

DISTRICT OF COLUMBIA HOUSING AUTHORITY
2019 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions

General Questions

1. Please provide a current organizational chart for the agency, including the number of vacant, frozen, and filled positions in each division or subdivision. Include the names and titles of all senior personnel and note the date that the information was collected on the chart.
 - a. Please provide an explanation of the roles and responsibilities of each division and subdivision.
 - b. Please provide a narrative explanation of any changes to the organizational chart made during the previous year.

See Attachment #1 - Organizational Chart and Department Description

2. Please provide a current **Schedule A** for the agency which identifies each position by program and activity, with the employee's title/position, salary, fringe benefits, and length of time with the agency. Please note the date that the information was collected. The Schedule A should also indicate if the position is continuing/term/temporary/contract or if it is vacant or frozen. Please separate salary and fringe and indicate whether the position must be filled to comply with federal or local law.

See Attachment #2 – Position Listing

3. Please list all employees detailed to or from your agency. For each employee identified, please provide the name of the agency the employee is detailed to or from, the reason for the detail, the date of the detail, and the employee's projected date of return.

Not Applicable

4. For FY18 and FY19, to date, please list all intra-District transfers to or from the agency.

Intra-District transfer FY 2018: \$1.4m to DCHA from DHCD, July 6, 2018

Intra-District transfer FY 2019: Not Applicable

5. For FY18 and FY19, to date, please identify any special purpose revenue funds maintained by, used by, or available for use by the agency. For each fund identified, provide:
 - a. The revenue source name and code;
 - b. The source of funding;
 - c. A description of the program that generates the funds;
 - d. The amount of funds generated by each source or program;

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2019 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

- e. Expenditures of funds, including the purpose of each expenditure; and
- f. The current fund balance.

Not Applicable

- 6. Please list all memoranda of understanding (“MOU”) entered into by your agency during FY18 and FY19, to date, as well as any MOU currently in force. For each, indicate the date on which the MOU was entered and the termination date.

See Attachment #3 - MOU Listing

- 7. Please list how, other than by MOU, the agency collaborated with analogous agencies in other jurisdictions, with federal agencies, or with non-governmental organizations in FY18 and FY19, to date.

The DC Housing Authority collaborates with analogous agencies in other jurisdictions, with federal agencies and with non-governmental organizations in a number of aspects. Collaborations include:

**Interagency Council on Homelessness (ICH) - as a member and participant in the various Committees, DCHA provides perspective, information and expertise as the District continues the fight to end homelessness
Coalition for Non-Profit Housing and Economic Development (CNHED)**

DCHA has partnered with a number of organizations for community beautification, scholarship, enrichment activities for youth and adults, as well as for the holiday season. A Wider Circle and Macy’s are two such organizations that, for the 2018 Season of Giving, enabled DCHA to the needs of hundreds of households in getting essential and wish list items for the holiday.

With HUD’s commitment to reforming government services and expanding opportunities for more Americans to become self-sufficient, DCHA is now a designated EnVision Center. This demonstration will offer HUD-assisted families access to support services that can help them achieve self-sufficiency, premised on the notion that financial support alone is insufficient to solve the problem of poverty. Intentional and collective efforts across a diverse set of organizations are needed to implement a holistic approach to foster long-lasting self-sufficiency. EnVision Centers will provide communities with a centralized hub for support families in areas including economic empowerment, health and wellness, education and leadership.

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2019 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

Building new partnerships has been a key focus for DCHA. Partnerships allow the department to maximize resources, subject matter expertise, innovation, touch points, and collective impact.

8. Please provide a table showing your agency’s Council-approved original budget, revised budget (after reprogrammings, etc.), and actual spending, by program and activity, for FY17, FY18, and FY19 to date.
 - a. For each program and activity, please include total budget and break down the budget by funding source (federal, local, special purpose revenue, or intra-district funds).
 - b. Include any over- or under-spending. Explain any variances between fiscal year appropriations and actual expenditures for FY18 and FY19 for each program and activity code.
 - c. Attach the cost allocation plans for FY18 and FY19.
 - d. In FY18 or FY19, did the agency have any federal funds that lapsed? If so, please provide a full accounting, including amounts, fund sources (e.g. grant name), and reason the funds were not fully expended.

	FY2017 Budget	FY2017 Actual
Allocation from the City		
Local Rent Supplement Program	\$ 58,607,560	\$ 58,607,560
DC Local	\$ 7,140,000	\$ 7,140,000
Public Safety	\$ 4,200,000	\$ 4,200,000
Total Sources	\$ 69,947,560	\$ 69,947,560
Expenditures		
Local Rent Supplement Program*	\$ 43,607,560	\$ 42,304,832
DC Local	\$ 7,140,000	\$ 8,119,430
Public Safety	\$ 4,200,000	\$ 4,200,000
Total Expenditures	\$ 54,947,560	\$ 54,624,262

*Projected expenditures calculated based on timing of when Local Rent Supplement Program tenant-based and project/sponsor-based vouchers would be utilized (i.e. eligible household occupying eligible unit).

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2019 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

	FY2018 Budget	FY 2018 Actual
Allocation from the City		
Local Rent Supplement Program	\$ 74,640,465	\$ 74,640,465
DC Local	\$ 7,140,000	\$ 7,140,000
Public Safety	\$ 4,200,000	\$ 4,200,000
Total Sources	\$ 85,980,465	\$ 85,980,465
Expenditures		
Local Rent Supplement Program*	\$ 74,640,465	\$ 65,148,202
DC Local	\$ 7,140,000	\$ 8,612,530
Public Safety	\$ 4,200,000	\$ 4,200,000
Total Expenditures	\$ 85,980,465	\$ 77,960,733

	FY 2019 Budget	FY 2019 YTD (Dec. 2018)
Allocation from the City		
Local Rent Supplement Program	\$ 99,413,631	\$ 18,434,511
DC Local ⁺	\$ 7,875,000	\$ 2,119,404
Public Safety	\$ 4,200,000	\$ 1,050,000
Total Sources	\$ 111,488,631	\$ 21,603,915
Expenditures		
Local Rent Supplement Program*	\$ 99,413,631	\$ 18,434,511
DC Local*	\$ 7,875,000	\$ 2,119,404
Public Safety	\$ 4,200,000	\$ 1,050,000
Total Projected Expenditures	\$ 111,488,631	\$ 21,603,915

+Shallow subsidy for unsubsidized seniors is added to this line item

DISTRICT OF COLUMBIA HOUSING AUTHORITY
2019 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions

9. Please provide as an attachment a chart showing the agency's federal funding and expenditures by program for FY17, FY18 and FY19, to date.

	FY2017 Budget	FY2017 Actual
Revenue		
Dwelling Rent	19,814,311	21,780,805
Federal MTW Block Grant	237,916,986	244,041,027
Federal NMTW Vouchers, VASH	21,848,272	24,919,673
Local Government Programs	106,588,974	98,797,143
Other Revenue	10,465,298	11,486,593
Total Operating Revenues	\$ 396,633,841	\$ 401,025,241
Expenses		
Administrative	46,423,398	42,883,927
Tenant Services	3,160,050	3,094,655
Utilities	27,591,101	24,308,420
Maintenance	36,323,630	37,467,830
Protective Services	10,489,181	9,409,951
General Expense	18,224,138	13,135,124
Housing Assistance Payments	250,267,315	263,851,924
Capital Outlay	5,082,637	2,140,626
Payments on ECIP Debt service	-	3,800,000
Total Operating Expenses	\$ 397,561,450	\$ 400,092,457

	FY2018 Budget	FY 2018 Actual
Revenue		
Dwelling Rent	\$ 20,355,409	20,691,729
Federal MTW Block Grant	237,074,879	270,583,500
Federal NMTW Vouchers, VASH	22,813,610	27,260,931
Local Government Programs	105,073,980	144,831,154
Other Revenue	1,642,000	1,500,486
Total Operating Revenues	\$ 386,959,878	464,867,800
Expenses		
Administrative	\$ 45,658,929	53,451,402
Tenant Services	2,937,006	4,582,790
Utilities	25,182,028	27,590,708
Maintenance	35,116,257	42,505,470
Protective Services	9,278,767	9,900,704
General Expense	14,054,160	17,001,694

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2019 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

	FY2018 Budget	FY 2018 Actual
Revenue		
Housing Assistance Payments	247,154,486	307,032,020
Total Operating Expenses	\$ 386,959,878	462,064,788

	FY 2019 Budget	FY 2019 YTD (Dec. 2018)
Revenue		
Net tenant rental revenue	\$ 19,870,354	\$ 4,853,369
Tenant revenue - other	360,348	94,679
Federal Funds	309,648,222	78,034,946
Local Funds	165,678,909	37,100,719
Other sources	2,733,146	1,706,669
Other revenue - CFP	4,201,231	580,447
Total Operating Revenues	\$ 502,492,231	\$ 122,370,828
Expenses		
Administrative	\$ 76,647,703	\$ 17,877,657
Utilities	25,522,618	6,267,776
Ordinary Maintenance & Operations	14,943,472	3,027,062
Insurance	3,335,683	780,875
General Expenses	21,271,075	3,510,599
ECIP payments	3,431,436	837,111
Housing Assistance Payments – Federal Programs	200,402,192	50,562,929
Housing Assistance Payments – District Programs	149,348,031	32,919,153
Extraordinary Maintenance	\$ 7,590,000	\$ 2,103,929
Total Operating Expenses	\$ 502,492,210	\$ 117,887,090

10. With respect to capital projects, please provide:
- a. A list of all capital projects in the financial plan.
 - b. For FY17, FY18, and FY19, an update on all capital projects under the agency's purview, including a status report on each project, the timeframe for project completion, the amount budgeted, actual dollars spent, and any remaining balances, to date.
 - c. An update on all capital projects planned for FY19, FY20, FY21, FY22, and FY23.
 - d. A description of whether the capital projects begun, in progress, or concluded in FY17, FY18, or FY19, to date, had an impact on the operating budget of the agency. If so, please provide an accounting of such impact.

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2019 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

Rehabilitation and Maintenance Fund - Project List for FY18

Property	Task Description	Actual Cost
Carroll Apartments	Chiller Replacement	\$189,874.32
Greenleaf Gardens Family	Rehabilitation of 9 units	\$311,284.31
Greenleaf Gardens Senior		
Harvard Towers	Chiller Replacement	\$399,881.23
Highland Addition	Vacant Unit Rehabilitation and HVAC Upgrade (11 Units)	\$968,399.75
Highland Addition	Vacant Unit Rehabilitation and HVAC Upgrade (11 Units)	\$999,374.80
Highland Addition	Site Drainage & Concrete Repair	\$193,526.79
James Apartments	Chiller Replacement	\$363,013.17
Judiciary House	Replacement of Fire alarm panel and related devices	\$102,152.91
Kenilworth Courts	Replace Roof Top at Community Room & Management Office	\$35,327.53
LeDroit Apartments	Chiller Replacement	\$277,956.63
Lincoln Heights	Vacant Unit Rehabilitation (10 Units)	\$336,605.70
Lincoln Heights	Replace Sump Pumps at Management Office	\$27,820.14
Ontario Road	Replace Roof and HVAC Units	\$373,591.93
Potomac Gardens	Replacement of Fire alarm panel and related devices	\$90,935.55
Sibley Plaza	Chiller Replacement	\$312,184.52
Syphax Gardens	Boiler Replacement	\$38,639.72
Totals	16 Projects	\$5,020,569

Rehabilitation and Maintenance Fund - Project Pipeline for FY 2019

Property	Description	Estimated Cost
Carroll Apartments	Replace Roof	\$550,000
Fort Dupont	Renovate 2 Boiler Rooms	\$100,000
Fort Dupont	Repair Heating System and Replace Convector	\$75,000
Garfield Terrace	Repair Sewer Line and Retaining Wall	\$75,000
Greenleaf Gardens	Replace 2 Elevators & Cabs	\$600,000

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2019 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

Rehabilitation and Maintenance Fund - Project Pipeline for FY 2019

Property	Description	Estimated Cost
Harvard Towers	Roof Replacement	\$900,000
Highland Addition	Renovate 11 Units Phase 5	\$995,000
Horizon House	Replace 2 Elevators and Cabs	\$650,000
James Apartments	Replace Fire Alarm System Complete	\$125,000
Judiciary House	Replace Roof	\$600,000
Potomac Gardens	Replace Elevator and Cab	\$325,000
Regency House	Replace 2 Elevators and Cabs	\$625,000
Stoddert Terrace	Sheathing, Shingly and Fascia Replacement	\$1,275,000
Stoddert Terrace	Replace Windows in Units, Office, Community Room	\$1,305,000
Totals	14	\$8,200,000

11. Please provide a list of all budget enhancement requests (including capital improvement needs) for FY18 and FY19, to date. For each, include a description of the need and the amount of funding requested.

Information on the FY 2018 and FY 2019 budget enhancement requests is available with the Mayor's Office of Budget and Finance

12. Please list, in chronological order, each reprogramming in FY18 and FY19, to date, that impacted the agency, including those that moved funds into the agency, out of the agency, and within the agency. Include the revised, final budget for your agency after the re-programmings for FY18 and FY19, to date. For each reprogramming, list the date, amount, rationale, and reprogramming number.

FY 2018 Reprogramming: \$1.4m from DCHA to DHCD; Feb. 15, 2018

FY 2019 Reprogramming: Not Applicable

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2019 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

13. Please list each grant or sub-grant received by your agency in FY18 and FY19, to date. List the date, amount, source, purpose of the grant or sub-grant received, and amount expended.

Grant	Source	Purpose	Amount	Comment
Family Self-Sufficiency	Department of Housing and Urban Development	Fund FSS Coordinator positions	\$277,518	HUD releases notice of funding each year and DCHA submits funding request accordingly
Financial Literacy	Capital One	Fund financial literacy courses	\$10,000	DCHA will continue to apply for this grant annually as available
Scholarship	Wells Fargo	Fund scholarships for DCHA clients attending college	\$10,000	DCHA will continue to apply for this grant annually as available
ROSS - SC	Department Of Housing and Urban Development	Opportunities for Self Sufficiency	\$738,000	DCHA is Grant administrator. HUD currently holding disbursement pending further review of awardee

14. Please list each contract, procurement, and lease, entered into, extended, and option years exercised by your agency during FY18 and FY19, to date. For each contract, please provide the following information, where applicable:
- a. The name of the contracting party;
 - b. The nature of the contract, including the end product or service;
 - c. The dollar amount of the contract, including amount budgeted and amount actually spent;
 - d. The term of the contract;
 - e. Whether the contract was competitively bid;
 - f. The funding source.

See Attachment # 4 - LRSP Project Pipeline

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2019 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

15. Please list all pending lawsuits that name the agency as a party. Identify which cases on the list are lawsuits that potentially expose the District to significant financial liability or will result in a change in agency practices, and describe the current status of the litigation. Please provide the extent of each claim, regardless of its likelihood of success. For those identified, please include an explanation about the issues involved in each case.

Negligence/tort and contract cases pending against the DCHA that are currently not covered by DCHA's General Liability Insurance policy:

- | | |
|---------------------|-------------------|
| 1. Combs v. DCHA | |
| 2. Mattocks v. DCHA | 6. Hall v. DCHA |
| 3. Brown v. DCHA | 7. Howell v. DCHA |
| 4. Brooks v. DCHA | 8. Moore v. DCHA |
| 5. Busey v. DCHA | |

Employment cases:

- | | |
|--------------------|-----------------------|
| 1. Jackson v. DCHA | 4. Cole-Rawls v. DCHA |
| 2. Proctor v. DCHA | 5. Douglas v. DCHA |
| 3. Da'Vage v. DCHA | 6. Henderson v. DCHA |

Claims by Housing Choice Voucher Program or Public Housing participants challenging actions taken by DCHA:

- | | |
|--------------------------------------|----------------------|
| 1. Arthur v. DCHA | 6. Galloway v. DCHA |
| 2. Chapin Housing v. Curvontai Price | 7. McKinney v. DCHA |
| 3. Diggs v. DCHA | 8. Price v. DCHA |
| 4. Dixon v. DCHA | 9. Owens v. DCHA |
| 5. Fuller v. DHCD et. al | 10. Williams v. DCHA |

Landlord & Tenant Intervenor lawsuits

1. Smith v. Brown

16. Please list all settlements entered into by the agency or by the District on behalf of the agency in FY18 or FY19, to date, and provide the parties' names, the amount of the settlement, and if related to litigation, the case name and a brief description of the case. If unrelated to litigation, please describe the underlying issue or reason for the settlement (e.g. administrative complaint, etc.).

See response on following page

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2019 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

Parties	Case Name	Settlement amount	Settlement date	Description
Public Housing Resident, DCHA	n/a	No monetary payment	12/8/2017	Local activist alleged violation of constitutional rights after being barred from Board of Commissioners meetings because of disruptive conduct
	n/a	\$400	12/15/2017	Public housing tenant complaint about damage to television
	Williams v. DCHA	\$10,000	1/17/2019	Public housing tenant sued DCHA alleging breach of warranty and damage to her personal property including clothes and furniture
	n/a	\$6310.45	2/20/2018	Public housing tenant complaint about storage expenses incurred during the transfer process
	Smith v. DCHA	\$10,000	1/10/2018	Public housing tenant sued DCHA after a portion of his ceiling allegedly fell on his head
District Agency, DCHA	n/a	\$100,000		Dispute over trash collection contract
Landlord, DCHA	Gardens v. DCHA	\$8,398	12/4/2017	HCVP landlord sued DCHA for unpaid rent, arising from dispute over whether signed HAP contract and lease were received
Landlord, HCVP Participant, DCHA	Parker, et al. v. 17 & S, et al.	\$0	1/17/2018	HCVP participant brought suit against her landlord for breach of contract, negligence, and breach of the implied warranty of habitability. DCHA intervened to protect its interest in the subsidy portion of the contract rent
	Harris v. Jackson	\$0	3/20/2018	HCVP participant raised brought a counterclaim against the landlord for breach of the implied warranty of habitability. DCHA intervened to protect its interest in the subsidy portion of the contract rent

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2019 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

Parties	Case Name	Settlement amount	Settlement date	Description
	Maison Management v. Livingston	\$0	7/24/2018	HCVP participant raised brought a counterclaim against the landlord for breach of the implied warranty of habitability. DCHA intervened to protect its interest in the subsidy portion of the contract rent

17. Please list the administrative complaints or grievances that the agency received in FY18 and FY19, to date, broken down by source. Please describe the process utilized to respond to any complaints and grievances received and any changes to agency policies or procedures that have resulted from complaints or grievances received. For any complaints or grievances that were resolved in FY18 or FY19, to date, describe the resolution.

The Office of Fair Hearings (OFH) is responsible for ensuring the grievances of public housing and subsidized housing residents and applicants are addressed in a fair, expeditious and unformed manner. The OFH conducts and facilitates conciliatory meetings with tenants and housing managers, settlement conferences, and convenes hearings in accordance with applicable laws and regulations. Further, OFH reviews complaints and ensures compliance with settlement agreements and hearing decisions.

See Attachment #8 - Office of Fair Hearings FY2018 report

18. Please describe the agency’s procedures for investigating allegations of sexual harassment or misconduct committed by or against its employees. List and describe any allegations received by the agency in FY18 and FY19, to date, whether or not those allegations were resolved.

DCHA takes allegations regarding any type of harassment very seriously. Our customers have multiple methods to report complaints should they feel that an employee has acted improperly. Residents may report the incident to the property manager, the Office of Audit and Compliance, or the DCHA Ethics Officers.

Employees who believe they’ve have been subjected to harassment have been notified to report it immediately to their supervisor, department director, the Human

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2019 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

Resources Department, Office of Audit and Compliance or the DC Office of Human Rights.

All complaints are handled by our Human Resources department who ensures that the complaint is thoroughly investigated and that swift action is taken to address the complaint.

In FY2018 the agency received four (4) sexual harassment complaints from employees, all of which have been investigated and closed. No complaints were received from residents in FY2018. So far in FY 2019, we received three (3) complaints from residents and are currently under investigation.

19. Please list and describe any ongoing investigations, audits, or reports on the agency or any employee of the agency, or any investigations, studies, audits, or reports on the agency or any employee of the agency that were completed during FY18 and FY19, to date.

See Attachment #6 – Audits and Investigations

20. Please describe any spending pressures the agency experienced in FY18 and any anticipated spending pressures for the remainder of FY19. Include a description of the pressure and the estimated amount. If the spending pressure was in FY18, describe how it was resolved, and if the spending pressure is in FY19, describe any proposed solutions.

For over a decade, chronic underfunding of the public housing capital and operating funds has placed public housing inventories at risk of further deterioration. These reductions, coupled with a funding formula that does not take actual operational costs into consideration has resulted in a portfolio with increasing long term capital needs.

The creation of the Rehabilitation and Maintenance Fund is one new tool that is helping to address shortfalls on the federal side. Though capital needs far outweigh the amounts available, continued support of the Rehabilitation and Maintenance Fund is vital to our ability to address the unmet capital needs in our communities.

The recent review of our portfolio has underscored the need and urgency of finding solutions to address the deferred maintenance needs of our public housing properties. There is a need for \$1.3 billion to comprehensively address the capital needs of our housing stock. The Board has directed Director Garrett to explore all available options to address this critical need.

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2019 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

21. Provide the full results of the Housing Authority's recent assessments of its capital needs across its entire portfolio. Provide attachments if necessary.

The Capital Needs Assessment can be accessed through the following link:
[*2018 Capital Needs Assessment \(CNA\)*](#)

22. What is the Housing Authority's plan for addressing the capital needs identified in the recent assessment? What resources would be needed from the District given a realistic expectation of the resources that will come from the Federal government?

DCHA faces major challenges to fulfilling its obligations to provide decent, safe, and affordable housing to low income individuals. Chief among such challenges is an aging housing stock, which is subject to declining capital funding by HUD, resulting in more than \$1 Billion in deferred maintenance needs. Consequently, without immediate action supported by an infusion of capital, the overwhelming share of DCHA's units will reach such a level of disrepair as to threaten their long term viability.

23. Please provide a list of all studies, research papers, reports, and analyses that the agency prepared or contracted for during FY18 and FY19, to date. Please state the status and purpose of each. Please submit a hard copy to the Committee if the study, research paper, report, or analysis is complete.

Not Applicable

24. Provide a list of all publications, brochures and pamphlets prepared by or for the agency during FY18 and FY19 to date.

See Attachment #7 - Brochures and Pamphlets

25. For FY18 and FY19, to date, please provide a list of employee bonuses or special pay granted that identifies the employee receiving the bonus or special pay, the amount received, and the reason for the bonus or special pay.

See response on following page

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2019 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

FY 18 and FY 19 Employee Bonuses or Special Award Pay

- Customer Service Award
- Executive Director’s Leadership Award
- Employee of the Year Award
- Employee of the Month
- Performance Bonus

26. Please provide each collective bargaining agreement that is currently in effect for agency employees. Please include the bargaining unit and the duration of each agreement. Please note if the agency is currently in bargaining and its anticipated completion.

Two labor organizations represent DCHA employees in collective bargaining. They are the American Federation of Government Employees (AFGE), Local 2725 and the Fraternal Order of Police (FOP) DCHA Labor Committee. Both unions have current collective bargaining agreements. The agency is currently in negotiations for a successor agreement with the FOP and anticipates beginning negotiations for a new agreement with AFGE later this year.

27. Please list all reports or reporting currently required of the agency in the District of Columbia Code or Municipal Regulations. Provide a description of whether the agency is in compliance with these requirements, and if not, why not (e.g. the purpose behind the requirement is moot, etc.).

**DCHA District Reporting Requirements
January 30, 2019**

Report	Description	Regulation/Statute	Due Date	Compliance Status
Public Housing Repair and Maintenance Fund	Report on expenditure of funds for maintenance, repair, and rehabilitation of public housing units	D.C. Code 6-202(c-1)(6)	March 1	report due March 2019

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2019 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

28. Provide the current total number of households on the following waiting lists, along with the totals for each at the conclusions of FY13, FY15, and FY17:
- a. Public Housing
 - b. Tenant-based programs
 - c. Project- and sponsor-based programs

Households on waiting list by Year

	Public Housing	Housing Choice Voucher	Mod/Rehab
FY2013	47,467	67,976	34,436
FY2015	27,856	38,840	21,719
FY2017	26,456	40,054	22,816

29. How many households on each waitlist include minor children?

Based on available self-reported data, the number of households who indicated that they had minor children range from 35% to 40% of public housing, housing choice voucher and mod/rehab households.

30. How many households on each waitlist are singles?

Based on available self-reported data, approximately half of all applicants in public housing, housing choice voucher and mod indicated they were single member households

31. Please describe any efforts by DCHA in FY18 and FY19 to date to streamline, update, and/or reopen the waiting lists. Please include the updated timeline for the DCHA to reopen the waiting lists.

DC Housing Authority stopped accepting new applicants to the waiting list in 2013 and reached out to all applicants on the waiting list, asking them to affirm their continued interest in housing resources. Even if applicants did not immediately respond to the campaign, applicants who contact DCHA at any time can be reinstated on the waiting list to their original date/time of application.

To date, there are no immediate plans to reopen the general waiting list. When housing opportunities arise for a particular bedroom size or housing type, DCHA will conduct outreach to stakeholders to provide information on how to apply.

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2019 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

32. What is DCHA’s role, if any, in administering federal vouchers that are placed outside of the District of Columbia?

The HUD regulations permit families with tenant-based federal vouchers to move anywhere in the United States where there is a Housing Authority that administers a Housing Choice Voucher Program (HCVP). Once a family moves to another jurisdiction (called porting), that receiving housing authority has to sole responsibility of administering that federal voucher moving forward.

Public Housing

33. Please provide as an attachment a complete list of DCHA-owned and managed properties, including:

- | | |
|---|--|
| <ul style="list-style-type: none"> a. Name of property; b. Address; c. Ward; d. Size (footprint and number of units by size); e. Employees assigned; | <ul style="list-style-type: none"> f. Information on Public Safety Officers detail to each property; and g. Number of households living on the property; |
|---|--|

See Attachment #8 – DCHA Property Listing

34. Please provide the number of households who left public housing, and who entered public housing, in FY18 and FY19 to date, including the totals for family housing and housing for seniors and residents with disabilities. Provide the current total number of each that currently reside in public housing.

Move Ins - Move Outs & transfers for 2018 & 2019

Type	Move-outs 2018	Move-ins 2018	Move-outs 2019	Move-ins 2019
Family	461	85	170	2
Senior /Disabled	260	94	62	2
Total	721	179	232	4
Type	Transfers 2018		Transfers 2019	
Family	113		33	
Senior /Disabled	57		18	
	170		51	

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2019 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

35. Provide a timeline and describe the Housing Authority's plans for implementing the Public Housing Resident Bill of Rights Amendment Act of 2018.

In accordance with the Public Housing Resident Bill of Rights Act of 2018, DC Housing Authority is preparing the materials for distribution to all current households as well as provide it to new households as they begin their tenancy in public housing.

36. Provide a list of all rehabilitation and maintenance funded via the Rehabilitation and Maintenance Fund in FY18 and FY19 to date.

See Response to Question #10

37. Provide the total funding amount that was deposited in the Rehabilitation and Maintenance Fund in FY18 and FY19 to date, and the current balance of the fund.

**FY18 - \$5.02 Million transferred to Rehabilitation and Maintenance Fund (Jan 2018)
FY19 - \$8.2 Million transferred to Rehabilitation and Maintenance Fund (Jan 2019)**

All of FY2018 funds are fully obligated. Projects have been identified for FY 2019 funds and are being obligated as project scope and details are finalized.

38. What difficulties or shortcomings in capacity has the agency faced with respect to its public safety functions in FY18 and FY19 to date?

The DCHA police force was created as a way to supplement the work of the Metropolitan Police Department. Though a fraction of the size of the MPD force, the DCHA Office of Public Safety (OPS) police force consists of 46 sworn officers with the same powers as MPD officers and special police officers who have limited authority. The cadre of DCHA officers enables a more intense focus on public housing sites.

With limited available funds, OPS provides security services at senior/disabled buildings as well as patrol services at some family sites. In order to address increases in criminal activity, there is a need for more intentional presence in certain neighborhoods while maintaining existing coverage.

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2019 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

39. How many vacant units has the agency brought back online in FY18 and FY19 to date?

During the periods of FY18 and FY19 to date, DCHA has brought back a total of 542 units back online. Of this total, 386 units were returned to occupancy in FY18 and 156 units thus far were returned to occupancy in FY19

40. How much federal and local funding, respectively, was available to the agency for repairs and maintenance at the beginning of FY18, and how much has been spent since then?

Funds available to DCHA for repairs and maintenance at the beginning of FY19:

Source	Description	Amount	Currently Obligated
Federal	Capital Fund Budget	\$8,646,438	89%
Local	Public Housing Repair (\$940K)	\$ 940,000	82%
	Rehab & Maintenance Fund (\$5.02MM)	\$ 5,020,000	100%
	Rehab & Maintenance Fund (\$8.2MM)*	\$ 8,200,000	8%

*funds not actually available until January 2019

41. How does DCHA collect and account for its rent payments, and for what purposes are those funds available to the agency?

Residents receive mailed monthly rent statements from DCHA. Residents mail their payments an assigned Wells Fargo lockbox. Daily, Wells Fargo electronically transmits the payments to DCHA where they are applied to the appropriate tenants' accounts. Funds are used to support public housing operational needs.

42. How much rent did DCHA collect in total for FY18, and for FY19 to date, respectively?

**Rent revenue in FY 2018 – \$20,691,729
Rent revenue in FY 2019 YTD – \$4,948,048**

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2019 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

43. How much of the rent collected in FY18 and FY19 has been spent? What did it fund?

The tenants dwelling rent is part of the operating budgets to support administrative, tenant services and maintenance expenses of the Agency.

44. What is the average response time and completion time for a typical repair? Include the following:

- | | |
|-----------------------------|--|
| a. Plumbing or pipe issues. | e. Appliance repairs. |
| b. Mold. | f. Heating or air conditioning repair. |
| c. Rodents/pests. | g. Electrical issues. |
| d. Broken fixtures. | |

All emergencies are abated within 24 hours . All other work requests are completed in less than 23 days on average. Requests for extermination are not captured through DCHA's work order system, however, pest control services are coordinated through both preventative and corrective treatments. Routine pest service treatments for Senior/Mixed population buildings are provided twice per year. Family properties are treated on a routine schedule three times per year. When required, special treatments for insect or rodent infestations or other pest related issues are submitted upon notification or identification for timely service by the third party extermination contractor

45. How many repair and/or maintenance staff does the agency employ?

DCHA currently employs a maintenance workforce of 330

- a. Does the agency supplement its own staff with contracted workers to keep up with maintenance?

The agency contracts with skilled trades and specialists to complete tasks that are beyond the scope of routine maintenance or for specific types of work such as window replacement, painting & plastering, tub reglazing, pest control, trash removal and floor replacement.

- b. What are the advantages of hiring such staff in-house rather than contracting with outside firms for repairs?

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2019 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

DCHA's critical operations require core property maintenance employees. While benefits include the inherent need for dependability, flexibility and accessibility to service our clients, employees also have a commitment to our company. This encompasses knowledge of site's maintenance functions, equipment, building systems and the ability to have proactive maintenance along with decreased response time for emergencies, urgent and routine repairs. We also have greater control of redirecting staff to handle many complex issues.

- c. Could the agency fill work orders more efficiently with more staff or with more capacity to contract for repairs?

DCHA's Executive Director has directed staff to continue to analyze the work order data to identify trends and patterns that can be used to inform management decisions. The objective is that stepping back to look at the workload in the aggregate may then help to find new ways to increase efficiency and effectiveness, which will improve the experience of DCHA customers.

46. How many work orders did the agency complete in FY18 and FY19 to date? Please break these numbers down by the type of repair, and by property, to the extent possible.

In FY2018, DCHA completed a total of 47,988 work orders. Of these, 4,214 were emergencies abated within 24 hours and 43,774 were routine work orders.

From October 1, 2018 to January 30, 2019 (FY19 to date), DCHA completed a total of 10,818 work orders. Of these, 1,992 were emergencies abated within 24 hours and 8,826 were routine work orders.

47. Is there a work order backlog? If so, what is the status of the work order backlog?

At the start of FY 2018, there was a backlog of 2,300 work orders identified. Through concerted effort and coordination, that work order backlog has been eliminated.

With the implementation of the portfolio wide environmental review and risk assessment of DCHA's housing stock, however, there are a significant number of needed repairs that have been identified. All of issues identified have been registered as work orders and are being addressed in accordance with relevant protocols and timeframes prescribed.

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2019 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

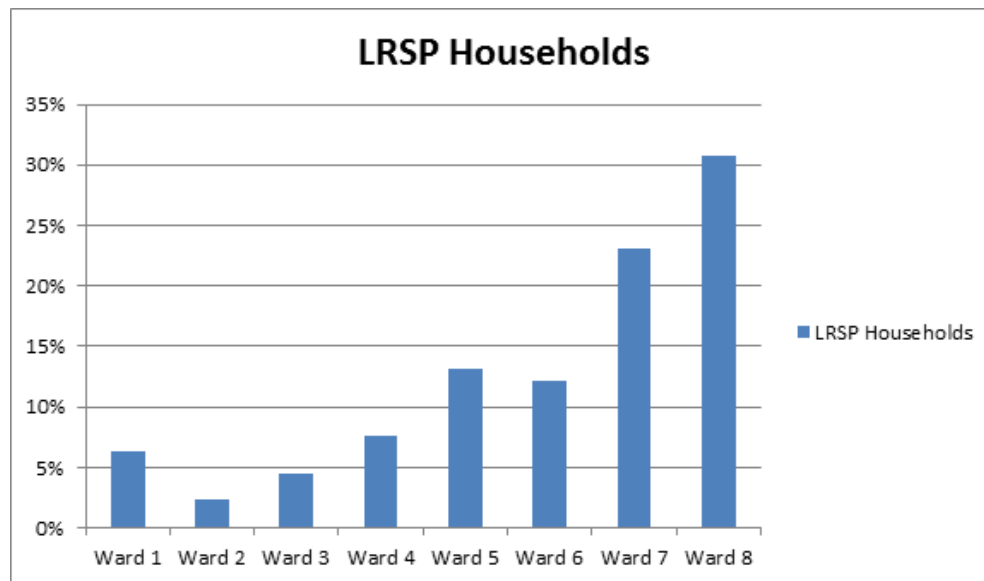
Voucher/Subsidy Programs

48. To date, what is the total number of households in Local Rent Supplement Program (LRSP) housing? Please provide a breakdown of each for the following:

- a. Tenant-Based LRSP
- b. Project/Sponsor-Based LRSP
- c. Percentage of LRSP clients per Ward
- d. Percentage of these households that include minor children.
- e. Average per-household value of an LRSP subsidy.

There are 3,230 households currently receiving housing assistance through the Local Rent Supplement Tenant Based Program

There are 1,867 Units committed or online through the Local Rent Supplement Project/Sponsor Based Program



44% of the total number of LRSP families served have minor children.

The average monthly subsidy payment made on behalf of LRSP households is \$1,566

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2019 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

49. How many households are receiving Federal Housing Choice Voucher Program (HCVP) assistance through DCHA? Please break down by the following, if possible:
- a. What populations do the vouchers serve?
 - b. What is the average time period between voucher issuance and client placement?

11,759 Families are housed in Federal Housing Choice Voucher Program. The Federal Housing Choice Voucher Program services households at 50% of AMI or below

There are a number of steps that a household must complete before they are ready to move into their chosen unit. These steps include;

- **Unit search**
- **completing application with landlord**
- **landlord acceptance of household**
- **unit review and inspection by DCHA**
- **lease execution**

The average time between issuance of a voucher and a household taking possession of a unit (lease execution) is 84 days.

50. How many HCVP vouchers were issued in FY18 and FY19 to date respectively? What was the average value per voucher and the total budget available for HCVP vouchers for FY18 and FY19 to date?

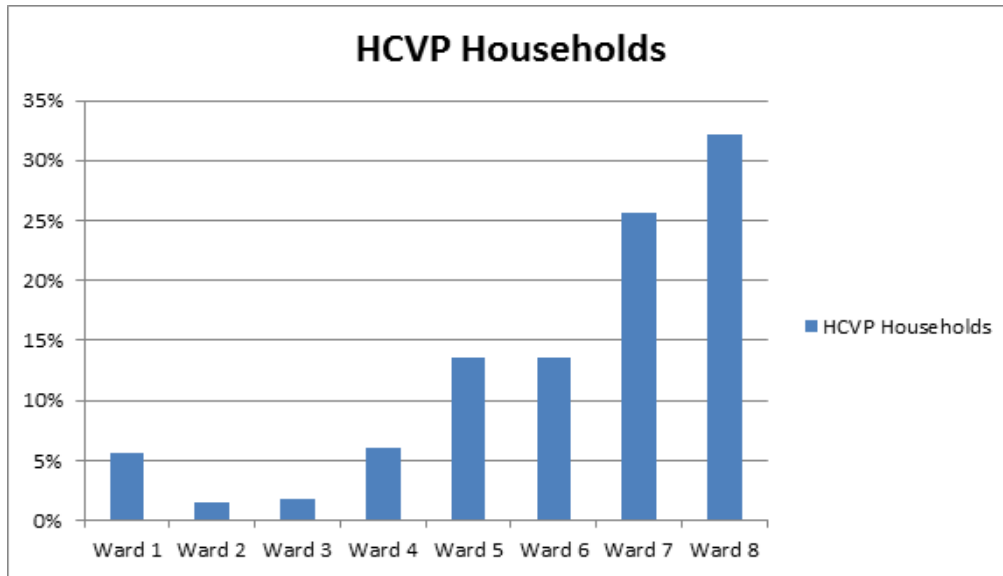
The total number of new federal vouchers issued in FY18 was 595.

The total number of new federal vouchers issued in FY19 to date is 209.

The average monthly subsidy payment made on behalf of households in the federal voucher program in FY18 was \$1,360. The average monthly subsidy payment made on behalf of families in the federal voucher program in FY19 is \$1,431.

51. To date, what is the total number of households in HCVP housing? In addition, please provide a breakdown of each for the following:
- a. Percentage of HCVP clients per Ward
 - b. Percentage of these households that include minor children.

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2019 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**



35% of the total number of HCVP households served have minor children

52. For individuals and families holding HCVP vouchers:
- a. How many HCVP voucher households ported into the District from another jurisdiction in FY18 and FY19 to date, respectively?
 - b. How many HCVP households ported out of the District in FY18 and FY19 to date?

	Ported INTO District	Ported OUT OF District
FY2018	115	57
FY2019 (YTD)	13	13

All households who transferred into or out of the District were able to do so through the use of their federal vouchers in accordance with HUD guidelines

53. How many HCVP households and how many LRSP households did DCHA terminate from these programs in FY18 and FY19 to date (broken down by year)? Identify the most common reasons for termination.

FY18 Terminations: 315

FY19 YTD Terminations: 44

Most common reason(s) for termination:

Failure to Recertify & Unresolved tenant-caused damages to the dwelling

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2019 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

- a. Of those households recommended for termination, how many requested an informal hearing? How many admitted to the violation and requested a family obligation briefing? How many resolved the alleged issue with DCHA in some other manner? How many made no response at all?

An average of 61% of households who are recommended for termination due to violations are able to resolve or mitigate the issue prior to an informal hearing between DCHA and its voucher participants

- b. Of the households that were issued recommendations for termination and requested informal hearings, what was the outcome of that hearing? Specifically, please identify whether the Hearing Officer upheld or denied DCHA's recommendation for termination.

68% of the hearings conducted resulted in the Hearing Officer denying DCHA's recommendation and/or offering the family another opportunity to cure in lieu of termination of assistance. 32% of the hearings conducted resulted in the Hearing Officer upholding DCHA's recommendation to terminate assistance.

- c. Of the households that were issued recommendations for termination and had informal hearings, how many of those informal hearing decisions were appealed to the Executive Director? What was the outcome of these appeals? Specifically, please identify whether the Executive Director upheld or rejected the Hearing Officer's decision and the recommendation for termination.

21% of the hearings conducted resulted in an appeal of the Hearing Officer's decision to the Executive Director. Of the appeals presented to the Executive Director, 60% were decided in favor of upholding the Hearing Officer's decision.

54. What procedures does DCHA have in place for assuring quality and livability of units inhabited by voucher holders?

DCHA conducts several types of inspections using the federally mandated Housing Quality Standards (HQS). These inspections include annual and biannual (for units that qualify) inspections, complaint inspections, quality control inspections, and initial inspections. Units can fail for both landlord and tenant-caused violations. Where there are unresolved inspections violations that were the responsibility of the landlord, DCHA will abate the landlord's payments until those conditions are resolved and/or

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2019 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

terminate its contract with the landlord altogether. Where there are unresolved inspections violations that were the responsibility of the tenant, DCHA will offer the family one opportunity to take part in the HCVP HELP (Housing Enjoyable Living Program) Training and one more opportunity to comply (with a re-inspection of their unit). Failure to mitigate or correct the violations may result in a recommendation for termination of assistance. HELP offers housekeeping and how to be a good neighbor training for its voucher households

55. How many new project-based and sponsor-based LRSP units came online in FY18? Please provide an attached list.

There are 157 units that came online in FY2018

56. How many new project-based and sponsor-based LRSP units have come online to date in FY19? Please provide an attached list.

There are 18 units that have come online in FY19 YTD

57. How many project-based and sponsor-based LRSP units are currently in the development pipeline in each ward? Please provide an attached list.
- a) How many for homeless or formerly homeless persons?
 - b) How many for seniors?
 - c) How many for returning citizens?
 - d) How many for other special needs?
 - e) How many are accessible for persons with disabilities?
 - f) How many for other targeted populations, and what are those populations?

See Attachment # 4 - LRSP Project Pipeline

58. How many voucher holders needed to relocate in FY18 and FY19 to date, as a result of a failure of a housing provider to maintain minimum standards required by DCHA or HUD?

2,825 contracts in all voucher program(s) were terminated in FY18 for owner non-compliance with inspection standards and 886 have been terminated in FY19 to date.

59. How many Veterans' Affairs Supportive Housing (VASH) vouchers were awarded by DCHA in FY18 and FY19 to date?

**FY 2018 - No new VASH Vouchers were awarded
FY 2019 - 63 new VASH Vouchers were awarded**

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2019 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

60. Describe any change in the maximum allowable percentage for the Voucher Payment Standard in FY18 and FY19 to date.

FY 2018 - DCHA maintained its Voucher Payment Standard at the 175% of HUD Fair Market Rent (FMR).

FY 2019 - As a result of HUD decreasing its Fair Market Rent (FMR) for the District of Columbia for FY19, the DCHA Board of Commissioners approved an increase to its Voucher Payment Standards to up to 187% of HUD Fair Market Rent (FMR). This increase counteracts the FMR decrease and allows DCHA to keep pace with the rising rental costs and to continue to offer more opportunities for voucher participants to live in all Wards. The process of affirming market rate rents by submarket is still in practice and is analyzed on an annual basis.

61. Please detail partnerships with other agencies and community based organizations that work to provide housing opportunities for low-income families and individuals.

With the use of both local and federal funds, DCHA is able to partner with District agencies and community based organizations to help provide housing opportunities for families. Chief among those efforts includes the DHCD Consolidated NOFA; providing capital through the Housing Production Trust Fund and other sources available through DHCD (CDBG, HOME, etc.); service funding from DHS and DBH; and rental assistance through DCHA (LRSP and federal sources as available) implemented to address the need for additional deeply affordable housing.

DCHA also provides administrative services and support to the Department of Behavioral Health (DBH), Department of Human Services and Child and Family Services (CFSA) in order for the respective agencies to provide housing assistance to their clients.

62. How does DCHA inform housing providers of their legal obligation to rent to voucher holders who otherwise qualify to rent under the provider's own lawful criteria?

DCHA hosts monthly meetings with its housing providers where topics such as local fair housing laws are a topic of discussion. DCHA also conducts owner outreach through its HALO program where it educates landlords who may not have previously done business with DCHA about how the voucher program(s) work and includes a component of landlord compliance with local fair housing (specifically discrimination on source of income)

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2019 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

63. Please describe any and all efforts DCHA has made to date to comply with the Fair Criminal Record Screening for Housing Act in selecting tenants for its public housing program and tenant-based voucher programs.

DCHA works with its tenant screening service provider, Rent Grow, to precisely configure screening reports in accordance with the Fair Criminal Record Screening for Housing Act of 2016. No applicant is denied simply because of a criminal or arrest record; consideration is given to –

- **Whether criminal activity resulted in conviction;**
- **Whether offense would impact the safety of other residents;**
- **Whether violent criminal activity and conviction occurred within the last five years; and**
- **Whether the convicted applicant is currently in compliance with requirements of their probation/parole.**

Applicants who may be preliminarily denied for certain convictions are allowed to present evidence of mitigating circumstances prior to completion of eligibility for admission determination. Prior to a final determination, applicants are first provided written notice of the proposed ineligibility and offered the opportunity to dispute the accuracy and relevance of the criminal record. After a final determination of ineligibility, applicants are provided written notice of their right to request an informal hearing/review. These procedures and standards are applied to all applicants. Eligibility Specialists and Quality Control Specialists are trained on the above procedures and standards

64. For FY17, FY18, and FY19 (broken down by year), how many applicants were denied admission into the HCVP, LRSP, and/or public housing program as a result of a criminal record other than a conviction? For each person denied admission for this reason, please identify the date of the arrest and the alleged crime.

FY 2017 thirty three (33) applicants were denied admission

FY 2018 forty six (46) applicants were denied admission

FY 2019 three (3) applicants were denied admission

Ineligibility for admission was determined pursuant to content on applicants' background eligibility screening for housing assistance. DCHA is unable to provide the arrest and alleged crimes committed and/or convictions as the agency does not retain criminal records in applicants' files pursuant to Federal Regulations. The criminal

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2019 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

background checks are conducted and validated by supervisors, managers and quality control staff before being destroyed.

DCHA, in conjunction with its third party background screening company, has implemented the U.S. Department of Housing and Urban Development's ("HUD's") directive pursuant to PIH Notice 2015-19, regarding the proper use of criminal records in housing decisions:

"Although a record of arrest(s) may not be used to deny a housing opportunity, PHAs and owners may make an adverse housing decision based on the conduct underlying an arrest if the conduct indicates that the individual is not suitable for tenancy and the PHA or owner has sufficient evidence other than the fact of arrest that the individual engaged in the conduct. The conduct, not the arrest, is what is relevant for admissions and tenancy decisions.

Federal law requires that PHAs provide public housing, project-based Section 8, and Section 8 HCV applicants with notification and the opportunity to dispute the accuracy and relevance of a criminal record before admission or assistance is denied on the basis of such record. Public housing and Section 8 applicants also must be afforded the right to request an informal hearing or review after an application for housing assistance is denied"

Applicants deemed "ineligible" for admission to any housing assistance program are afforded the opportunity to mitigate any and all criminal history of record with DCHA and Rent Grow.

65. For FY17, FY18, and FY19 (broken down by year), how many applicants were denied admission into the HCVP, LRSP, and/or public housing program as a result of a criminal conviction? For each person denied admission for this reason, please identify the date and type of crime of the conviction.

See response to Question #64

66. Please describe the Housing Affordable Living Option ("HALO") program. Please attach any documents reflecting policies or procedures relating to the selection and/or targeting of Housing Choice Voucher Program ("HCVP") participants for the HALO program. Please also attach any documents relating to DCHA's advertisement of the HALO program to HCVP participants, including but not limited to any flyers, promotional materials, or application forms.

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2019 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

DCHA created the Housing Affordable Living Options (HALO) program to assist its voucher program families in moving to low-poverty neighborhoods (referred to as opportunity areas) in the District of Columbia. HALO has a dual approach to its documented success. HALO offers to its eligible tenant-based voucher participants (must have incomes of \$10k or greater, have been in the program for 2 years or more, and are in good standing with DCHA) the opportunity to receive mobility search assistance and counseling, to include counseling on ways to further education, introduction to the DCHA Homeownership Program (for federal voucher families), credit counseling, housekeeping tips, how to be a good neighbor training, and ongoing support.

HALO also offers landlords who provide housing to its HALO training graduates numerous landlord incentives – e.g. the ability to have biennial inspections, pre-inspected units to speed up leasing, liaison at DCHA, move-out inspections, and more. HALO aims to reduce the household’s reliance on rental assistance by fostering economic empowerment and self-sufficiency, and incentivizes landlords and property owners to rent to lower income families. HALO is optional for any qualifying voucher holder and has resulted in 344 families being successfully served to date.

67. How many HCVP participants currently participate in the HALO program? For each participant and/or family in the HALO program, please identify a) family size and whether there are minor children in the household; b) marital status; c) gender; d) race and/or ethnicity; and e) income of each participant/household.

There are currently 344 active households participating in the HALO program.

68. Provide a timeline and describe the progress made on the implementation of the rental subsidy for unsubsidized seniors created in the Fiscal Year 2019 Budget Support Act of 2018. Explain what has been completed, what has yet to be completed, and the procedure for selecting recipients.

In FY 2019, the Rental Assistance for Unsubsidized Seniors Program was created to provide partial rental assistance to senior-headed households making up to 60% of AMI and paying more than 30% of their income toward rent. This subsidy is intended for seniors who are paying more than 30% of their income towards rent and do not have any other source of rental assistance subsidy so that this assistance can ease the burden of housing costs on District seniors. The shallow subsidy would be disbursed directly to the seniors and will cover up to \$600 towards their monthly rent. The calculation is based on 30% of their income vs. their monthly rent.

With this initial funding, the DC Housing Authority has begun identifying households by detecting senior households already on the waiting list who are not self-identified

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2019 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

as homeless. These households will be further evaluated for eligibility to confirm their housing status and household income vs rent ratio. As households are deemed eligible, they will begin receiving the partial rental assistance to help them with their housing costs. Households will further be required to reaffirm their household income on a periodic basis to ensure that they still meet eligibility criteria.

Based on the level of funding available, DC Housing Authority estimates that about 100 senior households will be able to receive this partial rental assistance.

D.C. Housing Authority Board of Commissioners

69. Please provide a list of the Board’s current members. For each member, please provide the following:
- a. The member’s name;
 - b. The constituency, agency, or organization the member represents;
 - c. Who appointed the member;
 - d. When the member’s term expires; and
 - e. The member’s attendance record.

See Attachment # 9 - Board of Commissioners Profiles

70. Please provide a list of the Board’s meeting dates, times, and locations, whether a quorum was reached, for FY18 and FY19 to date.

Date	Location	Time	Quorum
October 11, 2017	Montana Terrace – 1625 Montana Ave., NE	1:00 p.m.	Yes
November 8, 2017	Woodland Terrace – 2311 Ainger Pl., SE	1:00 p.m.	Yes
December 13, 2017	1133 North Capitol St., NE	1:00 p.m.	Yes
February 14, 2018	1133 North Capitol St., NE	1:00 p.m.	Yes
March 14, 2018	1133 North Capitol St., NE	1:00 p.m.	Yes
March 26, 2018	1133 North Capitol St., NE	11:00 a.m.	Yes
April 11, 2018	Greenleaf – 203 N Street SW	1:00 p.m.	Yes
May 9, 2018	Ft. DuPont/Stoddert – 155 Ridge Road SE	1:00 p.m.	Yes
June 13, 2018	1133 North Capitol St., NE	1:00 p.m.	Yes
July 11, 2018	1133 North Capitol St., NE	1:00 p.m.	Yes

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2019 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

Date	Location	Time	Quorum
August 10, 2018	1133 North Capitol St., NE	1:30 p.m.	Yes
September 7, 2018	1133 North Capitol St., NE	2:00 p.m.	Yes
September 12, 2018	1133 North Capitol St., NE	1:00 p.m.	Yes
September 19, 2018	1133 North Capitol St., NE	10:30 a.m.	Yes
September 24, 2018	1133 North Capitol St., NE	11:00 a.m.	Yes
October 10, 2018	Highland – 662 Atlantic Street, SE	1:00 p.m.	Yes
November 14, 2018	Barry Farm Rec Center- 1230 Sumner Road, SE	1:00 p.m.	Yes
December 12, 2018	1133 North Capitol St., NE	1:00 p.m.	Yes
January 17, 2019	1133 North Capitol St., NE	12:30 p.m.	Yes

71. Did the Board receive stipends in FY18 and FY 19 to date? If so, please provide the following:

- a. The dollar amount of the stipend per member;
- b. The source of the funding;

An annual stipend is budgeted for Board members:

Chair \$6,000/year

Other Members * \$4,000/year

*Ex-Officio position of Deputy Mayor for Planning and Economic Development does not receive an annual stipend

72. Please describe the Board’s activities in FY18 and FY19 to date.

The Board held 19 monthly public Board meetings from October 2017 (FY18, FY19) to present. There are also meetings of the six standing Committees during the same timeframe. They are as follows:

- **Committee on Resident Services – 6 meetings**
- **Committee on Operations – 7 meetings**
- **Committee on Education – 3 meetings**
- **Committee on Development and Modernization – 9 meetings**
- **Committee on Audit and Finance – 7 meetings**
- **Committee on Bylaws and Statutory Updates – 1**

73. Please describe the Board’s goals in FY19 and the plan/timeline for completion?

DCHA’s Board of Commissioners’ five goals to support advancing DCHA’s mission are summarized below:

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2019 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

- Goal A: Create opportunities to improve the quality of life for DCHA residents through collaboration and partnerships**
- Goal B: Increase access to quality affordable housing**
- Goal C: Provide livable housing to support healthy and sustainable communities**
- Goal D: Foster a collaborative work environment that is outcome-driven and meets the highest expectations of the affordable housing industry**
- Goal E: Effectively communicate DCHA's accomplishments and advocate for its mission.**

These goals are ongoing as it relates to the mission.

74. What challenges does the Board face?

Over the last decade, chronic underfunding of the public housing capital and operating funds has placed public housing inventories at risk of further deterioration. These reductions, from 24 million to 13 million in the capital fund and a reduction of 8 million each year in operating funds, coupled with a funding formula that does not take actual operational costs into consideration has resulted in a portfolio with increasing long term capital needs. The Board charged its Executive Director to review all options as it relates to addressing this need and will be exploring all options as it relates to meeting the needs of the agency.

75. Has the Board posted all meeting notes or agendas online?

Yes, all meeting agendas and minutes are posted to the DCHA website in accordance to the DC Open Meetings Act.

76. How does the Board represent and solicit feedback from public housing residents?

- a. What is the process for soliciting feedback and number of submissions?
- b. What has the Board learned from this feedback?
- c. How has the Board changed its practices as a result of such feedback?

The Board holds monthly public meetings at DCHA headquarters as well as DCHA properties. Members of the public, both DCHA residents and nonresidents, may sign up to speak on a resolution on the agenda or comment during the public comments portion of the meetings on whatever matter they would like to bring to the Boards' attention. The Commissioners may address concerns and address the speakers directly or ask staff to follow up on specific issues. Public feedback and comments that are provided is documented. Action is taken if necessary. Some feedback from residents has resulted in change in policy that help to better serve them.

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2019 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

77. As a whole, if any, what categories of skill sets does the Board wish its members had in greater abundance?

The Board has a diverse composition that allows for flexibility and diverse perspectives when considering policy that will benefit the residents of DCHA. Because the District of Columbia Housing Authority Board of Commissioners is an 11-member governing body made up of District government, community and business leaders, including three members representing the constituency of DC public housing and one member representing Housing Choice Voucher Program participants, a complete complement of talents makes up the Board.

78. Among the official actions taken by the Board in FY18 and FY19 to date, provide a breakdown of which actions originated from the executive director, the chairman of the Board, another member of the board, or elsewhere.

Official actions taken by the Board are typically a result of change in policy initiated by HUD, funding need requirements, approval of contracted services and/or procedural changes that benefit the Housing Authority and its' residents as a whole. Specific actions taken by the Board provided in Attachment #10 - Board Resolutions.

New Communities Initiative

79. Please provide a detailed update on the progress and status of each New Communities Initiative site. For each site, please include the following:

- | | |
|--|--|
| a. The status of financing; | f. The amount of District funding spent on each project to date; and |
| b. The source(s) of financing; | g. The total amount of District funding expected to have been spent on each project when it is finished. |
| c. The master development plan; | h. The planned ownership model. |
| d. A description and justification for any changes made to the master plan or the financing of the project in FY18 and FY19 to date; | |
| e. Estimated dates of completion for each phase; | |

See Attachment # 11 - New Communities Initiative Update

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2019 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

80. How does the Housing Authority keep track of residents who have temporarily relocated (either via voucher or alternative placement), and who have the right to return to a New Communities Initiative property after the completion of development? Be as specific and detailed as possible.

DCHA relies on two methods of tracking, at the agency level and at The Office of Capital Program's (OCP) department level to ensure that each resident is accounted for and tracked. The agency employs a database that archives resident's customer history such as contact and demographic information, family composition, income, re-certifications etc. In addition, OCP compiles its' own internal database that maintains current contact information and family composition. This database is verified and updated bi-annually.

81. Please provide any of the following data, to the extent available, on residents who have relocated from a New Communities Initiative property and who have the right to return, sorted according to the property from which they were relocated:

- a. The properties and/or wards to which families have relocated;
- b. The number of residents who have relocated via voucher;
- c. The number of residents who have relocated via an alternative placement; and
- d. The average amount of time that residents from each property have spent at alternative placements.

In addition to the replacement 35 units at Matthews Memorial and 65 Sheridan Station, Barry Farm residents were given the opportunity to move to other communities as units have become available. Affected residents at Barry Farm include all Heads of Household and their families who were occupants of Barry Farm as of October 11, 2012.

Total households have moved since 10/11/2012 - 408

82. Describe all efforts is the Housing Authority undertaking to ensure that residents who relocate via voucher from a New Communities Initiative property are able to find a placement, either before the expiration of the voucher, or before rehabilitation work reaches the stage at which the resident can no longer inhabit his or her current unit?

DCHA has developed project management and control tools to effectively manage tenant relocation and ensure that each resident is tracked throughout the process and after re-housing. This includes collaboration with other DCHA departments such as the Office of Resident Services, The Office of the Deputy Executive Director of Operations and the Housing Choice Voucher Program (HCVP) to ensure that each

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2019 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

resident's individual needs are identified and a comprehensive re-housing plan is implemented. DCHA relies on internal relocation staff and in some cases contract staff to work with residents and assist them with their re-housing needs.

Examples of actions taken to ensure that each resident has a comprehensive and professional experience include: retaining licensed Real Estate Agents to assist in the housing search for residents choosing to participate in the HCVP, coordinating with landlords familiar with or already participants in the HCVP, providing referrals to potential housing opportunities that reflect the particular needs of each family, providing transportation, application fees, and referrals to other ancillary or social services to mitigate potential barriers to re-housing.

83. To the knowledge of the Housing Authority, how many residents who attempted to temporarily relocate via a voucher were unable to secure housing due to either the expiration of the voucher or the beginning of work on the site of their unit?

To the knowledge of the Housing Authority, no residents have been left without a home.

84. Describe provide a timeline and describe in detail the current process for outreach to residents for each New Communities Initiative property. In doing so, explain when and how residents' views will be incorporated into decision-making as each project moves forward.

For all redevelopment projects, DCHA follows a robust public engagement and inclusion protocol. This iterative process includes a competitive public process for choosing a developer, a defined public engagement plan for the development master planning (including residents and community stakeholders), and a series of working sessions presenting information and collecting feedback (specific to residents) regarding building design, functionality and amenities.

If residents will need to be relocated for redevelopment to occur, a Relocation and Re-Occupancy Plan is drafted, which also has its own series of meetings and schedule where residents voice their opinions about relocating. This process gives DCHA an opportunity to appropriately plan and respond to the concerns, needs and wants of families specific to their community. Once finalized, the Relocation and Re-Occupancy Plan is memorialized and submitted to HUD as applicable.

The number of meetings for each phase of public engagement is not necessarily predetermined and will be decided based upon the subject matter and

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2019 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

resident/stakeholder feedback. Affected residents are invited to attend all meetings. Various forms of public engagement are used including an open forum method for brainstorming, small working groups, Q&A sessions to gain resident participation, surveying and community and/or pop-up events to target those who would not traditionally attend organized meetings.

Information collected throughout the various phases of a development's public engagement process will be integrated into DCHA's decision making and in subsequent meetings affected residents and (if applicable) community stakeholders will be informed regarding how their suggestions are being incorporated into the decision-making process and/or why some requests may not be feasible. The same information and materials are shared with the residents and the greater community and stakeholders.

Though NCI specific outreach to residents is a DMPED-led effort, DCHA participates in NCI community engagement programming based on where each property is in the redevelopment process.

85. What was the attendance at each community outreach meeting held by NCI for residents at affected properties during 2018 and 2019 to date?

Barry Farm

In 2018, most of DCHA's community outreach at Barry Farm was in collaboration with DMPED and the developer. This community engagement effort was an effort to inform affected residents and the greater community regarding the status of the Barry Farm development, receive feedback about the former plan, proposed changes and process moving forward.

Park Morton

In 2018, most of DCHA's community engagement at Park Morton was to facilitate the coordination of the Park Morton Relocation and Re-Occupancy Plan. Meetings were conducted over the course of 2018 (February, March, August, November) to educate households on the process, share ideas, and draft an outline / structure of the plan.

Lincoln Heights / Richardson Dwellings

In FY2018, most of DCHA's community outreach with the residents of Lincoln Heights and Richardson Dwellings has occurred in an effort to inform current households of the availability of replacement units at a newly constructed property in the area. The Residences at Hayes St, which opened in October 2018, includes (50) replacement units for NCI project. These meetings were facilitated in collaboration with DCHA, The

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2019 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

Development Team (Pennrose and The Warrenton Group) & DMPED and included leasing informational meetings, application workshops, smoking cessation (new property is smoke free), and essentials of being a good neighbor so that all interested households can understand the details of the opportunity and make informed decisions about their housing options.

In FY 2019 NCI meetings have been focused on informing residents about the demolition activity that would occur with the 33 units previously slated for and approved for demolition.