprehensive list of all public comments received during the community needs assessment are featured in *Appendix I*. All comments are considered and accepted in the development of the Action Plan.

The table below displays detailed information about the steps taken to continue the community engagement process while observing social distancing protocols, and community member participation during the development of the Action Plan.

Citizen Participation Outreach

#	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Internet Outreach	Non-targeted/ broad community	City of Austin HUD Funding webpage has received approximately 310 views to date.	The City developed a unique webpage to provide information and updates about HUD funding to the community while observing social distancing protocols.	General public awareness about opportunities to participate	https://www.austintexas.gov/fy2020-21-action-plan
2	Internet Outreach	Non-targeted/ broad community	N/A	The City developed a unique SpeakUp Austin webpage designed to facilitate the public comment process while observing social distancing protocols. Community members could provide comments and feedback about HUD programs.	All comments or views received are accepted.	https://www.speakupaustin.org/
3	Internet Outreach	Non-targeted/ broad community	N/A	The City announced information about opportunities to provide feedback about HUD funding through the NHCD RSS feed which has a subscriber base of over 900.	All comments or views received are accepted.	https://austintexas.gov/department/housing

4	Internet Outreach	Non-targeted/ broad community	N/A	The City announced information about opportunities to provide feedback about HUD funding through the Housing Matters newsletter which has a subscriber base of over 1,200.	All comments or views received are accepted.	N/A
5	Public Meeting	Non-targeted/ broad community	No community members provided testimony	NHCD staff provided a presentation and answered questions from the Austin Home Repair Coalition. The community needs assessment process was discussed, and members had an opportunity to ask questions or raise concerns about how the City's programs address the housing and economic needs of low- to moderate-income Austinites. Comments received by group members focused on the need to continue advocating for funding for home repair programs in Austin.	All comments or views are accepted.	N/A
6	Virtual Public Hearing	Non-targeted/ broad community	One community member provided testimony.	Comments focused on the importance of addressing the needs of low-to moderate-income families and the continuation of community participation for CDBG funding.	All comments or views received are accepted.	https://austintx.newswagit.com/videos/52009

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

In addition to HUD funding, the City of Austin allocates revenue to the Neighborhood Housing and Community Development (NHCD) Department for affordable housing and community development activities. HUD's guidance regarding the inclusion of non-federal funding sources in an Annual Action Plan is that non-federal sources are to be included if they are reasonably expected to be made available to address the needs outlined in the plan. The FY 2020-21 City of Austin budget is expected to be approved by the Austin City Council in August 2020. See *Exhibit 1* for a visual depiction of the federal and local allocation process.

This plan is not intended to confer any legal rights or entitlements on any persons, groups, or entities, including those named as intended recipients of funds or as program beneficiaries. The terms of this Annual Action Plan are subject to amendment, and to the effects of applicable laws, regulations, and ordinances. Statements of numerical goals or outcomes are for the purpose of measuring the success of programs and policies, and do not impose a legal obligation on the City to achieve the intended results. Actual funding of particular programs and projects identified in this Plan are subject to completion of various further actions, some of which involve discretionary determinations by the City or others. These include HUD approval of this Plan; appropriations by the United States Congress and Austin City Council; reviews and determinations under environmental and related laws; and results of bidding and contracting processes.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 2				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation \$	Program Income \$	Prior Year Resources \$	Total \$		
HOME	Federal	Acquisition Homebuyer Assistance Homeowner Rehabilitation Multifamily Rental New Construction Multifamily Rental Rehabilitation	\$3,178,207	\$900,000	\$0	\$4,078,207	\$11,392,322	The three objectives of the HOME Program are: Expand the supply of decent, safe, sanitary, and affordable housing to very low and low-income individuals; Mobilize and strengthen the ability of state and local governments to provide decent, safe, sanitary, and affordable housing to very low- and low-

		New Construction for Ownership Tenant Based Rental Assistance (TBRA)						income individuals; Leverage private sector participation and expand the capacity of nonprofit housing providers.
CDBG	Federal	Acquisition Administration and Planning Housing Economic Development Public Services	\$7,854,692	\$195,000	\$0	\$8,049,692	\$22,869,241	The primary objective of CDBG is the development of viable communities by: Providing decent housing; Providing a suitable living environment; Expanding economic opportunities. Any activity funded with CDBG must meet one of three national objectives: Benefit low- and moderate-income persons; Aid in the prevention of slums or blight; Meet a particular urgent need.
HOPWA	Federal	Permanent Housing Placement Short Term Rent, Mortgage, Utility Assistance (STRMU) Supportive Services Tenant Based Rental Assistance (TBRA)	\$1,869,497	\$80,000	\$0	\$1,949,497	\$5,448,730	The Housing Opportunity for Persons with AIDS (HOPWA) Program was established by the U.S. Department of Housing and Urban Development (HUD) to address the specific needs of low-income persons living with HIV/AIDS and their families. HOPWA makes grants to local communities, states, and nonprofit organizations.

		Permanent Housing in Facilities Short Term or Transitional Housing Facilities						HOPWA funds provide housing assistance and related supportive services in partnership with communities and neighborhoods.
ESG	Federal	Overnight Shelter Rapid Rehousing Financial Assistance Rental Assistance	\$682,911	\$0	\$0	\$682,911	\$2,009,940	Emergency Solutions Grants (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.
Section 108	Federal	Economic Development	\$1,000,000	\$386,549	\$0	\$1,386,549	\$3,900,00	Section 108 offers state and local governments the ability to transform a small portion of their (CDBG) funds into federally guaranteed loans large enough to pursue physical and economic revitalization projects

Other- General Obligation Bonds	Public local	Acquisition	\$62,000,000	\$0	\$0	\$62,000,000	\$87,000,000	In 2018 Austin voters approved \$250 million in general obligation bonds for affordable housing. These funds will be utilized for construction, renovation, and improvements to housing for low-income persons and families, acquiring land interest in land and property necessary to do so; and funding affordable housing programs.
		Homeowner Rehabilitation						
		Housing						
		New Construction for Ownership						
		Multifamily Rental New Construction						
Multifamily Rental Rehab								

Table 59 - Expected Resources – Priority Table

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

The City will satisfy its matching requirements for HOME funding through General Obligation (G.O.) Bond Funding and Capital Improvement Program (CIP) Funds. Austin Public Health matches the ESG funding dollar for dollar, with general fund dollars that are allocated to homeless services provided to subrecipients.

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

There are several publicly owned parcels that may be utilized to address the needs identified in the FY 2020-21 Action Plan:

- 208.16 Acres on Loyola Lane (Colony Park) - Site of the HUD Community Challenge Planning Grant. The site has been master planned and zoned as a Planned Unit Development. The City is in negotiations with the selected developer to enter into a formal Master Development Agreement for the development of the site. The site will include long-term affordability on a minimum of 20% of the total residential units constructed.
- 5.15 Acres on Tillery Street and Henninger Street -a request for proposal was released in FY 2020-21 with the expectation that an agreement to develop the property with affordable income-restricted housing will be finalized and the selected developer will begin planning the site for development in FY 2020-21.
- 6 Acres on Levander Loop/Gardner Road - a request for proposal was released in FY 2020-21 with the expectation that an agreement to develop this property with affordable income-restricted housing will be finalized and the selected developer will begin planning the site for development in FY 2020-21.

- 1.3 Acres at Doris Drive and Hathaway Drive - this property was purchased from Austin Independent School District and is currently in design. The property will include four single-family homes to be sold to households at or below 80% median family income as part of AHFC's community land trust. The development will also include two duplex units that will be offered for rent to households at or below 50% median family income. Construction of the units is scheduled to begin in the Spring of 2021.
- 8.92 acres at Tannehill Lane and Jackie Robinson Street - this property was purchased from Austin Independent School District and will be developed through a Request for Proposal process and will include long-term affordability.
- 3.94 acres at Pecan Park Boulevard - this property will be developed through a Request for Proposal process and will include long-term affordability.
- 8.95 acres at West Slaughter Lane - this property was acquired in FY 2020-21 and will be developed through a Request for Proposal process and will include long-term affordability.

Discussion

See above

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

#	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Homeless Assistance	2020	2021	Homeless	Throughout the City of Austin	Homeless	ESG: \$682,911 Home: \$1,345,699	<p>TBRA/Rapid Rehousing: 118 Households Assisted</p> <p>Homeless Person Overnight Shelter: 1,000 Persons Assisted</p> <p>TBRA/Rapid Rehousing: 85 Households Assisted</p>
2	Special Needs Assistance	2020	2021	Special Needs Assistance	Throughout the City of Austin	Special Needs	HOPWA: \$1,949,497 CDBG: \$991,377	<p>Homelessness Prevention (STRMU): 93 Persons Assisted</p> <p>Tenant Based Rental Assistance/Rapid Rehousing: 80 Persons Assisted</p> <p>Other (Hotel/Motel): 70 Households Assisted</p> <p>Other (Master Leasing): 22 Households Assisted</p> <p>HIV/AIDS Housing Operations: 30</p>

								Households Assisted Public service activities other than Low/Moderate Income Housing Benefit: (Childcare Services, Senior Services, Mental Health Services, HOPWA Supportive Services, Permanent Housing Placement, Housing Case Management): 648 (513 CDBG +135 HOPWA) Persons Assisted
3	Renter Assistance	2020	2021	Affordable Housing	Throughout the City of Austin	Renter Assistance	CDBG: \$591,030	Rental units rehabilitated: 7 Household Housing Unit Public service activities other than Low/Moderate Income Housing Benefit: 527 Persons Assisted
4	Homebuyer Assistance	2020	2021	Affordable Housing	Throughout the City of Austin	Homebuyer Assistance	HOME: \$1,679,595	Direct Financial Assistance to Homebuyers: 25 Households Assisted

5	Homeowner Assistance	2020	2021	Affordable Housing	Throughout the City of Austin	Homeowner Assistance	CDBG: \$3,807,290 HOME: \$200,000 General Obligation Bonds: \$6,000,000	Homeowner Housing Rehabilitated (federal): 289 Household Housing Unit
6	Housing Development Assistance	2020	2021	Affordable Housing Homeless	Throughout the City of Austin	Housing Development Assistance	CDBG: \$55,000 HOME: \$694,913 General Obligation Bonds: \$56,000,000	Rental units constructed (federal): 39 Household Housing Unit Homeowner Housing Added (federal): 14 Household Housing Unit Other (CHDO): 7 Other
7	Other Community Development Assistance	2020	2021	Other Community Development Assistance	Throughout the City of Austin	Businesses Assisted Jobs Created/Retained Other	HOME: \$158,000 CDBG: \$2,604,995 Section 108: \$1,386,549	Jobs created/retained: 29 Businesses assisted (Section 108): 4 Other (CHDO Operating + Organizations Assisted): 4

Table 60 – Goals Summary

Goal Descriptions

1	Goal Name	Homeless Assistance
	Goal Description	Persons experiencing homelessness are Austin’s most vulnerable population, and therefore are a high priority for the Consolidated Plan. This decision was made based on feedback from the public process, including stakeholder input from homeless needs providers, public hearings, and the Consolidated Plan survey. Homeless Assistance provides services to persons experiencing homelessness, persons living with HIV/AIDS, victims of domestic violence, persons experiencing mental illness, unaccompanied youth, persons with chronic substance abuse, and veterans.
2	Goal Name	Special Needs Assistance
	Goal Description	Special Needs activities will assist low- to moderate-income Austinites by providing mental health services for at-risk youth, childcare services and services for seniors. This decision was made based on feedback from the public process, including stakeholder input from homeless and special needs providers, public hearings, and the Consolidated Plan survey.
3	Goal Name	Renter Assistance
	Goal Description	The City of Austin’s update of the 2019 Comprehensive Housing Market Analysis identifies the need for affordable rental housing in Austin. This analysis was echoed in every aspect of the public input process from service providers, government partners, policy makers, and community members. Renter Assistance, therefore, is a high priority for the City. Renter Assistance activities will provide assistance that can make rent more affordable; tenants’ rights services; and financial assistance for necessary rehabilitation to make rental units accessible.
4	Goal Name	Homebuyer Assistance
	Goal Description	The City identified assistance to homebuyers as a high priority in the Consolidated Plan. The 2019 Housing Market Analysis illustrates the difficulty for low- to moderate-income households to transition from renting to buying a home with the rising real estate market in Austin. Homebuyer Assistance provides counseling to renters wishing to become homebuyers. This category includes the Down Payment Assistance program, which offers loans to qualifying low- and moderate-income homebuyers to help them buy their first home.
5	Goal Name	Homeowner Assistance
	Goal Description	Homeowner Assistance is designed to: preserve the safety and livability of the housing of low-income homeowners, allowing owners to stay in their homes; improve the City’s aging housing stock; and repair homes for existing homeowners. These activities were identified as high priorities by stakeholders and community members. Overall, Homeowner Assistance is a high priority in the Consolidated Plan.
6	Goal Name	Housing Development Assistance

	Goal Description	The need for affordable housing for low- to moderate-income renters, including special needs populations, and homebuyers, was reflected in the 2019 Housing Market Analysis and public input received from the community. The City's main tool to create affordable housing is through financing to nonprofit and for-profit developers. In addition, the City encourages the development of affordable housing through developer incentives. The City has established Housing Development Assistance as a high priority for the Consolidated Plan.
7	Goal Name	Other Community Development Assistance
	Goal Description	Other Community Development Assistance includes capacity-building activities for nonprofit organizations that are focused on affordable housing development and workforce development, as well as support for small business development.

Projects

AP-35 Projects – 91.220(d)

Introduction

The City of Austin's planned projects are based on the City's assessment of community needs as identified in this Consolidated Plan, in related plans and policy documents, and on the ability of funds identified in the Consolidated Plan to be leveraged or combined with other funds to meet the identified needs.

To the greatest extent possible, targeted funds will be used while resources with more discretionary latitude will be used to address needs and activities that lack their own targeted funding source. For instance, while the development of affordable housing is a critical issue for Austin, not all Consolidated Plan funds will be used for the creation or preservation of affordable housing.

Additionally, in 2018-19 Austin Public Health completed the shelter agreement for the Austin Resource Center for the Homeless (ARCH) and worked with the National Alliance to End Homelessness (NAEH) to redesign the shelter programs. This shift resulted in a reduction of shelter beds from 160 to 130; Day Resource Center services were kept available for shelter residents and housing-focused case management was made as a requirement for shelter stay. These changes came after an in-depth, year-long community input and consultation process. The City continues to require a high level of data quality, increased outcomes for persons exiting to permanent housing, and a shortened length of stay. NAEH is contracting with OrgCode Consulting to work with the shelter administrator to address shelter client workflow, data quality, staffing changes, and housing case management for all shelter clients, and to ensure that all client services are housing-focused with a rapid exit from shelter.

In accordance with the Federal Register Notice dated March 7, 2006, outcome measures are established for each activity as follows:

Objectives

1. Create Suitable Living Environment
2. Provide Decent Affordable Housing
3. Create Economic Opportunities

Outcomes

1. Availability/Accessibility
2. Affordability
3. Sustainability

The City of Austin plans to undertake the following projects throughout FY 2020-21:

#	Project Name
1	Child Care Services
2	Senior Services
3	Mental Health Services
4	ESG: Shelter, Rapid Re-housing, HMIS and Administration
5	HOPWA: AIDS Services of Austin
6	HOPWA: Project Transitions
7	HOPWA: Administration
8	Tenant-Based Rental Assistance-Homeless Assistance
9	Tenant-Based Rental Assistance
10	Architectural Barrier Removal (ABR) - Renter
11	Tenants' Rights Assistance
12	Down Payment Assistance (DPA)
13	Architectural Barrier Removal (ABR) - Owner
14	Minor Home Repair Program
15	Homeowner Rehabilitation Loan Program (HRLP)
16	GO Repair! Program
17	Rental Housing Development Assistance (RHDA)
18	Ownership Housing Development Assistance (OHDA)
19	CHDO Operating Expense Grants
20	Family Business Loan Program (FBLP)
21	Nonprofit Capacity Building for Workforce Development
22	Neighborhood Commercial Management
23	Debt Service
24	CDBG Administration
25	HOME Administration

Table 61 – Project Information

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

Allocation priorities are based on the feedback received during the community needs assessment period conducted for the FY 2019-24 Consolidated Plan, the 2019 Housing Market Analysis, and guidance from the City Council. The top affordable housing and community development priorities identified by the community via the Consolidated Plan survey were availability of affordable housing, services to prevent homelessness, job training and/or job opportunities, mental health care and counseling, and affordable childcare. These priorities identified by the community echo the top housing needs identified in the 2019 Housing Market Analysis. See *Appendix I* for a summary of the public comments received.

AP-38 Project Summary

Project Summary Information

1	Project Name	Child Care Services
	Target Area	Throughout the City of Austin
	Goals Supported	Special Needs
	Needs Addressed	Special Needs
	Funding	CDBG: \$479,608
	Description	The City of Austin contracts with childcare providers for services that increase the supply of quality childcare, and with a social service agency that provides a childcare voucher service for families in crisis such as homelessness. The programs provide services to children (ages: 0-13 years) from low-income families with gross incomes less than 200% of the Federal Poverty Guidelines who reside within the Austin City limits.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Public service activities other than Low/Moderate Income Housing Benefit: 179 Persons Assisted
	Location Description	Throughout the City of Austin
	Planned Activities	Child Care Services will increase the supply of childcare for low-income families. Social service contracts through APH will provide: 1) childcare vouchers for families in crisis, including homeless and near homeless families, and parents enrolled in self-sufficiency programs; 2) direct childcare services for teen parents who are attending school; and 3) direct childcare services through the Early Head Start child development program.
2	Project Name	Senior Services
	Target Area	Throughout the City of Austin
	Goals Supported	Special Needs
	Needs Addressed	Special Needs
	Funding	CDBG: \$123,995
	Description	The City of Austin contracts with a sub-recipient to provide bill payer services that help prevent and protect seniors from becoming victims of abuse, neglect, or financial exploitation. Persons must meet income, age, and residential eligibility requirements.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Public service activities other than Low/Moderate Income Housing Benefit: 175 Persons Assisted

	Location Description	Throughout the City of Austin
	Planned Activities	Senior Services provides legal protection for low-income seniors at risk of abusive, neglectful, or financially exploitative situations.
3	Project Name	Mental Health Services
	Target Area	Throughout the City of Austin
	Goals Supported	Special Needs
	Needs Addressed	Special Needs
	Funding	CDBG: \$188,490
	Description	The Mental Health Services program provides access to holistic, wraparound services and support to youth designated as at-risk, and their families. The program's three components provide different levels of intervention: school-based intensive wraparound services, community-based wraparound services, and summer camps. The program, in partnership with the youth and their families, addresses the needs and challenges of each youth's situation to improve his or her functioning in school, the community, and at home.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Public service activities other than Low/Moderate Income Housing Benefit: 159 Persons Assisted
	Location Description	Throughout the City of Austin
	Planned Activities	Mental Health Services will serve at-risk youth and their families. The services and support are customized to the needs of the youth and family and are delivered utilizing the wraparound model. The interventions focus on areas of basic needs, mental health services, educational support and social enrichment. Services will continue to be accessed through designated schools and community centers.
4	Project Name	ESG: 1) Rapid Rehousing Relocation & Stabilization Services; 2) ARCH Shelter Operations & Maintenance; 3) HMIS; and 4) ESG Administration
	Target Area	Throughout the City of Austin
	Goals Supported	Homeless
	Needs Addressed	Homeless
	Funding	Emergency Solutions Grant: \$682,911
	Description	ARCH Shelter Operating and Maintenance: APH contracts with a private nonprofit organization to operate the Austin Resource Center for the Homeless (ARCH.) All clients served in the ARCH FY 2020-21 Action Plan have low- to moderate-income and are at or below 50% of MFI. Emergency Solutions Grant (ESG) funds are used to provide maintenance and operations for this program. In 2018-19 APH competed the ARCH shelter agreement and is working with National Alliance to End Homelessness to redesign the shelter programs, which will result in reduction of shelter beds from 160 to 130. Also, the Day Resource Center services will only be available to shelter clients. The ARCH provides emergency shelter, case management, and day resource services to homeless adult males. In addition, ARCH houses a Health Clinic through CommUnity Care. Rapid Rehousing programs: There are three ESG-funded rapid rehousing programs connecting homeless individuals referred through Coordinated Entry system with safe and stable housing: 1) Communicable Disease Unit of Austin

		Public Health (targeted to homeless persons with HIV/AIDS); 2) Downtown Austin Community Court; and 3) Front Steps. HMIS funding will support HMIS licenses at all three ESG-funded programs: Communicable Disease Unit, Downtown Austin Community Court and Front Steps. This project also includes funding for administration.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Homeless Person Overnight Shelter: 1000 Persons Assisted Tenant-based rental assistance/Rapid Re-housing: 118 Households Assisted
	Location Description	Throughout the City of Austin
	Planned Activities	ARCH Shelter Operating and Maintenance: The ARCH will serve individuals with its Night Sleeping and Day Resource Program. All clients will be entered into the Homeless Management Information Systems database. The Rapid Re-Housing program provides housing location, housing stability case management and direct financial assistance to rapidly rehouse homeless persons who are receiving services from ESG-funded programs at the Communicable Disease Unit, Austin Resource Center for the Homeless and Downtown Austin Community Court. HMIS funding will support 42 HMIS licenses at all three ESG-funded programs: Communicable Disease Unit, Downtown Austin Community Court and Front Steps ARCH. Administration all the above.
5	Project Name	AIDS Services of Austin
	Target Area	Throughout the City of Austin
	Goals Supported	Special Needs
	Needs Addressed	Special Needs
	Funding	HOPWA: \$1,303,120
	Description	The City of Austin contracts with AIDS Services of Austin to deliver services for the HOPWA program. The goal of the HOPWA program is to prevent homelessness and to support independent living of persons living with HIV/AIDS. AIDS Services of Austin works with a collaborative of housing and HIV/AIDS service providers to achieve this goal.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Public Service Activities other than Low/Moderate Income Housing Benefit (Permanent Housing Placement): 30 Persons Assisted Public Service Activities other than Low/Moderate Income Housing Benefit (Housing Case Management): 70 Persons Assisted Tenant Based Rental Assistance/Rapid Rehousing: 75 Households Assisted Homelessness Prevention (Short-term Rent, Mortgage, and Utility Assistance): 93 Persons Assisted Other (Hotel/Motel): 70 Households Assisted

	Location Description	Throughout the City of Austin
	Planned Activities	AIDS Services of Austin will provide Housing Case Management, Tenant Based Rental Assistance, Permanent Housing Placement Services, Hotel/Motel, and Short-Term Rent, Mortgage and Utility Assistance.
6	Project Name	Project Transitions
	Target Area	Throughout the City of Austin
	Goals Supported	Special Needs
	Needs Addressed	Special Needs
	Funding	HOPWA: \$590,293
	Description	The City of Austin contracts with Project Transitions to deliver services for the HOPWA program. The goal of the HOPWA program is to prevent homelessness and to support independent living of persons living with HIV/AIDS. Project Transitions has 30 apartments located in two agency-owned facilities and other apartments are leased throughout the community. Project Transitions will begin construction on one of their facilities during this grant period. Construction will utilize local funds and no HOPWA funding. Clients currently housed at the facility will continue to receive HOPWA assistance during construction through Master Leasing.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Tenant Based Rental Assistance: 5 Households Assisted HIV/AIDS Housing Operations: 30 Households Assisted Public Service Activities other than Low/Moderate Income Housing Benefit (Supportive Services): 35 Persons Assisted Other (Master Leasing): 22 Households Assisted
	Location Description	Throughout the City of Austin
	Planned Activities	Project Transitions will provide Tenant Based Rental Assistance, Facility-Based Housing, Master Leasing, and Supportive Services.
7	Project Name	HOPWA Administration
	Target Area	Throughout the City of Austin
	Goals Supported	Special Needs
	Needs Addressed	Special Needs
	Funding	HOPWA: \$56,084
	Description	Funds provide administrative costs for program
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	N/A- Funds provide administrative costs for programs.
	Location Description	Throughout the City of Austin
	Planned Activities	Administration of federal programs
8	Project Name	Tenant-Based Rental Assistance-Homeless Assistance
	Target Area	Throughout the City of Austin
	Goals Supported	Homeless Assistance
	Needs Addressed	Homeless Assistance
	Funding	HOME: \$1,140,849

	Description	The Tenant-Based Rental Assistance (TBRA) program provides rental-housing subsidies and security deposits to eligible individuals and families experiencing homelessness. NHCD worked with ECHO (TX-503 Continuum of Care Lead Agency) to create a TBRA program that prioritizes serving households experiencing literal homelessness who have been identified through the local Coordinated Entry (CE) system and are part of the HMIS system. HACA will administer the TBRA subsidy for the program. Through the CE process, ECHO sends eligible program referrals to qualified service providers - such as Caritas of Austin and The Salvation Army - who provides housing navigation and case management services to facilitate successful housing stability. Caritas of Austin and The Salvation Army provides in-kind supportive services as leverage.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Tenant-based rental assistance/Rapid Rehousing: 85 Households Assisted
	Location Description	Throughout the City of Austin
	Planned Activities	The Austin Housing Finance Corporation (AHFC) will oversee the TBRA program and will contract with The Housing Authority of the City of Austin (HACA) to administer the program.
9	Project Name	Tenant-Based Rental Assistance - merged with program above
	Target Area	Throughout the City of Austin
	Goals Supported	Homeless Assistance
	Needs Addressed	Homeless Assistance
	Funding	\$0
	Description	In response to feedback received during the community needs assessment period for the FY 2019-24 Consolidated Plan, the City expanded the scope of the tenant based rental assistance (TBRA) program in FY 2019-20 to provide vouchers for HACA households experiencing homelessness. The new voucher program was launched in FY 2019-20 in addition to the existing TBRA program funded by NHCD and administered by HACA. In FY 2020-21, the two TBRA programs have been combined into a consolidated, streamlined program that will serve the most vulnerable population of people experiencing homelessness, as prioritized by ECHO's Coordinated Assessment
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Tenant-based rental assistance - merged with program above
	Location Description	Throughout the City of Austin
	Planned Activities	See the program above for a description of the merged program
10	Project Name	Architectural Barrier Removal (ABR) - Renter
	Target Area	Throughout the City of Austin
	Goals Supported	Renter Assistance
	Needs Addressed	Renter Assistance
	Funding	CDBG: \$185,000

	Description	The Architectural Barrier Removal (ABR) program for renters - The ABR program for renters modifies or retrofits the living quarters of eligible, low-income elderly and disabled renters. ABR increases the accessibility of the residences through the removal of architectural barriers in their homes. ABR modifications will allow clients to remain in their homes and increase self-sufficiency.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Rental units rehabilitated: 7 Household Units
	Location Description	Throughout the City of Austin
	Planned Activities	The ABR program for rentals - Physical improvements in rental housing units that are limited to those improvements designed to remove the material and architectural barriers that restrict mobility and accessibility, and that are considered to be part of the structure and permanently fixed such as wheelchair ramps, handrails and more.
11	Project Name	Tenants' Rights Assistance
	Target Area	Throughout the City of Austin
	Goals Supported	Renter Assistance
	Needs Addressed	Renter Assistance
	Funding	CDBG: \$287,223
	Description	Tenants' Rights Assistance provides services to tenants residing within Austin City limits. Objectives of this program include: 1) facilitate mediation services between landlords and low- to moderate-income tenants to complete health and safety related repairs in rental units, which will help maintain reasonable habitability standards; 2) provide direct counseling and technical assistance to low-income renters regarding tenant/landlord issues; 3) provide public education and information through workshops and public forums on landlord/tenant relationships and educate renters on their rights as well as their responsibilities under the law; and 4) identify fair housing complaints that can be investigated and may assist in resolving, reducing or minimizing discriminatory housing practices.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Public service activities other than Low/Moderate Income Housing Benefit: 527 Persons Assisted
	Location Description	Throughout the City of Austin

	Planned Activities	This program will provide mediation, counseling, public information, and assistance to help the community identify fair housing complaints. The program also furthers fair housing in the elimination of discrimination, including the present effects of past discrimination, and the elimination of de facto residential segregation.
12	Project Name	Down Payment Assistance (DPA)
	Target Area	Throughout the City of Austin
	Goals Supported	Homebuyer Assistance
	Needs Addressed	Homebuyer Assistance
	Funding	HOME: \$1,484,807
	Description	The purpose of the Down Payment Assistance (DPA) program is to assist low- and moderate-income first-time homebuyers by providing them with down payment and closing cost assistance. The program increases housing opportunities to eligible households. Eligible income is at or below 80% of MFI.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Direct Financial Assistance to Homebuyers: 25 Households Assisted
	Location Description	Throughout the City of Austin
Planned Activities	The DPA program provides a Standard DPA in the form of a 0% interest, deferred-forgivable loan in an amount no less than \$1,000 and up to a maximum amount of \$14,999, with a minimum affordability period of five years. Shared Equity DPA provides assistance of no less than \$15,000 and up to a maximum amount of \$40,000, with a minimum affordability of 10 years. The loan will be forgiven at 10 years, and the borrower will still be responsible for paying a percentage of equity gained that is equal to the percentage of NHCD's portion of the original sales price will be added to the payoff balance. The loan is forgiven after 10 years. However, the shared equity remains and is forgiven after 30 years. A lien will be placed on the property to ensure repayment. Shared equity loans include three components: shared equity, a purchase option, and right of first refusal.	
13	Project Name	Architectural Barrier Removal (ABR) - Owner
	Target Area	Throughout the City of Austin
	Goals Supported	Homeowner Assistance
	Needs Addressed	Homeowner Assistance
	Funding	CDBG: \$1,510,000
	Description	The Architectural Barrier Removal (ABR) program for owners' - The ABR program for owners modifies or retrofits the living quarters of eligible, low-income elderly and disabled homeowners. The program increases the accessibility of the residences through the removal of architectural barriers to mobility. ABR modifications allow clients to remain in their homes and increase self-sufficiency.

		No more than \$15,000 per home per year can be provided to a single home through the program. Eligible income is at or below 80% of MFI.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Homeowner Housing Rehabilitated: 80 Household Housing Units
	Location Description	Throughout the City of Austin
	Planned Activities	The ABR program for owners funds physical improvements in housing units; funded activities are limited to those improvements designed to remove architectural barriers that restrict mobility and accessibility, and that are considered to be part of the structure and permanently affixed, such as wheelchair ramps, handrails and more.
14	Project Name	Minor Home Repair
	Target Area	Throughout the City of Austin
	Goals Supported	Homeowner Assistance
	Needs Addressed	Homeowner Assistance
	Funding	CDBG: \$900,000
	Description	The Minor Home Repair Program makes repairs to alleviate life-threatening living conditions, and health and safety hazards for low- to moderate-income homeowners. Households residing within Austin City limits and with incomes at or below 80% of MFI are eligible. Eligible households can receive up to \$5,000 for home repairs per year.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Homeowner Housing Rehabilitated: 200 Household Housing Units
	Location Description	Throughout the City of Austin
	Planned Activities	The program provides minor home rehabilitation activities related to maintaining a healthy, safe, affordable and sustainable housing stock for low- to moderate-income homeowners. Eligible program services include electrical, plumbing, roof, heating/cooling systems, structural carpentry, and other interior and exterior minor home repairs.
15	Project Name	Homeowner Rehabilitation Loan Program (HRLP)
	Target Area	Throughout the City of Austin
	Goals Supported	Homeowner Assistance
	Needs Addressed	Homeowner Assistance
	Funding	CDBG: \$640,000 HOME: \$200,000

	Description	The purpose of the Homeowner Rehabilitation Loan Program (HRLP) is to assist low- and moderate-income homeowners with bringing their homes up to building code standards, with repairs to the foundation, roof, plumbing, HVAC system, electrical system, and other major interior and exterior repairs. The property must be located within the City limits of Austin. The program provides financial assistance to address substandard housing conditions that exist on a homeowner's property. The result is that decent, safe and sanitary housing is restored. Eligible income is at or below 80% of MFI.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Homeowner Housing Rehabilitated: 9 Household Housing Units
	Location Description	Throughout the City of Austin
	Planned Activities	The HRLP provides assistance in the form of a 0% interest, deferred-forgivable loan, in an amount not less than \$5,000 and up to a maximum of \$75,000 for rehabilitation, and \$100,000, for historical preservation. If it is determined that it is economically infeasible to rehabilitate a property, reconstruction is necessary. For reconstruction, assistance is provided up to a maximum amount of \$130,000 or 125% loan-to-value based on the after-reconstruction appraised market value. Liens will be placed on properties assisted. For reconstruction, there will be a shared equity, purchase option, and right of first refusal component.
16	Project Name	GO Repair! Program
	Target Area	Throughout the City of Austin
	Goals Supported	Homeowner Assistance
	Needs Addressed	Homeowner Assistance
	Funding	General Obligation Bonds: \$6,000,000
	Description	The GO Repair! program addresses substandard housing conditions for low- and moderate-income homeowners residing within Austin City limits. The program provides financial assistance to make repairs that will eliminate health and safety hazards and/or provide improved accessibility.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	N/A- fund source is local
	Location Description	Throughout the City of Austin
	Planned Activities	The program will provide up to \$20,000 per home for repairs.
17	Project Name	Rental Housing Development Assistance (RHDA)
	Target Area	Throughout the City of Austin
	Goals Supported	Housing Development Assistance
	Needs Addressed	Housing Development Assistance

	Funding	CDBG: \$0 HOME: \$218,182 HOME CHDO: \$238,365 General Obligation Bonds: \$20,000,000
	Description	<p>The Rental Housing Development Assistance (RHDA) program provides opportunities to create and retain affordable rental units for low- and moderate-income households, and low-income persons with special needs. RHDA provides below-market-rate financing to nonprofit and for-profit developers for the acquisition, new construction, or rehabilitation of affordable rental housing. RHDA serves households at or below 50% of MFI with a target of serving households at or below 30% of MFI.</p> <p>The City of Austin currently has four certified CHDOs developing rental housing through the use of HOME CHDO funds. Blackland CDC operates multiple single-family units for rent to households below 50% MFI and continues to find ways to develop in an increasingly constrained area. AHA! will complete a new 27-unit development targeted for mobility-impaired individuals by the end of this calendar year. Blackshear NDC was recently certified as a CHDO and was awarded funds for rehabilitation of two rental units. Guadalupe NDC has continued to expand its rental properties through the construction of multiple accessory dwelling units on properties currently in their Community Land Trust.</p>
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Rental units constructed: 39 Housing Units (federal funds) Other (CHDO): 5
	Location Description	Throughout the City of Austin
	Planned Activities	RHDA will increase the supply of affordable rental units for income-eligible households. Units created will be restricted to households with incomes at or below 50% MFI. Depending on the project, the units may be for one or more of several underserved populations: seniors, children, persons with disabilities, and chronically homeless persons, including chronically homeless veterans.
18	Project Name	Ownership Housing Development Assistance (OHDA)
	Target Area	Throughout the City of Austin
	Goals Supported	Housing Development Assistance
	Needs Addressed	Housing Development Assistance
	Funding	CDBG: \$55,000 HOME CHDO: \$238,366 General Obligation Bonds: \$6,000,000

	Description	<p>The Ownership Housing Development Assistance (OHDA) program works with lenders, and nonprofit and for-profit developers, to leverage City and federal funds to increase homeownership opportunities for low- to moderate-income buyers. Activities include: 1) the acquisition and development of land; 2) the acquisition and rehabilitation of residential structures; 3) the acquisition of new or existing housing units; and 4) the construction of new housing, all for sale to income-eligible households at or below 80% of MFI.</p> <p>Of the four operable CHDOs in Austin, only Guadalupe NDC has developed an ownership model coupled with a dedicated Community Land Trust. Recently, GNDC was awarded HOME CHDO funds for the development of 10 new units in the Guadalupe Saldana Net Zero Subdivision. GNDC previously developed 12 units in this subdivision with the assistance of HOME CHDO funds.</p>
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	<p>Homeowner Housing Added: 14 Housing Units (federal funds)</p> <p>Other (CHDO): 2</p>
	Location Description	Throughout the City of Austin
	Planned Activities	OHDA will increase the supply of affordable homeownership units for income-eligible households. OHDA activities using HOME funds that provide direct financial assistance to homebuyers will use the "recapture" method combined with a shared equity model. This ensures that HOME funds are returned for other HOME-eligible activities. For OHDA activities using HOME funds that provide funding to a developer, the "resale" method will be used to ensure affordability throughout the affordability period.
19	Project Name	CHDO Operating Expense Grants
	Target Area	Throughout the City of Austin
	Goals Supported	Housing Development Assistance
	Needs Addressed	Housing Development Assistance
	Funding	HOME: \$158,000
	Description	The Community Housing Development Organizations (CHDO) Operating Expenses Grant program provides financial support to eligible, City-certified CHDOs actively involved in housing production or expected to begin production within 24 months. Under the terms of the grant, CHDOs must access CHDO set-aside funds to produce affordable housing for the community. Funding can only be used for the organization's operating expenses and cannot be used on project-related expenses.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Other: 2

	Location Description	Throughout the City of Austin
	Planned Activities	<p>CHDO Operating Expenses Grants are used to supplement a CHDO's operating funds. HOME regulations prohibit the use of these funds on project-related costs, and therefore, no families will directly benefit from this activity.</p> <p>Eligible CHDOs will receive financial assistance to support their operations as affordable housing providers. Financial support to CHDOs allows them to maintain or increase their capacity to create affordable rental and homeownership units.</p>
20	Project Name	Family Business Loan Program (FBLP)
	Target Area	Throughout the City of Austin
	Goals Supported	Other Community Development
	Needs Addressed	Other Community Development
	Funding	\$1,086,549 (No new funding)
	Description	The FBLP is a public-private partnership between the City of Austin, U.S. Small Business Administration (SBA) certified community lenders, and private banks.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Jobs created/retained: 29 (Source: Austin Economic Development Department) Businesses assisted: 4 (Source: Austin Economic Development Department)
	Location Description	Throughout the City of Austin
	Planned Activities	The Family Business Loan Program (FBLP) makes low-interest loans to qualified Austin small business owners who are ready to expand their businesses and create jobs.
21	Project Name	Nonprofit Capacity Building for Workforce Development
	Target Area	Throughout the City of Austin
	Goals Supported	Other Community Development
	Needs Addressed	Other Community Development
	Funding	\$2,009,438
	Description	The purpose of the program is to support workforce development training to upskill or re-skill furloughed or previously furloughed workers to ensure a safe learning, working and operating environment. The non-profit will directly connect with local, small business owners or managers to bring back, re-hire, and re-skill workers to provide a safe working environment for workers and customers. Further, the technical support will provide a safe learning environment for upskilling, supporting the creation, retention or advancement of low to moderate income positions.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Organizations assisted: 2

	Location Description	Throughout the City of Austin
	Planned Activities	The Capacity Building program will provide professional development opportunities to enhance and strengthen the infrastructure and workforce of Austin's creative sector that are struggling to survive the COVID-19 emergency.
22	Project Name	Neighborhood Commercial Management
	Target Area	Throughout the City of Austin
	Goals Supported	Other Community Development
	Needs Addressed	Other Community Development
	Funding	CDBG: \$90,000
	Description	Provides gap financing to eligible borrowing businesses
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	N/A- Funding reflects estimated revolving loan and program income
	Location Description	Throughout the City of Austin
	Planned Activities	These loans can be used for acquisition of land, improvements, various fixed costs, new construction, and leasehold improvements
23	Project Name	Debt Service
	Target Area	Throughout the City of Austin
	Goals Supported	Other Community Development
	Needs Addressed	Other Community Development
	Funding	Section 108 Program Income: \$300,000
	Description	East 11th and 12th Street Debt Service: The city secured a \$9,035,000 HUD Section 108 Loan Guarantee to implement the East 11th and 12th Streets revitalization project. A portion of these funds were used by the City of Austin for acquisition, relocation, demolition and other revitalization expenses on East 11th and 12th Street. Funds were also loaned to the Austin Revitalization Authority (ARA) for the construction of the Street-Jones and Snell Buildings on E 11th Street. The debt service will be paid from small business loan repayments through 2026.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	N/A- Funding reflects estimated program income
	Location Description	Throughout the City of Austin
	Planned Activities	Debt Servicing for Revitalization
24	Project Name	CDBG Administration
	Goals Supported	Special Needs Renter Assistance Homebuyer Assistance Homeowner Assistance Housing Development Assistance Other Community Development

	Needs Addressed	Special Needs Renter Assistance Homebuyer Assistance Homeowner Assistance Housing Development Assistance Other Community Development
	Funding	CDBG: \$1,580,938
	Description	Funds provide administrative costs for programs
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	N/A-Funds provide administrative costs for programs
	Location Description	Throughout the City of Austin
	Planned Activities	Administration of Federal Programs
25	Project Name	HOME Administration
	Target Area	Throughout the City of Austin
	Goals Supported	Homebuyer Assistance Homeowner Assistance Housing Development Assistance
	Needs Addressed	Homebuyer Assistance Homeowner Assistance Housing Development Assistance
	Funding	HOME: \$399,638
	Description	Funds provide administrative costs for programs
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	N/A-Funds provide administrative costs for programs
	Location Description	Throughout the City of Austin
	Planned Activities	Funds provide administrative costs for programs

AP-50 Geographic Distribution – 91.220(f)

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

The City of Austin does not currently direct its investments in specific target areas.

Geographic Distribution

Target Area	Percentage of Funds
Throughout the City of Austin	100

Table 62 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The City of Austin does not currently direct its investments in specific geographic areas.

Discussion

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

In 2019, Council adopted geographic affordable housing goals by both Council District and by 2016 Mobility Bond Corridors. These goals have resulted in revisions to program guidelines and other city policies to ensure affordable housing is created throughout Austin as articulated by the community in both the Housing Blueprint and Imagine Austin, the City’s Comprehensive Plan.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Affordable housing is a critical priority for the City of Austin. The need for affordable housing for extremely low- and moderate-income renters, special needs populations, and homebuyers is evident in the 2019 Housing Market Analysis and in public input received from the community. Feedback received during the FY 2020-21 Action Plan community needs assessment period makes clear that this is still a need in Austin. Housing affordability in Austin has continued to decline among many segments of the population but particularly among very low-income households making between 30% and 50% MFI, and extremely low-income households making between 0% and 30% MFI. Many service providers cited the lack of affordable housing as having a ripple effect, negatively impacting the ability to provide a stable foundation of opportunity for the clients they serve.

The Action Plan must specify goals for the number of homeless, non-homeless, and special needs households to be provided with affordable housing within the program year. The plan must also indicate the number of affordable housing units that will be provided by program type, including rental assistance, production of new units, rehabilitation of existing units, or acquisition of existing units. For the purpose of this section, the term “affordable housing” is defined in the HOME regulations at 24 CFR 92.252 for rental housing and 24 CFR 92.254 for homeownership.

The goals in the following tables reflect federally funded projects that do not include the provision of emergency shelter, transitional shelter, or social services and that meet the definition of households provided affordable housing units within the program year.

One-Year Goals for the Number of Households to be Supported	
Homeless	132
Non-Homeless	82
Special-Needs	287
Total	501

Table 64 - One Year Goals for Affordable Housing by Support Requirement

One-Year Goals for the Number of Households Supported Through:	
Rental Assistance	132
The Production of New Units	48
Rehab of Existing Units	296
Acquisition of Existing Units	25
Total	501

Table 65 - One-Year Goals for Affordable Housing by Support Type

The following is a breakdown of the values featured in Table 64– Number of Households

Homeless	
Tenant Based Rental Assistance (HOME)	132
Subtotal	132
Non-Homeless	
Rental Housing Development Assistance (CDBG & HOME)	34
Ownership Housing Development Assistance (HOME)	14
Home Rehabilitation Loan Program (CDBG & HOME)	9
Down Payment Assistance (HOME)	25
Subtotal	82
Special Needs	
Minor Home Repair (CDBG)	200
Architectural Barrier Program-Owner (CDBG)	80
Architectural Barrier Program-Renter (CDBG)	7
Subtotal	287
Grand Total	501

The following is a breakdown of the values featured in Table 65– Number of Households Supported

Rental Assistance	
Tenant-Based Rental Assistance (HOME)	132
Subtotal	132
Production of New Units	
Rental Housing Development Assistance (CDBG & HOME)	34
Ownership Housing Development Assistance (HOME)	14
Subtotal	48
Rehab of Existing Units	
Architectural Barrier Program-Owner (CDBG)	80
Architectural Barrier Program-Renter (CDBG)	7
Home Rehabilitation Loan Program (CDBG & HOME)	9
Rental Housing Development Assistance - Rehab (HOME)	0
Minor Home Repair (CDBG)	200
Subtotal	296
Acquisition of Existing Units	
Down Payment Assistance (HOME)	25
Subtotal	25
Grand Total	501

Discussion

Long-term Affordability

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

A Community Land Trust (CLT) preserves public investment in affordability, allowing preservation into perpetuity. The CLT retains ownership of the land, while the homeowner owns the home and its improvements. The CLT limits the sales price and requires subsequent buyers be income eligible. CLT homeowners receive a predetermined share of the appreciation when the unit is re-sold. This model provides opportunities for low- to moderate-income households to buy the home at an affordable price.

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

Preservation of Affordable Housing

NHCD regularly examines the loss of existing affordable housing stock in the community. NHCD recently joined the Texas Affordable Housing Preservation Coalition.

The City will continue to follow the recommendations of the most current reports by:

Developing and sharing data to strengthen intergovernmental coordination, and increase opportunities for preservation in high opportunity areas (which refer to neighborhoods with access to amenities or community attributes that can increase economic mobility for their residents)

- Maximizing the use of partnerships to promote existing programs and services, and preserve existing affordable housing stock
- Exploring educational and outreach initiatives to ensure low-income households have reasonable avenues through education to remain in affordable housing
- Pursuing new strategies to bring forward alternative resources and incentives, and to increase long-term, permanent affordability
- Developing data regarding the condition of Austin's housing units, including unit counts for subsidized properties

NHCD is working to produce a comprehensive strategy to preserve affordability by coordinating with local partners to identify and preserve affordable housing.

Geographic Dispersion

The City balances investment in gentrifying areas with the need for creating affordable housing in high opportunity areas which is a strategy recommended in the report on gentrification and displacement in Austin, [Uprooted: Residential Displacement in Austin's Gentrifying Neighborhoods and What Can be Done About It](#). Investment in affordable housing in areas outside of low-income neighborhoods is being prioritized, with the goal of reducing racial and ethnic segregation, deconcentrating poverty, and providing more economic opportunities for low-income households.

The City offers development incentives which provide modifications and waivers to site development regulations in exchange for affordable housing. The majority of these policies apply to specific geographic areas including within high opportunity areas. The City is considering opportunities to further expand density bonuses as part of the ongoing revision to the Land Development Code.

Additionally, responsive to [Resolution No. 20181018-039](#), the City is monitoring Opportunity Zone regulations, researching best practices, and evaluating how they may be leveraged as a tool to attract private investment to fund affordable housing.

Deeper Levels of Affordability

The 2019 Housing Market Analysis estimated a gap of 36,000 units of affordable housing for households making less than \$25,000 a year. To assist in closing that gap, the City continues to prioritize resources to affordable housing projects that serve very low-income households.

Other Initiatives

In 2019, Council adopted geographic affordable housing goals by both Council District and by 2016 Mobility Bond Corridors. These goals have informed revisions to program guidelines and other city policies to ensure affordable housing is created throughout Austin.

AP-60 Public Housing – 91.220(h)

Introduction

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

As one of two PHAs serving the City of Austin boundaries, input from and coordination with HACA is valuable to address community needs efficiently. HACA is a partnering agency in the development of the Regional Analysis of Impediments, Housing Market Analysis, and Consolidated Plan. HACA was consulted in order to provide information on its activities and needs relating to public housing to develop these regional plans, on an ongoing basis.

In response to feedback received during the community needs assessment period for the FY 2019-24 Consolidated Plan, the City expanded the scope of the tenant based rental assistance (TBRA) program in FY 2019-20 to provide vouchers for HACA households experiencing homelessness. The new voucher program is in addition to the existing TBRA program funded by NHCD and administered by HACA. This additional program will serve the most vulnerable population of people experiencing homelessness, as prioritized by ECHO’s Coordinated Assessment.

The City will continue to partner with HACA and other non-profit partners in FY 2020-21 to provide Homebuyer Education classes to public housing and other households in support of down payment assistance programs through an online platform. The City will contract with a non-profit partner(s) to provide English and Spanish classes on behalf of the City at no cost to the eligible participants. The class is a free training and is a prerequisite to receiving down payment assistance. It provides valuable education such as money management techniques, understanding credit and budgeting, and one-on-one counseling for graduates.

HACA’s PHA Annual and Five-Year Plan provides comprehensive information on actions that HACA has planned or considered for implementation in the next year to address the need for low-income subsidized housing. HACA’s Public Housing 2019 Annual and Five-Year plan can be found on the Housing Authority of the City of Austin’s website at: <https://www.hacanet.org/public-notice/2020-annual-and-five-year-pha-plans-for-housing-authority-of-city-of-austin/>

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

The [Housing Authority of the City of Austin](#) (HACA) continues to be successful in moving families toward self-sufficiency; to date, more than 109 families have become homeowners through its down payment assistance program. The program provides qualified families participating in the Public Housing or Housing Choice Voucher programs with a \$10,000 forgivable loan to be applied towards the down payment on a new or existing home. If the applicant meets all program criteria for the first five years, then the loan is forgiven. Started in 2011, HACA’s subsidiary, Austin Affordable Housing Corporation (AAHC) has also successfully implemented its own Community Land Trust. This program provides HACA’s public housing households the ability to purchase a home at an extremely affordable price while the land is held by the trust.

HACA closed on its first CLT Home in April of 2013. Through AAHC, HACA's Six Star program provides another alternative for those who are ready to move out of public housing but have not met all the criteria to purchase a home. The Six Star program allows households to reside at one of AAHC's apartment homes at a rate lower than the fair market rental rate. The rent amount increases slightly over the course of the three-year program, until the fair market rent is reached. The Six Star program allows participants to continue to learn financial management skills and to work toward goals that will support sustainable economic and housing self-sufficiency, and ultimately, homeownership.

Each of HACA's 18 low-income subsidized housing properties maintains a Resident Council that serves as the voice of the households at that development. All property residents are considered members of their Resident Council and are encouraged to participate in meetings and decision-making at their properties. The opportunity to become leaders at their properties, voice concerns about program operations, and advocate for necessary changes often serves as a springboard for households to become further involved in the community and plan specific goals for achieving economic and housing self-sufficiency.

Housing Authority of Travis County (HATC)

HATC administers eight housing services programs, the largest of which is 566 units of Housing Choice Vouchers; approximately 800 individuals and families are currently on the waiting list to receive a voucher. HATC receives a Shelter Plus Care grant for 95 units to provide assistance for homeless individuals and families in the Austin Travis County Metropolitan area; inter-local agreements with two neighboring counties also allow for services in those areas. HATC is a partner in the Permanent Supportive Housing (PSH) Leadership Council to assist in developing a financial model for a multi-jurisdictional solution to fund PSH in Austin. The City of Austin is committed to continuing its support of partnerships and efforts that will improve public housing and resident initiatives and will continue coordinating with both HACA and HATC in FY 2020-21 to inform public housing residents of affordable housing programs and opportunities.

On March 7, 2019, the Austin Housing Finance Corporation approved a \$1 million loan to HATC for the rehabilitation of one of its public housing properties, Eastern Oaks. The 30-unit multifamily property was built in 1982 and was in need of substantial rehabilitation. AHFC provided \$900,000 in CDBG funding and \$100,000 in local Housing Trust Fund dollars, as part of HATC's \$3.25 million rehabilitation project. All 30 units will be affordable to households at or below 30% MFI for 99 years.

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

The City of Austin collaborates closely with local PHA officials to ensure that City housing programs are responsive and linked to the needs of public housing households. As previously noted, each of HACA's 18 low-income subsidized housing properties maintains a Resident Council designed to directly involve individuals in their community's management and decision-making process. Participation in community management and operations prepares and empowers households to become further involved in their communities, and to plan specific goals for achieving economic and housing self-sufficiency.

The Housing Authority of the City of Austin (HACA) continues to move families toward self-sufficiency. HACA's down payment assistance program provides qualified families participating in the Public Housing or Housing Choice Voucher programs with a \$10,000 forgivable loan to be applied towards the down payment on a new or existing home. If the applicant meets all program criteria for the first five years, then the loan is forgiven. HACA's

subsidiary, Austin Affordable Housing Corporation (AAHC) has also successfully implemented its own Community Land Trust. This program provides HACA's public housing residents the ability to purchase a home at an extremely affordable price while the land is held by the CLT.

HACA closed its first CLT home in April of 2013. Through AAHC, HACA's Six Star program provides another alternative for those who are ready to move out of public housing but have not met all the criteria to purchase a home. The Six-Star program allows households to reside at one of AAHC's apartment homes at a rate lower than the fair market rental rate. The rent amount increases slightly over the course of the three-year program, until the fair market rent is reached. The Six Star program allows participants to continue to learn financial management skills and work toward goals that will support sustainable economic and housing self-sufficiency and ultimately homeownership.

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

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

Discussion

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The City of Austin coordinates the administration of the Emergency Solutions Grant (ESG) funding with local and state funding of homeless services. ESG funds primarily serve the downtown single adult homeless population, many of whom are chronically homeless. ESG funds provide emergency shelter and rapid rehousing (including Housing Location, Housing Stabilization Case Management, and Direct Financial Assistance), as well as funding for user licenses for the Homeless Management Information System (HMIS) and administration for the program.

The Ending Community Homelessness Coalition (ECHO) serves as the lead planning entity on homeless issues in Austin/Travis County. As part of this responsibility, ECHO coordinates and completes Austin's (TX-503) Continuum of Care (CoC) NOFA Collaborative Application and annual reports (Needs and Gaps Analysis). ECHO also coordinates the annual Point In Time (PIT) Count and survey planning (a HUD requirement for CoC funding), as well as the Homeless Management Information System (HMIS). The City of Austin allocates general fund dollars to support ECHO staff and programs. Additionally, the City of Austin supports the recruitment of volunteers needed for the event through media and newsletters. City funded homeless service programs are encouraged to participate in the planning and day-of volunteerism needed for the PIT Count event.

ECHO is the lead agency for the CoC's Coordinated Entry System (CE) – a comprehensive, standardized, community-wide intake and assessment process. This system consolidates and simplifies the process by which clients are referred to ESG and CoC assistance, as well as additional community resources. By administering community resources, ECHO has voluntarily agreed to apply the same minimum standards and best practices as those required by ESG and COC. The system also creates a concrete and comprehensive list of resource shortfalls so that the community can advocate for increased funding in the most efficient and specific manner possible.

The Downtown Austin Community Court (DACC) works to collaboratively address the quality of life issues of all residents in the downtown Austin community through the swift, creative sentencing of public order offenders. DACC's Community Court Case Management aims to end homelessness by providing comprehensive, long term services to individuals experiencing homelessness. APH currently works with the City of Austin's Downtown Austin Community Court (DACC) as a funder of DACC's rapid rehousing services program - monitoring both financial and performance reporting. Through their rapid rehousing program, DACC serves the homeless, frequent users of both the Community Court and the Austin Resource Center for the Homeless (ARCH) through outreach case management, basic needs provision, financial assistance, housing relocation and stabilization assistance, and support services so clients can stay in permanent housing.

In 2010, Austin City Council passed a [resolution](#) to create 350 new PSH units in the City by 2014, a goal the City accomplished. In 2014, the City set a new goal of completing 400 PSH units, with 200 of those being Housing First, by 2018. The City is close to reaching this goal and anticipates achieving it by 2020. The City has a dedicated staff member to work closely with ECHO in promoting this PSH goal and other Continuum of Care (CoC) initiatives. In addition, the City endorsed the CoC's [Action Plan to End Homelessness](#), a community-wide vision of meeting needs and closing resource gaps across the community, with the end goal of making homelessness in Austin/Travis County rare, brief, and nonrecurring. To this end, the City recently endorsed the Pay for Success Initiative, an innovative funding model projected to create 250 new Permanent Supportive Housing units in the community over the course of two years. Finally, the [Austin Strategic Housing Blueprint](#) supports the production of 50 PSH units each year, with half of those being Housing First units funded by the City.

The Action Plan to End Homelessness identifies specific objectives and strategies to address homelessness in Austin/Travis County. The approach is a focus on systematic coordination that is client centered, provider informed, data driven, and funder led. In order for Austin to be effective in addressing homelessness, all programs and agencies work together efficiently, contributing to the overall goal of reducing homelessness in Travis County; all programs across the system perform well, striving to achieve performance benchmarks; staff working to end homelessness have many tools to succeed in their jobs; prevention programs target resources to households that would become homeless if assistance would not be provided; and persons in transitional housing rapidly exit into permanent housing within twelve months.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City partners with more than twenty different Street Outreach teams, Navigation Centers, and local emergency shelters through the CoC's Coordinated Entry System (CE) and the shared Homeless Management Information (HMIS) database. The common goal across all of these interventions is to identify and engage anyone experiencing homelessness in the Austin/Travis County area, so housing needs can be quickly identified and efficiently met.

Street Outreach teams, Navigation Center staff, and Emergency Shelter staff are trained to administer the CE eligibility and assessment to add clients to a shared community By Name List for further engagement towards specific housing program openings. One of these street outreach teams is the City-funded Homeless Outreach Street Team (HOST), an interdisciplinary outreach collaborative composed of representatives from law enforcement, mental health, and the court system, and dedicated to engaging the highest-need clients in the downtown area. Housing resources are prioritized based upon vulnerability, and the CoC has developed a CE system that uses Street Outreach teams to proactively document eligibility and keep households engaged while accessing services. The CoC provides assessment staff on a supplemental and temporary basis to close assessment need gaps while partners are developing internal assessment capacity.

A number of outreach and shelter programs are dedicated to hard-to-reach populations such as unsheltered families, chronically homeless veterans, unaccompanied youth, persons with HIV/AIDS, refugees/asylees, and clients with mental health needs. Austin also coordinates with diverse community partners to identify homeless individuals, such as libraries, community centers, schools, clinics, hospitals, law enforcement, and the local mental health authority. When necessary, Street Outreach teams complete the CE assessment directly in the field using mobile technology, and they can request help from other Street Outreach teams if an area of high need is identified. These teams meet monthly at a CoC-wide coordination meeting to discuss coverage areas, frequency, emerging practices and concerns, and individual cases.

[Austin's Action Plan to End Homelessness](#) has identified several objectives regarding outreach and shelter. They include: 1) Outreach programs engage all persons experiencing unsheltered homelessness and connect them to crisis services as well as to stable housing, 2) All persons in unsheltered situations can access crisis services and can end their homelessness, and 3) Persons in unsheltered situations can meet their basic daily survival needs (i.e. a comfortable and safe place to be during the day including services to end their homelessness, access to showers and bathrooms during the day, and access to 24 hour storage space).

Addressing the emergency shelter and transitional housing needs of homeless persons

Austin Public Health (APH) funds a private nonprofit organization, Front Steps, to operate the Austin Resource Center for the Homeless (ARCH). While the City also funds other shelters, transitional housing and homeless services, and 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-income and are at or below 50% of MFI. Emergency Solutions Grant (ESG) funds are used to provide maintenance and operations for this program.

In 2018-19 APH competed the Austin Resource Center for the Homeless (ARCH) shelter agreement and worked with the National Alliance to End Homelessness (NAEH) to redesign the shelter programs, which resulted in the reduction of shelter beds from 160 to 130; Day Resource Center services were modified to only be available to shelter clients, while housing-focused case management has been made available to all shelter clients. The Day Resource Center program also includes a number of services such as mental health care, legal assistance, and employment assistance provided by co-located agencies. In addition, ARCH houses the Healthcare for the Homeless clinic operated by CommunityCare/Central Health.

The changes in shelter programs came after an in-depth, year-long community input and consultation process. The City requires a high level of data quality, increased outcomes for persons exiting to permanent housing, and a shortened length of stay. NAEH is contracting with OrgCode Consulting to work with the shelter administrator to address shelter client workflow, data quality, staffing changes, housing case management for all shelter clients, and to ensure that all client services are housing-focused with a rapid exit from shelter.

In addition to the emergency shelter services directly funded by ESG, the City and CoC have collaborated to create common strategies and systems to document unmet emergency shelter needs and to expedite the exit from emergency shelter to housing. These strategies include:

- Using the Coordinated Entry System (CE) to assist all shelter residents in applying for all possible housing programs
- Leading shelter transformation toward the housing-focused model
- Increasing documentation of exit data in HMIS for all projects, including emergency shelters where there are high rates of missing exit destination information
- Monitoring project performance by housing outcomes
- Partnering with landlords for prompt access to units that become available
- Training case managers to implement best practices that promote housing attainment and retention

The City and CoC are also collaborating to create common shelter success metrics based on housing outcomes, such as successful exits to housing, to better identify and document the implementation of best practices across the community.

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's Downtown Austin Community Court, and Austin Public Health's Communicable Disease Unit will all administer ESG Rapid Rehousing funds in coordination to move homeless individuals,

particularly those who are chronically homeless, from the streets and shelters into permanent housing. Many of these program clients are chronically homeless and the hardest to serve. This program brings together housing location, financial assistance, and housing stability case management, and leverages other funding sources like the City of Austin General Fund dollars, to bring housing resources to this hard-to-serve population.

In conjunction with the CoC, the City uses two primary strategies to rehouse clients as quickly as possible:

- Rapid identification and assessment through the Coordinated Entry System (CE)
- Rapid matching of RRH households with service-enriched housing programs (driven by active household choice in determining which combination of options is best suited to meet clients' needs).

The CE system creates a real-time, by-name list of homeless families using HMIS data, including date first homeless, and this information is used to affirmatively target households for engagement and housing. The CoC adopted common housing intervention standards in 2016 to prioritize highest need and longest unhoused households for all permanent housing programs. These standards expanded housing location efforts using a Housing First approach to minimize time spent homeless and locating housing. Upon housing, these programs utilize a progressive engagement approach to ensure that households with higher needs receive more intensive services if needed to stabilize them. The CoC has established formal CE partnerships for needs such as mental health, substance use, HIV/AIDS, veteran services, SSI/SSDI SOAR applications, representative payee services, employment training, and medical care (through MAP, a locally funded indigent health program). CE and CoC project staff also market services such as subsidized childcare (through the local Workforce Solutions system), education services, SNAP, TANF, WIC, subsidized housing waitlists, and Medicaid. Permanent Supportive Housing units are defined as subsidized rental units linked to a range of support services that enable tenants to live independently and participate in community life. The City accomplished its goal set in 2010 to create 350 new PSH units by 2014 and is close to reaching the 400 PSH unit goal set in 2014.

The Action Plan to End Homelessness recognizes that Austin's high occupancy and high cost rental market prove challenging when locating affordable, low barrier units. Housing objectives include for persons experiencing homelessness having immediate access to existing rental housing units that are affordable, low barrier, and geographically dispersed including high opportunity areas; all persons who have exited homelessness can maintain housing stability; persons experiencing homelessness have access to recovery services, mental healthcare and other healthcare services and increase access to meaningful and sustainable employment for people experiencing or most at risk of homelessness.

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

The Ending Community Homelessness Coalition (ECHO) coordinates the Continuum of Care funded projects and submits the annual application to HUD. ECHO works with the Reentry Roundtable, Travis County Criminal Justice, Central Health's Psychiatric Stakeholders, ATCIC leadership and other community planning organizations. ECHO also convenes ongoing conversations addressing discharge planning from hospitals, treatment facilities, and jails to assist persons leaving mental/physical health facilities to locate support services and housing, and persons with mental/physical health challenges leaving other institutions to do the same. Central Health, the local healthcare taxing district has identified Permanent Supportive Housing as a top 10 strategy for improving mental health in Travis County.

The City of Austin Emergency Solutions Grant funds are not allocated to homelessness prevention. However, the ESG-funded emergency shelter, ARCH, does work closely with hospitals to ensure that patients who are being discharged do not enter homelessness. Outreach and shelter staff utilize diversion strategies to find alternative housing options in order to prevent entries into the homeless system and shelters. Hospital patients are offered and referred to transitional housing programs and/or respite beds.

The Austin Public Health Department uses City general fund dollars for a centralized homelessness prevention program called Best Single Source Plus. This program provides financial assistance and case management to families who are at risk of homelessness due to acute housing crisis or chronic risk factors. This program funds a collaboration of 12 different community organizations targeting populations at highest risk of homelessness, including individuals with HIV/AIDS, families with minor children, elderly households, and transition-aged youth.

As part of the joint work through the CoC, Austin/Travis County was also selected in 2017 as one of the first ten communities to participate in the Youth Homelessness Demonstration Project, a newly funded initiative from HUD intended to test new and innovative housing interventions targeting unaccompanied, transition-aged youth experiencing homelessness. Austin/Travis County was awarded an initial, two-year, renewable grant of \$5.2 million in programmatic funding, and a portion of this grant has been assigned to a “Deeper Diversion” program intended to prevent youth from entering homelessness from the Foster Care/Department of Family and Protective Services System, the Juvenile Justice system, and the Austin Independent School District system. During the FY19 CoC NOFA Competition, YHDP projects were transitioned into the CoC competition for the first time since being awarded during the FY17 Round 1 YHDP Competition. All 3 youth dedicated projects were awarded as CoC-funded renewals and work in conjunction with each other to provide a diverse range of interventions to prevent and end youth homelessness. YHDP recipient agency, LifeWorks, closely works with schools, foster care, CPS, and juvenile justice to coordinate discharge planning to divert and prevent youth from entering homelessness and offering PH interventions to successfully exit youth into permanent housing solutions. These services are coordinated through partnerships with each of the respective agencies, and services comprise a combination of individualized case management, minimal financial assistance, and family-based mediation and counseling services.

Discussion

AP-70 HOPWA Goals - 91.220 (I)(3)

One-year goals for the number of households to be provided housing through the use of HOPWA for:	
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	93
Tenant-based rental assistance	80
Units provided in permanent housing facilities developed, leased, or operated with HOPWA funds	30
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	70
Total	273

AP-75 Barriers to affordable housing – 91.220(j)

Introduction

The City of Austin has a number of initiatives to remove barriers to affordable housing. Those initiatives were recently examined as part of the regional [Analysis of Impediments to Fair Housing Choice](#) (AI), which was updated during the development of the Consolidated Plan in conformance with the Assessment of Fair Housing. The following list summarizes the impediments identified in the AI at the regional and jurisdictional level, and the following section specifies the actions that the City and its regional partners will take to affirmatively further fair housing choices and overcome the effects of these impediments. The primary housing barriers identified in the research conducted for the AI and the factors that contributed to those barriers are described below. Where protected classes are disproportionately impacted, this is noted.

1. Barrier: City and county capacity for addressing fair housing challenges is limited.

Contributing factor: The growing housing crisis throughout the region is taxing City, county, and housing authority staff and resources, as they work to implement new programs and policy changes to address housing needs. Implementing the type of ambitious plan that is needed will require additional capacity.

2. Barrier: The harm caused by segregation is manifested in disproportionate housing needs and differences in economic opportunity.

Contributing factors: Past actions that denied housing opportunities and perpetuated segregation have long limited opportunities for many members of protected classes. This continues to be evident in differences in poverty rates, as well as disparities in homeownership, and access to housing throughout the region.

Disproportionate impact: Differences in poverty rates are highest in areas where early policies limited where people of different races and ethnicities could live e.g., in Austin, Taylor, and Travis County. African American and Hispanic families in these areas have poverty rates averaging 17 percentage points greater than Non-Hispanic White and Asian families. The homeownership gap between Black and Non-Hispanic White households is close to 20 percentage points in many jurisdictions.

3. Barrier: Affordable rental options in the region are increasingly limited.

Contributing factors: Population growth in the region—particularly as it impacts demand for rental housing—has increasingly limited the areas where low-income households can live affordably. This perpetuates the limited economic opportunity that began with segregation. For Housing Choice Voucher holders, the state law that prohibits cities and counties from including Source of Income as a protected class is also a contributing factor. Voucher holders have fewer options for using their vouchers than they did five years ago, and landlords have no requirement or incentive to accept voucher holders; voucher holders also report the highest levels of segregation in the region. The only areas in the region where the local rent is lower than or equivalent to what a voucher will pay are in Southeast Austin, Taylor, Georgetown, and parts of rural Williamson County.

Disproportionate impact: Housing choice is increasingly limited for voucher holders, many of whom are persons of color. In addition, limitations are greater for households that are dependent on public transportation or need housing in specific areas to access jobs, schools, and services. These households often include very low-income households, refugees, and individuals with disabilities.

4. Barrier: Stricter rental policies further limit options.

Contributing factors and disproportionate impacts: The requirement to have three times the rent for rental units has a disproportionate effect on persons with disabilities whose incomes are primarily Social Security and Disability Insurance, as well as renters who receive income from unearned sources such as child support. Criminal look-back periods that do not take into account the severity of a crime, or time period in which it was committed, disproportionately impact persons of color and persons in recovery. Finally, state laws that prohibit cities and counties from including source of income as a protected class prevent local government from allowing renters to claim legal unearned income as eligible for the three times rent income threshold.

5. Barrier: Disparities in the ability to access homeownership.

Contributing factors: Past policies such as reluctance to lend in lower income neighborhoods populated largely by people of color, have contributed to limited access to mortgage loans, and limited economic opportunities for homebuyers of color.

Disproportionate impact: Denial rates for Black/African American applicants, Hispanic applicants and other non-Asian minorities are significantly higher than for Non-Hispanic White applicants and Asian applicants.

6. Barrier: State regulations and zoning and land use limit housing choice.

Contributing factors: State regulations prohibit or limit the power of local governments to implement zoning (counties) and inclusionary zoning (cities and counties) that could increase the supply of affordable housing, benefiting the protected classes that have disproportionate housing needs.

Some local units of government have vague regulations regarding treatment of group homes and do not allow a wide variety of densities that could facilitate affordable housing options. Although the analysis in this report did not find local limits to be significant barriers to housing for protected classes, regulations could be improved to increase transparency and expand housing choice.

7. Barrier: Educational inequities persist in the region. African American children are significantly overrepresented in failing high schools, and Hispanic children have the largest disparities in school quality across K-12 schools.

Contributing factors: School district boundaries that are neighborhood-driven and that do not accommodate open choice drive up housing prices in quality school neighborhoods.

8. Barrier: Public transportation access has not kept up with growth.

Contributing factors: In addition to lack of affordable housing, lack of public transportation was the most common barrier to economic opportunity mentioned by participants in the outreach conducted for the AI. Lack of resources to address demand for better transportation in outlying areas is a contributing factor, as is the decline in affordable options in areas of the region where jobs are clustered. The lack of transportation options affects all types of Austinites who must commute, and especially people who cannot drive or afford to own a car—people with disabilities and refugees, as well as households living in outlying areas.

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

Throughout 2020, Neighborhood Housing and Community Development (NHCD) worked closely with an interdepartmental team to develop a comprehensive revision to Austin’s Land Development Code that emphasized housing production goals stated in the Strategic Housing Blueprint while incentivizing income-restricted affordable housing, expanding housing choice, and reducing housing access barriers. The draft code was approved by City Council on two out of three readings when, in March 2020, a district judge ruled to void the Council’s previous actions. The City of Austin appealed the ruling and will wait for a hearing at an appellate court anticipated in 2021. NHCD will follow City Council direction in moving forward with a comprehensive land use and zoning revision that will allow Austin to meet its housing goals and create long-term income-restricted affordable housing in all parts of town. Meanwhile, NHCD is working to recalibrate existing plan areas that have affordable housing bonus programs and maximize participation in these voluntary incentive-based programs.

Discussion

The City of Austin has begun implementing initiatives to address the regional impediments identified in the 2019 AI through the following:

Collaboration with Local Partners

[Austin/Travis County Reentry Roundtable](#)

The City of Austin included recommendations provided by the Austin/Travis County Reentry Roundtable about minimum standards for criminal background screening in the Rental Housing Development Assistance program guidelines. In June 2020, City Council approved a [resolution](#) to lower the maximum criminal look back periods. NHCD has initiated the stakeholder engagement process to begin educating partnering developers about these new guidelines.

[Community Development Corporation Capacity Building Grants](#)

NHCD awarded 13 community-based organizations with Community Development Corporation (CDC) Capacity Building grants from local funds. This grant was created to assist with bolstering the capacity of CDCs in order to increase the availability of affordable housing in the City with the long-term goal of preventing displacement.

Additionally, NHCD collaborates with a Displacement Prevention Working group, spearheaded by community-based organizations, housing advocates, and community development corporations. The group is both renter and homeowner focused. The focus of the group is to collaborate with City staff to advance displacement prevention strategies throughout the City.

Collaboration with Regional Partners

The City and its regional partners established a Central Texas Regional Fair Housing working group designed to transcend jurisdictional boundaries to address affordable housing barriers on a regional scale. The regional working group is composed of staff from each of the ten entities represented in the 2019 Analysis of Impediments to Fair Housing Choice. The working group will consult with area experts on housing equity and

economic opportunity, K-12 educational leaders, local and regional transit providers, and public works staff. Facilitated by the Travis County Health and Human Services Department, the group convenes quarterly and will develop a group charter and 5-year work plan.

In collaboration with the Fair Housing working group, the City will address its unique affordable housing challenges through a number of initiatives such as: working with local and state leadership to raise awareness about the negative impacts of the requirement to have three times the rent for rental units; implement displacement mitigation strategies and Strategic Housing Blueprint action items that are related to the disproportionate housing needs identified in the AI, encourage developers and landlords who benefit from public funding and development incentives to adopt reasonable policies on tenant criminal history, accept legal unearned income in consideration of the ability to pay rent, and do not discriminate based on source of income; conduct an analysis and calibrate S.M.A.R.T. Housing incentives to function in high opportunity areas; increase awareness and affirmatively market program information and improve access to healthy food, quality schools, transit, and safe neighborhoods for low income populations.

In FY 2020-21, the Fair Housing working group began outlining a strategic plan to address the regional impediments identified in the 2019 AI.

For more detail about the Central Texas Regional Fair Housing working group, and the actions planned to address regional affordable housing challenges, see the [Analysis of Impediments to Fair Housing Choice](#).

AP-85 Other Actions – 91.220(k)

Introduction

Federal regulations require that participating jurisdictions include in their Annual Action Plans how they will use HUD grant funds in conjunction with other HUD funding and local resources in order to improve the lives of low- and moderate-income households. Federally mandated guidelines are outlined below, along with a brief description of a best practice, or an initiative underway or planned to begin in FY 2020-21, to meet the specific directive.

Actions planned to address obstacles to meeting underserved needs

Affordable housing remains an underserved need within the City of Austin. The 2019 Housing Market Analysis showed a gap of approximately 36,000 units of affordable housing units for renter households making less than \$25,000 annually. To assist in closing that gap, the City will continue to prioritize resources to affordable housing projects. Through the City of Austin's Housing Development Assistance (HDA) programs, NHCD has partnered with various nonprofit and for-profit developers to increase and preserve the supply of affordable rental and homeownership opportunities that will benefit low- and moderate-income households. In 2018, Austin voters approved \$250 million in affordable housing bonds. Approximately half of this total has been directed toward the HDA programs. As this is a competitive process, developers are incentivized to provide deeper affordability levels and more affordable units that will help to meet the identified needs.

Actions planned to foster and maintain affordable housing

Community Housing Development Organizations (CHDOs) are nonprofit housing providers whose organizational mission includes the development of affordable housing for low- and moderate-income households. The City is able to work closely with CHDOs to help them meet their housing development goals. The City provides CHDO Operating Expenses Grants to help increase organizational capacity and will continue to work closely with CHDOs in FY 2020-21 to increase opportunities that will foster and maintain affordable housing.

NHCD administers a range of home repair programs, including Architectural Barrier Removal (ABR) - Rental and Owner, Minor Home Repair Program (formerly known as Emergency Home Repair), Homeowner Rehabilitation Loan Program (HRLP), and the G.O. Repair! Program. The Minor Home Repair program provides up to \$5,000 in home repair assistance, and is administered by the City's subrecipient, Austin Area Urban League. The G.O. Repair! Program is funded with general obligation bonds and provides up to \$20,000 in home repair assistance. This program is administered by the City's nonprofit partners who comprise the Austin Housing Repair Coalition. The remaining programs, ABR Owner, ABR Renter, and HRLP, are administered by AHFC staff. All home repair programs serve households at or below 80% MFI. In FY 2020-21 we plan to affirmatively market programs in our home repair portfolio.

In addition to providing direct assistance to low- and moderate-income homeowners, NHCD collaborates with Austin Energy, Austin Water Utility and the City's Code Compliance department to offer comprehensive services promoting healthier homes. All of these City departments participate in the Austin Housing Repair Coalition and are actively involved in cross-departmental referrals and collaboration.

NHCD is actively working to produce a comprehensive strategy to preserve affordability. NHCD coordinates with local partners, including Affordable Central Texas (ACT), to identify and preserve affordable housing. ACT is a

501(c)(3) organization that manages an open-ended social impact private equity fund for investment in moderate and middle-income housing affordability. ACT's mission is to purchase and preserve multifamily properties to maintain affordable rental rates for the Austin workforce, including teachers, first responders, medical professionals and others vital to Austin's day-to-day livability and success. According to ACT, in 2018, they acquired three properties totaling nearly 800 units of naturally occurring (unrestricted) affordable housing. Households in ACT's properties average less than 80% MFI. NHCD is working with ACT to determine whether NHCD could subsidize deeper affordability in future acquisition and preservation transactions.

Actions planned to reduce lead-based paint hazards

The City of Austin does not have a lead-based paint program. However, the City addresses lead abatement through multiple programs and funding sources, including NHCD's home repair programs and rehabilitations funded through NHCD's Rental Housing Development Assistance program. Eligible Austinites that reside in a home that was built prior to 1978 will have their homes tested for the presence of lead-based paint and remediated, if necessary, as part of the scope of work for each program.

The City of Austin remediates lead-based hazards in low- to moderate-income homes and addresses other household health and safety hazards such as mold, carbon monoxide, fire, tripping hazards and pest management. This more holistic approach to remediating household hazards allows community members to remain in their homes and benefit from a healthier environment. The City will continue testing properties built before 1978 for lead-based paint.

Actions planned to reduce the number of poverty-level families

All programs administered by the City of Austin aim to address critical needs of eligible households, including those in poverty, through housing, community development, and public services designed to increase their opportunities for self-sufficiency. HOPWA, ESG, and CDBG activities in particular assist households that fall under the special populations category outlined in the FY 2019-24 Consolidated Plan.

Housing Opportunities for Persons with AIDS (HOPWA) Activities - Austin Public Health (APH) 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. These programs ensure clients have improved housing stability, which has been shown to improve retention in primary medical care and other supportive services.

Emergency Solutions Grant (ESG) Activities - Austin Public Health administers all ESG activities for the City of Austin. These programs are designed to be the first step in a continuum of assistance to help clients quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness. ESG funds are also used to assist with the operational costs of the shelter facility, and for the administration of the grant.

Public Service Activities- In FY 2020-21, the Austin Public Health Department will begin administering the City's public services contracts for Child Care, Mental Health Services, and Senior Services that are funded with CDBG funds. Public services offer supportive services to households with gross incomes less than 200% of Federal Poverty Income Guidelines. Child Care Services provides child care vouchers for homeless and near-homeless families, and directs child care services for teen parents who are attending school. Mental Health Services provides access to holistic, wraparound services and support to youth and their families designated as at-risk.

Senior Services offers services that prevent and protect seniors from becoming victims of abuse, neglect, and/or financial exploitation. An additional service to be offered through public services contracts and administered by NHCD will focus on advocacy to prevent and deter housing discrimination, tenant-landlord education and information, and housing repair and rehabilitation.

Actions planned to develop institutional structure

City of Austin - Interdepartmental Coordination 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 Annual Action Plan.

The City of Austin's new Homeless Services Division is led by a Chief Homeless Services Officer who works in coordination with City leadership, other City departments, community-based organizations, private partners and public system leaders to address community homelessness. Through the City's strategic planning process, Strategic Direction 2023 (SD23), City Council has identified homelessness as the top priority and is directing resources, actions and policy decisions toward the goal of preventing and ending homelessness in Austin. Several HUD System Performance Measures have been adopted as SD23 metrics, to ensure alignment in measuring system-wide progress and performance. The Homeless Services Division collaborates with internal and external stakeholders to implement strategies and cross-system coordination of funding, services, and programs to serve persons at risk of and persons currently experiencing homelessness.

The City of Austin contracts with the Austin Housing Finance Corporation (AHFC) to develop affordable rental and homeownership opportunities, and housing rehabilitation of owner-occupied homes. APH provides housing support and related support services to Austinites living with HIV/AIDS, and their families, through the use of HOPWA grant funds. APH also provides assistance to help clients quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness using Emergency Solutions Grant (ESG) funds. 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). Additionally, beginning in FY 2020-21, the Global Business Recruitment and Expansion division of the Economic Development Department will use CDBG funds to provide capacity-building support of partnered nonprofit organizations that provide skilling and training opportunities to low-income households in support of the region's workforce development strategies and goals. Numerous non-federally funded housing programs and activities offered by NHCD rely on the coordination of other City departments including: Austin Energy, Austin Water Utility, Budget Office, City Manager's Office, Code Compliance Department, Contract and Land Management Department, Government Relations, Law Department, Office of Sustainability, Parks and Recreation Department, Planning and Zoning, Public Works, Solid Waste Services, and Watershed Protection Review.

Below are initiatives and programs that require interdepartmental coordination and that will be underway in FY 2020-21:

- East 11th and 12th Streets Revitalization
- Imagine Austin Comprehensive Plan, Household Affordability Priority Program and implementation
- Strategic Direction 2023 Economic Opportunity and Affordability Strategic Outcomes
- Implementation of Strategic Housing Blueprint

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

- S.M.A.R.T. Housing Program
- Development Density Bonuses
- Development Agreements

Redevelopment of Publicly Owned Land

- Colony Park Sustainable Communities Initiative
- Agreements between the City of Austin and developers that include affordable housing as a community benefit
- AHFC Land Acquisition and Disposition Program
- AHFC Community Land Trust and long-term Affordability Program

Home Repair and Other Initiatives

- Austin Energy developed a referral tool for weatherization that will enable both NHCD and Austin Energy to coordinate leads and referrals for home repair services targeted to low- and moderate-income households.
- Austin Water Utility provides funding for plumbing repairs and Private Lateral repairs/replacement for low- and moderate-income homeowners. NHCD administers the Private Lateral grant program, utilizing funding from Austin Water Utility. NHCD layered Austin Water Utility's funding for plumbing repairs onto the G.O. Repair program, which is administered by seven nonprofit partners.
- Code Compliance utilizes a referral system to identify and address homes needing substantial and costly repairs.
- Austin Public Health, Ending Community Homelessness Coalition (ECHO) and other key agencies collaborate on activities that support the Community Plan to End Homelessness

City of Austin Interdepartmental Partnership: Austin Water Utility

P-Lat Private Lateral Program – assists in replacing aging wastewater infrastructure for eligible homeowners. NHCD administers the program through a partnership with Austin Water Utility. This collaboration leverages home repair services offered by the department, by supporting the department's outreach and construction expertise through cross-promotion. For more information visit:

<http://www.austintexas.gov/department/private-lateral-program>.

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

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

Housing Finance Agencies (NALHFA) and the Texas Association of Local Housing Finance Agency (TALHFA), to connect with other agencies whose missions address critical housing needs.

In FY 2020-21, NHCD will continue to utilize Opportunity360 methodology to conduct opportunity mapping. Opportunity mapping is a research tool used to understand the dynamics of opportunity within geographic areas. The purpose of opportunity mapping is to illustrate where opportunity-rich communities exist (and assess who has access to these communities) and to focus on areas of need in underserved or opportunity-poor communities. Key indicators include housing stability, education, health and well-being, economic security, and mobility. As NHCD moves forward in implementing a geographic dispersion/siting policy ensuring affordable housing in all parts of Austin, staff anticipates utilizing the Opportunity360 methodology to further the City's housing and community development goals.

Discussion

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

The purpose of the Family Business Loan Program (FBLP) is to make low-interest loans to qualified Austin small business owners who are ready to expand their business and create jobs. The FBLP is a public-private partnership between the City of Austin, U.S. Small Business Administration (SBA) certified community lenders, and private banks. The City's portion of the funding is provided by a U.S. Department of Housing and Urban Development (HUD) Section 108 loan guarantee. Related lending programs includes the April 8, 2020 approval (HUD) of the Austin Economic Injury Bridge Loan Program (AEIBLP), designed to provide short-term "bridge" financing for Austin small businesses applying to receive permanent financing through federal disaster assistance (due to Covid-19) programs including but not limited to SBA Economic Injury Disaster Loan (EIDL) and the U.S. Treasury Paychecks Protection Program.

During FY 2012, the Economic Development Department (EDD) developed the FBLP program guidelines, and the guidelines were approved by HUD, the Texas Attorney General's Office, and the Austin City Council. The Austin City Council and Texas Attorney General's Office also approved acceptance of a \$3 million Section 108 HUD loan guarantee to provide funding for the FBLP. In 2017 EDD accepted the remaining \$5 million of a \$8 million HUD Section 108 loan request from 2011. This funding in addition to the re-programming of \$3 million formerly the neighborhood commercial management program (NCMP) administered by NHCD brings the total FBLP funding to \$11 million.

EDD made extensive efforts to inform businesses about the FBLP during FY 2012. EDD staff has met with individual business owners, and presentations were given to the Greater Austin Hispanic Chamber of Commerce, the Capital City African American Chamber of Commerce, and the Austin Gay and Lesbian Chamber of Commerce. FBLP presentations were also provided to the City of Austin's Community Development Commission, the African American Resource Commission, and to eleven neighborhood and community associations that represent East Austin.

EDD received Council approval for the first FBLP loan in May 2013, which created 12 new low- to moderate-income jobs in the Plaza Saltillo neighborhood. Since 2013, EDD has funded 22 loans totaling approximately \$5.6 million, and leveraged over \$29 million in private lender financing and can report 266 newly created or retained full-time equivalent jobs benefiting low-to-moderate-income persons (LTMI). Minority and women owned businesses comprise a majority (64%) of these loans. EDD has expanded the program City-wide to better serve all 10 newly approved Council districts and will continue to reach out to underserved communities in the Austin area.

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction

The following information is included in response to the Annual Action Plan review checklist provided by HUD. Additional program-related information can be found in *Appendix II*.

Monitoring

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 active contract monitoring and long-term monitoring for closed projects. For more information about the City of Austin's Monitoring Plan, please see *Appendix II*.

20% CDBG Administrative Cap

- CDBG Entitlement: \$7,854,692
- Administrative Expense: \$1,570,938 = 20.00%

15% CDBG Public Service Cap

- CDBG Entitlement: \$7,854,692
- Public Service Expense: \$1,079,316 = 15.00%

10% HOME Administrative Cap

- HOME Entitlement: \$3,178,207
- Administrative Expense: \$317,820= 10.00%

15% CHDO Set Aside

- HOME Entitlement: \$3,178,207
- CHDO Set Aside: \$476,731 = 15.00%

3% HOPWA Administrative Cap

- HOPWA Entitlement: \$1,869,497
- Administrative Expense: \$56,084= 3.00%

7.5% ESG Administrative Cap

- ESG Entitlement: \$682,911
- Administrative Expense: \$51,218 =7.5%

Selection of Project Sponsors

Austin Public Health has contracted with two agencies -- AIDS Services of Austin (ASA) and Project Transitions (PT) -- since 1995. These two agencies have been the sole respondents to Notifications of Funding Availability (NOFA) for HOPWA services. They also were selected to provide these services via a Request for Applications (RFA) process and have been the subrecipients since August of 2002. These agencies carry out activities independently or collaboratively with other housing case management providers in the area and have a history of satisfactory service performance and delivery.

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

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

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

Other CDBG Requirements

1. The amount of urgent need activities	0
---	---

2. The estimated percent of CDBG funds that will be used for activities that benefit persons of low-and moderate-income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds are used to benefit persons of low-and moderate-income. Specify the years covered that include this Annual Action Plan.	70.00%
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HOME Investment Partnership Program (HOME)

Reference 24 CFR 91.220(l)(2)

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

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

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

To view the City's Resale and Recapture Policy, please see *Appendix II*.

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

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

Resale

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

Recapture

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

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

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

Emergency Solutions Grant (ESG)

Reference 91.220(I)(4)

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

Please see ESG Program Standards attached in *Appendix II*.

2. If the Continuum of Care has established centralized or Coordinated Assessment system that meets HUD requirements, describe that centralized or Coordinated Assessment system.

ECHO, the lead agency for both the Continuum of Care (CoC) and the Homelessness Management Information System (HMIS) Database, has taken the lead on the implementation of the CoC's Coordinated Entry System (CE). The system was first opened in November of 2014, and the CoC Membership Council adopted CE standards in January 2018 that meet all CE requirements established by HUD CPD-17-01. All CoC and ESG programs participate in this system, in compliance with the 2012 CoC Program interim rule (24 CFR 578) and the 2011 Emergency Solutions Grants (ESG) interim rule (24 CFR 576).

The CE system consolidates and simplifies the process by which clients can request ESG and COC assistance, as well as additional community resources which have voluntarily agreed to the same minimum standards and practices as these two funding sources. The system also creates a concrete and comprehensive list of resource shortfalls so that the community can advocate for increased funding in the most efficient and specific manner possible.

In order to affirmatively engage clients in the greatest need with the CE system, the CoC has developed an integrated Outreach, Navigation, and Emergency Shelter system that actively engages and assesses individuals in the greatest need, then proactively documents eligibility and keeps households engaged. Street Outreach teams, Navigation Center staff, and Emergency Shelter staff are trained to administer the CE eligibility and vulnerability assessment to add clients to a shared community By Name List for further engagement towards specific housing program openings. The CoC provides assessment staff on a supplemental and temporary basis to close assessment need gaps, while partners develop internal assessment capacity. The CoC prioritizes all permanent housing resources based upon the vulnerabilities captured by this common vulnerability and eligibility assessment system.

To further ensure the system reaches people least likely to apply unassisted, dedicated walk-in locations are co-located with complementary services such as career services, family medical services, and drop-in day resources. The CoC also publishes a public web portal which includes a direct contact section where clients or community members can request a phone appointment or a personalized location appointment. Many of the street outreach and community partner organizations are specifically dedicated to hard-to-reach populations such as

unsheltered families, chronically homeless veterans, unaccompanied youth, HIV/AIDS, refugees/asylees, and individuals with mental health challenges.

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

There has been no competition for the ESG Rapid Rehousing and ESG HMIS Agreements funds since 2012, when the rapid rehousing funding was completed. In 2018-2019 APH competed the Austin Resource Center for the Homeless (ARCH) Shelter Agreement and worked with the National Alliance to End Homelessness (NAEH) to redesign the shelter programs, which resulted in a reduction of shelter beds from 160 to 130; Day Resource Center services are now only available to shelter clients, and enrollment in housing-focused case management is required for all shelter clients. 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.

These changes came after an in-depth, year-long community input and consultation process. The City will require a high level of data quality, increased outcomes for persons exiting to permanent housing, and a shortened length of stay. NAEH is contracting with OrgCode Consulting to work with the shelter administrator to address shelter client workflow, data quality, staffing changes, housing case management for all shelter clients, and ensuring that all client services are housing-focused with a rapid exit from shelter.

See the ESG Subawards table at the end of this section for details on all programs. Please see the attached ESG Program Standards for the Grant Subaward Process.

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

APH works with the Ending Community Homelessness Coalition (ECHO) to develop the ESG program and ECHO has persons who are homeless or formerly homeless as members.

5. Describe performance standards for evaluating ESG.

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

- Number of unduplicated clients served.
- Number of households provided homeless services that transition from homelessness into housing. In addition, all ESG recipients must provide demographic information to reflect the IDIS report screens.
- Average number of days from program entry to exit from homelessness into housing.

Please also see attached ESG Program Standards in *Appendix II*.

ESG Sub-Awards

FY 2020-21 Programs

Agency	Program	New Contract, Renewal or Competitive Process
Front Steps	ARCH Shelter	New - Competition 2019
Front Steps	Rapid Rehousing	Renewal
APH Communicable Disease Unit	Rapid Rehousing	Renewal
Downtown Austin Community Court	Rapid Rehousing	Renewal
Front Steps	HMIS	Renewal
APH	Administration	N/A

Discussion (Reprogramming)

Neighborhood Housing Community Development proposes to reprogram the following CDBG funds through the FY 2020-21 Action Plan process according to the guidelines established in the City of Austin Citizen Participation Plan. Exhibit 1 outlines the reprogramming of these funds.

Exhibit 1 CDBG

Amount	From	To
\$700,000	Administration	Community Development
\$2,678,885	Housing	Community Development

NOTE: Amounts are based on current estimates and actual funds reprogramed will be supported by September 30, 2020 year end balances.

Attachment I A: Citizen Participation Plan

**CITY OF AUSTIN
CITIZEN PARTICIPATION PLAN**

A. PURPOSE

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

The CPP is designed to encourage the participation of city residents in the development of the federal reports listed above, particularly those residents who are predominantly low- and moderate-income. For purposes of CDBG funding, a resident is considered to be low-income if their family income equals 50% or less of median family income (MFI), as estimated by HUD. A person is considered to be moderate-income if their family income is between 50% and 80% of MFI. Predominately low-to moderate-income neighborhoods are defined as any neighborhood where at least 51% of the residents have incomes equal to or below 80% of the MFI for any given year. The determination of whether a neighborhood meets the low-to moderate income definition is made by the City at the time a project of area-wide benefit is funded based on current data provided by HUD. The CPP also encourages local and regional institutions and other organizations (including businesses, developers, and community and faith-based organizations) to participate in the process of developing and implementing the Consolidated Plan and related reports. The City takes appropriate actions to encourage the participation of persons of minority backgrounds, persons with limited-English proficiency, and persons with disabilities.

It is important to note that HUD's use of the statutory term "citizen participation" does not in any way limit engagement and consultation with community members based on legal status or country of origin. Any person that resides in the Austin metro area is encouraged to provide input about the federal reporting process as outlined in this CPP.

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

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

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

- 1) Assessment of Fair Housing (AFH);
- 2) The Consolidated Plan;
- 3) The Annual Action Plan;
- 4) The Consolidated Annual Performance and Evaluation Report (CAPER);
- 5) Substantial amendments to a Consolidated Plan and/or Annual Action Plan; and
- 6) Amendments to the CPP.

The City of Austin's program/fiscal year begins October 1 and ends September 30. In order to receive entitlement grant funding, 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 that community members have opportunities to review and comment on the local jurisdiction's plans to allocate these funds.

The purpose of programs that are 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 (as defined in Section A).

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

B. HUD PROGRAMS

The City of Austin receives four entitlement grants from 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 reauthorized 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) that are certified by the City of Austin.
3. ***Emergency 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 six objectives: 1) Engage homeless individuals and families living on the street; 2) Improve the number and quality of emergency shelters for homeless individuals and families; 3) Help operate these shelters; 4) Provide essential services to shelter residents; 5) Rapidly re-house homeless individuals and families; and 6) Prevent families and individuals from 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 and RESPONSIBLE AGENCIES

The Neighborhood Housing and Community Development Department (NHCD) is designated by the Austin City Council as the single point of contact for HUD, and is the lead agency for CDBG, HOME, HOPWA, and ESG grant programs. NHCD administers the CDBG affordable housing and community development programs and the HOME programs; Austin Public Health (APH) administers the CDBG Public Services, HOPWA, and ESG programs; and the Economic Development Department (EDD) administers the CDBG economic development programs and the Section 108 Family Business Loan Program (FBLP).

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

D. PLANNING ACTIVITIES SUBJECT TO CITIZEN PARTICIPATION PLAN

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

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

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

2. **Publishing Data.** City staff shall make any proposed analysis and the relevant documents, including the HUD-provided data and any other data to be included in the AFH, available to the public in a manner that affords diverse residents and others the opportunity to examine the content.
3. **Public Hearing.** To obtain the views of the general public on AFH-related data and affirmatively furthering fair housing in the City’s housing and community development programs, the City will conduct at least one public hearing before the Community Development Commission (CDC) during the development of the AFH.
4. **Public Display and Comment Period.** The draft AFH will be placed on display in physical and online form for a period of no less than 30 calendar days to encourage public review and comment. The public notice shall include a brief summary of the content and purpose of the draft AFH, the dates of the public display and comment period, the locations where copies of the proposed document can be examined, how comments will be accepted, and the anticipated submission date to HUD. The draft AFH will be made available at public libraries, public housing

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

5. **Comments Received on the Draft Assessment of Fair Housing.** Comments will be accepted by the City contact person, or a designee, during the 30-day public comment period. The City will consider any comments or views received in writing, or orally during public hearings. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons why, will be attached to the final AFH for submission to HUD.
6. **Submission to HUD.** All written or oral testimony will be considered in preparation of the final AFH. The AFH will be submitted to HUD 270 days before the Consolidated Plan is due.
7. **Revisions to AFH.** A HUD-accepted AFH must be revised and submitted to HUD for review when either of the following situations occurs:
 - a. A material change occurs. A material change is one that both;
 - i) impacts the circumstances in the City which may include natural disasters, significant demographic changes, new significant contributing factors, and civil rights findings and,
 - ii) causes alterations to the AFH's analyses, contributing factors, priorities, and/or goals.
 - b. The City receives a written notification from HUD specifying a material change.

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

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

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

1. **Consultations with Other Community Institutions.** In developing the Consolidated Plan, the City will consult with 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 (D) in order to gather information on community needs from community members. The CDC are policy advisers to the City who are either appointed by the City Council or elected at the neighborhood-level to represent low-income households. There will be two more hearings sponsored by organizations working with low- and moderate-income populations. An additional hearing will be held before the 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, City staff will prepare a draft Consolidated Plan, which includes proposed allocations of first-year funding. A period of 30 calendar days will be provided to receive written comments on the draft Consolidated Plan. The draft plan will be made available at public libraries, public housing authorities, neighborhood centers, at NHCD's office, and on the NHCD web site (www.austintexas.gov/housing). In addition, upon request, federal reports will be provided in a form accessible to persons with disabilities.
5. **Draft Consolidated Plan Public Hearings.** There will be a public hearing held before the City Council to receive oral public comments on the draft. An additional hearing will be held before the Community Development Commission (CDC). These hearings will be scheduled during the 30- day written comment period on the draft plan. The CDC will be given the opportunity to make recommendations to Council on the draft Consolidated Plan/Action Plan.
6. **Final Action on the Consolidated Plan.** All written or oral testimony provided will be considered in preparing the final Consolidated Plan. A summary of testimony received, and the City's reasons for accepting or not accepting the comments must be included in the final document. The City Council will consider these comments, CDC recommendations, and the recommendations of the City Manager before taking final action on the Consolidated Plan. Final action by the City Council will occur no sooner than fifteen calendar days following the second City Council public hearing on the draft plan. When approved by City Council, the Consolidated Plan will be submitted to HUD.

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

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

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

- A proposed use of CDBG funds that does not address a need identified in the governing Consolidated Plan or annual Action Plan; or
- A change in the use of CDBG funds from one eligible program to another. The eligible programs defined in the City of Austin’s investment plan either fall into the category of “Housing” or “Community Development.”
- 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.

In the event that there are substantial amendments to the governing 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.

Disaster Response and Recovery Funds

In the event of a declared city-wide, state-wide or national emergency (as proclaimed by the Mayor, Governor, or President of the United States), it may be necessary for the City to apply for new emergency grant funding from HUD, such as CDBG-Disaster Recovery grants, or any other grants issued to jurisdictions in the event of a disaster which requires an urgent response to address the needs of the community. In order to expedite the distribution of emergency funding during a disaster response situation the City Council, City Manager, or HUD may determine it is necessary to waive certain substantial amendment provisions described in Section D, Activity 4 or certain General Requirements Provisions described in Section E. Any such waiver is subject to the requirements of the respective emergency funding appropriation.

HUD's criteria used to qualify local "urgent needs" e.g., events of "particular urgency" because existing conditions pose a serious and immediate threat to the health or welfare of the community for which other funding is not available can be found at 24 CFR 570.483(d). To comply with the national objective of meeting community development needs having a particular urgency, and that a project will alleviate existing conditions which:

1. Pose a serious and immediate threat to the health and welfare of the community;
2. Are of recent origin or recently became critical within 18 months preceding the certification by the grantee;
3. Are unable to be financed by the City on its own; and
4. Other funding resources are not available to completely carry out the activity.

In the event of a disaster that requires a response to address local urgent needs, the City will:

1. Notify HUD at least five (5) days before implementing changes or amendments to the Consolidated Plan and/or Action Plan; and
2. Make reasonable efforts to provide the public opportunity to comment on changes and amendments to the Consolidated Plan and/or Action Plan.

These actions do not require the City to comply with all of the substantial amendment provisions related to the citizen participation requirements described in Section D, Activity 4 or all of the General Requirements Provisions described in Section E.

HUD Waiver Process

Upon determination of good cause, HUD has the authority to waive certain regulatory provisions of the CDBG, HOME, ESG, and HOPWA programs subject to statutory limits. The City reserves the right to submit waiver notifications to HUD when expedited assistance is offered through programs covered by the Consolidated Plan. Following completion of a waiver process as determined by HUD, the City may carry through actions as prescribed by the approved waiver determinations authorized by HUD.

ACTIVITY 5 – CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER).

The City is required to submit annually by December 30 a CAPER to HUD that describes the City's progress in meeting the goals in the Consolidated Plan.

1. City 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 be submitted to HUD.
4. The CAPER and public comments will be presented at a CDC meeting.

ACTIVITY 6 – AMENDMENTS TO CITIZEN PARTICIPATION PLAN. The City will review the Citizen Participation Plan (CPP) at least every 5 years for potential enhancement or modification; this review will occur as a component of the Consolidated Planning process. In the event that changes to the CPP are necessary, City 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 on the NHCD web site (www.austintexas.gov/housing) and in the City Clerk's office.

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.

In the event of a disaster which requires an urgent response to address the needs of the community as described in the Disaster Recovery and Response section, the City will make reasonable efforts to provide the public opportunity to comment on federal reports.

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

Notification. The Neighborhood Housing and Community Development (NHCD) Department 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 notification mechanisms as available: City of Austin utility bill inserts; City of Austin website; and Channel 6, the municipally owned cable channel. In addition, NHCD will use other available media (print, electronic, television) to promote public feedback opportunities. Notifications will be published in English and Spanish.

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

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

authorities, certain neighborhood centers, at the NHCD office, and on the NHCD website (www.austintexas.gov/housing). In addition, upon request, federal reports will be provided in a form accessible to persons with disabilities.

4. **Access to Records.** The City will provide community members, public agencies, and other interested parties reasonable and timely access to information and records relating to the Citizen Participation Plan (CPP), Assessment of Fair Housing, Consolidated Plan, annual Action Plan, and CAPER, and the City's use of assistance under the four entitlement grant programs, as stated in the Texas Public Information Act and the Freedom of Information Act.
5. **Technical Assistance.** The City will provide technical assistance upon request and to the extent resources are available to groups or individuals that need assistance in preparing funding proposals, provided that the level of technical assistance does not constitute a violation of federal or local rules or regulations. The provision of technical assistance does not involve re-assignment of City staff to the proposed project or group, or the use of City equipment, nor does technical assistance guarantee an award of funds.

F. COMMUNITY MEMBERS' COMPLAINTS

Written complaints related to NHCD's programs and activities funded through entitlement grant funding may be directed to the Neighborhood Housing and Community Development (NHCD) Department. 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 the complainant's name, address, and zip code. A daytime telephone number should also be included in the event further information or clarification is needed. Complaints should be addressed as follows:

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

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

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

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

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

1. A public hearing will be held to allow interested community members an opportunity to comment on the proposed project and voice any concerns regarding possible relocation. Notice of the public hearing/meeting will be made as per the procedure noted in Section E - General Requirements section of the Citizen Participation Plan.
2. In the event that a project involving displacement is pursued, the City of Austin will contact each person/household/business in the project area and/or hold public meetings, depending on the project size; inform persons of the project and their rights under the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and respond to any questions or concerns.
3. Relocation assistance will be provided in adherence with the City's Project Relocation Plan and the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended.

The City's Anti-Displacement and Relocation Assistance Plan may be viewed in NHCD's Action Plan submitted annually to HUD. The document is available online at www.austintexas.gov/housing.

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

Attachment I B: Public Engagement Summary

City of Austin Community Engagement Strategy and Process for FY 2020-21 Action Plan

The City of Austin sought broad public input for recommendations for utilizing U.S. Department of Housing and Urban Development (HUD) funding for programs that prevent, prepare for, and respond to Coronavirus authorized by the Coronavirus Aid, Relief, and Economic Security (CARES) Act, and for FY 2020-21 formula grant funding. Additionally, during the community engagement process the City sought public comment on proposed amendments to the City's Citizen Participation Plan (CPP) for disaster response and recovery. Community input about needs, potential service gaps, and priorities was received during the community needs assessment and public comment periods outlined below, from 211 call data, and through coordination with City's Directors Economic Recovery Core Panel for Coronavirus response. This public input helped to inform funding decisions regarding HUD CARES Act funding, as well as FY 2020-21 formula grant funding.

In order to continue the facilitation of the community engagement process for the Action Plan while observing social distancing protocols to help prevent the spread of COVID-19, and in accordance with modified provisions for public input issued by HUD, the following opportunities for public input on the FY 2020-21 draft Action Plan were provided:

Community Needs Assessment Period

Public Notices soliciting input and providing information about the various ways to provide feedback were publicized in English and Spanish through the Neighborhood Housing and Community Development website; a news release to local media outlets; an email promotion to 2,300 subscribers to the NHCD e-newsletter and RSS feeds; notices in local news outlets; and notices included in City of Austin utility billing statements.

Opportunities to Provide Feedback on the were provided through an Austin SpeakUp website from April 15-23, 2020; and via email, phone and postal mail.

Virtual Public Hearing was conducted before the Austin City Council on April 23, 2020 to receive public input on community needs for the City's Action Plans for FY 2019-20 and 2020-21 that relate to federal funding opportunities.

Summary of Public Comments received during the community assessment stage addressed the need for emergency assistance for food, rent, or utilities; availability of housing affordable to low-and moderate-income households; services to address homelessness; affordable childcare; and employment and small business assistance.

Public Comment Period

Public Notices soliciting input and providing information about the various ways to provide feedback were publicized in English and Spanish through the Neighborhood Housing and Community Development website; an email promotion to 2,300 subscribers to the NHCD e-newsletter and RSS feeds; and notices in local news outlets.

Opportunities to Provide Feedback are provided through an Austin SpeakUp website from July 15-30, 2020; and via email, phone and postal mail.

Virtual Public Hearing scheduled to be conducted before the Community Development Commission on July 15, 2020 to receive public comment for the FY 2020-21 draft Action Plan and hear final recommendations on the draft plan from the Commission.

Virtual Public Hearing scheduled to be conducted before the City Council on July 30, 2020 to receive public comment for the FY 2020-21 draft Action Plan and hear final recommendations on the draft plan from the Council.

Summary of Public Comments received during the draft public comment period addressed the need for emergency assistance for food, rent, or utilities; availability of housing affordable to low-and moderate-income households; services to address homelessness; affordable childcare; and employment and small business assistance.

Expanded Opportunities to Comment on funding from the U.S. Department of Housing and Urban Development During COVID-19 Outbreak



CITY OF AUSTIN

FOR IMMEDIATE RELEASE

Release Date: Apr. 16, 2020

Contact: Jeff Patterson [5129743172](tel:5129743172) [Email](#)

In response to the COVID-19 outbreak and the associated limitations on public gatherings, the City of Austin has created a new [website](#) to expand opportunities for the public to provide valuable input on spending an anticipated \$20.8 million in U.S. Housing and Urban Development Agency (HUD) grants.

The City's [website](#) provides a one-stop location to inform Austinites about the federal grant funding received from HUD and provides more details about how the community can provide input on use of the funding.

The HUD funding has been used to support programs for affordable housing, homelessness assistance, community development, economic development, and public services through four federal formula grants: Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA).

To help prevent the spread of COVID-19, HUD is allowing some programmatic modifications to the normal community input processes. The City is working with HUD to identify these modifications to allow for the continuation of public input during directives and protocols that cities have identified in response to COVID-19. More details about modifications to processes due to COVID-19 will be provided on the website as they are received.

Community Assessment Comment Period

In an effort to continue the public input process to gather public input on the community's needs and service gaps, the City is holding a virtual, online community needs assessment public hearing before the Austin City Council on Thursday, April 23, 2020. Details about how to sign up to provide public comment during the virtual public hearing are available [City Council Meeting Information Center](#).

Draft Housing and Urban Development Spending Plan Comment Period

Once community suggestions are incorporated, a draft spending plan will be available for review and additional 5-day public comment. Austinites will again be encouraged to submit their comments and suggestions through the via standard mail, email, or the [SpeakUp Austin website](#) once the draft plan is made available (details below).

Postal Mail:

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

Email:

NHCD@austintexas.gov

Subject Heading: City of Austin Housing and Urban Development Spending Plan

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Artifact A.1: SpeakUp Austin Online Comment Site

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Housing and Urban Development Spending Plan

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The City of Austin expects to receive approximately \$20.8 million in federal funding in the next year through four HUD grants: Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA).


To access these funds each year, the City's Neighborhood Housing and Community Development Department (NHCD) solicits public comment about community needs and priorities, then takes that input to draft a spending plan that tells HUD how those funds will be spent to address issues related to housing, homelessness, community development, economic development, and public service. Find more information about the funding and ways to provide input here.

Q&A

What are the greatest needs in your community? 4 responses

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Comment Opportunities for Housing and Urban Development Spending Plan

Comment Opportunities Related to Federal Funding From U.S. Department Of Housing And Urban Development During COVID-19 Outbreak

Given the circumstance of the COVID-19 outbreak and the need for social distancing in response, the City of Austin is modifying its procedures for receiving public comment on funding from the U.S. Department of Housing and Urban Development (HUD), which includes additional platforms for public comment while maintaining public input with the Austin City Council.

NOTE: This page does not currently include full details about funding involving the "Coronavirus Aid, Relief, and Economic Security Act" (CARES Act). However, this information is being developed and will be available soon.

Funding from the U.S. Department of Housing and Urban Development (HUD)

Over the next year, the City of Austin expects to receive approximately \$20.8 million in federal funding through four HUD formula grants: Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA). These funds include the HUD funding that the City of Austin expects to receive as part of the CARES Act.

Each year, the City's Neighborhood Housing and Community Development Department (NHCD) solicits public comment about community needs and priorities. This input informs funding decisions and outlines for HUD how these funds will be spent to address issues related to housing, homelessness, community development, economic development, and public services.

Public Input on Community Needs During COVID-19 Outbreak

To ensure the plan addresses community needs, priorities, and potential service gaps, the City encourages Austinites to submit comments online, allowing for the public the opportunity to view public feedback at the [SpeakUp Austin website](#). Additional ways the public may comment on the plan is through email and postal mail (details below).

Given the need for social distancing in response to the COVID-19 outbreak, and guidance from HUD regarding allowable changes to safeguard the public's safety, the City is modifying procedures for receiving public comment on both community needs assessments and the draft spending plan. While these modifications recognize safety measures for the public, these modifications also are designed to include avenues convenient and accessible to the public to include: online; mail; email; and a City Council public hearing.

A virtual public hearing about community needs before the Austin City Council is scheduled for Thursday, April 23, 2020. Details about how to sign up to provide public comment during the virtual public hearing are available at the [City Council Meeting Information Center](#).

The Community Development Commission (CDC) also will include an agenda item related to the federal Spending Plan at its May meeting. This meeting date is being planned and will be published once the date is confirmed with the City of Austin Office of the City Clerk. The public will be able to comment on the draft Spending Plan at the May CDC meeting.

Draft Spending Plan Review Period

Once community suggestions are incorporated, the draft Spending Plan will be available for review for a 5-day public comment period, consistent with HUD's guidance and in an effort to deploy funding to the community as quickly as possible. Once the draft is available, the City will encourage Austinites to submit their comments and suggestions through a [SpeakUp Austin website](#), public hearing, email and postal mail (see directions below).

Written Comment Process

Written comments on community needs may be submitted until 5 PM on **April 21, 2020**. Please include a name, address, and phone number.

SpeakUp Austin

SpeakUp Austin is the City's online engagement program to get public comments, suggestions, and ideas on programs and priorities that affect us all. Accessing the site is easy. Just click on the [Housing and Urban Development Spending Plan](#) to share your thoughts and concerns and to make your voice heard.

Submit by Postal Mail:

Neighborhood Housing and Community Development Department
Attn: Housing and Urban Development Spending Plan
P.O. Box 1088
Austin, Texas 78767

Submit by Email:

NHCD@austintexas.gov
Subject Heading: Housing and Urban Development Spending Plan

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.

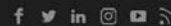
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Artifact A.3: Expanded opportunities for Public Comment News Release, April 16, 2020

austintexas.gov Resident Business Government Departments Connect

Expanded Opportunities to Comment on funding from the U.S. Department of Housing and Urban Development During COVID-19 Outbreak



CITY OF AUSTIN
FOR IMMEDIATE RELEASE
Release Date: Apr. 16, 2020
Contact: Jeff Patterson [5129743172](tel:5129743172) [Email](#)

La versión en español sigue a continuación

In response to the COVID-19 outbreak and the associated limitations on public gatherings, the City of Austin has created a new [website](#) to expand opportunities for the public to provide valuable input on spending an anticipated \$20.8 million in U.S. Housing and Urban Development Agency (HUD) grants.

The City's [website](#) provides a one-stop location to inform Austinites about the federal grant funding received from HUD and provides more details about how the community can provide input on uses of the funding.

The HUD funding has been used to support programs for affordable housing, homelessness assistance, community development, economic development, and public services through four federal formula grants: Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA).

To help prevent the spread of COVID-19, HUD is allowing some programmatic modifications to the normal community input processes. The City is working with HUD to identify these modifications to allow for the continuation of public input during directives and protocols that cities have identified in response to COVID-19. More details about modifications to processes due to COVID-19 will be provided on the website as they are received.

Community Assessment Comment Period
In an effort to continue the public input process to gather public input on the community's needs and service gaps, the City is holding a virtual, online community needs assessment public hearing before the Austin City Council on Thursday, April 23, 2020. Details about how to sign up to provide public comment during the virtual public hearing are available [City Council Meeting Information Center](#).

Draft Housing and Urban Development Spending Plan Comment Period
Once community suggestions are incorporated, a draft spending plan will be available for review and additional 5-day public comment. Austinites will again be encouraged to submit their comments and suggestions through the via standard mail, email, or the [SpeakUp Austin website](#) once the draft plan is made available (details below).

Postal Mail:
Neighborhood Housing and Community Development Department
Attn: City of Austin Housing and Urban Development Spending Plan
P.O. Box 1088
Austin, Texas 78767

Email:
NHCD@austintexas.gov
Subject Heading: City of Austin Housing and Urban Development Spending Plan

Expansión de oportunidades para comentar sobre los fondos del Departamento de Vivienda y Desarrollo Urbano de los Estados Unidos durante la pandemia de COVID-19

En respuesta a la pandemia de COVID-19 y las limitaciones que ha causado en las reuniones públicas, la Ciudad de Austin ha creado un nuevo [sitio web](#) para expandir las oportunidades para recibir las opiniones valiosas del público sobre la utilización de aproximadamente \$20.8 millones en subvenciones del Departamento de la Vivienda y Desarrollo Urbano de los Estados Unidos (HUD), en inglés.

El [sitio web](#) de la Ciudad provee un lugar centralizado para informarnos a los austinitas sobre los fondos de subsidios federales recibidos de HUD y provee más detalles sobre cómo la comunidad puede optar sobre la utilización de estos fondos.

Los fondos de HUD se han utilizado para apoyar programas de vivienda económica, asistencia para las personas sin hogar, desarrollo comunitario, desarrollo económico y servicios públicos a través de cuatro subvenciones de fórmula federal: Subsidio Bloque de Desarrollo Urbano (CDBG), Programa de Sociedad de Inversiones para el Hogar (HOME), Subsidio para Refugios de Emergencia (ESG) y Oportunidades de Vivienda para las Personas con SIDA (HOPWA).

Para ayudar a evitar el contagio de COVID-19, HUD está permitiendo ciertas modificaciones programáticas a los procesos normales para recibir comentarios del público. La Ciudad está trabajando con HUD para identificar estas modificaciones para permitir que continúen los comentarios públicos durante las directivas y protocolos que las ciudades han identificado como respuesta a COVID-19. Se añadirán más detalles al sitio web sobre las modificaciones a los procesos debido a COVID-19 según se reciban.

Periodo de comentarios sobre la determinación de necesidades de la comunidad
En un esfuerzo para continuar el proceso para recibir comentarios del público sobre la determinación de necesidades de la comunidad y lagunas en los servicios, la Ciudad estará llevando a cabo una audiencia pública virtual en línea ante el Concejo Municipal el jueves 23 de abril de 2020. Los detalles sobre cómo inscribirse para proveer comentarios públicos durante la audiencia pública virtual están disponibles en el [Centro de Información del Concejo Municipal](#).

Periodo de comentarios sobre la versión preliminar del Plan de Utilización de Fondos de Vivienda y Desarrollo Urbano
Una vez se incorporen las sugerencias del público, se publicará una versión preliminar del plan de utilización de fondos para revisión y un periodo adicional de 5 días para comentarios del público. Se les animará nuevamente a los austinitas a que envíen sus comentarios y sugerencias a través del correo postal regular, correo electrónico o el [sitio web SpeakUP Austin](#) una vez esté disponible la versión preliminar del plan (detalles a continuación).

Correo postal:
Neighborhood Housing and Community Development Department
Attn: City of Austin Housing and Urban Development Spending Plan
P.O. Box 1088
Austin, Texas 78767

Correo electrónico:
NHCD@austintexas.gov
Asunto: City of Austin Housing and Urban Development Spending Plan

AUSTIN UTILITIES NOW

INFORMATION ABOUT YOUR CITY SERVICES



April 2020

Austin Energy Regional Science Festival 2020

Founded in 1956, the Science Festival celebrated its 64th anniversary this year. A total of 2,774 students from 254 schools entered 2,397 science projects in the Austin Energy Regional Science Festival, representing 26 Central Texas school districts in 12 counties, as well as several private, charter and home schools. First- through third-place category winners advance to the Texas Science and Engineering Fair in College Station in late March. Six "Best of Fair" projects advance to the Regeneron International Science and Engineering Fair to be held in Anaheim, CA.

Canyon Ridge Middle School and Vista Ridge High School, both from the Leander Independent School District, won Sweepstakes Awards.

The Sweepstakes Award is presented to the school in the junior division (middle schools) and senior division (high schools) earning the most points in the 17 science categories at the festival.



High School Sweepstakes Winner: Vista Ridge High School

Canyon Ridge won Sweepstakes for the eighth consecutive year since 2013, outperforming 35 other middle schools. Vista Ridge outperformed 38 other high schools for their 12th Sweepstakes award since 2006.

The Regional Science Festival is Austin Energy's largest sponsored annual community event, helping promote science, technology, engineering and math education.

The Austin Regional Science

Foundation gratefully acknowledges the support from all the Science Festival underwriters, including the Anchor Sponsor, Dell Technologies, and Gold Sponsors 3M and Synopsys, Inc. Additionally, the foundation wants to thank the more than 565 judges and 200 volunteers who make this event possible.

Visit sciencefest.org for a complete listing of awards and photos as well as a list of sponsors.



Give us your thoughts

Now is your chance to let your voice be heard about the needs of low- and moderate-income households in Austin. The City provides programs and services to support affordable housing and public services for extremely low-, low- and moderate-income households, persons with disabilities, seniors and youth. Your input will help inform investment decisions to meet the community's needs. Visit austintexas.gov/housing, call the NHCD main line at **512-974-3100**, or email nhcd@austintexas.gov by May 1 to tell us what you think.

Know your use with new electronic features

Knowing can make all the difference when it comes to your energy use. For City of Austin residential electric customers with interval meters, there's the Energy Management tool at coautillities.com along with weekly email alerts. These features provide insight into your personal energy use and personalized tips on how to save. For qualifying customers, find out what you can know at coautillities.com.

AUSTIN UTILITIES NOW

INFORMACIÓN SOBRE SUS SERVICIOS DE LA CIUDAD



Abril de 2020

Festival Regional de Ciencias de Austin Energy 2020

Fundado en 1956, el Festival de Ciencias celebró su 64to aniversario este año. Un total de 2,774 estudiantes de 254 escuelas inscribieron 2,397 proyectos de ciencias en el Festival Regional de Ciencias de Austin Energy, representando a 26 distritos escolares de 12 condados del centro de Texas, así como varias escuelas privadas, escuelas subvencionadas y estudiantes que reciben instrucción en el hogar. Los ganadores del primer, segundo y tercer lugar avanzaron a la Feria de Ciencias e Ingeniería de Texas en College Station a finales de marzo. Los seis "Mejores Proyectos de la Feria" avanzarán a la Feria Internacional de Ciencias e Ingeniería que será en Anaheim, CA.

La Escuela Intermedia Canyon Ridge y la Escuela Secundaria Vista Ridge, ambas del Distrito Escolar Independiente de Leander, ganaron el Premio del Concurso.

El Premio del Concurso se le otorga a la escuela en la división junior (escuelas intermedias) y en la división senior (escuelas secundarias) que haya ganado la mayor cantidad de puntos en las 17 diferentes categorías de ciencias en este



Ganador del concurso de escuela secundaria: Escuela Secundaria Vista Ridge

festival. Canyon Ridge ganó el concurso por octavo año consecutivo desde el 2013, superando a las otras 35 escuelas intermedias. Vista Ridge superó a las otras 38 escuelas secundarias para lograr su duodécimo galardón en el concurso desde el año 2006.

El Festival Regional de Ciencias es el evento comunitario anual más grande que patrocina Austin Energy para ayudar a promover la educación en el área de las ciencias, tecnología, ingeniería y matemáticas.

La Fundación Regional de Ciencias

de Austin con gusto reconoce el apoyo de todos los que financian el Festival de Ciencias, incluyendo al patrocinador ancla Dell Technologies y a los patrocinadores de oro 3M y Synopsys, Inc. Además, la fundación desea agradecer a los más de 565 jueces y 200 voluntarios que hicieron posible este evento.

Visite sciencefest.org para obtener una lista completa de los premios y fotos, así como una lista de los patrocinadores.



Comparta sus comentarios

Ahora es su oportunidad para que se escuche su voz sobre las necesidades de las familias de ingresos bajos y moderados en Austin. La Ciudad provee programas y servicios para apoyar el acceso a viviendas económicas y servicios públicos para los hogares con ingresos extremadamente bajos, bajos y moderados, las personas con discapacidades, los adultos mayores y los jóvenes. Sus comentarios nos ayudarán a tomar las decisiones necesarias para satisfacer las necesidades de la comunidad. Visite austintexas.gov/housing. llame a la línea principal del NHCD al **512-974-3100**, o envíe un correo electrónico a nhcd@austintexas.gov antes del 1 de mayo para darnos su opinión.

Use las nuevas funciones electrónicas para conocer su uso

El conocimiento puede marcar la diferencia cuando se trata de su uso de energía. Para los clientes residenciales de energía de la Ciudad de Austin con medidores de intervalos, existe una herramienta de Manejo de Energía en coautilities.com junto con las alertas por correo electrónico semanales. Estas funciones le permiten ver de cerca su uso personal de energía y le proveen consejos personalizados para ahorrar. Para los clientes que califiquen, descubra lo que puede aprender en coautilities.com.

NEEDS ASSESSMENT 2020

Stuart Harry Hersh [REDACTED]

There are still low income homeowners in the Austin City Limits and in unincorporated Travis County despite the gentrification/displacement pressures that many neighborhoods face. Many homeowners do not have the resources to maintain their homes to the standards of the International Property Maintenance Code that governs homes built at a time when new housing was not regulated by the International Residential Code.

At a time when the Austin City Council and the Travis County Commissioners' Court attempts to balance the needs for home repair with other community priorities, please consider Action Plans for 2020/2021 that allows for 600 homes in Austin to be repaired in alignment with the Strategic Housing Blueprint and the needs for septic tank replacement for homes not connected to public sewer systems.

Please also recognize that emergency repairs may be required if flooding of homes occurs next year as the City and County has witnessed too frequently and too severely in the past decade.

From: [NHCD](#)
To: [Sommers, Angela](#)
Subject: FW: Affordable Housing
Date: Friday, May 1, 2020 1:35:28 PM

From: Dianne Arnett <[REDACTED]>
Sent: Thursday, April 30, 2020 10:08 AM
To: NHCD <NHCD@austintexas.gov>
Subject: Affordable Housing

*** External Email - Exercise Caution ***

To Whom It May Concern,

I saw in my electric bill that you are soliciting opinions regarding affordable housing.

Yes, we are in desperate need of housing for those who are not wealthy.

I have adult children who are in grad school or working in their first jobs and cannot afford to stay in Austin.

They are independent young people who want to make it on their own, grew up in Austin and would like to build their lives here.

Please offer such affordable means for them to remain. We all love Austin.

It saddens me being a resident for 45 years since 1975 to see Austin becoming a city for the elite only.

I fear we are becoming a New York City, San Francisco and going to be a city that does not offer socio-economic diversity.

Thank you for asking for the citizen's views.

Good luck in this endeavor,

Dianne Arnett Becker

Dianne Arnett, MA, LMFT, LPC
[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

*In compliance with the Health Portability and Accountability Act "HIPAA" (rule 104-91), this message and

Sommers, Angela

From: NHCD
Sent: Thursday, April 23, 2020 10:51 AM
To: Sommers, Angela
Subject: FW: Subject Heading: City of Austin Housing and Urban Development Spending Pla

Follow Up Flag: Follow up
Flag Status: Completed

From: Esperanza Pace <[REDACTED]>
Sent: Thursday, April 16, 2020 10:40 PM
To: NHCD <NHCD@austintexas.gov>
Subject: Subject Heading: City of Austin Housing and Urban Development Spending Pla

*** External Email - Exercise Caution ***

Why isn't there any specific housing complexes for sex trafficking survivors? This issue needs to be addressed severely and not be overlooked and unthought of. Veterans get specific benefits (specifically housing and or housing preference) accommodations and special services but not trafficking survivors?? It's absolutely ridiculous and sickening! Again this needs to be addressed and taken care of!

CAUTION: This email was received at the City of Austin, from an EXTERNAL source. Please use caution when clicking links or opening attachments. If you believe this to be a malicious and/or phishing email, please forward this email to CSIRT@austintexas.gov.

Sommers, Angela

From: NHCD
Sent: Thursday, April 23, 2020 10:50 AM
To: Sommers, Angela
Subject: FW: "Give us your thoughts" invite in energy billing statement

Follow Up Flag: Follow up
Flag Status: Completed

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

From: Roberta Turnipseed [REDACTED] >
Sent: Saturday, April 18, 2020 7:34 PM
To: NHCD <NHCD@austintexas.gov>
Subject: "Give us your thoughts" invite in energy billing statement

*** External Email - Exercise Caution ***

To whom it may concern,

I have been an Austin resident since 2012 but am new to Austin's affordable housing for moderate-income households. While contemplating moving further out of the city limits again in hopes of a newer, affordable place, I learned that I could stay in the same area and get a better place—a higher price but still significantly lower than the general rent.

When I chose my current apartment, the advertising stated that there were washers and dryers in every unit. When I had the opportunity to actually see a unit that would be similar to the one I was moving into, I learned that the washer and dryer would not be included.

The excitement began to deflate.

I was told that the affordable housing units in the newer phase had washers and dryers. Phase one, my phase, has common laundry rooms. The units in phase two are studios and rent for less; the Austin housing program prices me out of those units because of my income bracket.

I moved-in in January 2020 and used the common laundry facilities as needed. During the week of March 15th, the complex began sending email notices regarding the closing of common areas and leasing office doors, and the shortening of office hours and maintenance duties due to COVID-19.

When I asked (twice), they assured me that the laundry facilities would remain open, “There’s just a few of you, it should be fine,” was basically the response. Given the condition of the trash chute areas, (another story for another time) I’ve experienced that cleanliness is not immediately important here and so I have trouble trusting that the laundry facilities would be routinely sanitized properly during a pandemic like COVID-19.

Not receiving any further information or updates about the laundry area or the cleanliness of it during COVID, I did and do not feel comfortable doing laundry there. At the end of March, I have had a washer and dryer delivered and installed from an outside company.

I have a few questions.

Understandably such a crisis like COVID-19 was not in consideration when the city partnered with properties and agreed to provide tax credits for providing affordable housing. Now that we have and are experiencing such a pandemic, moving forward, what will the city do to help ensure the health and safety of its low and moderate-income tenants, ensuring equity of all Austin renters?

Though my job duties have changed significantly, I am fortunate during this crisis to still be employed but this is not so for so many others as you know. If our world, country, state, and or city experience another wave of this pandemic or another different type of crisis and jobs are again impacted, what will the city do to help ensure that tenants do not lose their homes?

I look forward to hearing from you soon, Roberta Turnipseed

Never be afraid to trust an unknown future to a known God --Corrie Ten Boom

CAUTION: This email was received at the City of Austin, from an EXTERNAL source. Please use caution when clicking links or opening attachments. If you believe this to be a malicious and/or phishing email, please forward this email to CSIRT@austintexas.gov.

Sommers, Angela

From: NHCD
Sent: Thursday, April 23, 2020 11:24 AM
To: Sommers, Angela
Subject: FW: Affordable Housing

Follow Up Flag: Follow up
Flag Status: Completed

From: Lee Stork <[REDACTED]>
Sent: Tuesday, April 07, 2020 12:33 AM
To: NHCD <NHCD@austintexas.gov>
Subject: Affordable Housing

*** External Email - Exercise Caution ***

Dear Government Servants,

Here is what I think would be appropriate for affordable housing: I have not made much money most of my working life and this is what I think would do the most good for the largest number of people.

1 Plain, simple, concrete block housing with 180 degree flow through ventilation. For example windows on the front and back of the apartments so the air can be blown through the apartment. It would be great to have some fans at the highest point in the apartment on both ends so air could be sucked in on one end and blown out the other end. If that is not possible fans at window high at both ends of the apartment. This is what I have in my current apartment and I have been able to avoid turning the a/c on for all but about 3-4 days most years for the last 7 years here in Austin.

2 concrete block does not require as much maintenance as other types of walls therefore the city could build more units.

3 Ice house rooves. These are very thick rooves that were used when ice houses delivered ice to everyone's ice box refrigerator. They were very well insulated. They keep the heat from the sun from entering the apartments.

4 No dishwashers. No dishwasher saves money on appliances and appliance repair. This money savings can be used to get more shelf space and lower rental rates.

5 High speed ceiling fans such as were until recently available at the Tree House in Austin. These cost more than you typical ceiling fan that you can not feel but saved so much on spring, summer and fall electricity.

6 A large number of electrical outlets so we can connect our many electrical appliances. The number of electrical appliances will only continue to grow in the future.

7 Low water bills. I live in a 400 square foot efficiency apartment. I am the only person in the apartment. My water and sewage bill is about \$80-100 per month. There is no way I am using \$90 worth of water a month. Some with families in my apartment complex are paying over \$200 per month for water. The leasing agents will not tell you about the rip off water bills and this is on top of the lease stated rent. This is a rip off of monumental proportions. What could a poor family do with an extra \$200 per month? A lot.

8 Well insulated. I choose to not turn the heat on in the winter time because I can't afford it. It is cold inside my apartment. Sometimes 50 degrees. They put nice new double pane windows in. Little good that does little when there is no insulation in the ceiling or walls. When I did put the heat on, it would cycle on about every 10 minutes as the heat was escaping so fast. The windows need to have screens on them to open in the spring, summer and fall.

9 A shower instead of a tub. This will save on cleaning time, square footage and water.

10 Sufficient parking for residents and GUESTS. No one likes parking on the street in a lower priced neighborhood for their car to be broken into. Use GrassCrete to get drainage of the rainwater so the neighborhood does not flood in our large lengthy downpours.

11 No roaches.

12 No rats or mice. Do you have any idea how much damage a rat can cause. They will chew on your clothes. Put holes in your food containers. Make a mess. Have bowel movements on your property. Spread disease.

13 No bed bugs. They hurt.

14 A place to garden so I can grow my own food. Has water right on the gardening site in many places so that you can water your plants when they need it easily.

15 Personally I do not like the high rise buildings. I know it uses more land for the shorter buildings.

16 No exercise room. If you are lower income and want to exercise pay for a gym.

17 A community room that is used to get people together. This is particularly important in senior housing.

Hope this helps you.

I would like to hear your analysis of my opinion and also the collective wisdom of the people completing this survey. You can contact me at:

Lee Stork



anonymous just submitted the survey What are your thoughts about the City's Draft Action Plan for HUD programs? with the responses below.

Please provide your thoughts about the priorities and proposed activities for federal funding outlined in the City's draft [Action Plan for FY 2020-21](#).

Colony Park- 20% of the total residential units to be affordable is NOT enough. 8.92 acres at Tannehill Lane and Jackie Robinson Street - How many long term affordability units? 3.94 acres at Pecan Park Boulevard - how many long-term affordability units? 8.95 acres at West Slaughter Lane - how many long-term affordability units? These goals are not specific enough. Geographic location = Throughout the city of Austin. What does that mean? All HUD housing should be accessible already. This is an ADA violation. The city had small businesses owned by black people on the east side torn down off e.12th street. "The City of Austin does not currently direct its investments in specific geographic areas." This is the biggest lie in the entire plan. The city remains segregated and low income housing is only built in certain areas. Please reshare the 2019 geographic affordable housing goals by both Council District and by 2016 Mobility Bond Corridors with the public. Only 48 new units! That is ridiculous! Stop giving incentives to developers who are not building enough affordable housing! This is a failure to Austin and its people. This plan hardly tackles much of the need for affordable housing in the city! We have failed the houseless because they are living in tents all over the city. We have failed the black and people of color who are moving out of the city.

Which Council District do you live in? If you don't know your Council District, look it up by your address here: [Austin District Map](#)

Attachment Public Comments: SpeakUp Austin Responses for the Community Needs Assessment Period from April 15-23, 2020.

Contributor	What are the greatest needs in your community?
Anonymous	We need better access to food and public transportation.
Anonymous	The City of Austin should not be providing housing or subsidies to anyone. Competing with private investors to provide housing using tax money generated from private investment is a travesty.
Anonymous	Affordable land and financing options so we can build affordable housing
Anonymous	Access to adequate food resources and public transportation
Anonymous	Affordable housing opportunities that are available for individuals/families with limited incomes, criminal offenses and poor credit. Diversion funds to target to at-risk families. Childcare availability for families to work and afford housing. Better communication between community resources, like the school district, childcare resources, housing resources, etc.
Anonymous	Housing for the homeless and healthcare for all.
Anonymous	Food, utilities, rent/mortgage assistance, homelessness services (particularly permanent housing).
Anonymous	Helping homeless youth get fed, get housing and get employed.
Anonymous	'- Protection of our most vulnerable populations: homeless and at risk youth, the chronically homeless, families and individuals who are housing and food insecure. Those without shelter cannot distance themselves. - Unemployment benefits for those displaced by this crisis.
Anonymous	Infrastructure, sustainable housing
Anonymous	Helping the most vulnerable youth/clients at LifeWorks with their most basic needs such as food, utility and rental assistance. Additionally providing permanent housing opportunities for individuals experiencing homelessness.
Anonymous	Housing - lack of affordable housing!
Anonymous	Funding for Bridges (moms in shelter/transition), Early Head Start and AISD child care for teen parents. Do not divert regular City CDBG dollars from these vital programs.
Anonymous	1) available, healthy food; 2) safe housing for our most vulnerable citizens, homeless youth and mentally ill; and 3) domestic violence services
Anonymous	The CDBG grant program is about housing and living environment, workforce/economic opportunities for low/moderate income communities. Austin's Eastern Crescent community needs assistance with housing affordability, utilities-including digital devices/access, food, and childcare. In current COVID-19 times, needs are amplified and access often reduced. This can be achieved through direct cash assistance with no strings attached, distributed through a nonprofit network as is being done now with the \$15M RISE Fund.
Anonymous	Safe haven for the youth homeless

Anonymous	The renters. There has been no help at all for this group which is the most in need.
Anonymous	Rent
Anonymous	Absolutely the renters.
Anonymous	Permanent housing opportunities. Basic needs assistance for youth transitioning out of homelessness, magnified by this COVID-19 crisis (food, rental assistance, utility).
Anonymous	Protecting and serving the most vulnerable - homeless youth.
Anonymous	What community? The ghetto of Austin? I do not feel safe going for a walk. Rents are a mortgage. This money should be used towards the path of home ownership, down payments for working Austinites not just for the 'friends' of the people who work at the City #nepatism on steroids' As easy as it was for the city to receive 20 million dollars - easily grant these monies for home ownership w/o jumping through hoops. Transparency is imperative as well. Where is each dollar going? Stop writing blank checks to nonprofits as well - its exhausting to see waste. Make these nonprofits show transparency of gifted funds as well.
Anonymous	Rent/mortgage relief Access to basic necessities
Anonymous	The arts community needs subsidized studio spaces for creating and exhibiting the arts.
Anonymous	1. Helping Austinites effected by COVID-19 - Please consider meeting with Meals on Wheels to assist that specific population. 2. I provide Alcohol and Drug Counseling and education services to people involved in the court/criminal justice system. Travis County has voucher programs to assist those who are unable to pay. Although, I see the need daily; I am unable to provide discounted or no fee services. I would like to have a funding source that would enable me to catch up on my business expenses and assist program participants that have court/probation obligations.
Anonymous	Better schools in south Austin! Everyone is spending so much money to buy here (and to afford the property taxes) but when it comes time to send our kids to schools, the 78745 public school options are sub par. It's going to be a larger problem as time goes on. Please improve our south Austin schools!
Anonymous	Low income housing
Anonymous	Access to quality child care, affordable housing and transportation for families living with low-income. For example: <ul style="list-style-type: none"> • Reducing hurdles to achieving financial stability by creating adult education and job training opportunities near accessible public transportation and quality child care. • More family-friendly housing - defined as units with 3 or more bedrooms - that are in close proximity to public transportation and quality child care. During this unprecedented time, CDBG-COVID funds could support child care in the following ways: <ul style="list-style-type: none"> • Supplemental funding to provide hazard pay for teaching and non-teaching staff, • Enhanced rates for evening/weekend care if the need for that increases during a surge in cases, , and • Supplies for child care programs to meet health and safety standards for Covid-19.

Anonymous	Ensure that refugees and undocumented in this city are well cared for in these troubled times.
Anonymous	<p>Access to quality child care, affordable housing and transportation for families living with low-income. For example:</p> <ul style="list-style-type: none"> • Reducing hurdles to achieving financial stability by creating adult education and job training opportunities near accessible public transportation and quality child care. • More family-friendly housing - defined as units with 3 or more bedrooms - that are in close proximity to public transportation and quality child care. • Maintain funding for Bridges (moms in shelter/transition), Early Head Start and AISD child care for teen parents. <p>During this unprecedented time, the needs of the child care sector are great. CDBG-COVID funds could support child care in the following ways:</p> <ul style="list-style-type: none"> • Supplemental funding to provide hazard pay for teaching and non-teaching staff, • Enhanced rates for evening/weekend care if the need for that increases during a surge in cases, • Emergency care for children whose parents/guardians are unable to care for them because they are hospitalized or quarantined, and • Supplies for child care programs.
Anonymous	<p>Thank you for taking the time to collect input from the community. Austin is a city I have lived in for about a dozen years and I dearly love the supportive people, quirky local businesses, and abundant green spaces and parks. I have consistently struggled to love how inequitable, segregated and unaffordable Austin is, especially for families with young children like my own.</p> <p>Please consider these needs:</p> <p>Access to quality child care, affordable housing and transportation for families living with low-income. For example:</p> <ul style="list-style-type: none"> • Reducing hurdles to achieving financial stability by creating adult education and job training opportunities near accessible public transportation and quality child care. • More family-friendly housing - defined as units with 3 or more bedrooms - that are in close proximity to public transportation and quality child care. • Maintain funding for Bridges (moms in shelter/transition), Early Head Start and AISD child care for teen parents. <p>During this unprecedented time, the needs of the child care sector are great. CDBG-COVID funds could support child care in the following ways:</p> <ul style="list-style-type: none"> • Supplemental funding to provide hazard pay for teaching and non-teaching staff, • Enhanced rates for evening/weekend care if the need for that increases during a surge in cases, • Emergency care for children whose parents/guardians are unable to care for them because they are hospitalized or quarantined, and • Supplies for child care programs.
Anonymous	Green space and parks. Everyone is using now and as this continues Austin will need more space and outdoor activities and more staff to maintain. we can't walk to a park so we use a private school as our park, but we should have a park we could walk to.
Anonymous	Access to quality child care, affordable housing and transportation for families living with low-income.
	<p>Access to quality child care, affordable housing and transportation for families living with low-income. For example:</p> <ul style="list-style-type: none"> • Reducing hurdles to achieving financial stability by creating adult education and job training opportunities near accessible public transportation and quality child care.

	<ul style="list-style-type: none"> • More family-friendly housing - defined as units with 3 or more bedrooms - that are in close proximity to public transportation and quality child care. • Maintain funding for Bridges (moms in shelter/transition), Early Head Start and AISD child care for teen parents. <p>During this unprecedented time, the needs of the child care sector are great. CDBG-COVID funds could support child care in the following ways:</p> <ul style="list-style-type: none"> • Supplemental funding to provide hazard pay for teaching and non-teaching staff, • Enhanced rates for evening/weekend care if the need for that increases during a surge in cases, • Emergency care for children whose parents/guardians are unable to care for them because they are hospitalized or quarantined, and • Supplies for child care programs.
Anonymous	<p>Access to quality child care, affordable housing and transportation for families living with low-income. For example:</p> <ul style="list-style-type: none"> • Reducing hurdles to achieving financial stability by creating adult education and job training opportunities near accessible public transportation and quality child care. • More family-friendly housing - defined as units with 3 or more bedrooms - that are in close proximity to public transportation and quality child care. • Maintain funding for Bridges (moms in shelter/transition), Early Head Start and AISD child care for teen parents. <p>During this unprecedented time, the needs of the child care sector are great. CDBG-COVID funds could support child care in the following ways:</p> <ul style="list-style-type: none"> • Supplemental funding to provide hazard pay for teaching and non-teaching staff, • Enhanced rates for evening/weekend care if the need for that increases during a surge in cases, • Emergency care for children whose parents/guardians are unable to care for them because they are hospitalized or quarantined, and • Supplies for child care programs.
Anonymous	accessible affordable quality child care with well-trained teachers and administrators with college certificates or degrees
Anonymous	affordable high quality childcare
Anonymous	Affordable housing for older adults.
Anonymous	food, utility and rental assistance for those experiencing homelessness permanent, affordable housing opportunities for those transitioning out of homelessness
Anonymous	<p>Access to quality child care, jobs, affordable housing and transportation for families living with low-income.</p> <ul style="list-style-type: none"> • Reducing hurdles to achieving financial stability by creating adult education and job training opportunities near accessible public transportation and quality child care. • Family-friendly housing at reasonable rents that do not exceed 30% of income. Units with 3 or more bedrooms that are in close proximity to public transportation and quality child care. • Maintain funding for Bridges (moms in shelter/transition), Early Head Start and AISD child care for teen parents. <p>During this unprecedented time, funds are needed for child care sector. CDBG-COVID funds could provide</p> <ul style="list-style-type: none"> • Supplemental funding to provide hazard pay for teaching and non-teaching staff, • Enhanced rates for evening/weekend care for children of parents working in

	<p>essential occupations,</p> <ul style="list-style-type: none"> • Emergency care for children whose parents/guardians are unable to care for them because they are hospitalized or quarantined, and • Supplies for child care programs (e.g., sanitation supplies, diapers, masks)
Anonymous	<p>Access to quality child care, affordable housing and transportation for families living with low-income. For example:</p> <p>Reducing hurdles to achieving financial stability by creating adult education and job training opportunities near accessible public transportation and quality child care.</p> <p>More family-friendly housing - defined as units with 3 or more bedrooms - that are in close proximity to public transportation and quality child care.</p> <p>Maintain funding for Bridges (moms in shelter/transition), Early Head Start and AISD child care for teen parents.</p> <p>During this unprecedented time, the needs of the child care sector are great. CDBG-COVID funds could support child care in the following ways:</p> <p>Supplemental funding to provide hazard pay for teaching and non-teaching staff,</p> <p>Enhanced rates for evening/weekend care if the need for that increases during a surge in cases,</p> <p>Emergency care for children whose parents/guardians are unable to care for them because they are hospitalized or quarantined, and</p> <p>Supplies for child care programs.</p>
Anonymous	
Anonymous	<p>affordable housing and transportation for Austin's service workers / working poor</p> <p>Homeless austinites need multiple levels of service including housing</p>
Laura Olson, Early Childhood and Schools Specialist, GoAustinVamosAustin! (GAVA)	<p>Please prioritize these community needs:</p> <p>Access to immediate assistance through direct cash transfers to residents using an eligibility framework established by COA Equity Office and the Family Independence Initiative, similar to that being utilized for the RISE Fund. Impacted families are in need of cash support that allows them to quickly address their needs.</p> <p>Food Access funding for Austin ISD (AISD) to support all family members/parents/caregivers of AISD students to have adequate food at this time, including home delivery for vulnerable students and family members unable to go to distribution sites for meal pick up.</p> <p>Technology Access funding and partnerships with the local tech industry for Austin residents to purchase affordable devices and internet services to support schooling, work, and social emotional health while sheltered-in-place.</p> <p>Support for local Child Care</p> <p>Enhanced rates for evening/weekend care if the need for that increases during a surge</p>

	<p>in cases;</p> <p>Emergency care for children whose parents/guardians are unable to care for them because they are hospitalized or quarantined</p> <p>Supplies for child care programs</p> <p>Housing Affordability: Assistance Funds for Rental/Mortgage Relief and utilities</p> <p>PARD/Parks: Funds directed for implementation of COVID-19 strategies to promote equitable green space access during shelter-in-place and recovery and messaging to the community on the importance of outdoor time and physical activity and where and how to safely navigate those spaces.</p> <p>Thank you!</p>
Anonymous	<p>In my Community the greatest needs are Mortgage, Rent or Paying their bills. We have a big population of undocumented residents that don't qualify for other resources. Food is short but there is food pantries and we try to help as much as we can.</p>
Anonymous	<p>Access to immediate assistance through direct cash transfers to residents using an eligibility framework established by COA Equity Office and the Family Independence Initiative, similar to that being utilized for the RISE Fund. Impacted families are in need of cash support that allows them to quickly address their needs.</p> <p>Food Access funding for Austin ISD (AISD) to support all family members/parents/caregivers of AISD students to have adequate food at this time, including home delivery for vulnerable students and family members unable to go to distribution sites for meal pick up.</p>
Anonymous	<p>Folks staying in their communities. Expensive rents people being pushed out. Houses for people who want to become homeowners and staying in the neighborhoods. Job opportunities. High paying for communities of color. Very upset that the city bringing the soccer stadium to one of the most "affordable" neighborhoods in the city. Sure we will be priced out even sooner.</p>
Anonymous	<p>Permanent Supportive Housing for the homeless.</p> <p>Access to Mental and Physical Health services for those in poverty.</p>
Anonymous	<p>Access to immediate assistance through direct cash transfers to residents using an eligibility framework established by COA Equity Office and the Family Independence Initiative, similar to that being utilized for the RISE Fund. Impacted families are in need of cash support that allows them to quickly address their needs.</p>
Frances Acuna, Community Organizer with GAVA and	<p>The communities that I work with are in need of so much:</p> <p>Access to immediate assistance through direct cash transfers to residents using an eligibility framework established by COA Equity Office and the Family Independence Initiative, similar to that being utilized for the RISE Fund. Impacted families are in need of cash support that allows them to quickly address their needs.</p> <p>Food Access funding for Austin ISD (AISD) to support all family members/parents/caregivers of AISD students to have adequate food at this time, including home delivery for vulnerable students and family members unable to go to distribution sites for meal pick up.</p>

	<p>Technology Access funding and partnerships with the local tech industry for Austin residents to purchase affordable devices and internet services to support schooling, work, and social emotional health while sheltered-in-place.</p> <p>Support for local Child Care</p> <p>Enhanced rates for evening/weekend care if the need for that increases during a surge in cases;</p> <p>Emergency care for children whose parents/guardians are unable to care for them because they are hospitalized or quarantined</p> <p>Supplies for child care programs</p> <p>Housing Affordability: Assistance Funds for Rental/Mortgage Relief and utilities</p> <p>PARD/Parks: Funds directed for implementation of COVID-19 strategies to promote equitable green space access during shelter-in-place and recovery and messaging to the community on the importance of outdoor time and physical activity and where and how to safely navigate those spaces.</p>
Anonymous	affordable housing, more youth social services programs including juvenile delinquency and more virus testing drive up and more individual financial assistance
Anonymous	Cash payments for housing, utilities, and food.
Anonymous	<p>Access to immediate assistance through direct cash transfers to residents using an eligibility framework established by COA Equity Office and the Family Independence Initiative, similar to that being utilized for the RISE Fund. Impacted families are in need of cash support that allows them to quickly address their needs.</p> <p>Food Access funding for Austin ISD (AISD) to support all family members/parents/caregivers of AISD students to have adequate food at this time, including home delivery for vulnerable students and family members unable to go to distribution sites for meal pick up.</p> <p>Technology Access funding and partnerships with the local tech industry for Austin residents to purchase affordable devices and internet services to support schooling, work, and social emotional health while sheltered-in-place.</p> <p>Support for local Child Care</p> <p>Enhanced rates for evening/weekend care if the need for that increases during a surge in cases;</p> <p>Emergency care for children whose parents/guardians are unable to care for them because they are hospitalized or quarantined</p> <p>Supplies for child care programs</p> <p>Housing Affordability: Assistance Funds for Rental/Mortgage Relief and utilities</p> <p>PARD/Parks: Funds directed for implementation of COVID-19 strategies to promote</p>

	<p>equitable green space access during shelter-in-place and recovery and messaging to the community on the importance of outdoor time and physical activity and where and how to safely navigate those spaces.</p> <p>Koreena Malone, District 9 Board Member, GAVA, Capital Idea, and Women's Community Center of Central Texas</p>
Anonymous	<p>Access to immediate assistance through direct cash transfers to residents using an eligibility framework established by COA Equity Office and the Family Independence Initiative, similar to that being utilized for the RISE Fund. Impacted families are in need of cash support that allows them to quickly address their needs.</p> <p>Food Access funding for Austin ISD (AISD) to support all family members/parents/caregivers of AISD students to have adequate food at this time, including home delivery for vulnerable students and family members unable to go to distribution sites for meal pick up.</p> <p>Technology Access funding and partnerships with the local tech industry for Austin residents to purchase affordable devices and internet services to support schooling, work, and social emotional health while sheltered-in-place.</p> <p>Support for local Child Care</p> <p>Enhanced rates for evening/weekend care if the need for that increases during a surge in cases;</p> <p>Emergency care for children whose parents/guardians are unable to care for them because they are hospitalized or quarantined</p> <p>Supplies for child care programs</p> <p>Housing Affordability: Assistance Funds for Rental/Mortgage Relief and utilities</p> <p>PARD/Parks: Funds directed for implementation of COVID-19 strategies to promote equitable green space access during shelter-in-place and recovery and messaging to the community on the importance of outdoor time and physical activity and where and how to safely navigate those spaces.</p>
Anonymous	<p>Grocery store access. Healthy Food access. More Cap Metro rides for families in Del Valle.</p>
Anonymous	<p>The greatest needs in my community include consistently dedicated funds to mitigate escalating rents and property, rent and mortgage forgiveness/full assistance to individuals, nonprofits, and businesses run by underrepresented populations, paid worker leave, paid sick leave, and universal health care.</p>
Anonymous	<p>'Access to immediate assistance through direct cash transfers to residents using an eligibility framework established by COA Equity Office and the Family Independence Initiative, similar to that being utilized for the RISE Fund. Impacted families are in need of cash support that allows them to quickly address their needs.</p> <p>-Food Access funding for Austin ISD (AISD) to support all family members/parents/caregivers of AISD students to have adequate food at this time, including home delivery for vulnerable students and family members unable to go to</p>

	<p>distribution sites for meal pick up.</p> <ul style="list-style-type: none"> -Technology Access funding and partnerships with the local tech industry for Austin residents to purchase affordable devices and internet services to support schooling, work, and social emotional health while sheltered-in-place. -Support for local Child Care <p>Enhanced rates for evening/weekend care if the need for that increases during a surge in cases;</p> <p>Emergency care for children whose parents/guardians are unable to care for them because they are hospitalized or quarantined</p> <p>Supplies for child care programs</p> <ul style="list-style-type: none"> -Housing Affordability: Assistance Funds for Rental/Mortgage Relief and utilities <p>-PARD/Parks: Funds directed for implementation of COVID-19 strategies to promote equitable green space access during shelter-in-place and recovery and messaging to the community on the importance of outdoor time and physical activity and where and how to safely navigate those spaces.</p>
Anonymous	<ul style="list-style-type: none"> • Access to immediate assistance through direct cash transfers to residents using an eligibility framework established by COA Equity Office and the Family Independence Initiative, similar to that being utilized for the RISE Fund. Impacted families are in need of cash support that allows them to quickly address their needs. • Food Access funding for Austin ISD (AISD) to support all family members/parents/caregivers of AISD students to have adequate food at this time, including home delivery for vulnerable students and family members unable to go to distribution sites for meal pick up. • Technology Access funding and partnerships with the local tech industry for Austin residents to purchase affordable devices and internet services to support schooling, work, and social emotional health while sheltered-in-place. • Support for local Child Care <ul style="list-style-type: none"> o Enhanced rates for evening/weekend care if the need for that increases during a surge in cases; o Emergency care for children whose parents/guardians are unable to care for them because they are hospitalized or quarantined o Supplies for child care programs <ul style="list-style-type: none"> • Housing Affordability: Assistance Funds for Rental/Mortgage Relief and utilities • PARD/Parks: Funds directed for implementation of COVID-19 strategies to promote equitable green space access during shelter-in-place and recovery and messaging to the community on the importance of outdoor time and physical activity and where and how to safely navigate those spaces.
Anonymous	<p>Acceso a asistencia inmediata a través de transferencias directas de efectivo a los residentes utilizando un marco de elegibilidad establecido por la Oficina de Equidad de COA y la Iniciativa de Independencia Familiar, similar a la utilizada para el Fondo RISE. Las familias afectadas necesitan apoyo en efectivo que les permita abordar rápidamente sus necesidades.</p> <p>Financiamiento de acceso a alimentos para Austin ISD (AISD) para apoyar a todos los miembros de las familias de estudiantes de AISD a tener alimentos adecuados en este momento, incluida la entrega a domicilio de los estudiantes vulnerables y los miembros de la familia que no pueden ir a los sitios de distribución para recoger comida.</p> <p>Acceso a tecnología Financiamiento y asociaciones con la industria tecnológica local para que los residentes de Austin compren dispositivos asequibles y servicios de</p>

	<p>Internet para apoyar la educación, el trabajo y la salud social y emocional mientras están protegidos en el lugar.</p> <p>Apoyo para el cuidado infantil local:</p> <p>Tasas mejoradas para atención nocturna / de fin de semana si la necesidad aumenta durante un aumento en los casos</p> <p>Atención de emergencia para niños cuyos padres / tutores no pueden cuidarlos porque están hospitalizados o en cuarentena</p> <p>Suministros para programas de cuidado infantil</p> <p>Asequibilidad de la vivienda: fondos de asistencia para alquiler / alivio hipotecario y servicios públicos</p> <p>PARD / Parques: Fondos destinados a la implementación de estrategias COVID-19 para promover el acceso equitativo a los espacios verdes durante el refugio en el lugar y la recuperación y mensajes a la comunidad sobre la importancia del tiempo al aire libre y la actividad física y dónde y cómo navegar de manera segura en esos espacios .</p>
Anonymous	<p>En estos momentos nuestras prioridades son los gastos básicos de vivienda como la renta, agua, electricidad, teléfono y algo importante también sería la seguridad en nuestra comunidad.</p>
Anonymous	<p>My community spans multiple council districts - I live in D4, my work is in D1-4.</p> <p>The greatest needs I've heard, especially in this current/COVID-19 times, for Districts 1-4 are direct cash assistance for:</p> <ul style="list-style-type: none"> * basic needs, including rent/mortgage, food, and utilities; * improved access to food/food delivery, especially Austin ISD parents/caregivers who no longer receive meals as part of the AISD Meal Distribution; * tablets/laptops and internet access, needed for schooling, work, and mental health; * child care, including emergency care in event parents/caretakers are quarantined or hospitalized; <p>... while sheltered-in-place.</p>
Miguel Briones	<p>My name is Miguel Briones and I am a community organizer in district 4. I specifically work with residents in the zip codes 78758, 78752, and 78753. The greatest needs I hear from residents are as follows. There is a need for support and protection for community members who are undocumented. They are currently facing exploitation and intimidation from landlords who continue to demand they pay rent despite the current shelter in place order. I know of at least 12 residents who I keep in regular contact with who have shared on multiple occasions that they are struggling with regular access to food, limited access to technology for their kids to learn, and the need for financial support to maintain housing, utilities and other basic needs. Of the 12 residents I have had direct contact with, all live in District 4, and all have said that they know of other members of their community who are struggling with the exact same or similar issues.</p>
Anonymous	<p>I think teenage workers need work ethic training as well as a place to go when they are facing issues at work. There are places that predominantly employ teenage workers but treat them as expendable. I think this can have a lasting impact on their</p>

	work ethic. When they face major issues at work they have no one to turn to because it isn't the type of thing a parent can get involved in. They don't really know their rights as an employee so there is no where to turn if they feel as though they have been wronged. Our teenage workers need some protection.
Anonymous	li am.a.constructuin worker who lives 78758 and I think we need more affordable education and accessible job training opportunities for working class people like myself. I see myself being priced out very soon as I drive beyond Austin for work in my trade.
Anonymous	<ul style="list-style-type: none"> - Continuing AISD food programs - Assistance for webcams / virtual office / zoom meetings for those in need - Training for zoom meetings / webinars for elderly and those who are interested - Park maintenance and funding
Anonymous	Access to food, access to public education
Anonymous	<ol style="list-style-type: none"> 1. Housing Affordability: Assistance Funds for Rental/Mortgage Relief and utilities as well as housing options for residents experiencing homelessness, recently released from incarceration, and trapped in domestic violence situations. 2. Access to immediate assistance through direct cash transfers to residents using an eligibility framework established by COA Equity Office and the Family Independence Initiative, similar to that being utilized for the RISE Fund. Impacted families, especially immigrant families, are in need of cash support that allows them to quickly address their needs, such as healthcare (incl. mental health), child care, or transit costs. 3. Food Access funding for Austin ISD (AISD) to support all family members/parents/caregivers of AISD students to have adequate food at this time, including home delivery for vulnerable students and family members unable to go to distribution sites for meal pick up. 4. Technology Access funding and partnerships with the local tech industry for Austin residents to purchase affordable devices and internet services to support schooling, work, and social emotional health while sheltered-in-place. 5. Support CDC development to address current and future affordable housing supply.
Anonymous	Affordable housing without development on steroids.
Anonymous	<p>Access to immediate assistance through direct cash transfers to residents using an eligibility framework established by COA Equity Office and the Family Independence Initiative, similar to that being utilized for the RISE Fund. Impacted families are in need of cash support that allows them to quickly address their needs.</p> <p>Food Access funding for Austin ISD (AISD) to support all family members/parents/caregivers of AISD students to have adequate food at this time, including home delivery for vulnerable students and family members unable to go to distribution sites for meal pick up.</p> <p>Technology Access funding and partnerships with the local tech industry for Austin residents to purchase affordable devices and internet services to support schooling, work, and social emotional health while sheltered-in-place.</p> <p>Support for local Child Care Enhanced rates for evening/weekend care if the need for that increases during a surge in cases; Emergency care for children whose parents/guardians are unable to care for them because they are hospitalized or quarantined</p>

	<p>Supplies for child care programs</p> <p>Housing Affordability: Assistance Funds for Rental/Mortgage Relief and utilities</p> <p>PARD/Parks: Funds directed for implementation of COVID-19 strategies to promote equitable green space access during shelter-in-place and recovery and messaging to the community on the importance of outdoor time and physical activity and where and how to safely navigate those spaces.</p>
Anonymous	<p>Deep housing affordability</p> <p>Holding slum landlords accountable for fixing up their multi-family properties so that they are warm, safe and dry</p> <p>Access to healthy, affordable food</p> <p>Access to affordable healthcare, especially specialty care</p> <p>Workforce development for people between the ages of 16 and 65</p> <p>ESL lessons in Spanish, Arabic, Burmese (all dialects), Vietnamese, Chinese, Farsi/Dari, Haitian Creole, French, African languages</p> <p>Affordable, educational childcare so parents can work</p> <p>Enrichment programs (after school, weekends, summer months) for children and youth between PreK3/4 and 17 years of age</p> <p>Access to affordable broadband/Internet service</p> <p>Access to affordable phone plans, computers, etc.</p>
Anonymous	<p>Financial assistance for residents most vulnerable, particularly within the Eastern Crescent.</p> <p>Healthy food access for residents, families, students and the disabled, including those that are home bound.</p> <p>Affordable Housing and utility bill payment assistance</p> <p>Child Care</p>
Anonymous	<p>just so you know, when people type in a response in this box then click the Austin District map another window doesn't open with the map. this page advances to the map. and if the person knows to go back to this page, the text they just spent a few moments crafting is gone. maybe add a warning next time letting people know that clicking map will/may direct them away from this page.</p>
Anonymous	<p>Money to pay rent, buy food, have computer and internet service</p> <p>Especially true for Austin residents in the Eastern Crescent, also people who are homeless</p>
Anonymous	<p>Park land and walking trails</p> <p>Access to child care and housing, particularly for low and middle income families.</p> <p>Good bike lanes and other ways to reduce dependence on cars.</p>
Anonymous	<p>Housing for families at a much affordable rate! Like a house with a yard. 3BR 2 bath at \$1500 or less /mo. Neighborhood clearing and maintenance due to floods from 2015.</p>

Attachment II A: Resale and Recapture Policy



City of Austin

Neighborhood Housing and Community Development (NHCD) Office RESALE AND RECAPTURE POLICIES

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

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

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

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

Resale

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

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

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

CITY OF AUSTIN RESALE POLICY

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

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

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

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

1. The amount of the down payment;
2. The cost of any capital improvements, documented with receipts provided by the homeowner, including but not limited to:
 - a. Any additions to the home such as a bedroom, bathroom, or garage;
 - b. Replacement of heating, ventilation, and air conditioning systems;
 - c. Accessibility improvements such as bathroom modifications for disabled or elderly, installation of wheelchair ramps and grab bars, any and all of which must have been paid for directly by the Owner and
 - d. which were not installed through a federal, state, or locally-funded grant program; and
 - e. Outdoor improvements such as a new driveway, walkway, retaining wall, or fence.

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

3. The percentage of change as calculated by the Housing Price Index (HPI) Calculator of the Federal Housing Finance Agency. The HPI Calculator is currently located at <https://www.fhfa.gov/DataTools/Tools/Pages/HPI-Calculator.aspx> and projects what a given house purchased at a point in time would be worth today if it appreciated at the average appreciation rate of all homes in the area. The calculation shall be performed for the Austin-Round Rock, TX Metropolitan Statistical Area.

Affordability to a Range of Buyers. The City will ensure continued affordability to a range of buyers, particularly those whose total household incomes range from 65 percent to no greater than 80 percent MFI.

Sales prices shall be set such that the amount of Principal, Interest, Taxes, and Insurance does not exceed 30 percent of the new Buyer's annual income. For FY 2018-19, the affordable sales price shall not exceed \$175,000, which would be affordable to a 4-person household at 80 percent MFI at today's home mortgage interest rates.

Example: A home with a 10-year affordability period was purchased seven years ago by a person (the "original homeowner") who now wishes to sell. The original homeowner's mortgage was \$105,000 at 4.75% interest for 30 years, and has made payments for 72 months. The current mortgage balance is \$93,535. The principal amount paid down so far is \$11,465.

Calculating Fair Return on Investment

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

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

Applicable Affordability Period. The original purchase price for the home was \$106,000 and the amount of HOME funds used as developer subsidy was \$25,000, thus requiring the 10-year affordability period.

Percentage of Change. For the purposes of using the Federal Housing Finance Agency's Housing Price Index calculator, the home was purchased in the 1st Quarter of 2010, and will be calculated using the most current quarter available, 4th Quarter 2016. Using the Housing Price Index calculator, the house would be worth approximately \$165,700.

Calculating the Fair Return to the Original Owner:	
Down payment:	\$1,000
Capital Improvements:	\$1,500
Principal Paid:	\$11,465
Increase in value per HPI:	<u>\$59,700</u>
\$73,665 Fair Return on Investment	

In order to realize a fair return to the original homeowner, the sales price must be set at roughly \$152,500 (i.e., \$105,000 [\$11,465 in principal payments made plus remaining mortgage balance of \$93,535] + \$1,000 down payment + \$1,500 capital improvements + \$59,700 HPI increase = \$167,200)

Affordability for a Range of Buyers. If the original homeowner sets the sales price at \$167,200 to get a fair return on investment, and if 2017 assumptions are used for front/back ratios, interest rates, insurance, taxes, an 80% Loan-to-Value (LTV) Ratio, etc., the monthly PITI would be approximately \$1,069.

The PITI of \$1,069 could, in theory, be supported by an annual household income of \$42,800 and not exceed 30% of the subsequent homeowner's monthly income. However, with an 80% LTV ratio and rapidly increasing home prices, buyers must have down payment assistance which, if HOME funds are used, would create a new affordability period based on the new HOME investment.

If the subsequent homeowner does not require any HOME subsidy to purchase the home, the affordability period would end in 3 years at which time the subsequent homeowner could sell to any buyer at any price.

Recapture

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

CITY OF AUSTIN RECAPTURE POLICY

NHCD HOME funded program under the recapture provisions is the Down Payment Assistance Program (DPA). The Austin Housing Finance Corporation (AHFC) HOME funded program under recapture provisions is the Homeowner Rehabilitation Loan Program (HRLP).

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

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

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

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

Sales Price	\$
First Lien Mortgage	-\$
Mortgage Assistance Amount (prorated monthly)	-\$
Capital Improvement Recapture Credit	-\$
Proceeds to the Homeowner	=\$

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

Appraised Value of Property of Sales price (less of the two)	\$
Original Senior Lien Note Amount	-\$
Grantee's Cash Contribution	-\$
Capital Improvement Recapture Credit	-\$
Mortgage Assistance Amount (prorated monthly)	-\$
Equity to be shared	=\$
Shared Equity	-\$
Proceeds to the Homeowner	=\$

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

This will document that:

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

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

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

- (i) the full amount of Principal then due on this Note,
- (ii) all of the interest that Borrower/Seller owes, and that will accrue until paid, on that amount, and
- (iii) all of AHFC/or the City of Austin’s costs and expenses reimbursable Recovery against the Borrower/Seller responsible for the fraud or misrepresentation is not limited to the proceeds of sale of the Property, but may include personal judgment and execution thereon to the full extent authorized by law.

Affordability Periods

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

***City of Austin policy**

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

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

CITY OF AUSTIN REFINANCING POLICY

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

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

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

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

NHCD/AHFC will be provided with a copy of the final, executed Settlement Statement CLOSING DISCLOSURE, Promissory Note, and recorded Deed of Trust three days in advance of the closing date.

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

Basic Terminology

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

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

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

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

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

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

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

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

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

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

Source: [2012-03 Guidance on Resale and Recapture Provision Requirements under the HOME Program](#)

INFORMATION FOR PROSPECTIVE BUYERS

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

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

Please
Initial
Below

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

_____ ● That I **must occupy the home as my principal residence** during the [5] [10] [15]-year period in which the Restrictive Covenant is in effect;

_____ ● If I wish to sell the Property before the end of that period, I am required to sell it to a subsequent buyer whose total household income is **at or below 80% of the Austin area Median Family Income** in effect for the year I wish to sell the home.

_____ ● The sales price must be set such that I receive a **fair return** which shall be defined as:

1. The amount of any cash contributions including the down payment and principal payments made;
2. The cost of any capital improvements, documented with receipts, and including but not limited to:
 - a. Any additions to the home such as a bedroom, bathroom, or garage;
 - b. Replacement of heating, ventilation, and air conditioning systems;
 - c. Accessibility improvements such as bathroom modifications for disabled or elderly, installation of wheelchair ramps and grab bars, any and all of which must have been paid for directly by the Owner and which were not installed through a federal, state, or locally-funded grant program; and
 - d. Outdoor improvements such as a new driveway, walkway, retaining wall, or fence.

_____ ● The sales price must be set so that the monthly principal, interest, taxes and insurance to be paid by the subsequent buyer **will not exceed 30% of that subsequent buyer’s monthly household income.**

_____ ● **I will notify the Austin Housing Finance Corporation (AHFC) in writing** so that AHFC can assist with the compliance of this federal regulation.

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

Signature

Date

Signature

Date

Attachment II B: ESG Program Standards



CITY OF AUSTIN
Austin Public Health Department

EMERGENCY SOLUTIONS GRANT PROGRAM (ESG)
PROGRAM STANDARDS, POLICIES, AND PROCEDURES

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SECTION 1: ESG PROGRAM STANDARDS

I. Definitions

The Terms used herein will have the following meanings:

APH – Austin Public Health

At Risk of Homelessness-

- 1) An individual or family who:
 - a) Has an annual income below 30% of median family income for the area; AND
 - b) 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 one of the following conditions:
 - i. Has moved because of economic reasons 2 or more times during the 60 days immediately preceding the application for assistance; OR
 - ii. Is living in the home of another because of economic hardship; OR
 - iii. 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
 - iv. 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
 - v. 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
 - vi. Is exiting a publicly funded institution or system of care; OR
 - vii. 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; 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;

Chronically Homeless means:

- 1) A “homeless individual or family with a disability,” as defined in section 401(9) of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11360(9)), who:
 - a) Lives in a place not meant for human habitation, a safe haven, or in an emergency shelter; and
 - b) Has been homeless and living as described in paragraph (1)(i) of this definition continuously for at least 12 months or on at least 4 separate occasions in the last 3 years, as long as the combined occasions equal at least 12 months and each break in homelessness separating the occasions included at least 7 consecutive nights of not living as described in paragraph (1)(i). Stays in institutional care facilities for fewer than 90 days will not constitute as a break in homelessness, but rather such stays are included in the 12-month total, as long as the individual was living or residing in a place not

meant for human habitation, a safe haven, or an emergency shelter immediately before entering the institutional care facility;

- c) An individual who has been residing in an institutional care facility, including a jail, substance abuse or mental health treatment facility, hospital, or other similar facility, for fewer than 90 days and met all of the criteria in paragraph (1) of this definition, before entering that facility; or
- d) A family with an adult head of household (or if there is no adult in the family, a minor head of household) who meets all of the criteria in paragraph (1) or (2) of this definition, including a family whose composition has fluctuated while the head of household has been homeless. (Updated 12-4-15)

City- City of Austin;

ESG- Emergency Solutions Grant program;

Homelessness is defined as:

- 1) Category 1 Literally Homeless - An individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:
 - a) 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;
 - b) 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
 - c) 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) Category 2 Imminently Losing Primary Nighttime Residence - An individual or family who will imminently lose their primary nighttime residence, provided that:
 - a) The primary nighttime residence will be lost within 14 days of the date of application for homeless assistance;
 - b) No subsequent residence has been identified; and
 - c) 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) Category 3 Persistent Housing Instability – People with all of the characteristics below:
 - a) 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:
 - b) Defined as homeless under other federal statutes (for example the definition used by the Department of Education) who do not otherwise qualify as homeless under HUD's definition;
 - c) 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;
 - d) 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

- e) Have one or more of the following: chronic disabilities, chronic physical or mental health conditions substance addiction histories of domestic violence or childhood abuse child with a disability two or more barriers to employment, which include - lack of a high school degree or GED - illiteracy - low English proficiency - history of incarceration or detention for criminal activity - history of unstable employment
- 4) Category 4 Fleeing/Attempting to Flee Domestic Violence: Any individual or family who:
 - a) 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
 - b) Has no other residence; and
 - c) 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 Austin Public Health 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:

- 1) Outstanding audit or monitoring findings, unless appropriately addressed by a corrective action plan;
- 2) Current appearance on the List of Suspended and Debarred Contractors
- 3) Terms and conditions of existing contract are not in full compliance;
- 4) History of non-performance with contracts.

V. Financial Terms

- 1) Grantee shall expend the City budget in a reasonable manner in relation to Agreement time elapsed and/or Agreement program service delivery schedule.
- 2) All grant funds allocated must be completely spent down within the 24-month allocation period.
- 3) If the Grantee has a remaining balance at the end of the first twelve-month period, the Grantee must submit a request to spend down remaining balance to the Assistant Director of the Austin Public Health, Health Equity Community Engagement Division (HECE).
- 4) If cumulative expenditures are not within acceptable amounts, spending rates, or in accordance with grant compliance the City may require the Grantee to:
 - a) submit an expenditure plan, and/or
 - b) amend the Agreement budget amount to reflect projected expenditures, as determined by the City.

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.

VI. Matching Funds

Subrecipient organizations that receive ESG funds must provide a dollar for dollar (or 100%) match to their ESG award amount.

- 1) Sources of matching funds include:
 - a) Cash Contributions- Cash expended for allowable costs identified in 2 CFR Part 200. Program Income for the ESG program can also be used as match funds. Match funds are identified in 2CFR Part 200.306
 - b) Non-Cash Contributions- The value of any real property, equipment, goods, or services.
- 2) Funds used to match a previous ESG grant may not be used to match a subsequent award.
- 3) The following requirements apply to matching contributions from a Federal source of funds:
 - a. The recipient must ensure the laws governing any funds to be used as matching contributions do not prohibit those funds from being used to match Emergency Solutions Grant (ESG) funds.
 - b. If ESG funds are used to satisfy the matching requirements of another Federal program, then funding from that program may not be used to satisfy the matching requirements under this section.
 - c. Contributions that have been or will be counted as satisfying a matching requirement of another Federal grant or award may not count as satisfying the matching requirement
- 4) Costs paid by program income shall count toward meeting the recipient's matching requirements, provided the costs are eligible ESG costs that supplement the recipient's ESG program

VII. Eligible Activities

Each sub-recipient will be allocated funding by activity type, and may have multiple activities in one program. The following is a list of eligible activities for the ESG Program:

- 1) Street Outreach- Support services limited to providing emergency care on the streets, including engagement, case management, emergency health and mental health services, and transportation;
- 2) 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;
- 3) Homeless Prevention- Includes housing relocation & stabilization services and short/medium-term rental assistance for individuals/families who are at risk of homelessness;
- 4) 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;
- 5) Homeless Management Information System (HMIS) costs; and
- 6) ESG Administration costs.

VIII. 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.

1) ESG Eligibility Documentation

- a) Homelessness Prevention: This program will not provide Homelessness Prevention Services.
- b) Rapid Re-Housing:
- c) Please refer to the *Homeless Eligibility Form* for more information on documenting homelessness for ESG clients.
- d) Sub-recipient agencies must collect the required supporting documentation requested in the *Homeless Eligibility Form* in order for clients to be considered eligible for services
- e) All eligibility and supporting documentation for Rapid Re-Housing clients must be maintained in each client's file
- f) Clients will be referred to ESG programs through the Coordinated Assessment or Coordinated Entry process.
- g) CDU-Specific Client Eligibility Requirements
 - i. Referral through Coordinated Assessment
 - ii. HIV Positive, homeless individuals
- h) DACC-Specific Eligibility Requirements
 - i. Referral through Coordinated Assessment
- i) Front Steps Specific Eligibility Requirements
 - i. Referral through Coordinated Assessment
 - ii. Targeted to those who sheltered at ARCH and coming from the streets outside the ARCH

2) 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.

IX. 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 currently limited to those clients in case-management, with 20 beds held open for Emergency Night Shelter for men. The ARCH provides Day Resource Center for enrolled clients. Case Management and other co-located services are provided on-site by the following local service providers.

Sleeping Unit Reservation System: Of the 150 sleeping units, approximately 130 are reserved for those clients in full-time case-management with the remaining 20 held open for Emergency Night Shelter.

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, within a set number of days, their reserved place will be made available to other clients on the waiting list. There are also available beds in coordination with the following participating agencies: CommUnity Care 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:
Written notice to the participant containing a clear statement of the reason for termination.

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

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.

X. Rapid Rehousing and Other ESG-funded Services

There are no Street Outreach services funded by ESG.

There are no homeless prevention services funded by ESG.

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

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

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

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.

- 1) All Rapid Rehousing programs will include the following components:
 - a) Housing Stability Plan with Exit Strategy
 - b) Progressive Engagement
 - c) Coordination with other HUD funded programs and regular review the program's progress towards the HUD benchmarks:
 - i. Reducing the length of time program participants spend homeless;
 - ii. Exiting households to permanent housing, and
 - iii. Limiting returns to homelessness within a year of program exit.
- 2) Also, all RR programs will provide the following services with ESG funds or with another funding source. If the agency is not able to provide all of these services they will work with a collaborative partner to provide them.
 - a) Housing Location
 - b) Financial Assistance – Rental, Deposits, Application Fees, etc.
 - c) Housing Stability Case Management

3) ESG Rapid Rehousing Financial Assistance Guidelines:

- a) Security Deposits are available for no more than 2 months' rent.
- b) 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.
- c) 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.
- d) Caps on assistance by program:
 - a. Downtown Austin Community Court: Financial Assistance can include up to \$2300 a year in direct financial assistance for all eligible financial assistance and rental assistance funding, with a 24 month cap of \$4600.
 - b. Front Steps: None beyond the regulations above.
 - c. Communicable Disease Unit: Does not administer financial assistance and rental assistance.
- e) Changes in household composition. The limits on the assistance under this section apply to the total assistance an individual receives, either as an individual or as part of a family.
- f) Limit of months of assistance. No client may receive more than 24 months of assistance in a three-year period.
- g) Recertification. 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 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.

1) Short-term and medium-term rental assistance

Short and medium term rental assistance can be provided to a program participant with up to 24 months of rental assistance during any 3-year period. This assistance may be short-term rental assistance, medium-term rental assistance, payment of rental arrears, or any combination of this assistance.

- a) Short and Medium Term Rental Assistance - Short-term rental assistance is assistance for up to 3 months of rent; Medium-term rental assistance is assistance for more than 3 months but not more than 24 months of rent; Rental assistance for this program will be tenant-based.
 - i. Rental Assistance use with other subsidies. Except for a one-time payment of rental arrears on the tenant's portion of the rental payment, rental assistance cannot be provided to a program participant who is receiving tenant-based rental assistance, or

- living in a housing unit receiving project-based rental assistance or operating assistance, through other public sources. Rental assistance may not be provided to a program participant who has been provided with replacement housing payments under the URA during the period of time covered by the URA payments.
- i. Fair Market Rent - Rental Assistance must only be provided if rent does not exceed Fair Market Rent and complies with HUD's standard of rent reasonableness, as established under 24 CFR 982.507.
 - ii. For purposes of calculating rent, the rent shall equal the sum of the total monthly rent for the unit, any fees required for occupancy under the lease (other than late fees and pet fees) and, if the tenant pays separately for utilities, the monthly allowance for utilities (excluding telephone) established by the public housing authority for the area in which the housing is located.
 - iii. Rental assistance agreement. The recipient or subrecipient may make rental assistance payments only to an owner with whom the recipient or subrecipient has entered into a rental assistance agreement. The rental assistance agreement must set forth the terms under which rental assistance will be provided, including the requirements that apply under this section. The rental assistance agreement must provide that, during the term of the agreement, the owner must give the recipient or subrecipient a copy of any notice to the program participant to vacate the housing unit, or any complaint used under state or local law to commence an eviction action against the program participant.
 - iv. Late payments. The recipient or subrecipient must make timely payments to each owner in accordance with the rental assistance agreement. The rental assistance agreement must contain the same payment due date, grace period, and late payment penalty requirements as the program participant's lease. The recipient or subrecipient is solely responsible for paying late payment penalties that it incurs with non-ESG funds.
 - v. Lease. Each program participant receiving rental assistance must have a legally binding, written lease for the rental unit, unless the assistance is solely for rental arrears. The lease must be between the owner and the program participant. Where the assistance is solely for rental arrears, an oral agreement may be accepted in place of a written lease, if the agreement gives the program participant an enforceable leasehold interest under state law and the agreement and rent owed are sufficiently documented by the owner's financial records, rent ledgers, or canceled checks. For program participants living in housing with project-based rental assistance under paragraph (i) of this section, the lease must have an initial term of one year.
- b) Tenant-based rental assistance. Rental assistance for this program will be tenant-based, and all programs will provide the minimum amount of assistance needed for client to stabilize using the principles of Progressive Engagement.
- i. A program participant who receives tenant-based rental assistance may select a housing unit in which to live and may move to another unit or building and continue to receive rental assistance, as long as the program participant continues to meet the program requirements.
 - ii. The recipient may require that all program participants live within a particular area for the period in which the rental assistance is provided.
 - iii. The rental assistance agreement with the owner must terminate and no further rental assistance payments under that agreement may be made if:

- The program participant moves out of the housing unit for which the program participant has a lease;
 - The lease terminates and is not renewed; or
 - The program participant becomes ineligible to receive ESG rental assistance.
- c) Rental Arrears are paid if the client is assisted with one-time payment of up to 6 months of rental arrears, including any late fees 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. Where the assistance is solely for rental arrears, an oral agreement may be accepted in place of a written lease, if the agreement gives the program participant an enforceable leasehold interest under state law and the agreement and rent owed are sufficiently documented by the owner's financial records, rent ledgers, or canceled checks. For program participants living in housing with project-based rental assistance under paragraph (i) of this section, the lease must have an initial term of one year.
- d) Caps on assistance by program:
- i. Downtown Austin Community Court: Financial Assistance can include up to a year in direct financial assistance for all eligible financial assistance and rental assistance funding.
 - ii. Front Steps: None beyond the regulations above.
 - iii. Communicable Disease Unit: Does not administer financial assistance and rental assistance.
- e) 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.

XI. Coordination Between Service Providers

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

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

Agency	Case Management/ Supportive Services	Permanent Supportive Housing	Rapid Rehousing/ Housing Location	Direct Financial Assistance
Front Steps- PSH and Rapid Rehousing	X	X	X	X
Caritas of Austin	X	X	X	X

with CoC and City funding				
Downtown Austin Community Court	X		X	X
Communicable Disease Unit	X		X	
Other Continuum of Care programs	X	X		
City-funded Social Service Agencies	X	X	X	X

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

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

XII. 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 Entry process.

ESG Specific Requirements Include:

- 1) Entering client data into HMIS as per the guidelines outlined in an agreement with ECHO HMIS and under the requirements of the Austin/Travis County HMIS Data Quality Assurance Plan.
- 2) ESG-funded programs will participate in the centralized or coordinated assessment system in HMIS, as required under § 576.400(d).
- 3) The ESG Rapid Rehousing program will accept referrals through Coordinated Entry.
- 4) Utilizing the ESG eligibility form to determine homeless eligibility.
- 5) Demographic data collected in the ESG Demographic Form
- 6) HUD 40118 form or other required form required for Emergency Solutions Grants

7) Submission of HUD reporting information for the Consolidated Plan, Action Plan and Consolidated Annual Performance and Evaluation Report (CAPER).

8) Participation in community homeless coordination and planning.

9) Other HMIS Requirements:

Organizations receiving funding from the City of Austin for homelessness prevention and homeless intervention services are required to utilize 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. The Ending Community Homelessness Coalition (ECHO) currently serves as the local HMIS administrator.

Section 2: ESG POLICIES AND PROCEDURES

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.

- 1) 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.
- 2) 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.
- 3) 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. Austin Public Health (APH) staff will determine if an amendment request is allowable. APH reserves the right to initiate amendments to the contract.
- 4) Liability - Subrecipients shall forward Certificates of Insurance to the Austin Public Health 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.

III. Internal Controls

Subrecipients must have policies and procedures in place to protect assets, create accurate and reliable financial reporting, maintain compliance with all applicable laws and regulations, and ensure that agency operations are effective and efficient. These Internal Controls should include, but are not limited to:

- 1) Information and documents required through the standard City Boilerplate
 - a. Business continuity/risk management plans

- b. Conflict of interest policy
 - c. Whistleblower policy
 - d. Financial management policy
- 2) Staff and Program evaluations
 - 3) Maintaining annual income and expense budget reports to compare expected spending and revenue with actual spending and revenue
 - 4) Information Technology controls
 - 5) Written job descriptions to clearly define roles within the organization

IV. Recordkeeping Requirements

- 1) 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.
- 2) Client Records- The Subrecipient must maintain the following types of client records to show evidence of services provided under the ESG program:
 - a) Client Eligibility records, including documentation of Homelessness, or At-Risk of Homelessness plus income eligibility and support documentation.
 - b) For Rapid Rehousing client files, a copy of the ESG Rapid Rehousing Client File Review checklist and Rapid Rehousing Financial Assistance Checklist should be placed at the beginning of the file and peer reviewed before any financial assistance is provided
 - c) Documentation of Continuum of Care centralized or coordinated assessment (for client intake)
 - d) Financial Assistance backup documentation required for each type of assistance outlined in the previous sections. Rental assistance agreements and payments, including security deposits, and all backup documentation required for each type of assistance outlined in the following sections.
- 3) Housing Financial Assistance
For eligible clients, financial assistance may be allocated for eligible expenses with the following requirements and limitations:
 - a) Rental application fees.
 - b) Security deposits. Equal to no more than 2 months' rent.
 - c) Last month's rent. If necessary to obtain housing for a program participant, the last month's rent may be paid from ESG funds to the owner of that housing at the time the owner is paid the security deposit and the first month's rent. This assistance must not exceed one month's rent and must be included in calculating the program participant's total rental assistance, which cannot exceed 24 months during any 3-year period.
 - d) Utility deposits.
 - e) Utility payments. Up to 24 months of utility payments per program participant, per service, including up to 6 months of utility payments in arrears, per service. A partial payment of a utility bill counts as one month. This assistance may only be provided if the program participant or a member of the same household has an account in his or her name with a utility company or proof of responsibility to make utility payments. Eligible utility services are gas, electric, water, and sewage. No program participant shall receive more than 24 months of utility assistance within any 3-year period.
 - f) Financial assistance cannot be provided to a program participant who is receiving the same type of assistance through other public sources.

- g) Short-Term and Medium-Term Rental Assistance. Up to 24 months of rental assistance during any 3-year period. This assistance may be short-term rental assistance, medium-term rental assistance, payment of rental arrears, or any combination of this assistance.
 - i. Short-term rental assistance is assistance for up to 3 months of rent.
 - ii. Medium-term rental assistance is assistance for more than 3 months but not more than 24 months of rent.
 - iii. Payment of rental arrears consists of a one-time payment for up to 6 months of rent in arrears, including any late fees on those arrears.
 - iv. Rental assistance may be tenant-based or project-based
- h) Rent Restrictions.
 - i. Rental assistance cannot be provided unless the rent does not exceed the Fair Market Rent (FMR) established by HUD, as provided under 24 CFR part 888, and complies with HUD's standard of rent reasonableness, as established under 24 CFR 982.507.
 - ii. For purposes of calculating rent under this section, the rent shall equal the sum of the total monthly rent for the unit, any fees required for occupancy under the lease (other than late fees and pet fees) and, if the tenant pays separately for utilities, the monthly allowance for utilities (excluding telephone) established by the public housing authority for the area in which the housing is located.
 - iii. Rental assistance agreement must state that rental assistance payments will be made only to a landlord or owner with whom the subrecipient has entered into a rental assistance agreement. The rental assistance agreement must set forth the terms under which rental assistance will be provided, including the requirements that apply under this section. The rental assistance agreement must provide that, during the term of the agreement, the landlord/owner must give Front Steps a copy of any notice to the program participant to vacate the housing unit, or any complaint used under state or local law to commence an eviction action against the program participant.
 - iv. Late payments. Subrecipients must make timely payments to each landlord/owner in accordance with the rental assistance agreement. The rental assistance agreement must contain the same payment due date, grace period, and late payment penalty requirements as the program participant's lease. The recipient or sub-recipient is solely responsible for paying late payment penalties that it incurs with non-ESG funds.
 - v. Lease. Each program participant receiving rental assistance must have a legally binding, written lease for the rental unit, unless the assistance is solely for rental arrears. The lease must be between the landlord/owner and the program participant. Where the assistance is solely for rental arrears, an oral agreement may be accepted in place of a written lease, if the agreement gives the program participant an enforceable leasehold interest under state law and the agreement and rent owed are sufficiently documented by the owner's financial records, rent ledgers, or canceled checks. For program participants living in housing with project-based rental assistance, the lease must have an initial term of one year.
- i) All City of Austin ESG-funded Rapid Re-Housing programs will include the following components:
 - i. • Housing Stability Plan with Exit Strategy
 - ii. Progressive Engagement

- iii. Coordination with other HUD-funded programs and regular review the program's progress towards the HUD benchmarks:
- iv. Reducing the length of time program participants spend homeless;
- v. Exiting households to permanent housing, and
- vi. Limiting returns to homelessness within a year of program exit.

j) All of the below items must be completed *before* financial assistance can be provided:

Forms Required
<i>Required for housing location, housing stability case management, financial assistance, rental assistance</i>
Habitability Standards
Lead Hazard Standards
Rent-Reasonableness
Peer Reviewed ESG Rapid Rehousing Client File Review
<i>Required for rental assistance – arrears and ongoing rent (in addition to the above forms)</i>
Lease in client's name or a document of the rent payments/financial records
Fair market rent calculation
Landlord Rental Agreement

V. Reporting Requirements

1) Monthly Claims Requests

Claims Requests must be submitted within fifteen (15) calendar days after the reporting month's end with backup uploaded to the City's online contract management system, which identify the allowable expenditures incurred under this contract. The backup should be uploaded with the Claims request and should include:

- a) Front Steps: General Ledger
- b) City Agreements: Grant Cost Report grant costs with appropriate backup from the Digital Express Reports (DXR)
- c) Rapid Rehousing Financial Assistance programs: backup documentation for all direct financial assistance including a Rapid Rehousing Financial Assistance Checklist to verify that all required forms and steps were completed before releasing financial assistance to clients.
- d) Current Month Matching Funds Statement must be submitted monthly in the City's online contract management system, along with the monthly Claims report. The contractor is required to expend and document Matching Funds against payments to be received under this Agreement. The Claim cannot be approved unless the Matching Funds statement is included.

- e) All monthly claims reports must include a copy of the HMIS Universal Data Elements quality report for the month requested with ratings of either “Excellent” or “Acceptable” – if data quality reports fall below minimum standards, payments may be withheld until reports improve to “Excellent” or “Acceptable” ratings

2) Quarterly Reporting

- a) Quarterly performance reports shall be submitted, in a format prescribed by the City, by the 15th calendar day of the month after the quarter end, which identify the activities accomplished under this contract.
- b) Other performance metrics may be required to align with HUD system-wide performance measures.
- c) ESG Demographic Report must be submitted within fifteen (15) calendar days after the end of the preceding quarter. The data from this report should be able to be extracted from HMIS. Sections 4-8 and 10 must be completed by all ESG programs that serve clients.
- d) Quarterly Claims Review – Quarterly, one Claim will be reviewed for complete documentation including but not limited to:
 - i. Timesheets
 - ii. Check stubs, copies of checks
 - iii. Client File Checklists
 - iv. Peer Reviewed Rapid Rehousing Client File Review Form showing that the required documentation for clients served were collected in the correct order
 - v. Client file documentation of eligibility and appropriate housing documentation
 - vi. If issues are found with the quarterly reviews, or if HUD deems it necessary, the Claims Review process will be conducted monthly rather than quarterly

3) Annual Close-Out Reporting

- a) The Federal ESG program year ends on September 30th. At completion of all activities, a Contract Closeout Report must be submitted within 30 days of the end of the contract. The subrecipient is required to supply such information, in such form and format as the City and HUD may require. All records and reports must be made available to any authorized City representative upon request and without prior notice.
- b) For contracts that contain renewal/extension options, an Annual Progress Report shall be completed using the City’s online contract management system by the Grantee and submitted to the City within 60 calendar days following the end of each Program Period identified in the Agreement Exhibits.
- c) For contracts that contain renewal/extension options, an Annual Progress Report shall be completed using the City’s online contract management system by the Grantee and submitted to the City within 60 calendar days following the end of each Program Period identified in Section 4.1.2 of the Contract boilerplate.
- d) For those Agreements that are ending, a Closeout Report shall be completed by the Grantee through the City’s online contract management system and submitted to the City within 30 calendar days following the expiration or termination of this Agreement. Any encumbrances of funds incurred prior to the date of termination of this Agreement shall be subject to verification by the City. Upon termination of this Agreement, any unused funds, unobligated funds, rebates, credits, or interest earned on funds received under this Agreement shall be returned to the City.

- e) The Closeout Report must contain all information that the City requires during the normal Contract Close-Out Report or, if the Contract is ongoing but the Program Period had ended, all of the information the City requires for their Contract Progress Report.
- f) All ESG Subrecipients must use HMIS to report on clients served by the ESG program.
- g) All ESG programs are required to submit end of year reporting according to HUD requirements. This may include:
 - i. providing reports in the contract database earlier than the normal fourth quarter deadline
 - ii. Running and submitting an HMIS report to the HUD database, SAGE.

VI. Program Limitations

- 1) ESG Administration costs are limited to 7.5% of the total ESG allocation.
- 2) 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.
- 3) Program Income - Income derived from any ESG activity must be recorded and reported to APH as program income. Such income may not be retained or disbursed by the subrecipient without written approval from APH and is subject to the same controls and conditions as the Subrecipient's grant allocation.
- 4) ESG funds may not be used for lobbying or for any activities designed to influence legislation at any government level.
- 5) A church or religious affiliated organization must show secularism when submitting an ESG application.
- 6) Any ESG funds that are unallocated after the funding cycle will be reprogrammed by APH. Contracts that show three (3) consecutive months of inactivity (as documented by monthly reports or non-submission of required reports) will be reviewed on a case-by-case basis, and may be irrevocably canceled.

VII. Performance Standards

ESG-funded programs will report into HMIS and have a high level of data quality specified in Section A. XII. 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 Austin Public Health 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. Termination Procedures

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.

IX. 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:

_____ (*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.

_____ (*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 II C: 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 Proposals (RFP) which details performance, financial and regulatory responsibilities.

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

- The program activity has been approved as part of the Action Plan for the specified funding source 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.** A records audit includes a review of all file documents as needed. A file checklist is used to determine if the required documents are present. Through the review of performance reports and other documentation submitted by the contractor, staff is able to identify areas of concern and facilitate corrections and/or improvements. Should problems be identified, a contractor or recipient of funds may then be provided technical assistance as necessary to reach a resolution.
- 4. Selected On-Site Monitoring.** A risk assessment is conducted internally and is used to determine the priority of site reviews to be conducted. Based on the results of the risk assessment, a selected number of projects may be subject to an on-site review. The performance of contractors is reviewed for compliance with the program guidelines and the terms and conditions of the contract. In particular, staff verifies program administration and regulatory compliance in the following areas:
 - Performance (*e.g.* meeting a national objective, conducting eligible activities, achieving contract objectives, performing scope of work activities, maintaining contract schedule, abiding by the contract budget);
 - Record keeping;
 - Reporting practices; and
 - Compliance with applicable anti-discrimination regulations.

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

- 5. Failure to resolve identified problems.** If no resolution of identified problems occurs or the contractor fails to perform in accordance with the terms and conditions of the contract, the City of Austin has the authority to suspend further payments to the contractor or recipient of funds until such time that issues have been satisfactorily resolved.
- 6. Contract Closeout.** Once a project activity has been completed and all eligible project funds expended, the staff will require the contractor to submit a project closeout package. The contract closeout will provide documentation to confirm whether the contractor was successful in completing all performance and financial objectives of the contract. Staff will review and ask the contractor, if necessary, to reconcile any conflicting information previously submitted. The project closeout will constitute the final report for the project. Successful completion of a project means that all project activities, requirements, and responsibilities of the contractor have been adequately addressed and completed.

Long-term Monitoring

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

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

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

Attachment II D: Relocation Policy

City of Austin/Austin Housing Finance Corporation

ANTI-DISPLACEMENT and RELOCATION ASSISTANCE POLICY

INTRODUCTION

The City of Austin Residential Anti-Displacement and Relocation Assistance Policy (Displacement Policy) as set forth herein, pertains where applicable to projects assisted with funding provided by The United States Department of Housing and Urban Development (HUD) which may include among others, funding with Community Development Block Grant (CDBG), HOME Investments Partnership Program (HOME), HUD Lead Hazards Control Grant (LHCG) program and Housing Opportunities for People with AIDS (HOPWA) funds and which, because of the HUD assistance, cause residential displacement of low- and moderate-income persons from occupied dwellings rendered unoccupiable as a result of HUD-assisted conversions to a use other than affordable housing, or by demolition. Funding for these programs is made available to the City by the U.S. Department of Housing and Urban Development (HUD), under Title I of the Housing and Community Development (HCD) Act of 1974, as amended.

The HUD funded programs are administered by the City's Neighborhood Housing and Community Development (NHCD). Activities funded by HUD funded programs may be carried out by City employees, competitive procurement or agreements with subrecipients. All funded activities meet one or more of the national and local objectives for the program, which are: elimination of slum and blight; benefit to persons and households of low and moderate income, i.e., earning eighty percent (80%) or less of the median family income (MFI) for the Austin area; and meeting needs of particular urgency.

RESIDENTIAL ANTI-DISPLACEMENT and RELOCATION ASSISTANCE POLICY

The City of Austin shall implement this policy to minimize the displacement of persons as a result of HUD funded activities and assist persons actually displaced, either temporarily or permanently, as a result of such activities. It is the policy of the City to plan and to provide funding only for those HUD funding activities that will not cause permanent residential displacement or reduce the amount of affordable housing stock by conversion or demolition. However, activities such as rehabilitation of occupied housing may require temporary displacement to ensure the safety of residents during the rehabilitation of the units. The City will enforce this policy upon developers and other entities responsible for carrying out planned HUD activities.

The Housing and Community Development Act of 1987 (Public Law 100-242) and the Surface Transportation and Uniform Relocation Assistance Act of 1987 (Public Law 100-17) made changes that affect the manner in which CDBG and other federal grantees treat displacement issues. The policy does not take into account all changes brought about by the 1987 legislative action. If necessary, this displacement policy will be amended at such time as HUD promulgates HUD rules that clarify the effect of the HCD Act of 1987 on CDBG- and other HUD grant funded related displacement issues.

DISPLACEMENT POLICY

The policy addresses temporary displacement of households participating in either owner-occupied or tenant-occupied housing rehabilitation programs assisted with HUD funds. Although the policy encompasses action relative to permanent residential displacement and relocation assistance, under no circumstances will HUD funds be used for any project or activity that will cause permanent displacement or relocation of families or the conversion of affordable housing to other uses. The term “family” as used herein refers to one or more persons occupying the same housing unit whether or not the individuals are related by birth or marriage. All classes of temporary displacees will receive equal and comparable treatment and assistance regardless of their status as owner or tenant.

1. TEMPORARY DISPLACEMENT/RELOCATION

Owner-Occupied Housing Rehabilitation Programs

Homeowners participating in a housing rehabilitation program that for their safety requires they vacate the residence during the course of construction, will be entitled to a dislocation stipend. The family will receive a fixed daily allowance for each day in which they cannot occupy their residence. The purpose of the stipend is to offset the cost of moving or storing their personal possessions and for related expenses, such as increased utility costs. The daily allowance will be set by the City of Austin’s Neighborhood Housing and Community Development (NHCD/AHFC). Payment will be made either directly by NHCD/AHFC or through other subrecipient organizations or developers under contract to NHCD or AHFC to operate a housing rehabilitation program. The stipend rate will be reviewed periodically and may be adjusted if in the judgement of the NHCD/AHFC it does not represent adequate compensation.

The following services will be provided by the appropriate program operator (i.e., the NHCD/AHFC or other subrecipient): Clients will be counseled and advised of their right to receive an allowance, notified of the approximate time of start of construction and given adequate time to make alternative temporary living arrangements. If necessary, clients will be assisted in locating decent and safe accommodations.

The offices of the NHCD/AHFC are fully accessible to the handicapped and mobility impaired. Bilingual staff is available to assist Spanish-speaking clients and portable Telecommunication Devices for the Deaf (TDD) with read/print capability are available for the hearing-impaired. If subrecipients cannot carry out their counseling responsibilities toward handicapped or non-English speaking clients by any other means, clients may be referred to the NHCD/AHFC for assistance.

Tenant-Occupied Housing Rehabilitation

HUD-funded rehabilitation of renter-occupied properties can be carried out by the Housing Authority of the City of Austin (HACA) on HUD-subsidized public housing or by subrecipients under contract to the NHCD/AHFC for properties owned and operated by a non-profit or for-profit affordable housing developer. The Housing Authority, as a publicly-funded HUD recipient, will carry out its relocation responsibilities in accordance with the HUD rules pertaining to Public Housing Authorities (PHAs) or the Policy, whichever is more appropriate.

Public Housing: As an operator of multiple properties subsidized by HUD, the PHA may elect to relocate families by a method commonly called “checkerboarding,” i.e., the movement of families to previously rehabilitated units in the same complex. When this method is infeasible, HACA may elect to relocate a family to a unit in another PHA complex.

Unsubsidized Housing: For properties operated by a non-profit or for-profit affordable housing developer, the organization’s contract with the NHCD/AHFC will specify if and to what extent the clients are entitled to assistance under this policy. If all elements of the policy are to be carried out, each will be specified in the contract documents, counseling and other relocation services as above.

2. PERMANENT RESIDENTIAL DISPLACEMENT/RELOCATION

Replacement Housing: If through HUD funding, dwellings affordable to low- and moderate-income persons are demolished or converted to uses other than housing, the City (or developer) will provide comparable replacement housing units for the same number of occupants who could have been housed in the occupied or vacant units. The replacement housing will be located in the same general area as the houses deleted from the affordable housing stock and will be affordable to low- and moderate-income residents. The replacement housing will be designed to remain affordable to such families for a period of ten (10) years from the time of initial occupancy.

Relocation Benefits: All occupants of the dwellings demolished or converted will receive relocation benefits to include: reimbursement for actual and reasonable moving expenses, security deposits, credit checks and other moving-related expenses, including any interim living costs. Low- and moderate-income persons will be provided either:

- a.) Compensation sufficient to ensure that for a period of five (5) years the family shall not bear, after relocation, a ratio of shelter costs to income that exceeds thirty percent (30%); or -
- b.) If elected by the family, a lump-sum payment equal to the value of the benefits available under (a.), to permit the household to secure participation in a cooperative or mutual housing association.

Replacement housing for persons displaced shall be decent, safe and sanitary, of adequate size to accommodate the family, functionally equivalent and in an area not subject to unreasonably adverse environmental conditions. Displacees have the right to elect, as an alternative to the benefits under this policy, benefits under the Uniform Assistance and Real Property Acquisition Policies Act of 1970, if it is in their best interest to do so. If a claim for assistance under this policy is denied by the City/AHFC, the claimant has the right to appeal the decision to HUD.

May 16, 2019

Attachment II E: Summary Funding & Production Table

CITY OF AUSTIN
ACTION PLAN 2020-2021 - ALL FUNDING SOURCES
August 27, 2020

Program / Activity	Funding Source	FY 2020-21 Plan	
		New Funding	Services
SPECIAL NEEDS ASSISTANCE			
<u>Child Care Services</u>	CDBG	479,608	179
	GF	-	-
<i>Subtotal, Child Care Services</i>		479,608	179
<u>Senior Services</u>	CDBG	123,995	175
	GF	-	-
<i>Subtotal, Senior Services</i>		123,995	175
<u>Mental Health Services</u>	CDBG	188,490	159
	GF	-	-
<i>Subtotal, Mental Health Services</i>		188,490	159
<i>Subtotal, Public Services</i>		792,093	513
<u>Housing Opportunities for Persons with AIDS</u>			
AIDS Services of Austin	HOPWA	1,303,120	238
AIDS Services of Austin-CV	HOPWA-CV	-	-
Project Transitions	HOPWA-PI	80,000	-
Project Transitions-CV	HOPWA	510,293	35
HOPWA - Adm	HOPWA-CV	-	-
HOPWA - Adm-CV	HOPWA	56,084	-
	HOPWA-CV	-	-
<i>Subtotal, Housing Opportunities for Persons with AIDS</i>		1,949,497	273
Subtotal, Special Needs Assistance		2,741,590	786
HOMELESS ASSISTANCE			
<u>Tenant-Based Rental Assistance</u>	HOME	1,140,849	85
	GF	-	-
<i>Subtotal, TBRA</i>		1,140,849	85
<u>Emergency Rental Assistance - Homeless Assistance</u>	CDBG-CV	-	-
<u>Security Deposits</u>	CDBG-CV	-	-
<u>Rent Availability Program</u>	HTF	-	-
<u>Public Facilities</u>	CDBG	-	-
<u>Low Barrier Permanent Supportive Housing Program</u>	DDDB	300,000	24
<u>HEARTH Emergency Solutions Grant</u>			

CITY OF AUSTIN
ACTION PLAN 2020-2021 - ALL FUNDING SOURCES
August 27, 2020

Program / Activity	Funding Source	FY 2020-21 Plan	
		New Funding	Services
Shelter Operation and Maintenance	HESG	313,922	1,000
HMIS	HESG	30,000	
HMIS-CV	HESG-CV	-	-
Rapid Rehousing Programs	HESG	287,771	118
Rapid Rehousing Programs-CV	HESG-CV	-	
ESG - Adm	HESG	51,218	-
ESG - Adm-CV	HESG-CV	-	-
<i>Subtotal, HEARTH Emergency Solutions Grant</i>		682,911	1,118
Subtotal, Homeless Assistance		2,123,760	1,227
RENTER ASSISTANCE			
<u>Architectural Barrier Program - Rental</u>	CDBG	185,000	7
		-	-
<u>Tenants' Rights Assistance</u>	CDBG	287,223	527
	GF	-	-
<i>Subtotal, Tenants' Rights Assistance</i>		287,223	527
<u>Emergency Rental Assistance</u>	GF	-	-
	CDBG-CV	-	-
	HTF	-	-
<i>Subtotal, Emergency Rental Assistance</i>		-	-
<u>Tenant Eviction Prevention Assistance Program</u>	GF	-	-
	HTF	-	-
<i>Subtotal, Tenant Eviction Prevention Assistance Program</i>		-	-
Subtotal, Renters Assistance		472,223	534
HOMEBUYER ASSISTANCE			
<u>Homebuyer Counseling Program</u>	GF	200,000	200
	GF	-	-
<i>Subtotal, Housing Smarts</i>		200,000	200
<u>Down Payment Assistance</u>	HOME	1,084,807	25
	HOME - PI	400,000	-
<i>Subtotal, Down Payment Assistance</i>		1,484,807	25
Subtotal, Homebuyer Assistance		1,684,807	225
HOMEOWNER ASSISTANCE			
<u>Architectural Barrier Removal - Owner</u>	CDBG	1,510,000	80

CITY OF AUSTIN
ACTION PLAN 2020-2021 - ALL FUNDING SOURCES
August 27, 2020

Program / Activity	Funding Source	FY 2020-21 Plan	
		New Funding	Services
<u>Minor Home Repair</u>	CDBG	900,000	200
<u>Homeowner Rehabilitation Loan Program</u>	HOME - PI	200,000	-
	CDBG	600,000	9
	CDBG - RL	40,000	-
<i>Subtotal, Homeowner Rehab</i>		840,000	9
<u>GO Repair! Program</u>	GO Bonds	6,000,000	250
Subtotal, Homeowner Assistance		9,250,000	539

HOUSING DEVELOPMENT ASSISTANCE

<u>Rental Housing Development Assistance</u>	CDBG	-	19
	HOME	-	14
	HOME - PI	218,182	1
	HOME (CHDO)	238,365	5
	GO Bonds	20,000,000	320
	HTF	-	39
	HPD	2,033,788	13
	UNO	50,000	
<i>Subtotal, Rental Housing Dev Assist</i>		22,540,335	411
<u>Ownership Housing Development Assistance</u>	CDBG	-	6
	CDBG - RL	55,000	-
	HOME	-	8
	HTF	-	-
	GO Bonds	6,000,000	-
	HOME (CHDO)	238,366	2
<i>Subtotal, Ownership Housing Dev Assistance</i>		6,293,366	16
<u>AHFC Acquisition and Development</u>	HTF	-	-
	GO Bonds	30,000,000	5
<i>Subtotal, Real Property Acquisitions</i>		30,000,000	5
Subtotal, Housing Developer Assistance		58,833,701	432

OTHER COMMUNITY DEVELOPMENT ASSISTANCE

<u>CHDO Operating Expenses Grants</u>	HOME (CO)	158,000	2
<u>Outreach To Vulnerable Populations</u>	HTF	-	
<u>Non-profit Capacity Building for Affordable Housing Developers</u>	HTF	-	-
<u>Non-profit Capacity Building for Workforce Development</u>	CDBG	2,009,438	2

CITY OF AUSTIN
ACTION PLAN 2020-2021 - ALL FUNDING SOURCES
August 27, 2020

Program / Activity	Funding Source	FY 2020-21 Plan	
		New Funding	Services
<u>Small Business Assistance to Child Care Centers</u>	CDBG-CV	-	-
		-	-
<u>Microenterprise Technical Assistance</u>	CDBG GF	-	-
		-	-
<i>Subtotal, Microenterprise Technical Assistance</i>		-	-
<u>Community Development Bank</u>	CDBG	-	-
<u>Neighborhood Commercial Management</u>	CDBG - PI	50,000	-
<u>Neighborhood Commercial Management</u>	CDBG - RL	40,000	-
<u>Family Business Loan Program</u>	Section 108 Section 108 - PI	1,000,000 86,549	33 -
Subtotal, Other Community Development Assistance		3,343,987	37
DEBT SERVICE			
<u>Neighborhood Commercial Mgmt., Debt Service</u>	Section 108 - PI	300,000	-
Subtotal, Debt Service		300,000	-
ADMINISTRATION			
	CDBG	1,570,938	-
	CDBG - PI	10,000	-
	HOME	317,820	-
	HOME - PI	81,818	-
	GF	8,180,345	-
Subtotal, Administration		10,160,921	-
TOTAL Programs, Debt Service, and Admin Cost		88,910,989	3,780

CITY OF AUSTIN
ACTION PLAN 2020-2021 - ALL FUNDING SOURCES
August 27, 2020

Program / Activity	Funding Source	FY 2020-21 Plan	
		New Funding	Services

FUND SUMMARIES:

	HOPWA	1,869,497	273
	HOPWA-CV	-	-
	HOPWA-PI	80,000	-
	HESG	682,911	1,118
	HESG-CV	-	-
	CDBG	7,854,692	1,363
	CDBG-CV	-	-
✓	CDBG - PI	60,000	-
✓	CDBG - RL	135,000	-
✓	HOME	2,543,476	132
✓	HOME (CHDO)	476,731	7
✓	HOME (CO)	158,000	2
✓	HOME - PI	900,000	1
✓	HTF	-	39
✓	Section 108 - PI	386,549	-
✓	Section 108	1,000,000	33
✓	GO Bonds	62,000,000	575
	CIP	-	
✓	GF	8,380,345	200
✓	HPD	2,033,788	13
✓	DDDB	300,000	24
✓	UNO	50,000	-
0	Totals	88,910,989	3,780

* These figures are subject to the availability of both federal and local funding.

** Housing Trust Fund is not included after FY 18-19 because continued funding is not assured.



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