

DISTRICT OF COLUMBIA HOUSING AUTHORITY
2018 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions

I. Agency Operations and Personnel

1. Please provide a complete, up-to-date organizational chart for each division within the agency including, either attached or separately, an explanation of the roles and responsibilities for each division and subdivision.
 - a. Please include a list of the employees (name and title) for each subdivision and the number of vacant positions;
 - b. Please provide a narrative explanation of any organizational changes made during FY17 or FY18 to date;
 - c. Please describe the major functions and responsibilities of each division and subdivision of the agency; and
 - d. Note on the chart the date that the information was collected.

The DC Housing Authority Board of Commissioners completed a nationwide search and selected a new Executive Director in August 2017. Tyrone Garrett began his term as Executive Director on October 1, 2017 and has effected some organizational adjustments, the results of which are reflected in the attached Organizational Chart.

See Attachment #1 - Organizational Chart and Department Description
2. Please attach in Excel a current **Schedule A** for the agency, as of February 1, 2018, with the following information for each position:
 - a. Employee's name, if the position is filled;
 - b. Program and activity name and code as appears in the budget;
 - c. Office name, if different from activity code;
 - d. Title/position name;
 - e. Position number;
 - f. Grade, series, and step;
 - g. Salary and fringe benefits (please separate salary and fringe and include the FY17 fringe benefit rate);
 - h. Job status (e.g. continuing/term/temporary);
 - i. Type of appointment (e.g. career, MSS);
 - j. Full-time part-time, or WAE;
 - k. Seasonal or year-round;
 - l. Start date in the position (i.e. effective date);
 - m. Start date with the agency;
 - n. Previous office (program) and position (job title) with the agency, if relevant
 - o. Position status (A-active, R-frozen, P-proposed, etc);
 - p. Date of vacancy or freeze, if relevant; and
 - q. Whether the position must be filled to comply with federal or local law (and if so, please specify what federal or local law applies).

See Attachment #2 – Position Listing

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3. For any **term or temp position** included in the schedule A and filled in FY17 or FY18 to date, please provide a brief narrative for why the hire was done on a term or temporary basis and not on a continuing basis.

See Attachment #2 - Position Listing

4. Please provide the following information on any **contract workers** in your agency:
- a. Position name
 - b. Organizational unit assigned to
 - c. Hourly rate
 - d. Type of work duties

Not Applicable

5. Please complete the following chart about the **residency of new hires** in FY17 or FY18 to date:

Number of Employees Hired in FY 2017 and FY 2018 to date

<i>Position Type</i>	<i>Total Number</i>	<i>Number who are District Residents</i>
Continuing	21	4
Term	-	-
Temporary	-	-
WAE	-	-

6. 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

7. Please provide the Committee with a list of **travel** expenses, arranged by employee for FY17 and FY18 to date, including the dates of travel, amount of expenses, and reason for travel. Please specify whether employees may be reimbursed for out-of-pocket travel expenses; and, if so, please describe agency protocol and requirements for employees to apply for and receive reimbursements for such travel expenses, such as necessary documentation, timeframes, and other requirements.

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DCHA Department	Dates of Travel	Lodging Costs	Transportation Costs	Per Diem and Misc	Reason for Travel
Public Safety	10/14 - 10/19/2016	\$235/night = \$1,177.69	\$579.96	\$352.00	International Associations of Chief of Police
Public Safety	5/7 - 5/12/2017	\$155 / night = \$777.67	\$269.39	\$265.50	Crime Prevention Training
Public Safety	5/5 - 5/7/2017	\$206.75/night = \$413.50	0	\$101.00	Law Enforcement Diversity Training

8. Please provide the Committee with a list of the total **workers' compensation** payments paid in FY17 and FY18 to date, including the number of employees who received workers' compensation payments, in what amounts, and for what reasons.

See Attachment #2 – Position Listing

9. For FY17 and FY18 to date, please list each **employee separated** from the agency, other than due to retirement. Also include:
- a. Amount of separation pay, if relevant;
 - b. Number of weeks of pay, if relevant; and
 - c. The reason for the separation.

In FY17 and FY18, there were 15 resignations, the majority of whom were employed in the Office of Public Safety as part of DCHA's Early-Out Incentive Program

10. Does the agency conduct annual performance evaluations of all its employees? Who conducts such evaluations? What steps are taken to ensure that all agency employees are meeting individual job requirements?

Under the DCHA's performance management system, staff receives mid-year and annual evaluations based on individual job performance standards. Managers and supervisors are responsible for reviewing performance standards with employees and providing feedback on performance throughout the year.

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11. Please provide the number of FY18 full-time equivalents (FTEs) for the agency, broken down by program and activity.
- Please provide the number of vacancies at the close of FY17, by program and activity, and current vacancy information.
 - For each vacant position, please note how long the position has been vacant and whether or not the position has since been filled.
 - How many vacancies within the agency were posted during FY17 and FY18 to date? How many were filled during FY17 and FY18 to date?

Position	No. of Vacancies Posted FY 2017	Date Vacated	No. of Vacancies Filled FY 2017	No. of Vacancies Posted FY 2018	Expected Fill Date
Lieutenant	1	Varying Dates	1	1	Filled
Sergeant	4		2	5	3 Filled 2 – June 2018
Senior Officer	4		1	5	1 – March 2018 4 Active Recruitment
Police Officer	9		6	4	2 Filled 2 Active Recruitment
Special Police Officer	4		4	4	Filled

12. Please provide the salary for the top 15 earners in the administrative staff and the top 15 earners in the managerial staff. Managerial staff members are those who direct or supervise another employee or a significant component of a project.

See Attachment #2 – Position Listing

13. Please provide the average salary for administrative and managerial staff.

Average Salary for Administrative Staff	\$53,976
Average Salary for Managerial Staff	\$93,951

14. Please provide a list of the top 25 overtime earners.

See Attachment #2 – Position Listing

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15. What is the total number and percentage of employees that are District residents within the agency? Please describe the methods used by the agency to increase the hiring of District residents.

46% of DCHA employees are District residents

16. Please provide a list of any additional training or continuing education opportunities made available to agency employees. For each additional training or continuing education program, please provide the subject of the training, the names of the trainers, and the number of agency employees that were trained.

In FY2017, the DCHA conducted Policy Update Training on the following policies:

- | | |
|---------------------------------------|---------------------------------|
| • Standards of Conduct | • Language Access |
| • Drug and Alcohol Awareness | • Customer Service |
| • Equal Employment Opportunity | • Other General Policies |
| • Sexual Harassment | |

17. Please provide the Committee with:

- a. A list of all employees who receive cell phones, personal digital assistants, iPads, or similar communications devices at agency expense;

See Attachment #2 – Position Listing

- b. A list of all vehicles owned, leased, or otherwise used by the agency and to whom the vehicle is assigned;

DCHA maintains a shared motor pool of vehicles that are utilized by staff to carry out the work of the housing authority, including inspections, maintenance, public safety, and site visits.

See Attachment #3 – Vehicle Listing

- c. A list of travel expenses, arranged by employee; and

See Response to Question #7

- d. A list of the total overtime and workman's compensation payments paid in FY17 and FY18 to date.

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See Attachment #2 – Position Listing

18. Please provide the Committee with a list of employees who received **bonuses or special award pay** granted in FY17 and FY18, to date, and identify:
- a. The employee receiving the bonus or special pay,
 - b. The amount received, and
 - c. The reason for the bonus or special pay.

FY 16 and FY 17 Employee Bonuses or Special Award Pay
<ul style="list-style-type: none">● Customer Service Award● Executive Director’s Leadership Award● Employee of the Year Award● Employee of the Month● Performance Bonus

19. Please provide the name of each employee who was or is on **administrative leave** in FY17 and FY18, to date. In addition, for each employee identified, please provide:
- a. Their position;
 - b. A brief description of the reason they were placed on leave;
 - c. The dates they were/are on administrative leave;
 - d. Expected date of return;
 - e. Whether the leave was/is paid or unpaid; and
 - f. Their current status (as of February 1, 2018).

Not Applicable

20. Please describe the agency’s performance measurement activities, including:
- a. A list of performance measures used by the agency;
 - b. The procedures used to review and act on results;
 - c. All staff and resources dedicated to performance measurement;
 - d. The goals and actual results for those performance measures in FY17 and an explanation of any variance between goals and results.

Under the DCHA’s performance management system, staff receives mid-year and annual evaluations based on individual job performance standards. Managers and supervisors are responsible for reviewing performance standards with employees and providing feedback on performance throughout the year.

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21. Please provide a copy of the agency’s FY17 performance plan. Please explain which performance plan objectives were completed in FY17 and whether they were completed on time and within budget. If they were not, please provide an explanation.

See Attachment #4 – DCHA Mission and Goals

22. Please provide a copy of your agency’s FY18 performance plan as submitted to the Office of the City Administrator.

Not Applicable

23. Please provide the number of FOIA requests for FY17 and FY18, to date, that were submitted to your agency. Include the number granted, partially granted, denied, and pending. In addition, please provide the average response time, the estimated number of FTEs required to process requests, the estimated number of hours spent responding to these requests, and the cost of compliance.

FOIA Requests	FY 2017	FY 2018 YTD
Requests Received	56	5
Granted	28	0
Partially Granted	2	1
Denied	25	1
Pending	0	3
Withdrawn	1	0
Average Response Time	22 days	15 days
Avg # FTE’s required	2.5	2.5
Estimated Time Spent	80 hrs	5 hrs
Cost of Compliance	\$2,720	\$200

24. Please list the task forces and organizations of which the agency is a member.

DCHA is a member of several associations and organizations. The list includes:

- **National Association of Housing and Redevelopment Officials (NAHRO)**
- **Public Housing Authorities Director’s Association (PHADA)**
- **HAI Group**
- **Council of Large Public Housing Authorities (CLPHA)**
- **Coalition of Non-Profit Housing and Economic Development (CNHED)**
- **Workforce Investment Council (WIC)**
- **Interagency Council on Homelessness (ICH)**

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II. Budget

25. 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 FY16, FY17, and the first quarter of FY18.
- 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).
 - Include any over- or under-spending. Explain any variances between fiscal year appropriations and actual expenditures for FY17 and FY18 for each program and activity code.
 - Attach the cost allocation plans for FY17 and FY18.
 - In FY17 or FY18, 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.

	FY2016 Budget	FY2016 Actual
Allocation from the City		
Local Rent Supplement Program	\$ 48,285,283	\$ 26,620,313
DC Local	\$ 7,140,000	\$ 7,399,402
Public Safety	\$ 4,000,000	\$ 4,000,000
Total Sources	\$ 59,425,283	\$ 38,019,715
Expenditures		
Local Rent Supplement Program*	\$ 33,285,283	\$ 26,620,313
DC Local	\$ 7,140,000	7,399,402
Public Safety	\$ 4,000,000	4,000,000
Total Projected Expenditures	\$ 44,425,283	38,019,715

*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).

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	FY2017 Budget	FY2017 Actual
Allocation from the City		
Local Rent Supplement Program	\$ 58,607,560	\$ 30,067,158
DC Local	\$ 7,140,000	\$ 7,494,506
Public Safety	\$ 4,200,000	\$ 4,200,000
Total Sources	\$ 69,947,560	\$ 41,761,664
Expenditures		
Local Rent Supplement Program*	\$ 43,607,560	\$ 30,067,158
DC Local	\$ 7,140,000	7,494,506
Public Safety	\$ 4,200,000	4,200,000
Total Projected Expenditures	\$ 54,947,560	41,761,664

*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).

	FY2018 Budget	FY 2018 YTD (Dec. 2017)
Allocation from the City		
Local Rent Supplement Program	\$ 74,640,465	\$ 13,495,498
DC Local	\$ 7,140,000	\$ 1,942,458
Public Safety	\$ 4,200,000	\$ 1,050,000
Total Sources	\$ 85,980,465	\$ 16,487,956
Expenditures		
Local Rent Supplement Program	\$ 40,201,534	\$ 13,495,498
DC Local	\$ 7,140,000	\$ 1,942,458
Public Safety	\$ 4,200,000	\$ 1,050,000
Total Projected Expenditures	\$ 51,541,534	\$ 16,487,956

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26. Please provide as an attachment a chart showing the agency's federal funding by program for FY17 and FY18, 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 YTD (Dec. 2017)
Revenue		
Dwelling Rent	\$ 20,355,409	\$ 5,249,940
Federal MTW Block Grant	237,074,879	62,609,548
Federal NMTW Vouchers, VASH	22,813,610	7,287,944
Local Government Programs	105,073,980	29,825,438
Other Revenue	1,642,000	822,176
Total Operating Revenues	\$ 386,959,878	\$ 105,795,046
Expenses		
Administrative	\$ 45,658,929	\$ 10,578,839
Tenant Services	2,937,006	625,318
Utilities	25,182,028	6,485,286
Maintenance	35,116,257	7,714,639
Protective Services	9,278,767	2,734,524

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General Expense	14,054,160	3,218,016
Housing Assistance Payments	247,154,486	72,529,604
Extraordinary Maintenance	7,578,245	441,905
Transfer out to Capital Projects	-	-
Total Operating Expenses	\$ 386,959,878	\$ 104,328,131

27. Please provide a table listing every **reprogramming** of funds (i.e. local, federal and SPR) into and out of the agency for FY17 and FY18 to date, as well as anticipated inter-agency reprogrammings for the remainder of FY18. Please attach copies of the reprogramming documents, including the Agency Fiscal Officer’s request memo and the attached reprogramming chart. For each reprogramming, include:

- a. The reprogramming number;
- b. The sending or receiving agency name;
- c. The date;
- d. The dollar amount;
- e. The funding source (i.e. local, federal, SPR);
- f. The program, activity, and CSG codes for the originating funds;
- g. The program, activity, and CSG codes for the received funds; and
- h. A detailed rationale for the reprogramming.

In accordance with the Rehabilitation and Maintenance Fund requirements, unspent HY Local Rent Supplement Program funds were reprogrammed to the Rehabilitation and Maintenance Fund for use by DC Housing Authority for the repair and maintenance of DC Housing Authority’s public housing properties. In addition, the Executive Branch reprogrammed \$1.4 Million from the HY Rehabilitation and Maintenance Fund to the Department of Housing and Community Development. This reprogramming was needed to support the refinancing of the Maple View Flats project and shift from development costs to local dollars. This is due to changes in the development plan that do not comply with the current approved uses of the Housing Production Trust Fund (HPTF), as previously planned. These local funds being reprogrammed from DCHA will be replenished with Housing Production Trust Fund dollars via a memorandum of understanding so that there is no negative impact to DCHA as a result of this reprogramming.

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28. Please list, in chronological order, every **reprogramming** *within* your agency during FY17 and FY18 to date, as well as any anticipated intra-agency reprogrammings. Please attach copies of any reprogramming documents. For each reprogramming, include:
- a. The date;
 - b. The dollar amount;
 - c. The funding source (i.e. local, federal, SPR);
 - d. The program, activity, and CSG codes for the originating funds;
 - e. The program, activity, and CSG codes for the received funds; and
 - f. A detailed rationale for the reprogramming.

Not Applicable

29. For FY17 and FY18 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 fund code;
 - b. A description of the program that generates the funds;
 - c. The revenue funds generated annually by each source or program;
 - d. Expenditures of funds, including the purpose of each expenditure; and
 - e. The current fund balance (i.e. budget versus revenue)

Not Applicable

30. Please list all **memoranda of understanding** (“**MOU**”) and memoranda of agreement (“**MOA**”) entered into by your agency during FY17 and FY18 to date, as well as any MOU or MOA currently in force. (You do not need to repeat any intra-district MOUs that were covered in the question above on intra-district transfers.)
- a. For each MOU, indicate:
 - (i) The parties to the MOU or MOA
 - (ii) Whether a letter of intent was signed in the previous fiscal year and if so, on what date,
 - (iii) The date on which the MOU or MOA was entered,
 - (iv) The actual or anticipated termination date,
 - (v) The purpose, and
 - (vi) The dollar amount.
 - b. Attach copies of all MOUs or MOAs, other than those for overhead or logistical services, such as routine IT services or security.
 - c. Please list any additional MOUs and MOAs planned for FY18, including the anticipated agency(ies), purposes, and dollar amounts.

See Attachment #5 – MOU Listing

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31. Please list all **capital projects** in the financial plan and provide an update on all capital projects under the agency's purview in FY17 and FY18 to date, including projects that are managed or overseen by another agency or entity. Please provide:
- a. A brief description of each project begun, in progress, or concluded in FY17, FY18, and FY18 to date;
 - b. A status report on all capital projects including:
 - i. The amount budgeted, actual dollars spent, and any remaining balances;
 - ii. Start and completion dates; and
 - iii. Current status of the project.
 - c. A list of which projects are experiencing delays and which require additional funding;
 - d. A status report on all capital projects planned for FY18, FY19, FY20, FY21, FY22, and FY23; and
 - e. A description of whether the capital projects begun, in progress, or concluded in FY16, FY17, or FY18 to date, had an impact on the operating budget of the agency; if so, please provide an accounting of such impact.

See Attachment #13 - Capital Projects

32. Please describe the agency's efforts to utilize federal funding sources and other alternative funding sources.

DCHA's public housing and HCV programs are all federally funded. In addition, from time to time the agency seeks funding for social services programming. In FY2017, DCHA received funding from the following sources to support social services efforts for residents:

- **Family Self Sufficiency (FSS)**
- **Office of the State Superintendent of Schools (Frederick Douglas Community Center)**
- **Scholarship funds for public housing and Housing Choice Voucher youth**

33. For FY17 and FY18, to date, please list any purchase card spending by the agency, the employee making each expenditure, and the general purpose for each expenditure.

Positions that receive agency issued credit cards are as follows:

- 1. Executive Director**
- 2. Director – Office of Administrative Services**
- 3. Fleet Management Operations**

Agency cards are to be used on a limited basis for DCHA purchases.

Each vehicle is also assigned a credit card that is restricted to gas purchases only.

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34. Please describe any spending pressures the agency experienced in FY17 and any anticipated spending pressures for the remainder of FY18. Include a description of the pressure and the estimated amount. If the spending pressure was in FY17, describe how it was resolved, and if the spending pressure is in FY18, 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. Continued support of the Rehabilitation and Maintenance Fund is vital to our ability to address the unmet capital needs in our communities.

35. **Part I:** The committee would like to better understand the agency's programmatic needs and the associated budgetary costs. Please submit copies of your FY19 budget submission to the Mayor's Office of Budget and Finance (OBF). In FY19, this includes:
- a. The Operating Budget Submission Memo;
 - a. Attachment A, Vacancy List;
 - b. Form 1 (Impact of Agency's Marc);
 - c. Form 2 (Enhancement Requests); and
 - d. Attachment B, List of intra-districts.

Information on the FY19 budget is available with the Mayor's Office of Budget and Finance

Part II: In addition, please identify:

- a. Which of your agency's MARC reductions and hypothetical 2% cuts (Form 1) were accepted or rejected (i.e. if the cut was rejected, the funds were not swept and if the cuts were accepted, the funds were swept) ; and
- b. Which of your agency's enhancement requests (Form 2) were accepted (i.e. which enhancements were added to your agency's FY19 budget).

Information on the FY19 budget is available with the Mayor's Office of Budget and Finance

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Part III: For FY17 and FY18, please include each fiscal year’s information for #24 Part I and Part II. Please indicate if your agency is willingly omitting any information requests in Part I and Part II.

Information on the FY19 budget is available with the Mayor’s Office of Budget and Finance

III. Contracting and Procurement

36. Please list each **grant or sub-grant**, including multi-year grants, received by your agency in FY17 and FY18 to date. List the following:
- a. Source,
 - b. Purpose,
 - c. Timeframe,
 - d. Dollar amount received,
 - e. Amount expended,
 - f. How the grant is allocated if it is a multi-year grant, and
 - g. How many FTEs are dependent on each grant’s funding, and if the grant is set to expire, what plans, if any, are in place to continue funding the FTEs.

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

37. Please describe every **grant** your agency is, or is considering, applying for in FY18.

DCHA continues to seek funding from federal grants as well as other alternative funding resources.

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38. Please list each **contract, procurement, and lease** leveraged in FY17 and FY18 to date with a value amount of \$10,000.00 or more. "Leveraged" includes any contract, procurement, or lease used by DOES as a new procurement establishment (i.e. HCA, BPA, etc.), contract extension, and contract option year execution. This also include direct payments (if applicable). For each contract, procurement, or lease leveraged, please attach a table with the following information, where applicable:

Part I

- a. Contractor/Vendor Name;
- b. Contract Number;
- c. Contract type (e.g. HCA, BPA, Sole Source, single/exempt from competition award, etc.);
- d. Description of contractual goods and/or services;
- e. Contract's outputs and deliverables;
- f. Status of deliverables (e.g. whether each was met or not met, in-progress, etc.);
- g. Copies of deliverables (e.g. reports, presentations);
- h. Contract Administrator name and title assigned to each contract and/or procurement;
- i. Oversight/monitoring plan for each contract and associated reports, performance evaluations, cure notices, and/or corrective action plans;
- j. Target population for each contract (e.g. unemployed adults, homeless youth, DOES staff, etc.);
- k. Subcontracting status (i.e. Did the Contractor sub any provision of goods and/or services with another vendor);
- l. Solicitation method (e.g. competitive bid via GSA or DCSS, sole source, task order against other agency's contract);
- m. CBE status;
- n. Division and activity within DOES utilizing the goods and/or services;
- o. Requisitions and purchase order numbers established under each contract;
- p. Corresponding, obligated amounts for each purchase order;
- q. Corresponding, expended amounts (actuals) for each purchase order;
- r. Funding source for each requisition and purchase order;
- s. Index and PCA codes used each requisition and purchase order;
- t. Activity code and name for each index and PCA used under requisitions and purchase orders;
- u. Total contract or procurement value in FY17;
- v. Total contract or procurement value in FY18 (YTD);
- w. Period of performance (e.g. May 31 to April 30);
- x. Current year of contract (e.g. Base Year, Option Year 1, etc.);

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Part II: Please attach monitoring documentation, including any monitoring reports or performance evaluations developed for use. If any contract is performance-based, specify the basis of performance (i.e. the metrics) and describe the payment formula.

Not Applicable

39. Please list each **grant** awarded by your agency during FY17 and FY18 to date for goods and/or services provided by your agency. Please attach any documentation of monitoring, including any reports developed. For each grant, please include the following information, where applicable:

Part I

- a. Grant/Program Title;
- b. Grant/Program Number;
- c. Grantee Name;
- d. Description of goods and/or services;
- e. Grant's outputs and deliverables;
- f. Status of deliverables (e.g. whether each was met or not met, in-progress, etc.);
- g. Copies of deliverables (e.g. reports, presentations);
- h. Program Manager name and title assigned to each grant;
- i. Grant Administrator name and title assigned to each grant;
- j. Oversight/monitoring plan for each grant and associated reports, performance evaluations, cure notices, and/or corrective action plans;
- k. Target population for each grant (e.g. unemployed adults, homeless youth, DOES staff, etc.);
- l. Sub-granting status (i.e. Did the Grantee sub any provision of goods and/or services with another vendor);
- m. Solicitation method (e.g. competitive RFA or sole source);
- n. CBE status;
- o. Division and activity within DOES utilizing the goods and/or services;
- p. Requisitions and purchase order numbers established under each grant;
- q. Corresponding, obligated amounts for each purchase order;
- r. Corresponding, expended amounts (actuals) for each purchase order;
- s. Funding source for each requisition and purchase order;
- t. Index and PCA codes used each requisition and purchase order;
- u. Activity code and name for each index and PCA used under requisitions and purchase orders;
- v. Total grant award value in FY17;
- w. Total grant award value in FY18 (YTD);
- x. Period of performance (e.g. May 31 to April 30);

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- y. Current year of grant award (e.g. Base Year, Option Year 1, etc.);

Part II: Please attach monitoring documentation, including any monitoring reports or performance evaluations developed for use. If any contract is performance-based, specify the basis of performance (i.e. the metrics) and describe the payment formula.

See Response to Question 36

40. Please describe the steps taken by the agency to provide oversight and management for contracts. Specifically, how does the agency ensure that its programmatic needs are being met and contracting actions are standardized across various programs?

DCHA's Office of Administrative Services (OAS), through its Contract Administration arm, utilizes a comprehensive contract registry tool for monitoring the agency's entire procurement cycle, covering the Pre-Award, Award, and Post-Award phases of the contract management process. During the Pre-Award phase, OAS works closely with DCHA program offices to identify contracting needs, prepare/issue solicitations, and facilitate the review and award processes. OAS responsibilities during the Post-Award phase include: Purchase Requisition Review and Purchase Order generation; Pre-Award Conferences with Vendors; Progress and Final Payments; Contract Modifications; Monthly Meetings; and, as needed, Progress Meetings with DCHA Clients, up to and including Cure Notices and Termination for Convenience or Contract Closeout. The Contracts Registry has been useful with Contract Administration as well as a proactive means for issuing Contract Modifications and solicitations to maintain DCHA services and supplies.

41. What percentage of contracts and total contracting budget at the agency was awarded to local, small, and disadvantaged business enterprises in FY17 and FY18 to date? What is the agency doing, if anything, to improve this rate?

DCHA contracts let using city funds in FY17 were attached to rental assistance payments in the Local Rent Supplement Program and repair and maintenance work from the Rehabilitation and Maintenance Fund. All contractors who are retained to perform work funded by the Rehabilitation and Maintenance Fund are required to meet all District requirements including Section 3, First Source, CBE where applicable. A full report will be provided by March 1st as required.

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IV. Studies, Publications, Audits, Investigations, and Lawsuits

42. Provide a list of all publications, brochures and pamphlets prepared by or for the agency during FY17 and FY18 to date.

- **Annual report**
- **Community Building newsletter**
- **FAQs for Park Morton relocation**
- **Introduction brochure**
- **Quarterly newsletters for PH and HCVP**
- **Relocation brochure for Barry Farm**
- **Resource Book**
- **Resource list and instructions for 2017 and 2018 DMPED open house**
- **Violence Against Women Act brochure**

43. Provide a list of all policy statements issued during FY17 and FY18 to date.

See Attachment #6 – DCHA Resolutions

44. Please list and describe any ongoing or completed investigations, studies, 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 FY17 and FY18 to date.

See Attachment #7—Audits and Investigations

45. Describe any pending lawsuits involving the agency. 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:

- | | |
|----------------------------|------------------------------------|
| 1. Mattocks v. DCHA | 5. Tabatabai v. DCHA et al. |
| 2. Gezmu v. DCHA | 6. Brooks v. DCHA |
| 3. Yogaraj v. DCHA | 7. Busey v. DCHA |
| 4. Brown v. DCHA | |

Employment cases:

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1. **Marshall v. DCHA**
2. **Proctor v. DCHA**

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

- | | |
|-----------------------------------|---|
| 1. Apollo v. Mekbibi et al | 6. Dailey v. DCHA |
| 2. BFTAA v. DCHA | 7. Curry v. DCHA |
| 3. Carper v. DCHA | 8. Hall v. DCHA |
| 4. Williams v. DCHA | 9. George v. DCHA |
| 5. Hicks v. DCHA | 10. Johnson v. Clifton Terrace LP et al. |

Landlord Housing Assistance Payment Contracts claiming breach of HAP:

1. **Weir v. DCHA**

Landlord & Tenant Intervener lawsuits

- | | |
|--------------------------------------|---|
| 1. Parker v. Urban City | 4. Ledbetter v. Jones |
| 2. Maison Mgmnt v. Livingston | 5. Martin v. Yancey |
| 3. Parker v. DCHA | 6. Crestwood Apartments v. Hough |

46. Please list all settlements entered into by the agency or by the District on behalf of the agency in FY17 or FY18 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.).

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DCHA Non-Confidential Settlements - Fiscal Years 2017-2018¹

Parties	Case Name	Settlement amount	Settlement date	Description
DCHA, Landlord	Gardens v. DCHA	\$8,398	12/4/2017	landlord filed suit for unpaid rent arising from leasing dispute
DCHA, District agency	n/a	\$100,000		Dispute over trash collection contract.
DCHA, public housing resident	n/a	No monetary payment	12/8/17	alleging violation of constitutional rights after being barred from public meetings because of disruptive conduct.
	Cowser v. DCHA	\$12,500	3/6/17	Lawsuit related to slip and fall.
	n/a	\$400	12/15/17	complaint about personal property damage
	n/a	\$255	4/6/17	complaint about personal property damage
	n/a	\$4,000	11/28/16	Personal injury on DCHA property
	Smith v. DCHA	\$10,000	1/10/18	Personal injury on DCHA property
	Mahdi v. DCHA	\$5,000	5/11/17	filed small claims suit alleging negligently repaired leaking pipe
DCHA, former employee	██████ v. DCHA	\$30,000	11/1/16	Claim of retaliation and violation of Whistleblower Protection Act

¹ This response does not include landlord-tenant matters involving tenants of DCHA properties, settlements that are confidential by their terms, or non-monetary settlements of administrative grievances.

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Parties	Case Name	Settlement amount	Settlement date	Description
	██████ v. DCHA	\$100,000	2/13/17	Employment discrimination case
DCHA, hcvp participant	Weir v. DCHA	\$3,450	1/23/17	filed a small claims court complaint alleging miscalculation of rent
DCHA, hcvp landlord	n/a	\$2,582	7/17	landlord made a demand to HCVP claiming that HCVP improperly terminated the HAP contract.
DCHA, hcvp participant/landlord	Hydras v. Thompson Olusoga v. Barnes Ledbetter v. Jones Spivey v. Carr April Parker, et al. v. 17 & S, et al.	n/a	various	Landlord and Tenant matters involving an HCVP participant. DCHA intervened to protect its interest in the subsidy portion of the contract rent.

47. Please list the administrative complaints or grievances that the agency received in FY17 and FY18, 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 FY17 or FY18 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

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complaints and ensures compliance with settlement agreements and hearing decisions.

See Attachment #8 - Office of Fair Hearings FY2017 report

48. 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 FY17 and FY18 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, call our customer service hotline, submit a grievance the administrative office, contact our Human Resources (HR) department or contact our Ethics Officer.

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.

49. 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.

50. 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.).

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**DCHA District Reporting Requirements
January 30, 2018**

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 2018

51. Please provide the number of **FOIA requests** for FY17 and FY18 to date, that were submitted to your agency.
- i) Include the number granted, partially granted, denied, and pending.
 - ii) Provide the average response time, the estimated number of FTEs required to process requests, the estimated number of hours spent responding to these requests, and the cost of compliance.
 - iii) Did the agency file a report of FOIA disclosure activities with the Secretary of the District of Columbia? Please provide a copy of that report as an attachment.

Duplicate Question. See Response to Question #23

52. Please provide a list of all **studies, research papers, reports, and analyses** that the agency prepared or contracted for during FY17 and FY18 to date. Please attach a copy if the study, research paper, report, or analysis is complete. For each study, paper, report, or analysis, please include:
- i) The name,
 - ii) Status, including actual or expected completion date,
 - iii) Purpose,
 - iv) Author, whether the agency or an outside party,
 - v) Reference to the relevant grant or contract (name or number) in your responses above, and
 - vi) Source of funding (program and activity codes) if not included in responses above.

See Attachment #14 – Studies and Research

Name: Reducing Work Disincentives in the Housing Choice Voucher Program: Rent Reform Demonstration Baseline Report

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Purpose: Setting the baseline for demonstration looking at impact of changing certain rent policies in the HCV program on reducing work disincentives

Author: MDRC—contractor for the U.S. Department of Housing and Urban Development (HUD) Office of Policy Development and Research (PD&R)

This study is a HUD PD&R funded study and DC Housing Authority is one of the participating agencies.

Office of Public Affairs and Communications also conducts ongoing interviews with DCHA staff to identify their everyday issues, concerns, and obstacles to providing excellent customer service. Their input serves as a foundation for training programs and new or improved communication and information management systems.

53. Please list all **reports or reporting** currently required of the agency in federal law, the District of Columbia Code, or Municipal Regulations. For each, include
- i) The statutory code or regulatory citation;
 - ii) Brief description of the requirement;
 - iii) Any report deadlines;
 - iv) Most recent submission date; and
 - v) A description of whether the agency is in compliance with these requirements, and if not, why not.

**DCHA Federal Reporting Requirements
January 30, 2018**

Report	Description	Regulation/Statute	Due Date	Compliance Status?
Moving To Work (MTW) Annual Plan	DCHA’s annual policy and funding plan as required by HUD	Section 204(g)(2) of Pub. Law 104-134; MTW Agreement § VII.A.1	75 days prior to FY start	Yes
MTW Annual Report	DCHA’s annual report to HUD on funding and policy implementation	Section 204(g)(2) of Pub. Law 104-134; MTW Agreement § VII.A.1	90 days after FYE	Yes
Financial Data Schedule	Unaudited and Audited financial information	24 C.F.R. § 902.33	December and following June each year	Yes
Section 3	Updates HUD on Section 3 hiring, subcontracting, and	24 C.F.R. § 135.90	12/31/17	Yes

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Report	Description	Regulation/Statute	Due Date	Compliance Status?
	other economic opportunities related to the Section 3 program			
Family Self Sufficiency	Updates on FSS Grant activities	24 CFR § 984.401	1/31/18	Yes
Public Housing Agency Executive Compensation Information	Public Housing Agency Executive Compensation Information	PIH Notice 2017-11	8/11/17	Yes

V. Information and Technology

54. Please describe how the agency is currently using its website and social media to help fulfill its mission, including any improvements it has made in FY17 and FY18 to date, and any plans it has to do so in the near future.

DCHA’s website and social media are used to inform and educate customers, D.C. residents, service providers, policy makers, and other stakeholders about the agency’s mission and agenda. Through news stories, photos, facts, campaigns, and announcements DCHA promotes its programs and services. It also informs about other city services and programs that would be beneficial to our customer base.

The website and social media also enhance communication between customers, landlords and the agency. Customers regularly use social media and the website to provide feedback, ask questions, report issues, or learn more about programs and initiatives that would serve them or their families. Customers have logged into the website more than 120,000 times and all of our social media accounts (Facebook, Twitter, Instagram, and YouTube) continue to see increases in followers.

By logging on to DCHA website, customers access the Customer Portal and landlords access the Landlord Portal where they each can receive information and select services 24 hours a day. This includes appointment scheduling, requests for reasonable accommodations, application updates, and more. Benefits GPS, one of the services available through the Customer Portal, helps DCHA customers find all types of benefits and programs including healthcare, education, and social services as well as employment, training, apartments, schools, and more. BenefitsGPS is now available to

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all adult customers including household members that are 18 or older in our communities, on a voucher lease, or included on the waitlist.

55. Please identify all electronic databases maintained by the agency, including the following:

- a. A detailed description of the information tracked within each system;
- b. Identification of persons who have access to each system, and whether the public can be granted access to all or part of each system; and
- c. The age of the system and any discussion of substantial upgrades that have been made or are planned to the system.

Electronic Database/System	Description	Persons with Access (by Department)	Age of System (Year implemented)
Visual Homes (Wizard)	Primary data management and program processing system for the agency. Managing Low Income and Voucher Recipient Clients; Financial Management and Work Order Management	Public Housing Operations HCVP; Office of Financial Management; Customer Call Center; Office of the General Counsel; Office of Fair Hearings; Client Placement Division; Office of Capital Programs; Office of Resident Services	2009 Last updated 2015
Amicus	Legal Time Management and Legal Cases Tracking System	Office of General Counsel	2009 Last updated 2017
WorldDox	Legal Case Research and Management	Office of General Counsel	2006 Updated
Faster (Fleet)	Management of the Authority's Car Fleet including maintenance of service tracking of each company vehicle	Office of Administrative Services	2012 Last updated 2015
KRONOS Payroll and Time Keeper	Payroll, human resources, benefit and electronic clock management system	Human Resources and Finance	2014
Talent Acquisition	Hiring process automation	Human Resources	2017

56. What is the agency's policy and practice with respect to the security of personally identifiable information that is maintained either digitally or in hard copy? Please provide as an attachment any applicable policy or guidance the agency follows on this matter.

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DCHA has established physical, administrative, and technical safeguards for the agency's systems of record. The safeguards ensure the security and confidentiality of client and personnel records, protects against possible threats or hazards, and permits access only to authorized persons.

Paper records are placed in secured locations. Client and personnel records are maintained centrally or at management offices and access to the official files are restricted. Client and personnel files are confidential and only qualified personnel have access to the files. Finally, DCHA has a secured paper record disposal process that includes on-site shredding.

Electronic systems, including those for managing personnel and client information, require passwords, identity verification, detection of break-in attempts, firewalls, encryption, and/or other security measures determined to be appropriate. System access requires multiple layers of approval controlled through the Information Technology Department. Access is granted to systems and system modules as it impacts the ability for staff to fulfill job duties.

When responding to requests for information the Office of the General Counsel reviews and redacts personally identifiable information before providing documents.

VI. Agency Programs and Policies

57. Please list each policy initiative of the agency during FY17 and FY18 to date. For each initiative please provide:
- a. A detailed description of the program;
 - b. The name of the employee who is responsible for the program;
 - c. The total number of FTEs assigned to the program; and
 - d. The amount of funding budgeted to the program.

The following highlights key policy initiatives for FY17 and FY18

Pet Policy Update

Description: District of Columbia Housing Authority customers living in senior and disabled communities can now own and register pets. The Board approval on the regulation, which followed many discussions with customers and pet advocates, as well as a public comment period, allows customers at designated properties to have up to two commonly domesticated animals as pets in their home, including dogs that are no more than 40 pounds and 20 inches tall. The updated policy does not include

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service or assistance animals as pets. Customers who choose to register their pets or aquariums must follow certain rules, include providing proof that the animal has been inoculated, as required by local law, and that the animals are spayed or neutered, among others. These rules, which are included on an addendum to the customer's lease, also state that if a customer does not follow the rules, it is considered a lease violation.

Public Housing Smoke-free Policy

Description: Implementation of the HUD smoke-free policy. DCHA will be amending its Public Housing program policies and lease to reflect the new requirement. In addition, the agency will be coordinating the provision of smoking cessation resources for residents with the help of local organizations as part of a healthier living campaign. Implementation to take place by July 2018

Violence Against Women Act (VAWA)

Description: Implementation of requirements outlined in the amended Violence Against Women Act (VAWA)

Family Stabilization through Housing and Education Demonstration

Description: Initiative providing supports to families living in public housing with middle school children who are chronically absent in order to prevent future truancy. A volunteer demonstration, DCHA looks to work with the Deputy Mayor for Education and DC Public Schools to craft a program that provides resources for both parents and youth to address challenges that impact school attendance and affect student achievement. Some key aspects of the demonstration include a savings escrow for parents to support college or other post educational opportunities for their children; coordinated resources for children and parents to address issues impacting attendance and school performance; and self-sufficiency supports for parents. DCHA is in the program development phase and anticipates the first phase of implementation to begin in 2018

Unit Protection Incentive Program (UPIP) (Pending HUD approval)

Description: A pilot program designed to reduce the barrier HCV clients face coming up with security deposits, with a focus on clients moving to low poverty areas. The pilot will be offered to landlords participating in DCHA's *Housing's Affordable Living Options* (HALO) program. In lieu of a security deposit, participating landlords will receive up to one month's "contract rent" to cover unit repairs for HALO clients when they move out of their unit. To receive the funds, landlords must agree to rent to another HALO client once the unit is ready for occupancy.

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Upon approval by HUD, DCHA will begin the policy/program development phase and anticipates implementation to begin in 2018

58. Please describe any initiatives the agency implemented within FY17 and FY18 to date, to improve the internal operation of the agency, reduce waste, fraud and abuse, or the interaction of the agency with outside parties. Please describe the results, or expected results, of each initiative.

DCHA Leadership recognizes the importance of supporting employees through training and other opportunities for professional development. As part of his commitment to training and professional development, and to ensure optimal agency performance, the following training initiatives/opportunities were developed and are in various stages of implementation in FY2018:

Mandatory Maintenance Training Program

This training opportunity provides refresher training for all maintenance staff, beginning with the Maintenance Foremen. This program consists of online training courses developed by industry expert practitioners and will include skills that are immediately applicable to their current duties. Coursework topics include maintenance best practices related to unit turn over, i.e. “Make Ready” maintenance, electrical and plumbing

Enhanced Training for Managers and Supervisors

To support our managers and supervisors handling the day-to-day responsibilities of managing and supervising employees, including employees whose terms and conditions of employment is covered by collective bargaining, DCHA will provide refresher training designed for managers, and other professionals seeking an overview of critical labor and management relations concepts. The focus on effective discipline will help supervisors and managers learn effective techniques for fostering and sustaining a productive, responsive workforce.

Modified Property Maintenance Apprenticeship Training Program

The District of Columbia Housing Authority will soon announce the (DCHA) Modified Property Maintenance Apprenticeship Training Program (Program) is a six-month work-based training opportunity for DCHA residents and Section 3 participants. The Program provides participants the opportunity to learn transferrable jobs skills through on-the-job training that supports various deferred building management projects and maintenance activities on DCHA properties while providing Program participants the opportunity to earn income for time spent in the Program. To

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support long term employment for participants, DCHA will engage local employers to establish partnerships and secure commitment from employers to interview Program participants who successfully complete the Program.

The Program is designed as a six month training opportunity and includes 20 hours of classroom training, 140 hours of on-the-job training, shadowing and mentoring and four months of performance/demonstration skills enhancement. Program requirement and eligibility information will be circulated when recruitment begins.

The Program highlights DCHA's commitment and continued efforts to improve the quality of life for DCHA residents by providing job training opportunities while residents earn an income with the goal of creating a path toward gainful employment and self-sufficiency. DCHA is excited to leverage existing resources, including developing new relationships with employers and enhancing existing ones to identify potential employment and other opportunities for trainees.

DCHA Partnership with the University of the District of Columbia

DCHA has a longstanding partnership with the University of the District of Columbia (University). As a result of this partnership, DCHA residents and Section 3 participants are able to take courses at no costs to the resident or Section 3 participants. Other programs developed as a result of this partnership include a five week Career Readiness Program which assists residents and participants to be "work ready" and include developing resumes, preparing for interviews, etc. In addition, through the Hospitality and Tourism Certificate Training Program participants are prepared for jobs in the District's growing hospitality and tourism industry. In Fiscal Year 2017, 41 participants completed the Hospitality and Tourism Program and 20 of those completing the Program were placed in permanent positions. A certificate of completion is provided to each participant who successfully completes each program.

DCHA Partnership with the University of the District of Columbia

59. Please explain the impact on the agency of any legislation passed at the federal level during FY17 and FY18 to date.

Prolonged underfunding of the public housing capital and operating funds has placed public housing inventories on a glide-path of further deterioration. On a year over year basis, DCHA has received 7-11% less in operating subsidy than the year before. The deficit is compounded annually with the downward spiral of funding having an acute and lasting impact on DCHA's physical assets; which directly effects our resident community. To counter this fact and to reduce the rate of physical decline of the

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agency's real estate assets, DCHA supplements property management costs with funding it receives through the Moving to Work (MTW) Block Grant.

60. Please describe the effects on the capacity of the agency due to federal budget cuts.

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.

61. Please describe any preparations by the agency in anticipation of policy and priority changes under the new federal administration.

DCHA is working with housing industry groups to monitor the priorities and related policy changes of the new administration, especially as it relates to matters concerning DCHA's Moving To Work (MTW) Authority. This authority allows the authority to re-regulate HUD's rules to better meet the local needs and provides flexibility across its federally funding to maximize resources available for public housing communities and resident services

62. Please describe the agency's efforts to utilize federal grants and other alternative funding sources.

Duplicate Questions. See response to Question #32

63. Please describe any challenges the agency has faced related to changing policies and priorities within the U.S. Department of Housing and Urban Development.

Prolonged underfunding of the public housing capital and operating funds has placed public housing inventories on a glide-path of further deterioration. On a year over year basis, DCHA has received 7-11% less in operating subsidy than the year before. The deficit is compounded annually with the downward spiral of funding having an acute and lasting impact on DCHA's physical assets; which directly affects our resident community.

64. What steps, if any, has the agency taken during FY17 and FY18 to date, to reduce the following:

- a. Space utilization
- b. Communications costs
- c. Energy use
- d. Criminal activity in and around developments

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In FY2018, the DCHA Board approved a measure to amend terms for the implementation of DCHA's ECIP 2 plan, a comprehensive energy program, which entailed comprehensive deployment of energy conservation measures ("ECM"s) to achieve: 1) replacement upgrading and modernization of aging equipment and infrastructure; 2) reduction of energy consumption and costs; 3) reduction of costs of operations, emergency repair and maintenance; 4) production of clean renewable energy including solar; 5) installation of cutting-edge technology such as fuel cells; 6) reduction of carbon; 7) increase in DCHA staff and client capabilities; and 8) implementation of a model resident engagement and support program. DCHA remains committed to energy conservation by participating HUD's Better Buildings Challenge. In addition, DCHA is continuing its partnership with DC SEU to encourage energy efficiency.

During 2017, the Office of Public Safety (OPS) continued to focus on reducing violent crimes throughout DCHA properties. Utilizing various initiatives, violent crime on and around DCHA properties was reduced by approximately 6%, to include a 30% reduction in homicides as compared to the previous year. Specific enforcement efforts targeted the Woodland Terrace, Potomac Gardens, Kenilworth Gardens, Stoddert Terrace and Benning Terrace Communities; located in the Northeast and Southeast quadrants of the city. Combined, these 5 communities experienced 6 homicides during the 2016 calendar year. Through heightened enforcement efforts by OPS and MPD, there was a significant decrease in homicides in the area, none of which occurred in DCHA communities.

For 2018, OPS is continuing crime reduction efforts at DCHA properties through focused patrols, MPD partnerships and the enhancement of police/community relations through our youth outreach and residential police officer mentoring programs. To date, outreach initiatives have been conducted with youth from the Potomac Gardens, Woodland Terrace, Benning Terrace, Highland Dwelling and Richardson Dwelling communities.

65. What District legislation has yet to be implemented by the agency, if any? If legislation has not yet been implemented, please explain why.

DCHA works to ensure agency-wide compliance with all applicable District legislation on a continuous basis and retains outside legal counsel to support this effort.

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66. What has the agency done in FY17 and FY18 to date to make the activities of the agency more transparent to the public? In addition, please identify ways in which the activities of the agency and information retained by the agency could be made more transparent.

- **Because being an agency that is open and accessible to the residents we serve is a key priority, DCHA's Executive Director has initiated a comprehensive outreach strategy that involves resident meetings DCHA holds at least 10 public meetings a year. Meeting location alternates between headquarters and public housing sites throughout the District**
- **The Executive Director and senior staff have monthly meetings with the advocate community**
- **Office of Public Safety conducts a series of monthly meetings with residents, local law enforcements and other stakeholders**
- **Property management staff holds monthly meetings with residents to discuss matters of interest**
- **DCHA website provides information and news to the public**
- **Meetings with Council staff, ANC's**

67. Please describe how the agency solicits feedback from customers.

- a. What has the agency learned from this feedback?
- b. How has the agency changed its practices as a result of this feedback?

DCHA monitors customer experience and satisfaction with the core services provided by the agency including housing maintenance, inspections, and voucher holders' interactions with their program specialists. Customer satisfaction surveys are conducted online, by text messages, and over the phone.

The housing authority began to monitor customer satisfaction with maintenance services in 2015. Each customer who places a maintenance request through the DCHA call center receives a link to an online survey. In FY 2018, DCHA expanded this system to further ensure that all maintenance requests are being addressed. On a random basis, customers who submitted a maintenance request receive a text message asking them to text back if the work has not been completed. DCHA's Customer Service Call Center is alerted of the customer's negative response. A customer service representative then calls the customer to learn what happened and why the work has not been completed.

In addition to the surveys, the housing authority records the history of each BenefitsGPS user. Benefits GPS, one of the services available on the DCHA website,

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helps DCHA customers find all types of benefits and programs including healthcare, education, and social services as well as employment, training, apartments, schools, and more. By tracking each customer's clicks on program categories and links, the agency learns what benefits and programs the customers need and are interested in.

Through customer satisfaction survey results and browsing history, the housing authority learns about:

1. customer experience and satisfaction
2. customers' needs, interests, and preferences
3. physical condition of the public housing developments, and
4. performance of DCHA staff

This information is used to improve customer experience. For example, DCHA staff and executives follow up with dissatisfied customers. The agency communicates with customers through the channel they prefer such as phone, cell phone, or email. Customers receive information about benefits and programs they need and are interested in.

68. Which programs at the agency are in most need of funding?

- **Funding to bring all public housing sites up to a 20 year viability**
- **Resident Services for existing DCHA residents/participants**

69. What has the agency done in the past year to make the activities of the agency more transparent to the public? In addition, please identify ways in which the activities of the agency and information retained by the agency could be made more transparent.

Duplicate Question. See Response to Question #66

70. Please explain the impact on the agency of any legislation passed at the federal level during the last year. Specify such legislation and relevant provisions if possible.

Duplicate Question. See Response to Question #59

71. Please identify any statutory or regulatory impediments to the agency's operations.

Not Applicable

72. Please provide a copy of the agency's FY17 **performance accountability report**.

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- i) Please explain which performance plan strategic objectives and key performance indicators (KPIs) were met or completed in FY17 and which were not.
- ii) For any met or completed objective, also note whether they were completed by the project completion date of the objective and/or KPI and within budget. If they were not on time or within budget, please provide an explanation.
- iii) For any objective not met or completed, please provide an explanation.

Not Applicable

73. Please provide a copy of your agency's FY18 **performance plan** as submitted to the Office of the City Administrator. Please discuss any changes to outcomes measurements in FY17 or FY18, including the outcomes to be measured, or changes to the targets or goals of outcomes; list each specifically and explain why it was dropped, added, or changed.

Not Applicable

74. What are your top five priorities for the agency? Please provide a detailed explanation for how the agency expects to achieve or work toward these priorities in FY18.

The District of Columbia Housing Authority provides quality affordable housing to extremely low- through moderate-income households, fosters sustainable communities, and cultivates opportunities for residents to improve their lives.

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.

VII. Agency-Specific Questions

75. Please provide as an attachment a complete list of DCHA-owned and managed properties, including:
- a. Name of property;
 - b. Address;
 - c. Ward;
 - d. Size (footprint and number of units by size);

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- e. Employees assigned;
- f. Information on Public Safety Officers detail to each property;
- g. Number of families living on the property; and
- h. Number of singles living on the property.

See Attachment #9 – DCHA Property List

76. Please provide the number of singles and the number of families who left public housing, and who entered public housing, in FY17 and FY18 to date.

Move Ins - Move Outs & transfers for 2017 & 2018

Type	Move-outs 2017	Move-ins 2017	Move-outs 2018	Move-ins 2018
Family	338	174	119	28
Senior /Disabled	214	177	70	23
Total	552	351	189	51

Type	Transfers 2017	Transfers 2018
Family	50	108
Senior /Disabled	13	45

77. Please describe the operation of the Rental Assistance Program, including:
- a. What are the typical circumstances of a tenant taking part in the Rental Assistance Program?
Also known as DC Local, this is a locally funded program that operates like the federal Housing Choice Voucher Tenant Based Program. Households assisted are homeless.
 - b. How are tenants selected?
Tenants are selected from the DCHA Housing Choice Voucher waiting list.
 - c. How many tenants are currently housed with the aid of this program?
450 households
 - d. What is the agency’s capacity for serving households under this program?
The funding, which has equaled \$7,140,000 annually supports housing assistance for around 450 households.

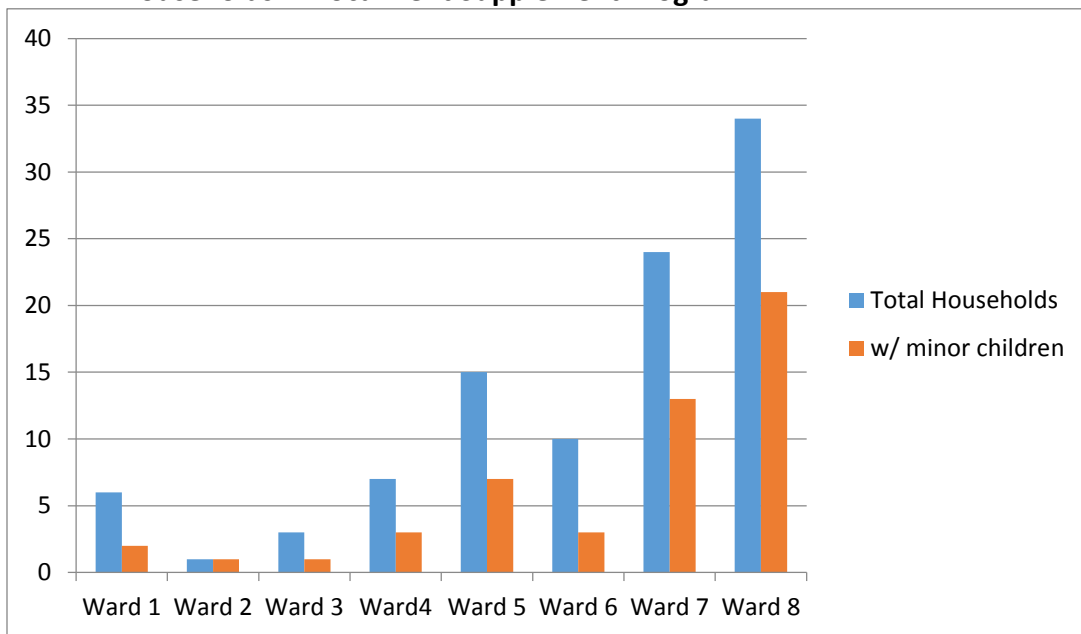
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- e. Is there a waitlist?
Yes, the Housing Choice Voucher waiting list.

78. 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: **2,743 households receiving Tenant Based LRSP rental assistance**
- b. Project/Sponsor-Based LRSP:
- c. Percentage of LRSP clients per Ward: **See chart below**
- d. Percentage of these households that include minor children.: **See chart below**

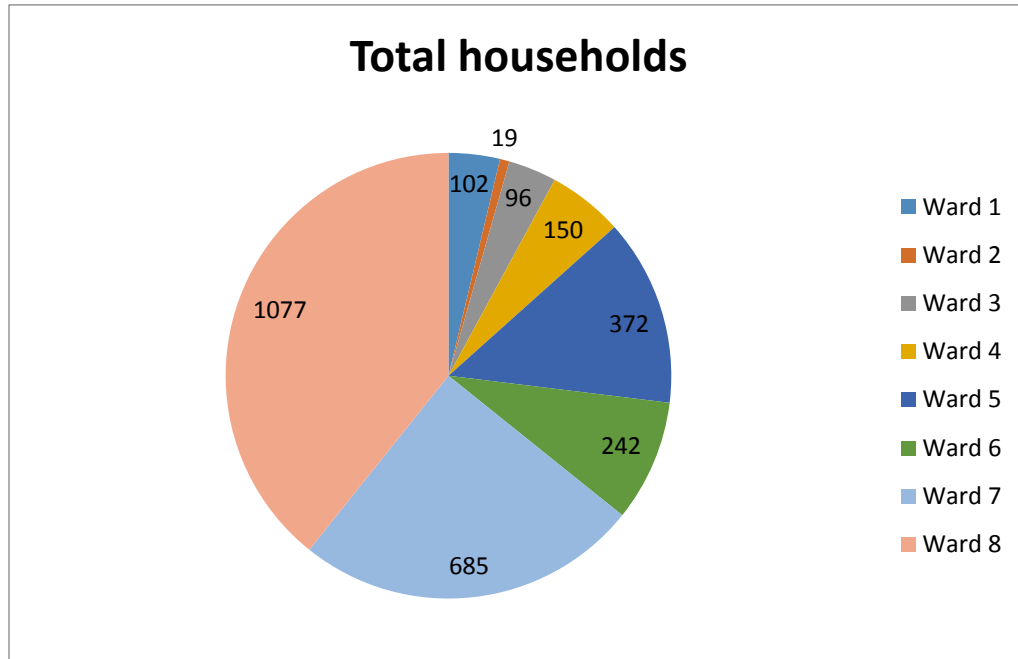
Households In Local Rent Supplement Program



Total Households in Local Rent Supplement Program

- 79. How many tenant-based LRSP vouchers have been issued in FY17 and FY18 to date, respectively?
 - a. What populations did the vouchers serve?
Extremely low income (up to 30% AMI) families and Individuals from the DCHA waiting list, referred to DCHA by DHS, or in case of Sponsor Based assistance, by a service provider.
 - b. What was the average time period between voucher issuance and client placement?
100 days
 - c. How many households are currently receiving tenant-based vouchers in each ward?
See below
 - d. What is the total amount of money spent on the vouchers in FY17?
\$28,932, 980

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80. How many households are receiving Federal Housing Choice Voucher Program assistance through DCHA? Please break down by the following, if possible:
- What populations did the vouchers serve?
 - What was the average time period between voucher issuance and client placement?

Over 11,000 households are currently active in the Housing Choice Voucher Program. Low Income (up to 50% AMI) families and individuals from the DCHA waiting list are the primary population served. Average time period from voucher issuance to move-in is 75 days

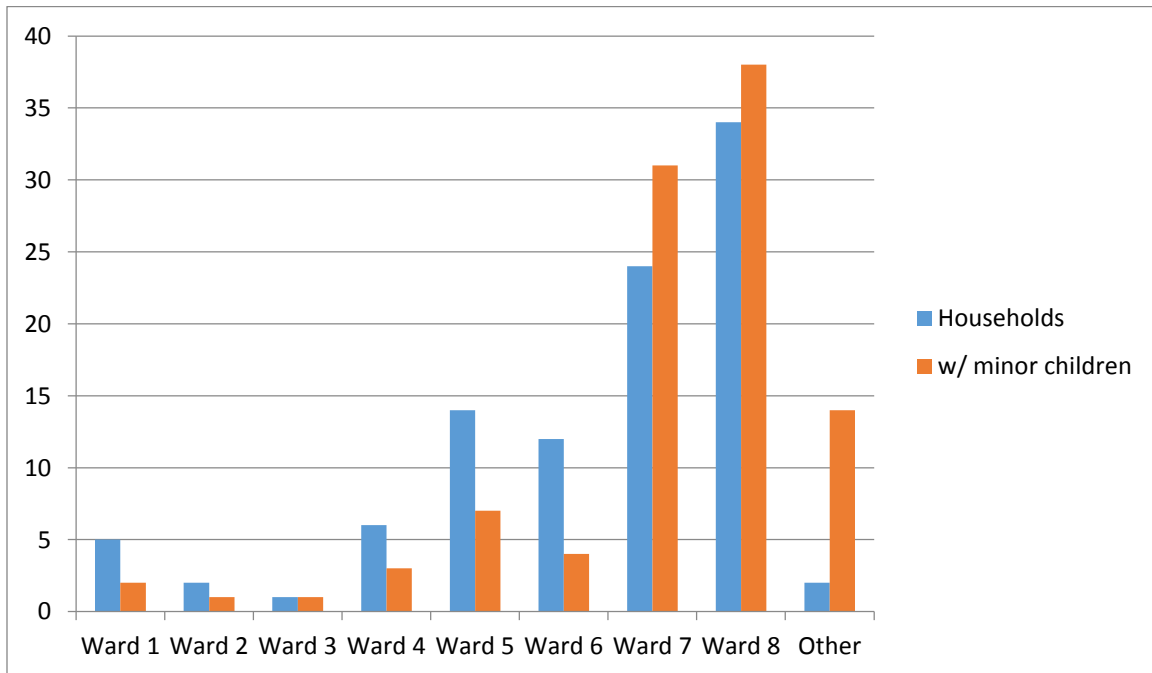
81. How many HCVP vouchers were issued in FY17 and FY18 to date respectively?
- What populations did the vouchers serve?
 - What was the average time period between voucher issuance and client placement?
 - How many households are currently receiving tenant-based vouchers in each ward?
 - What is the total amount of money spent on the vouchers in FY17?

**FY 17 – 86 vouchers issued
FY18 YTD – 15 vouchers issued**

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82. To date, what is the total number of households in HCVP housing? Please provide a breakdown of each for the following:
- a. Tenant-Based HCVP – **Approximately 10,000 households**
 - b. Project/Sponsor-Based HCVP – **HCVP does not have Sponsor Based Program**
 - c. Percentage of HCVP clients per Ward – **see chart below**
 - d. Percentage of these households that include minor children. – **see chart below**

Households in HCVP



83. For individuals and families holding HCVP vouchers:
- a. How many individuals and families brought an HCVP voucher into the District from another jurisdiction in FY17 and FY18 to date, respectively?
 - b. How many individuals and families issued an HCVP voucher in the District took the voucher to another jurisdiction for use there in FY17 or FY18 to date?

- a. **FY17 31 FY18 7**
- b. **FY17 22 FY18 12**

84. How many HCVP households and how many LRSP households did DCHA terminate from these programs in FY16, FY17, and FY18 to date (broken down by year)? For each household that was terminated, please identify the reason for termination, as well as the household's

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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.

DCHA is still subject to the family privacy act within the three (3) year period a household is terminated from its program. DCHA has ended HCVP or LRSP subsidy assistance as follows:

- **FY16 = LRSP (includes Tenant-base & Proj/Sponsor) Terminations - 203**
- **FY16 = HCVP Terminations - 597**
- **FY17 = LRSP (includes Tenant-base & Proj/Sponsor) Terminations - 216**
- **FY17 = HCVP Termination - 581**
- **FY 18 = LRSP (includes Tenant-base & Proj/Sponsor) Terminations - 113**
- **FY18 = HCVP Terminations – 100**

Most common reasons for termination:

- **Serious or Violent Criminal Activity**
- **Deceased Head of Household**
- **Family Obligation Violations (example: Failure to Recertify, Unrepaired Tenant-caused damages to unit beyond normal wear and tear)**

85. How many HCVP households and how many LRSP households did DCHA recommend for termination from these programs in FYs 15, 16, and 17 (broken down by year)? Please identify the reason each family recommended for termination (*e.g.* failure to recertify, drug related criminal activity, *etc.*).

- 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?
- 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.
- 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

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the Executive Director upheld or rejected the Hearing Officer’s decision and the recommendation for termination.

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.

FY 2017

	HCVP	Public Housing
No. of Cases	489	46
Scheduled	448	16
Convened	145	14
Proposed Decisions	145	10
Recommendation for Termination (RFT) Upheld/Overturned	50% Complainant 50% for Respondent	60% for Complainant 40% for Respondent
Decision Appealed	21	4
Decision Upheld/Overturned	50% for Complainant 41% for Respondent	50% for Complainant 50% for Respondent
General Description of Outcomes	<ul style="list-style-type: none"> • Rescind Recommendation for Termination, • Extend time to comply and/or submit docs; • Reschedule Recertification or Inspection appointment; • reach settlement agreement 	<ul style="list-style-type: none"> • Grant damage award • Extend time to comply and/or submit docs • Reschedule Recertification Appointment • Order repairs to unit • Grant Transfer request • Reach Settlement

86. What controls does DCHA have in place for assuring quality and livability of units inhabited by federal or LRSP voucher holders?

DCHA’s Housing Choice Voucher Program schedules and conducts all annual, initial, special/complaint, emergency and quality control inspections for all federal and locally funded units in accordance with the federal laws governing all Housing Choice

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Voucher Programs. Inspections are conducted prior to families being authorized to take possession, annually, and otherwise as required due to quality control or complaint inspections.

87. What are the current total number of people on the waitlist for:
- a. Public Housing
 - b. Housing Choice Voucher Tenant-Based programs
 - c. Housing Choice Voucher Moderate Rehabilitation Project Based programs

The total applicants on the waitlists by individual program currently are;

- | | |
|------------------------------|-----------------|
| a) Public Housing | = 26,486 |
| b) Voucher | = 40,083 |
| c) MOD Rehabilitation | = 22,831 |

88. Please describe any efforts by DCHA in FY17 and FY 18 to date to streamline, update, and/or reopen the waiting lists. Please include the updated timeline for the DCHA to reopen the waiting lists.

To date, there are no immediate plans to reopen the waiting list. 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.

DCHA has implemented the site based waiting list where current applicants have the ability to choose up to 3 sites where they wish to reside or to remain on the first available wait list.

89. How many new project-based and sponsor-based LRSP units came online in FY17?

See Attachment #10 – Local Rent Supplement Program Pipeline

90. How many new project-based and sponsor-based LRSP units have come online to date in FY18?

See Attachment #10 – Local Rent Supplement Program Pipeline

91. How many project-based and sponsor-based LRSP units are currently in the development pipeline in each ward?

- a) How many units are currently used for families; how many for individuals?

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- b) How many for homeless or formerly homeless persons?
- c) How many for seniors?
- d) How many for returning citizens?
- e) How many for other special needs?
- f) How many are accessible for persons with disabilities?
- g) How many for other targeted populations, and what are those populations?

See Attachment #10 – Local Rent Supplement Program Pipeline

92. How many new project-based and sponsor-based HCVP units came online in FY17?
HCVP does not have Sponsor Based Program

93. How many new project-based and sponsor-based HCVP units have come online to date in FY18?
None

94. How many project-based and sponsor-based HCVP units are currently in the development pipeline in each ward?

- a. How many units are currently used for families; how many for individuals?
- b. How many for homeless or formerly homeless persons?
- c. How many for seniors?
- d. How many for returning citizens?
- e. How many for other special needs?
- f. How many are accessible for persons with disabilities?
- g. How many for other targeted populations, and what are those populations?

Not Applicable

95. How many project- or sponsor-based vouchers have had to be revoked and/or voucher holders relocated as a result of a failure of housing providers to maintain minimum standards required by DCHA or HUD?
None

96. How many Veterans' Affairs Supportive Housing (VASH) vouchers were awarded by DCHA in FY17 and FY18 to date?

DCHA has not received any award of VASH Vouchers in FY17 or FY18 YTD

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97. Please describe the Targeted Affordable Housing (TAH) program.

Targeted Affordable Housing is a subcomponent of the Local Rent Supplement Program where DCHA accepts referrals of households (families and individuals) from DHS. Referred households must meet DHS qualifications and LRSP eligibility requirements in order to be issued a voucher.

- a. What kind of tenants does this program serve, and for how long?
Households in homeless continuum. There is not time-limit on the rental assistance
- b. How much federal funding, and how much local funding, does this program receive?
TAH is locally funded.
- c. How many tenants are in the program at any one time?
The number of tenants fluctuates as DCHA continues to receive referrals.
- d. What is the average turnover for TAH tenants?
The program has not been operating long enough to measure average turnover.
- e. Is there a waitlist for TAH? If so, how many individuals or families?
DCHA does not have a TAH waitlist. DHS refers households under the TAH program to DCHA.

98. Describe any success DCHA has had in the past year in seeking to raise the maximum allowable percentage of the Voucher Payment Standard for vouchers in the District.

In FY17 the DCHA Board of Commissioners granted authority to raise the maximum subsidy a family can receive (also known as the Payment Standard) from 130% of the HUD Fair Market Rent (FMR) to 175% of the HUD FMR. This has enabled both HCVP and LRSP tenant-based voucher holders the ability to search for units in more low poverty areas of the District.

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99. 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. Among other efforts, this includes the DHCD Consolidated NOFA, funded by the Housing Production Trust Fund and implemented to address the need for additional deeply affordable housing. DCHA also provides administrative 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.

100. What difficulties or shortcomings in capacity has the agency faced with respect to its public safety functions in FY17 and FY18, to date?

The DCHA police force was created as a way to supplement the work of the Metropolitan Police Department. The DCHA Office of Public Safety (OPS) police force consists of 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.

101. How many vacant units has the agency brought back online in FY17 and FY18 to date?

During the periods of FY17 and FY18 to date, DCHA has brought a total of 415 units back online. Of this total 363 units were returned to occupancy in FY17 and 52 were returned to occupancy in FY 18.

102. 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 FY18:

Source	Description	Amount	FY YTD thru 12/2017
Federal	Capital Fund Budget	\$5,438,244	\$943,520
Local	Rehab & Maintenance Fund (\$15MM)	\$ 6,500,000	\$ 977,867

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Source	Description	Amount	FY YTD thru 12/2017
	Public Housing Repair (\$940K)	\$ 570,000	\$ 52,367
	Barry Farm (\$3,935,358)	\$735,358	\$415,700

103. 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 to 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.

104. How much rent did DCHA collect in total for FY17 and for FY17 to date, respectively?

Rent amount collected in FY17 - \$21,780,805

105. How much of the rent collected in FY17 and FY18 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.

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

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

All emergencies are abated within 24 hours

All other work requests are completed in less than 23 days on average, which is the HUD standard.

Requests for extermination are not captured through DCHA's work order system. 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

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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

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

DCHA currently employs a maintenance workforce of 312

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

The agency contracts with contracted workers 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?

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 analyze the work order data from the last 24-36 months to identify trends and patterns that can be used to inform management decisions. The supposition 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.

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108. How many work orders did the agency complete in FY17 and FY18 to date? Please break these numbers down by the type of repair, and by property, to the extent possible.

In FY17 the agency completed a total of 35,073 work orders. Of these, 2,470 were emergencies and 32,603 were routine work orders.

For FY18 to date, the agency has completed a total of 14,548 work orders. Of these, 1,132 were emergencies and 13,416 were routine work orders. All emergencies were abated within 24 hours and the routine work orders were completed.

109. What is the status of the work order backlog?
Add this additional information to last year's response.

There are currently no outstanding emergency work orders. DCHA staff continues to address all work orders as they are reported. The timing of completion is determined by the type of repair.

To date, FY18 – the agency averages 150 maintenance work orders per day and we close an average of 114 work orders daily.

FY17 the agency averaged 133 maintenance work orders per day and closed an average of 123 daily.

110. Are there persistent repair or maintenance issues at any sites in particular? Please be as specific as possible.

With the average property age being 50 years or more, combined with factors due to decreased funding, we often encounter plumbing, HVAC, roofing and electrical drawbacks that require modernization. Plumbing concerns contribute to the considerable need for plastering and painting.

111. Does DCHA have any practices or materials by which it informs housing providers (systematically or on an *ad hoc* basis) of their legal obligation to rent to voucher holders who otherwise qualify to rent under the providers' own lawful criteria?

DCHA's Housing Choice Voucher Program ("HCVP" f/k/a Section 8) has implemented a practice to conduct quarterly orientation briefings for HCVP-participating landlords regarding the HCVP. HCVP also hosts the Housing Providers' Association ("HPA") monthly meeting, which meets the third Wednesday of every month. The HPA meetings are open to the public and invite current and/or prospective HCVP landlords

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interested in learning more about property management and how the HCVP functions. In the event that DCHA/HCVP learns of an unlawful discriminatory practice based on the source of income (Housing Choice Voucher), DCHA/HCVP will refer the matter and/or participant to the D.C. Office of Human Rights.

112. 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

113. Does DCHA enforce a “one-strike” policy under which residents are evicted after either their first arrest or their first conviction for certain crimes? If so, please describe how this policy is implemented, and in what circumstances

DCHA does not have a blanket “one-strike” policy regarding evictions for criminal activity. However, DCHA is empowered to exercise its discretion to seek a judgment for possession of one of its residential units based on one instance of criminal activity by a resident. These decisions are made on a case-by-case basis and involve examination of factors such as the seriousness and nature of the criminal offense and the impact on the health and safety of the community and its residents.

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114. For FYs 15, 16, and 17 (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.

For FY 2015 forty seven (47) applicants were denied admission.
(public housing=21, HCVP=33, LRSP=03)

For FY 2016 one hundred and two (102) applicants were denied admission.
(public housing=34, HCV=42, LRSP=24):

For FY 2017 forty three (43) applicants were denied admission.
(public housing=08, HCV=25, LRSP=10)

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 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"

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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.

115. For FYs 15, 16, and 17 (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 114.

116. 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.

DCHA’s HALO (Housing Affordable Living Options) program is an extension of the housing authority’s obligation to assist its voucher families with search assistance upon their request. HALO is not a local or federally mandated program and is optional for any qualifying voucher family to choose to participate. HALO assists families to successfully move to low poverty neighborhoods in the District of Columbia by providing search assistance, mobility counseling, landlord incentives, and ongoing support.

HALO has a two-tiered approach.

Mobility Counseling: HALO families are provided both internal and external mobility counseling in preparation of their move to the low poverty neighborhoods. Families are counseled in areas such as financial planning, credit repair, information on the neighborhoods they are interested to move, HELP (DCHA’s internal training program that teaches families how to take care of and easily maintain their units as well as how to be a good neighbor/renter), and their tenant’s rights in the District of Columbia (including who to contact if they feel they are being discriminated against). HALO families also agree to participate in DCHA initiatives designed to move them toward being self-sufficient. Homeownership is a goal for most HALO families (which is why household income is a key component of HALO participation).

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Landlord Outreach: DCHA conducts owner outreach to landlords in low poverty neighborhoods. DCHA educates those landlords on how the Housing Choice Voucher Program (HCVP) works as well as the benefits of renting to a voucher family. Pre-inspect units in these areas to enable faster family move-ins.

All local and federal voucher families can move into low poverty areas with or without participating in HALO.

117. 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.

Currently there are a total of 90 families in HALO that have successfully moved into low poverty areas. There is an additional 108 in the process of searching for units and/or completing their workshops.

118. How many HCVP participants were denied admission to the HALO program? For each participant and/or family denied admission, 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.

If a household is not in good standing at the time of submitting a request to participate in HALO, HCVP staff will review with them the guidelines so they can take the necessary steps to address the matter.

119. How many applicants were denied admission into the HALO program due to DCHA or landlord complaints or any other reason? Please identify the source of the information on which DCHA relied to deny admission to the HALO program, and include a brief description of the factual basis for the denial.

HALO is an initiative available to existing voucher participants.

120. How many applicants were denied admission into the HALO program as a result of a criminal record other than a conviction? Please identify the date of the alleged arrest and the alleged crime.

HALO is an initiative available to existing voucher participants.

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VIII. DCHA Board of Commissioners

121. Please provide a list of the Board’s current members. For each member, please provide the following:
- a. The member’s name;
 - b. The Ward, 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 #11 - DCHA Board of Commissioners Profiles

122. Please list all relevant experience or specialized knowledge each board member has in housing administration and programming.

See Attachment #11 - DCHA Board of Commissioners Profiles

123. Does the agency’s Board of Commissioners have a complete complement? If not, what is the agency’s plan to fill any vacancy?

The two open Board seats are in the final stages of being filled. As of February 6, 2018, the two nominees, Franselene St. Jean and Joshua Lopez were approved by Council. They are scheduled to be sworn in on February 14, 2018 and begin serving their term.

124. Please provide a list of the Board’s meeting dates, times, and locations, whether a quorum was reached, for FY17 and FY18 to date.

Date	Location	Time	Quorum
October 12, 2016	Potomac Gardens 1225 G St SE	1:00 p.m.	Yes
November 9, 2016	Barry Farm Recreation Center 1230 Sumner Road, S.E.	1:00 p.m.	Yes
December 14, 2016	1133 North Capitol St NE	1:00 p.m.	Yes
February 8, 2017	1133 North Capitol St NE	1:00 p.m.	Yes
March 8, 2017	1133 North Capitol St NE	1:00 p.m.	Yes
April 12, 2017	Capitol Quarter Community Building 1000 5 th St., SE	1:00 p.m.	Yes
May 10, 2017	Riverside Center– 5200 Foote St., NE	1:00 p.m.	Yes

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Date	Location	Time	Quorum
June 14, 2017	1133 North Capitol St NE	1:00 p.m.	Yes
July 12, 2017	Fort Lincoln – 3400 Banneker Dr., NE	1:00 p.m.	Yes
September 13, 2017	1133 North Capitol St NE	1:00 p.m.	Yes
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 5, 2017	Special Meeting – 1133 North Capitol St NE	1:00 p.m.	Yes
December 13, 2017	Annual & Regular Meeting – 1133 North Capitol St NE	1:00 p.m.	Yes
February 14, 2018	1133 North Capitol St NE	1:00p.m.	

125. Did the Board receive funds in FY17? If so, please provide the following:
- a. The amount of the funding;
 - b. The source of the funding;
 - c. A list of all expenditures; and
 - d. A description of how these funds furthered the Board’s mission.

An annual stipend is budgeted for Board members:

- **Chair** **\$6,000/year**
- **Other Members** **\$4,000/year**

126. Please describe the Board’s activities in FY17 and FY18 to date.

In Fy17 and FY18 to date, the Board held 14 monthly public Board meetings and 1 special public meeting from. There are also meetings of the five standing Committees during the same timeframe. Board members also participate or attend DCHA events in the course of the year.

127. Please describe the Board’s goals in FY18 and the plan/timeline for completion?

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

- Goal A: Create opportunities to improve the quality of life for DCHA residents through collaboration and partnerships**

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- 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.

128. What are the Board's biggest strengths?

The Board has a strong commitment to the goals and the mission of the Housing Authority. The diversity of its members allows for the culmination of ideas and expertise on a wide range of matters concerning housing policies, maximizing funding dollars, securing the viability of housing and the needs of residents to achieve these goals.

129. What challenges does the Board face?

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.

130. Is the Board required to post meeting notes or agendas online? Has the Board done so?

Yes, the Board posts meeting agendas and minutes in accordance with applicable law.

131. How does the Board represent and solicit feedback from 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. 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.

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132. What is being done to promote greater diversity in the composition of the Board's membership?

The District of Columbia Housing Authority Board of Commissioners is an 11-member governing body made up of district community and business leaders, including three members representing the diverse constituency of DC public housing and one member representing Housing Choice Voucher Program participants.

The public housing community elects the resident members of the Board of Commissioners. Five commissioners are nominated by the DC Mayor and confirmed by the Council of the District of Columbia. The Metropolitan Central Labor Council and the Consortium of Legal Services Providers each appoint one Commissioner. The DC Deputy Mayor for Planning and Economic Development is an ex-officio member of the Board.

IX. New Communities Initiative

133. 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;
 - b. The source(s) of financing;
 - c. The master development plan;
 - d. A description and justification for any changes made to the master plan or the financing of the project in FY17 and FY18 to date;
 - e. Estimated dates of completion for each phase;
 - f. The amount of District funding spent on each project to date; and
 - g. The total amount of District funding expected to have been spent on each project when it is finished.

See Attachment #12 - New Communities Initiative Update

134. 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?

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.

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

- 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. As indicated to all residents at Barry Farm, all who were residents of Barry Farm as of October 11, 2012 are considered affected residents.

The total amount of eligible residents from 10/11/2012 is 428

Total households have moved since 10/11/2012 - 242

136. Describe any 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 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.

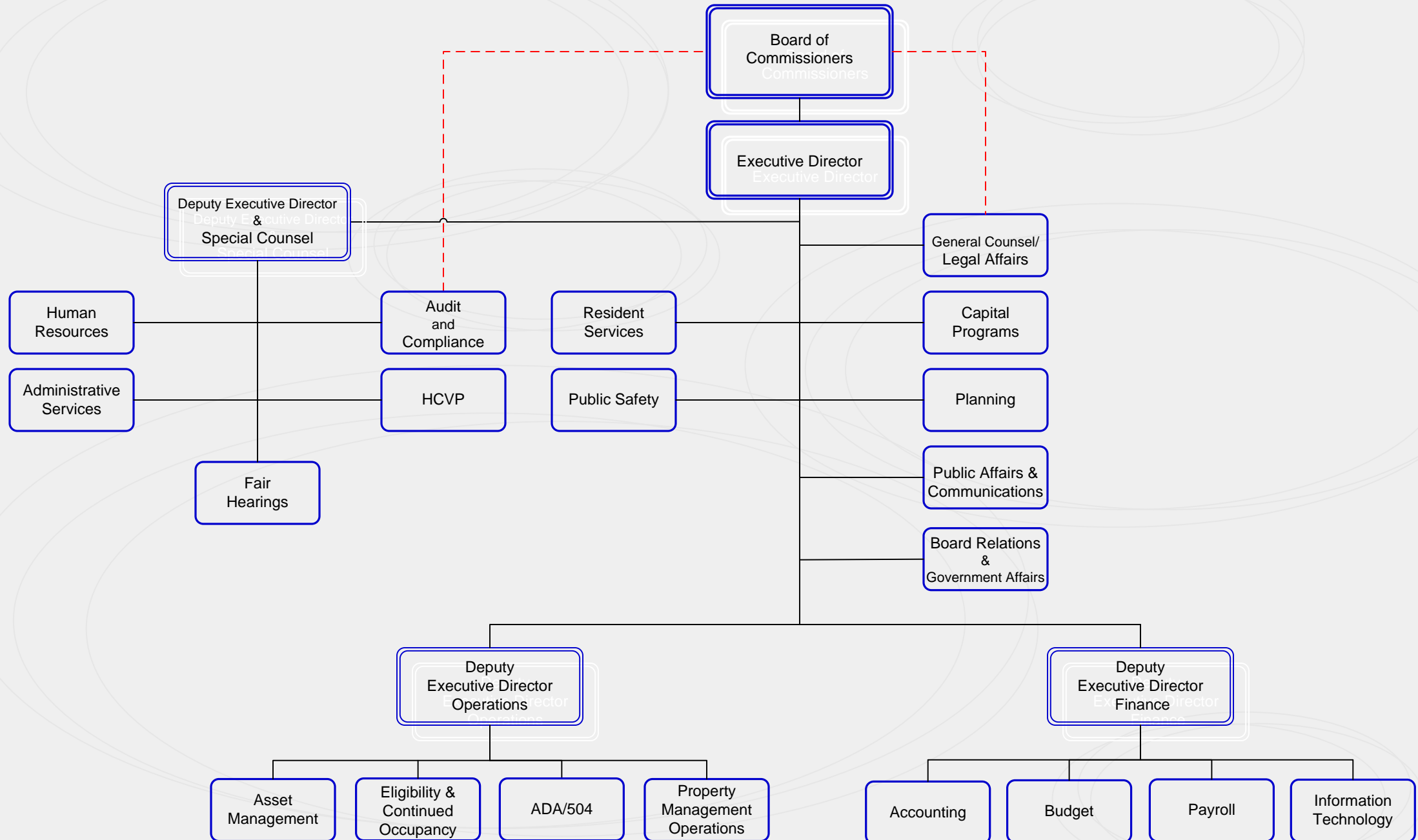
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137. To the knowledge of the Housing Authority, how many (if any) residents who attempted to temporarily relocate via a voucher were left without a home due to either the expiration of the voucher or the beginning of work on the site of their unit?

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



DISTRICT OF COLUMBIA HOUSING AUTHORITY ORGANIZATIONAL CHART



District of Columbia Housing Authority Departments

ADA/504 Program Section 504 of the Rehabilitation Act mandates that federal fund recipients such as the District of Columbia Housing Authority (DCHA), ensure that their programs are accessible to qualified individuals with disabilities. Section 504 also requires DCHA to ensure that individuals with physical and mental disabilities have the opportunity to participate equally in programs and activities.

Administrative Services The Office of Administrative Services assures that supplies, services, and construction are procured efficiently, effectively, and at the most favorable prices available to DCHA; and:

- promotes competition in contracting;
- provides safeguards for maintaining a procurement system of quality and integrity; and
- assures that DCHA purchasing actions are in full compliance with applicable federal standards, HUD regulations, and District of Columbia laws.

Office of Audit and Compliance The Office of Audit and Compliance is an independent appraisal function established to examine and evaluate DCHA's activities as a service to the agency. The OAC serves the DCHA by helping to identify and reduce risks; ensuring policies, procedures, laws and regulations are followed, established standards are met, resources are used efficiently and effectively, and DCHA objectives are achieved.

Eligibility and Continued Occupancy The Eligibility and Continued Occupancy Department is responsible for application intake, waiting list management, eligibility determination for the Public Housing, Housing Choice Voucher Tenant Based (formerly known as the Section 8 program) and Housing Choice Voucher Moderate Rehabilitation Project Based (formerly Section 8 Moderate Rehabilitation program) programs. Each program gives rental assistance to eligible low-income families.

Capital Programs The Office of Capital Program (OCP) provides construction and project management of modernization projects within DCHA conventional public housing including preventive maintenance services. OCP initiates the planning process to redevelop aging properties and participates in the development of affordable and market rate housing. The office leads DCHA's energy and green sustainability efforts.

Fair Hearings The Office of Fair Hearings is responsible for:

- Ensuring that grievances of public housing and subsidized housing tenants and
- Applicants are addressed in a fair, expeditious and uniform manner.
- Conducting and holding conciliatory meetings with tenants and housing managers, conducting settlement conferences, holding hearings as required by and in accordance with applicable laws and regulations.
- Investigating complaints and ensuring compliance with settlement agreements and hearing decisions.

Financial Management The Office of Financial Management is responsible for managing all financial aspects of the Agency, providing budgetary supportive services and administrative financial data to ensure that all other departments of the Agency are able to contribute to the achievement of the mission of the organization.

The department comprises these functions: Finance/ Accounting, Cash and Debt Management, Budget, Payroll, and Accounts Payable.

General Counsel The Office of General Counsel (OGC) is responsible for all legal matters pertaining to the Agency. In that capacity, the OGC represents the agency in real estate, litigation and personnel matters, and advises the Executive Director and the Board of Commissioners on matters related to legal sufficiency and authority of the agency. OGC appears before city, state and federal courts, hearing officers and other adjudicative bodies on behalf of the Agency. OGC staff consists of attorneys, legal assistants, legal interns and support staff.

Housing Choice Voucher Program The Housing Choice Voucher Program provides rental assistance to eligible families through three federally funded programs—Tenant-based, Project-based and Moderate Rehabilitation. Participants pay a portion of the rent based on a percentage of the family's adjusted income (on average about 30 percent), and DCHA pays the rest of the rent directly to the landlord. Participants in the tenant-based program are issued vouchers that allow families to find their own units owned by private landlords anywhere in the United States where there is an operating public housing authority. However, the housing subsidy for the project-based and Moderate Rehabilitation programs is attached to specific privately managed units located in the District of Columbia.

In addition, DCHA administers a locally funded voucher program on behalf of the District of Columbia government—the Local Rent Supplement Program (LRSP). The intent of LRSP is to preserve and increase the stock of permanent affordable housing units in the District for extremely low income households, i.e. households <30% of Area Median Income. Similar to HCVP, participants contribute 30% of their adjusted annual income towards the cost of rent. LRSP has three types of housing assistance: Tenant Based, Project Based and Sponsor Based. All housing assistance under LRSP must be located in the District of Columbia.

Human Resources Department The Human Resources Department is charged with the overall mission to establish and maintain a uniform system for managing the cluster of personnel functions that will facilitate the comprehensive and efficient implementation of standards and terms and conditions of employment, consistent with all applicable laws. The main objectives are the recruitment and retention of qualified staff, improving staff competency; developing a customer-focus environment and enhancing the quality of work life for employees.

Information Technology Department The Information Technology Department supports the District of Columbia Housing Authority's mission by implementing leading edge technology, providing training on skillful use of resources, ensuring a reliable and stable IT environment, and enhancing the productivity of DHCA's Information Technology users.

Operations Support DCHA provides quality subsidized housing by focusing on the needs of our residents, the strengths of our employees and the maintenance of our properties including mechanical operations and preventive maintenance services. Our mission is to provide stable, quality, affordable housing to low and moderate income persons; to deliver these services with integrity and mutual accountability and to create learning environments that serve as catalysts for the transformation from dependency to economic self sufficiency.

Public Affairs The function of the Office of Public Affairs and Communications is to provide information to the public and news media about the District of Columbia Housing Authority (DCHA) and its residents, employees, properties, resources, programs and the Board of Commissioners. The information is provided through published documents such as agency newsletters, brochures, handbooks, videos, gallery displays and the DCHA website.

Public Safety The District of Columbia Housing Authority Police Department (DCHAPD), also referred to as the DCHA Office of Public Safety, is a fully operational, 24-hour police force which covers fixed security stations and conducts police patrols throughout the city's public housing developments. The DCHAPD is staffed by:

- Sworn police officers who have concurrent jurisdiction with MPD throughout the District of Columbia
- Special police officers commissioned by the Mayor of the District of Columbia to have full arrest powers on DCHA properties
- Security officers who screen visitors at DCHA developments
- Civilian administrative support personnel

Resident Services The Office of Resident Services (ORS) is the primary link between the resident leadership and the agency. ORS promotes self-sufficiency among public housing residents. ORS performs grants administration for grants that serve public housing residents, builds capacity for Resident Councils and coordinates special projects. ORS partners with residents and other organizations to develop meaningful initiatives to enrich the lives of youth, adults and seniors.

Attachment 2 - Position Listing

Department	Job Title	SALARY	GradeStep	FY17 Overtime	YTD FY18 Overtime	FY17 Workers Compensation Payment	Cell Phone / Device
ECOD	Eligibility Recertification Specialist	\$ 60,223	A01-Union DS9	-	-	-	
ECOD	Supervisory Client Eligibility & Placeme	\$ 84,315	A01-Non-Union DS12	1,817.13	177.96	-	
	ECOD Total	\$ 144,538	2				
HCVP	Contract Compliance Manager	\$ 129,299	A01-Non-Union DS14	-	-	-	Yes
HCVP	Housing Inspections Supervisor	\$ 81,860	A01-Union DS12	57.59	-	-	Yes
HCVP	Housing Program Coordinator	\$ 81,860	A01-Union DS12	154.56	-	-	
HCVP	Housing Program Coordinator	\$ 81,860	A01-Union DS12	644.26	115.19	-	
HCVP	Housing Program Coordinator	\$ 81,860	A01-Union DS12	-	-	-	
HCVP	Housing Program Specialist II	\$ 70,403	A01-Union DS11	210.51	-	-	
HCVP	Housing Program Specialist II	\$ 74,692	A01-Union DS11	153.05	-	-	
HCVP	Supervisor Housing Inspector	\$ 86,846	A01-Non-Union DS12	-	-	-	Yes
	HCVP Total	\$ 688,678	8				
Public Safety	Chief of Police	\$ 153,092	A01-Non-Union PS16	-	-	-	Yes
Public Safety	Deputy Chief of Police	\$ 137,159	A01-Non-Union PS14	-	-	-	Yes
Public Safety	Police Officer	\$ 60,908	A05-Union PS9	3,336.10	2,390.09	3,199.70	
Public Safety	Police Officer	\$ 77,734	A05-Union PS9	9,410.98	10,228.16	-	
Public Safety	Police Officer	\$ 77,734	A05-Union PS9	3,749.01	943.42	-	
Public Safety	Police Officer	\$ 70,508	A05-Union PS9	2,685.83	49.61	-	
Public Safety	Police Officer	\$ 60,907	A05-Union PS9	4,347.82	4,469.48	-	
Public Safety	Police Officer	\$ 77,734	A05-Union PS9	11,171.19	8,673.87	-	
Public Safety	Police Officer	\$ 60,908	A05-Union PS9	1,157.52	2,057.98	4,353.40	
Public Safety	Police Officer	\$ 60,908	A05-Union PS9	1,177.66	244.88	-	
Public Safety	Police Officer	\$ 55,245	A05-Union PS9	552.05	19.43	8,214.66	
Public Safety	Police Officer	\$ 55,245	A05-Union PS9	4,289.85	3,202.85	-	
Public Safety	Police Officer	\$ 55,245	A05-Union PS9	4,187.86	1,282.69	-	
Public Safety	Police Officer	\$ 55,245	A05-Union PS9	1,913.15	3,302.84	-	
Public Safety	Police Officer	\$ 52,616	A05-Union PS9	764.44	851.45	-	
Public Safety	Police Officer	\$ 52,616	A05-Union PS9	499.75	1,260.04	-	
Public Safety	Police Officer	\$ 52,616	A05-Union PS9	55.53	444.23	-	
Public Safety	Police Officer	\$ 52,616	A05-Union PS9	92.55	721.88	-	
Public Safety	Police Officer	\$ 52,616	A05-Union PS9	-	-	-	
Public Safety	Police Officer	\$ 52,616	A05-Union PS9	-	-	-	
Public Safety	Police Officer	\$ 52,616	A05-Union PS9	-	-	-	
Public Safety	Senior Outreach Worker	\$ 44,192	A01-Union DS7	-	-	-	
Public Safety	Senior Outreach Worker	\$ 41,655	A01-Union DS7	7.33	-	-	

Attachment 2 - Position Listing

Department	Job Title	SALARY	GradeStep	FY17 Overtime	YTD FY18 Overtime	FY17 Workers Compensation Payment	Cell Phone / Device
Public Safety	Senior Police Officer	\$ 75,353	A05-Union PS10-SR	887.50	1,920.50	5,882.35	
Public Safety	Senior Police Officer	\$ 65,094	A05-Union PS10-SR	4,283.48	1,809.00	-	
Public Safety	Senior Police Officer	\$ 65,094	A05-Union PS10-SR	9,255.30	5,637.69	-	
Public Safety	Senior Police Officer	\$ 65,094	A05-Union PS10-SR	967.58	558.73	-	
Public Safety	Senior Police Officer	\$ 65,094	A05-Union PS10-SR	1,663.37	732.78	-	
Public Safety	Senior Police Officer	\$ 61,993	A05-Union PS10-SR	861.40	3,314.78	-	
Public Safety	Senior Police Officer	\$ 61,993	A05-Union PS10-SR	-	-	-	
Public Safety	Special Police Officer	\$ 49,014	A05-Union PS7	2,829.48	1,206.96	-	
Public Safety	Special Police Officer	\$ 52,938	A05-Union PS7	2,458.60	878.43	-	
Public Safety	Special Police Officer	\$ 52,938	A05-Union PS7	14,662.73	4,703.95	-	
Public Safety	Special Police Officer	\$ 47,707	A05-Union PS7	3,892.84	3,156.55	-	
Public Safety	Special Police Officer	\$ 52,938	A05-Union PS7	2,114.17	8,963.43	-	
Public Safety	Special Police Officer	\$ 46,400	A05-Union PS7	3,050.82	1,663.37	-	
Public Safety	Special Police Officer	\$ 52,938	A05-Union PS7	4,794.95	1,827.72	-	
Public Safety	Special Police Officer	\$ 47,707	A05-Union PS7	5,862.23	2,663.80	-	
Public Safety	Special Police Officer	\$ 43,781	A05-Union PS7	18,087.68	1,447.72	-	
Public Safety	Special Police Officer	\$ 46,400	A05-Union PS7	10,622.21	2,691.54	-	
Public Safety	Special Police Officer	\$ 46,400	A05-Union PS7	6,174.68	10,365.62	-	
Public Safety	Special Police Officer	\$ 52,938	A05-Union PS7	5,253.21	6,565.32	-	
Public Safety	Special Police Officer	\$ 52,938	A05-Union PS7	11,234.55	5,590.92	-	
Public Safety	Special Police Officer	\$ 52,938	A05-Union PS7	2,223.01	1,396.67	-	
Public Safety	Special Police Officer	\$ 41,166	A05-Union PS7	3,356.07	712.43	-	
Public Safety	Special Police Officer	\$ 52,938	A05-Union PS7	2,130.96	914.31	-	
Public Safety	Special Police Officer	\$ 43,781	A05-Union PS7	1,845.71	274.93	-	
Public Safety	Special Police Officer	\$ 43,781	A05-Union PS7	1,848.77	3,127.76	-	
Public Safety	Special Police Officer	\$ 43,781	A05-Union PS7	10,906.45	8,406.27	-	
Public Safety	Special Police Officer	\$ 42,473	A05-Union PS7	2,429.87	1,093.29	-	
Public Safety	Special Police Officer	\$ 42,473	A05-Union PS7	4,980.33	3,436.82	-	
Public Safety	Special Police Officer	\$ 41,166	A05-Union PS7	1,276.77	874.61	-	
Public Safety	Special Police Officer	\$ 41,166	A05-Union PS7	5,054.14	14,415.91	-	
Public Safety	Special Police Officer	\$ 41,166	A05-Union PS7	-	813.45	-	
Public Safety	Special Police Officer	\$ 41,166	A05-Union PS7	-	833.73	-	
Public Safety	Special Police Officer	\$ 41,166	A05-Union PS7	-	-	-	
Public Safety	Special Police Officer	\$ 41,166	A05-Union PS7	-	-	-	
Public Safety	Special Police Officer	\$ 41,166	A05-Union PS7	-	-	-	

Department	Job Title	SALARY	GradeStep	FY17 Overtime	YTD FY18 Overtime	FY17 Workers Compensation Payment	Cell Phone / Device
Public Safety	Special Police Officer	\$ 41,166	A05-Union PS7	-	-	-	
Public Safety	Spvr Housing Police Officer Lieutenant	\$ 92,923	A01-Non-Union PS12	3,530.39	-	-	
Public Safety	Spvr Housing Police Officer Lieutenant	\$ 92,924	A01-Non-Union PS12	1,637.88	-	-	
Public Safety	Spvr Housing Police Officer Lieutenant	\$ 88,076	A01-Non-Union PS12	-	-	-	
Public Safety	Spvr Housing Police Officer Lieutenant	\$ 88,076	A01-Non-Union PS12	-	-	-	
Public Safety	Spvr Housing Police Officer Sergeant	\$ 91,568	A01-Non-Union PS11	4,038.50	-	-	
Public Safety	Spvr Housing Police Officer Sergeant	\$ 87,208	A01-Non-Union PS11	2,572.77	993.97	-	
Public Safety	Spvr Housing Police Officer Sergeant	\$ 91,568	A01-Non-Union PS11	1,606.80	-	-	
Public Safety	Spvr Housing Police Officer Sergeant	\$ 71,745	A01-Non-Union PS11	637.80	50.48	-	
Public Safety	Spvr Housing Police Officer Sergeant	\$ 83,055	A01-Non-Union PS11	6,134.20	467.48	-	
Public Safety	Spvr Housing Police Officer Sergeant	\$ 83,486	A01-Non-Union PS11	1,376.59	-	-	
Public Safety	Spvr Housing Police Officer Sergeant	\$ 79,101	A01-Non-Union PS11	-	1,200.01	-	
Public Safety	Spvr Housing Police Officer Sergeant	\$ 79,101	A01-Non-Union PS11	-	-	-	
Public Safety	Spvr Housing Police Officer Sergeant	\$ 79,101	A01-Non-Union PS11	-	-	-	
	PUBLIC SAFETY TOTAL	\$ 4,418,075	72	218,979.51	145,146.98	21,650.11	
	Totals	\$ 5,251,292					

DCHA
Vehicle Inventory

Number	Tag #	Description of Vehicle	Own/Lease
1	GT 9067	1996 Ford Pickup	Own
2	GT 9078	1997 Chevy Blazer	Own
3	DC 9854	1997 Chevy Blazer	Own
4	GT 9201	1997 Chevy Pickup	Own
5	GT 9249	1997 Chevy Van	Own
6	GT 9296	1997 Chevy Van	Own
7	GT 9337	1997 Chevy Van	Own
8	DC 3209	1997 Chevy Van	Own
9	DC 3210	1997 Ford Bucket Truck	Own
10	DC 9566	1998 Chevy Astro Van	Own
11	DC 4825	1998 Chevy Blazer	Own
12	DC 3174	1998 Ford Taurus	Own
13	DC 3176	1998 Ford Taurus	Own
14	DC 3216	1998 Ford Van-15 Passenger	Own
15	DC 10572	1998 Ford Van-15 Passenger	Own
16	DC 8666	1999 Ford Ranger Pickup	Own
17	DC 10565	1998 Ford Station Wagon	Own
18	GT 2353	1999 Chevy Blazer	Own
19	DC 3160	1999 Chevy Astro	Own
20	DC 3161	1999 Chevy Astro	Own
21	DC 3158	1999 Ford Ranger	Own
22	DC 3159	1999 Ford Ranger	Own
23	DC 3177	1999 Ford Ranger	Own
24	DC 3180	1999 Ford Taurus	Own
25	DC 9855	1999 Ford Taurus	Own
26	DC 3184	1999 Ford Taurus	Own
27	GT 9935	1998 Ford Van	Own
28	GT 9232	1997 Ford Vaccon	Own
29	DC 0762	2001 Ford Stake Body	Own
30	DC 7730	2002 Chevy Trailblazer	Own
31	DC 1409	2002 Ford Focus	Own
32	DC 1410	2002 Ford Focus	Own
33	DC 2370	2002 Ford Focus	Own
34	DC 3926	2003 Chevy Trailblazer	Own
35	DC 9683	2005 Ford Crown Vic	Own
36	DC3829	2005 Ford Crown Vic	Own
37	DC 3860	2005 Ford Crown Vic	Own
38	DC 3862	2005 Ford Crown Vic	Own
39	DC 3872	2005 Ford Crown Vic	Own
40	DC 3873	2005 Ford Crown Vic	Own
41	DC 3903	2005 Ford Crown Vic	Own
42	DC 3904	2005 Ford Crown Vic	Own

DCHA
Vehicle Inventory

Number	Tag #	Description of Vehicle	Own/Lease
43	DC 11280	2005 Chevy Tahoe	Own
44	DC 10566	2006 Ford Escape	Own
45	DC 4629	2006 Chevy Cobalt	Own
46	DC 4630	2006 Chevy Cobalt	Own
47	DC 4631	2006 Chevy Cobalt	Own
48	DC 4752	2006 Chevy Cobalt	Own
49	DC 4753	2006 Chevy Cobalt	Own
50	DC 4754	2006 Chevy Cobalt	Own
51	DC 4624	2006 Chevy Trailblazer	Own
52	DC 4625	2006 Chevy Trailblazer	Own
53	DC 4626	2006 Chevy Trailblazer	Own
54	DC 4703	2006 Ford Escape	Own
55	DC 4704	2006 Ford Escape	Own
56	DC 4705	2006 Ford Escape	Own
57	DC10570	2006 Ford Escape	Own
58	DC 4707	2006 Ford Escape	Own
59	DC 4710	2006 Ford Escape	Own
60	DC 4805	2006 Ford Escape	Own
61	DC 4807	2006 Ford Escape	Own
62	DC 4808	2006 Ford Escape	Own
63	DC 4816	2006 Ford Escape	Own
64	DC 7545	2006 Ford Escape	Own
65	DC 4708	2006 Ford Freestar	Own
66	DC 4709	2006 Ford Freestar	Own
67	DC 5411	2006 Ford Freestar	Own
68	DC 7143	2007 GMC Bulk Truck	Own
69	DC 7144	2007 GMC Bulk Truck	Own
70	DC 10941	2007 GMC Bulk Truck	Own
71	DC 7146	2007 GMC Bulk Truck	Own
72	DC 4920	2008 Chevy Cobalt	Own
73	DC 7147	2008 Chevy Cobalt	Own
74	DC 6520	2008 Ford Pickup	Own
75	DC 6521	2008 Ford Pickup	Own
76	DC 6678	2008 Ford Stake Body	Own
77	DC 11240	2009 Chevy Malibu	Own
78	DC 7524	2009 GMC Bulk Truck	Own
79	DC 7525	2009 GMC Bulk Truck	Own
80	DC 7627	2010 Chevy Impala	Own
81	DC 7628	2010 Chevy Impala	Own
82	DC 7630	2010 Chevy Impala	Own
83	DC 7631	2010 Chevy Impala	Own
84	DC 7632	2010 Chevy Impala	Own

DCHA
Vehicle Inventory

Number	Tag #	Description of Vehicle	Own/Lease
85	DC 7629	2010 Chevy Silverado	Own
86	DC 7424	2010 Cargo Van	Own
87	DC 7428	2010 Cargo Van	Own
88	DC 7426	2010 Cargo Van	Own
89	DC 7427	2010 Cargo Van	Own
90	DC 7428	2010 Cargo Van	Own
91	DC 7429	2010 Cargo Van	Own
92	DC 7430	2010 Cargo Van	Own
93	DC 7431	2010 Cargo Van	Own
94	DC 7432	2010 Cargo Van	Own
95	DC7390	2010 Ford Escape Hybrid	Own
96	DC 7391	2010 Ford Escape Hybrid	Own
97	DC 11246	2010 Ford Explorer	Own
98	DC 11238	2010 Ford Explorer	Own
99	DC 7405	2010 Ford Pickup	Own
100	DC 7406	2010 Ford Pickup	Own
101	DC 7403	2010 Ford Pickup Crew	Own
102	DC 7404	2010 Ford Pickup Crew	Own
103	DC 7756	2010 Ford Stake Body	Own
104	DC 7757	2010 Ford Stake Body	Own
105	DC 7773	2010 Ford Stake Body	Own
106	DC 7774	2010 Ford Stake Body	Own
107	DC 7775	2010 Ford Stake Body	Own
108	DC 7776	2010 Ford Stake Body	Own
109	DC 7777	2010 Ford Stake Body	Own
110	DC 7778	2010 Ford Stake Body	Own
111	DC 7779	2010 Ford Stake Body	Own
112	DC 7780	2010 Ford Stake Body	Own
113	DC 7781	2010 Ford Stake Body	Own
114	DC 7782	2010 Ford Stake Body	Own
115	DC 7783	2010 Ford Stake Body	Own
116	DC 7784	2010 Ford Stake Body	Own
117	DC 7785	2010 Ford Stake Body	Own
118	DC 7786	2010 Ford Stake Body	Own
119	DC 7787	2010 Ford Stake Body	Own
120	DC 7788	2010 Ford Stake Body	Own
121	DC 7789	2010 Ford Stake Body	Own
122	DC 7790	2010 Ford Stake Body	Own
123	DC 7880	2010 Ford Step Van	Own
124	DC 7886	2010 Ford Step Van	Own
125	DC 7887	2010 Ford Step Van	Own
126	DC 7888	2010 Ford Step Van	Own

DCHA
Vehicle Inventory

Number	Tag #	Description of Vehicle	Own/Lease
127	DC 7517	2010 Ford Utility	Own
128	DC 7518	2010 Ford Utility	Own
129	DC 7519	2010 Ford Utility	Own
130	DC 7520	2010 Ford Utility	Own
131	DC 7521	2010 Ford Utility	Own
132	DC 7522	2010 Ford Utility	Own
133	DC 7523	2010 Ford Utility	Own
134	DC 7546	2010 Ford Utility	Own
135	DC 7938	2009 Ford Bucket Truck	Own
136	DC 7939	2009 Ford Bucket Truck	Own
137	DC 11243	2010 Chevy Colorado	Own
138	DC 11286	2011 Chevy Colorado	Own
139	DC 11242	2011 Chevy Colorado	Own
140	DC 11244	2011 Ford Focus	Own
141	DC 11245	2011 Ford Focus	Own
142	DC 11239	2011 Jeep Liberty	Own
143	DC 11241	2011 Jeep Liberty	Own
144	DC 8361	2009 Ford Bucket Truck	Own
145	DC 10571	2012 Chevy Mailibu	Own
146	DC 8702	2012 Ford Crewcab	Own
147	DC 8701	2012 Ford Crewcab	Own
148	DC 10041	2015 Ford Interceptor	Own
149	DC 10042	2015 Ford Interceptor	Own
150	DC 10043	2015 Ford Interceptor	Own
151	DC 10044	2016 Ford Interceptor	Own
152	DC 10045	2016 Ford Interceptor	Own
153	DC 10046	2016 Ford Interceptor	Own
154	DC 10047	2016 Ford Interceptor	Own
155	DC 10048	2016 Ford Interceptor	Own
156	DC 10049	2016 Ford Interceptor	Own
157	DC 10050	2016 Ford Interceptor	Own
158	DC 11089	2015 Chevy Silverado	Own
159	DC 11090	2015 Chevy Silverado	Own
160	DC 11026	2015 Ford Dump Truck	Own
161	DC 10015	2016 Ford Fusion	Own
162	DC 10016	2016 Ford Fusion	Own
163	DC 10017	2016 Ford Fusion	Own
164	DC 10018	2016 Ford Fusion	Own
165	DC 10019	2016 Ford Fusion	Own
166	DC 10020	2016 Ford Fusion	Own
167	DC 10021	2016 Ford Fusion	Own
168	DC 10022	2016 Ford Fusion	Own

DCHA
Vehicle Inventory

Number	Tag #	Description of Vehicle	Own/Lease
169	DC 10023	2016 Ford Fusion	Own
170	DC 10024	2016 Ford Fusion	Own
171	DC 10025	2016 Ford Fusion	Own
172	DC 10026	2016 Ford Fusion	Own
173	DC 10027	2016 Ford Fusion	Own
174	DC 10028	2016 Ford Fusion	Own
175	DC 10029	2016 Ford Fusion	Own
176	DC 10030	2016 Ford Fusion	Own
177	DC 10031	2016 Ford Fusion	Own
178	DC 11270	2016 Ford Pickup	Own
179	DC 10907	2016 Chevy Pickup Truck	Own
180	DC 10905	2016 Chevy Utility Truck	Own
181	DC 10906	2016 Chevy Utility Truck	Own
182	DC 10908	2017 Ford Escape	Own
183	DC 10909	2017 Ford Escape	Own
184	DC 11827	2017 Ford Focus	Own
185	DC 11828	2017 Ford Focus	Own
186	DC 11829	2017 Ford Focus	Own
187	DC 11830	2017 Ford Focus	Own
188	DC 11831	2017 Ford Focus	Own
189	DC 11832	2017 Ford Focus	Own
190	DC 12812	2017 Ford Focus	Own
191	DC 12813	2017 Ford Focus	Own
192	DC 12814	2017 Ford Focus	Own
193	DC12815	2017 Ford Transit	Own
194	DC 7532	2007 Ford Explorer	Own
195	DC10743	2006 Chevy Trailblazer	Own
196	DC10896	2016 Ford Pickup	Own
197	DC11025	2005 4DR Ford Explorer	Own
198	DC11026	2015 Ford Dump Truck	Own
199	GT8719	1996 Ford Bulk Truck	Own
200	DC12951	2017 Ford Explorer	Own
201	DC12952	2017 Ford Explorer	Own
202	DC 7844	2003 Ford Explorer	Own
203	DC 7425	2010 Cargo Van	Own
204	DC 3162	1999 Chevy Step Van	Own
205	DC 1998	2000 Ford Explorer	Own
206	DC11833	2017 Ford Pickup	Own
207	DC11834	2017 Ford Pickup	Own
208	DC11835	2017 Ford Escape	Own
209	DC11836	2017 Ford Escape	Own
210	DC11837	2017 Ford Escape	Own

DCHA
Vehicle Inventory

Number	Tag #	Description of Vehicle	Own/Lease
211	DC11839	2017 Ford Focus	Own

District of Columbia Housing Authority

Strategic Goals

Mission

The District of Columbia Housing Authority provides quality affordable housing to extremely low- through moderate-income households, fosters sustainable communities, and cultivates opportunities for residents to improve their lives.

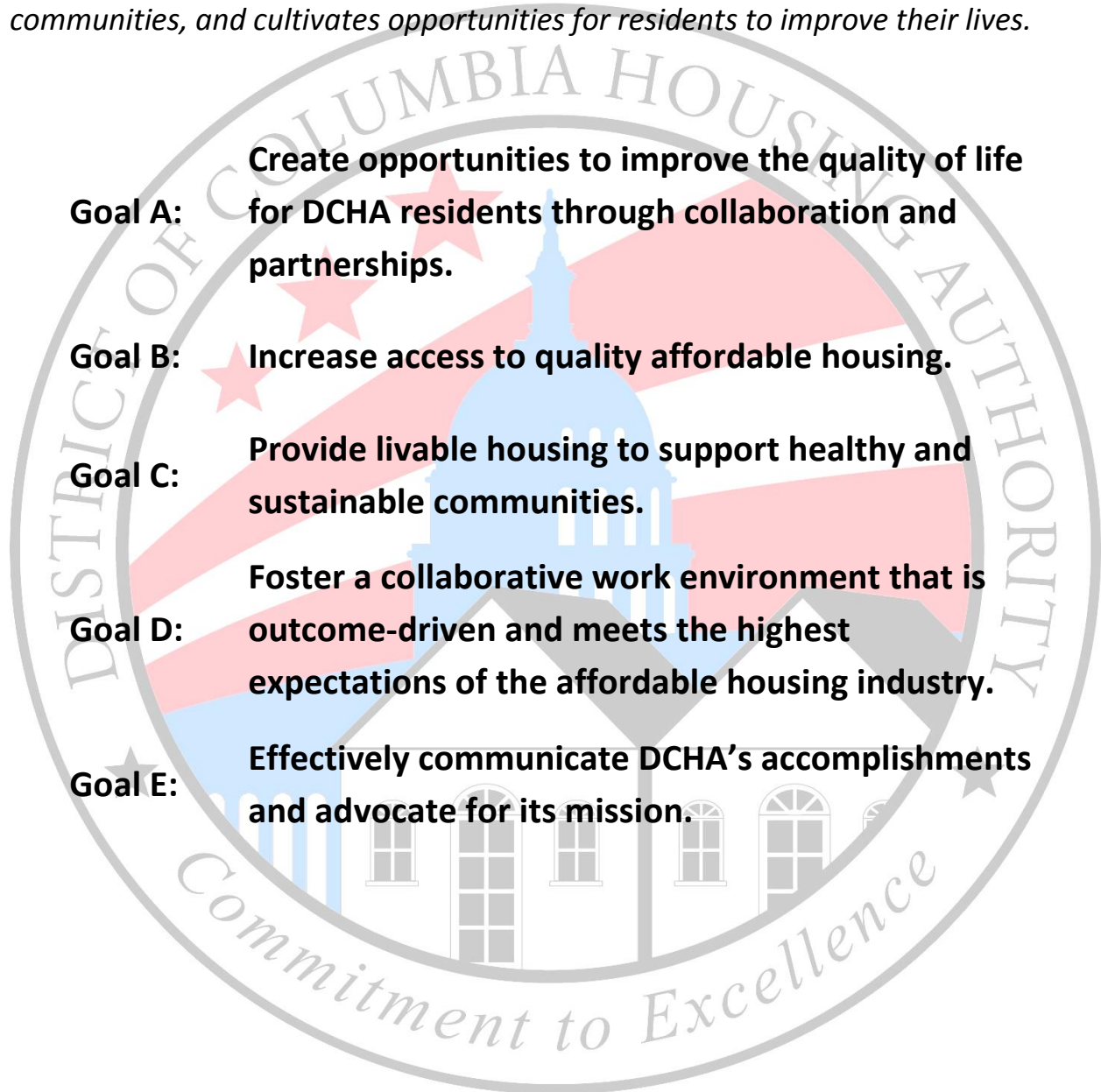
Goal A: Create opportunities to improve the quality of life for DCHA residents through collaboration and partnerships.

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.



Active MOU's

Agency	Description
DMPED	<ul style="list-style-type: none"> • Barry Farm Predevelopment Grant • Barry Farm Relocation • NCI Capital Improvements Grant
DOES	<ul style="list-style-type: none"> • Jobs Plus Pilot Program
DHCD	<ul style="list-style-type: none"> • Maintenance of PADD Properties (formerly Home Again) • Demolition of PADD Properties • Housing Coordinating Committee – Homeownership Assistance Program • Small Repairs to DCHA Public Housing Sites
CFSA	<ul style="list-style-type: none"> • Family Unification Program (ongoing) • Administration of Rapid Rehousing Program
DBH	<ul style="list-style-type: none"> • Administration of Housing Bridge Subsidy (Home First) (ongoing)
OCTO-DC-NET	<ul style="list-style-type: none"> • Internet services (executed 2012)
DCHFA	<ul style="list-style-type: none"> • Housing Coordinating Committee – Homeownership Assistance Program
MPD	<ul style="list-style-type: none"> • Criminal justice information database access for Office of Public Safety • Records Management System • Fire Clinic • Fitness for Duty/Physical Examinations • WALES Data Exchange • Project Safe Neighborhoods
DCRA	<ul style="list-style-type: none"> • Data sharing
DDOT	<ul style="list-style-type: none"> • Public Space Permits
DHS/FSA	<ul style="list-style-type: none"> • Administration of Permanent Supportive Housing Program • Administration of Family Rehousing and Stabilization Program • Co-location Agreement to facilitate inter agency coordination
Greater Washington Urban League	<ul style="list-style-type: none"> • HCV/Homeownership Assistance Program
Office on Returning Citizens Affairs	<ul style="list-style-type: none"> • LRSP Special Purpose Vouchers
Office of LGBTQ Affairs	<ul style="list-style-type: none"> • LRSP Special Purpose Vouchers
Mayor's Office on Aging	<ul style="list-style-type: none"> • LRSP Special Purpose Vouchers
Office of Unified Communications	<ul style="list-style-type: none"> • Citywide Radio System, Computer Aided Dispatch, and Mobile Data Computing Services
Department of Public Works	<ul style="list-style-type: none"> • Bulk Salt for Winter Season

Board Resolutions FY2017 and FY2018 to date

Fiscal Year	Title Of Resolution
2017	To Authorize The Execution Of General Legal Services Contracts
2017	To Adopt Final Regulations To Allow Triennial Recertification For Elderly And Disabled Families On A Fixed Income
2017	To Authorize The Allocation Of Local Rent Supplement Program Operating Subsidy For The Langdon Apartments Project
2017	To Adopt The Fiscal Year 2017 Payment Standard For All Programs Funded By The Housing Choice Voucher Program
2017	To Authorize The Allocation Of Local Rent Supplement Program Operating Subsidy For The South Capitol Affordable Housing Project
2017	To Adopt Final Regulations To Permit Residents Living In Elderly And/Or Disabled-Only Low-Income Public Housing To Own Common Household Pets
2017	To Approve The Use Of Local Subsidies To Support The Creation Of Affordable Housing In The District Of Columbia For FY 2016
2017	To Authorize A Memorandum Of Understanding With The District Of Columbia Department Of Housing And Community Development For Demolition And Construction Services
2017	To Adopt The VAWA Emergency Transfer Plan For Victims Of Domestic Violence, Dating Violence, Sexual Assault
2017	To Authorize The Submission Of An Application To HUD For The Phased Demolition And Disposition Of Public Housing Units At Kenilworth Courts
2017	To Approve The Submission Of The FY 2018 Moving To Work Plan To HUD
2017	To Approve The Submission Of An Amendment To The FY2017 Moving To Work Plan To HUD
2017	To Authorize The Execution Of A Contract For External Audit Services
2017	To Approve The Appointment Of The Executive Director Of The District Of Columbia Housing Authority
2017	To Approve The District Of Columbia Housing Authority Operating Budget For Fiscal Year 2018
2017	To Approve The Renewal Of Insurance Policies With The Housing Authority Insurance Group
2017	To Authorize The Execution Of A Contract Modification For Preventive Maintenance And Repair Services For HVAC/Water Treatment
2017	To Authorize The Execution Of A Contract Modification For Preventive Maintenance And Repair Services For Fire Alarm And Security Systems
2017	To Authorize The Execution Of A Contract Modification For Elevator Preventive Maintenance And Repair Services
2017	To Authorize Submission Of Sole Source Grant Application To District Of

Fiscal Year	Title Of Resolution
	Columbia Department Of Energy And Environment - Solar For All Program
2017	To Authorize A Memorandum Of Understanding With The District Of Columbia Department Of Housing And Community Development For Vacant And Abandoned Property Maintenance Services
2018	To Authorize Allocation Of Project Based Housing Choice Voucher Operating Subsidy To Support The Parkway Overlook Project
2018	To Authorize Allocation Of Solar For All Funding To Support The Parkway Overlook Project
2018	To Authorize The Execution Of A Contract For Fire Alarm And Security Systems Preventive Maintenance And Repairs Services
2018	To Authorize The Execution Of A Contract For Elevator Preventive Maintenance And Repairs Services
2018	TO AUTHORIZE THE EXECUTION OF A CONTRACT FOR HEATING VENTILATION And AIR CONDITIONING (HVAC) PREVENTIVE MAINTENANCE And REPAIR SERVICES And WATER TREATMENT SERVICES
2018	To Authorize The Execution Of A Contract For Uniforms And Personal Protection Services
2018	To Authorize The Publication Of Final Regulations For Implementing The Rental Assistance Demonstration Program
2018	To Authorize Amendment To Memorandum Of Understanding With The District Of Columbia Department Of Housing And Community Development (Property Rehab/Demolition)
2018	To Authorize Energy Capital Improvement Program (Ecip) Phase 2 Financing
2018	To Authorize The Submission Of An Application To HUD For The Phased Demolition And/Or Disposition Of Public Housing Units At Park Morton

Audit and Investigations

OFFICE OF AUDIT AND COMPLIANCE

For the Time-Period January 1, 2017 thru January 31, 2017

The District of Columbia Housing Authority operates under an Annual Audit Plan developed by the Office of Audit and Compliance (OAC); and approved by the Executive Director and the Board of Commissioners. The plan emphasizes audit projects that will increase productivity, enhance cost effectiveness, and be responsive to the Agency's operations and services. OAC applies a risk based approach to the agency's operations to ensure consideration and monitoring for fraud, waste and abuse.

OAC is also charged with examining allegations of fraud and corruption; including, but not necessarily limited to, criminal offenses and serious breaches of integrity by employees, or person(s) or entities conducting business with the Agency. Below are the total audits and investigations completed during calendar year 2017 to January 31, 2017.

Month	Total	Proposed Actions for Program Termination	General Investigation	Employee or Internal Program Investigation
Calendar Year 2017				
January 2017	4		4	
February 2017	6		6	
March 2017	3	1	4	
April 2017	4		4	
May 2017	4		3	1
June 2017	5		5	
July 2017	1		1	
August 2017	5	1	4	2
September 2017	3		2	1
October 2017	3		3	
November 2017	10		9	1
December 2017	0			
Grand Total	48	2	45	5

Audits and Evaluations Conducted by Third Parties FY 17

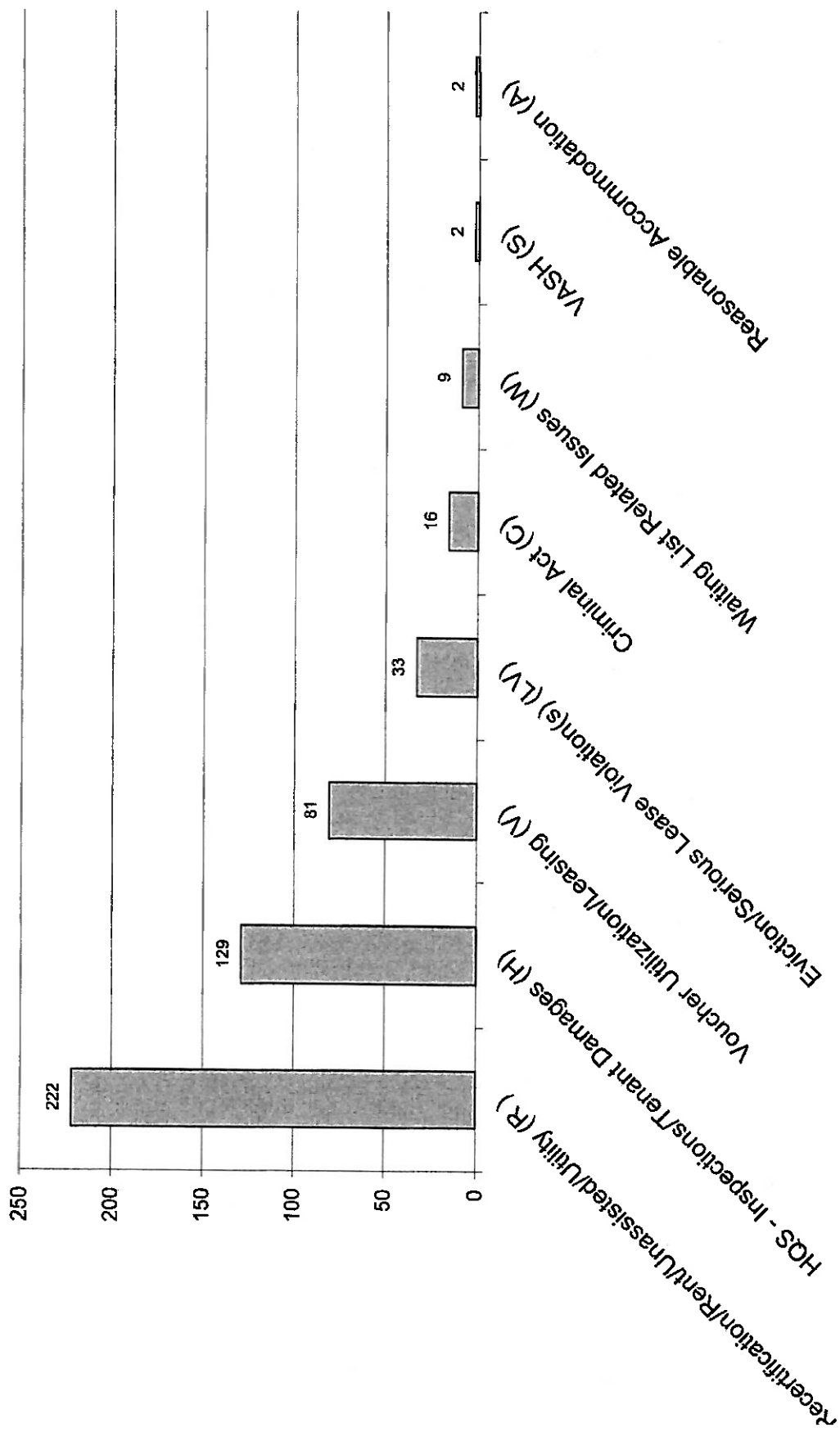
DCHA did not receive findings or correction measures as a result of third party audits.

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2018 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

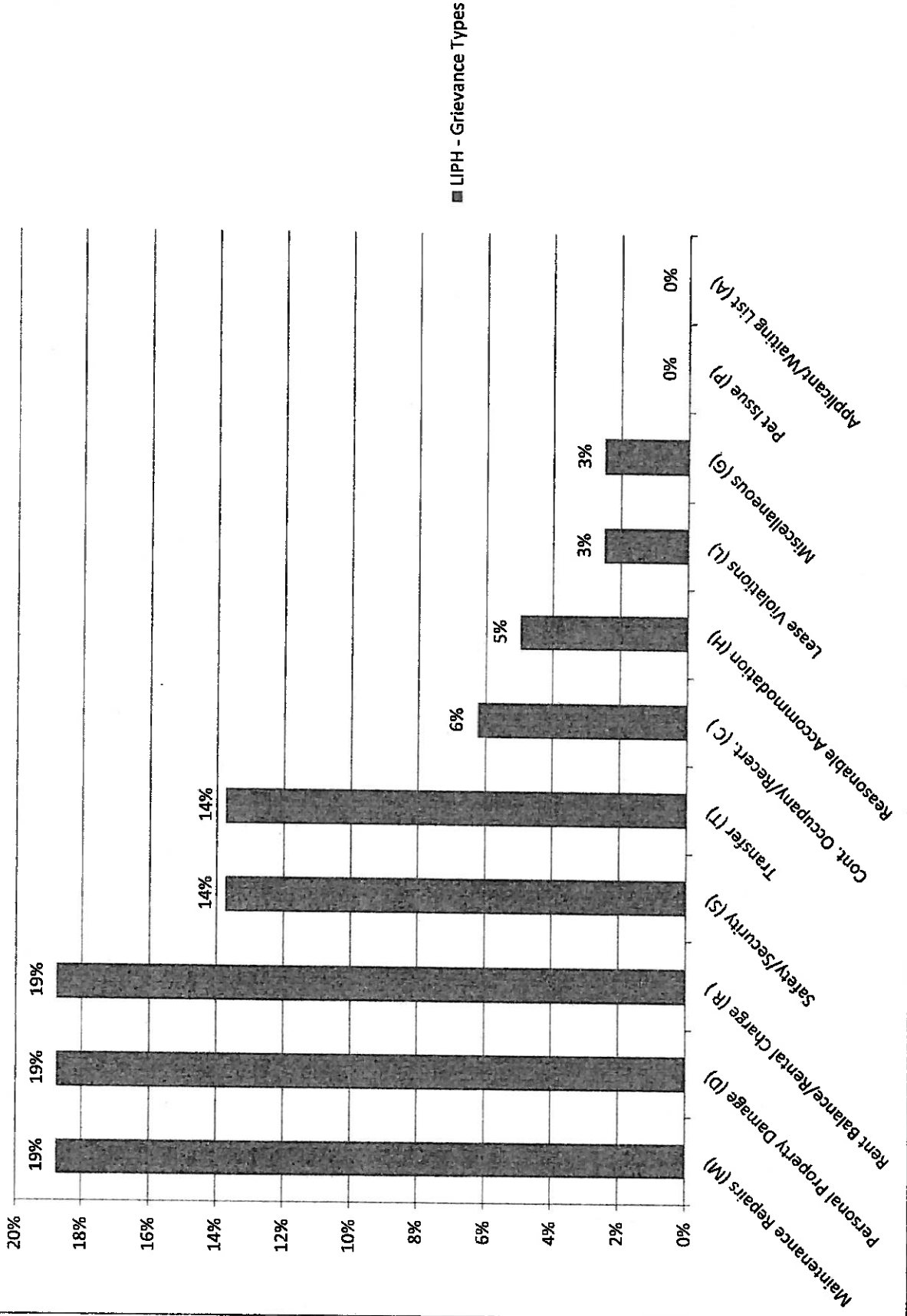
ATTACHMENT #8

Office of Fair Hearings FY2017 Report

HCVP Grievance Types



LIPH - Grievance Types



**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2018 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

**ATTACHMENT #9
DCHA Property List**

DC Housing Authority Public Housing Property List

Property	Address	Units	Type	Ward
Columbia Road Apts	1845 Harvard Street NW 20009	23	Family	1
Garfield Terrace	2301 11th Street NW 20001	279	Family/Senior	4
Harvard Towers	1845 Harvard Street NW 20009	193	Senior	
Kelly Miller Apartments	2101 4th Street NW 20001	160	Family	
LeDroit Apartments	2101 4th Street NW 20001	124	Family/Senior	
Park Morton Apts	617 Morton Street NW 20010	174	Family	
Total		953	14%	
Claridge Towers	1221 M Street NW 20009	343	Senior	2
Horizon House	1150 12th Street NW 20009	105	Senior	5
James Apartments	1425 N Street NW 20005	141	Senior	
Judiciary House	461 H St NW 20001	271	Senior	
Total		860	12%	
Regency House (Sr Only)	5201 Connecticut Ave NW 20015	160	Senior	3
Total		160	2%	7
Colorado Apts	5336 Colorado Ave NW 20011	21	Senior	4
Total		21	0.3%	8
Fort Lincoln	2855 Bladensburg Road NE 20018	120	Senior	5
Lincoln Road	11 R St NW 20002	20	Family	
Langston Terrace/Addition	2101 G St NE 20002	308	Family	
Montana Terrace	1625 Montana Ave NE 20018	64	Family	6
Total		512	7%	
Carroll Apartments (Sr only)	410 M St SE 20003	60	Senior	6
Greenleaf Gardens	203 N St SW 20024	278	Family	
Greenleaf Senior	1200 Delaware Ave SE 20024	215	Senior	
Hopkins Apartment	1430 L St SE 20003	158	Family	
James Creek Dwellings	1265 Half St SW 20024	239	Family	
Kentucky Courts	340 13 th St SE 20003	118	Family	
Potomac Gardens	1225 G St SE 20003	208	Family	
Potomac Gardens Senior	1225 G St SE 20003	144	Senior	
Sibley Plaza	1140 N. Capitol St NW 20002	246	Senior	
Sursum Corda	97 K St NW 20002	28	Family	
Syphax Gardens	1510 Half St SW 20024	174	Family	
Total		1,868	27%	

DC Housing Authority Public Housing Property List

Property	Address	Units	Type	Ward
Benning Terrace	4450 G Street SE 20019	273	Family	7
Ft Dupont Dwellings/Addition	155 Ridge Rd SE 20019	120	Family	
Kenilworth Courts	4500 Quarles St NE 20019	290	Family	
Lincoln Heights	400 50 th St NE 20019	440	Family	
Richardson Dwellings	5231 Cloud Place NE 20019	190	Family	
Stoddert Terrace	155 Ridge Rd SE 20019	158	Family	
The Villager	3810 Southern Ave SE 20020	20	Family	
Total		1,491	21%	
Barry Farm Dwellings	1292 Eaton Rd SE 20020	432	Family	8
Elvans Road	2440 Elvans Rd SE 20020	20	Family	
Highland Dwellings	400 Atlantic St SE 20032	208	Family	
Highland Addition	914 Wahler Pl SE 20032	118	Family	
Knox Hill (Sr Only)	2700 Jasper St SE 20020	122	Senior	
Wade Apartments	1249 Eaton Rd SE 20020	12	Family	
Woodland Terrace	2311 Ainger Pl SE 20020	234	Family	
Total		1,146	16%	

2

3

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2018 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

ATTACHMENT #10

Local Rent Supplement Program Pipeline

PROJECT	WARD	ADDRESS	UNITS	Annual Contractual Obligation	CONTRACT STATUS
1445 Spring Road NW	4	1445 Spring Road NW	6	TBD	Awarded
1736 Rhode Island Avenue NE	5	1736 Rhode Island Ave NE	13	TBD	Awarded
1550 First Street SE	6	1550 First Street SE	16	TBD	Awarded
555 E Street SW	6	555 E Street SW	7	TBD	Awarded
Capitol Vista	6	888 New Jersey Avenue NW	21	TBD	Awarded
Stanton Square Apartments	8	2395 Pomeroy Road SE	13	TBD	Awarded
Maycroft Redevelopment Project	1	1474 Columbia Road, NW	41	\$797,880	Committed
Partner Arms II-THC	4	4506 Georgia Ave, NW	12	\$272,304	Committed
The Beacon Center	4	6100-6104 georgia Ave NW	8	\$215,352	Committed
HELP Walter Reed	4	6900 GEORGIA AVE , NW	75	\$1,045,700	Committed
HELP Walter Reed - SOME	4	6900 Georgia Ave NW	24	\$334,944	Committed
Abrams Hall at Walter Reed	4	Walter Reed -Building 14	16	\$222,912	Committed
Delta Towers	5	1400 Florida Ave NW	30	\$488,160	Committed
Diane's House	5	2610 Bladenburg Road, NE	42	\$142,548	Committed
Langdon Apartments	5	2613-2615 Bladensburg Rd NE	5	\$69,360	Committed
Brookland Place Apartments	5	617 Hamlin Street, NE	15	\$227,700	Committed
Liberty Place Apartments	6	881 - 901 3rd St NW	14	\$246,840	Committed
Square 769	6	L & 2nd St SE	9	\$162,000	Committed
Texas & Minnesota Ave	7	3500 Minnesota Ave SE	17	\$208,896	Committed
St. Elizabeth's East Housing -	8	1100 Alabama Ave, SE	13	\$192,780	Committed
Four Points	8	2255 Martin Luther King Jr. Ave SE	4	\$57,768	Committed
Ainger Place	8	2412 Ainger Place, SE	18	\$257,976	Committed
City View	8	2850 Douglas Place SE	6	\$81,120	Committed
Vesta	8	4300 12th Street, SW	26	\$467,160	Committed
Brandywine 30	8	718 Brandywine Street, SE	30	\$473,640	Committed
Miriam's House	1	1300 Florida Ave,NW	20	\$310,560	online
Quest Cooperative	1	1428 Euclid Street, NW	8	\$88,500	online
Girard Street Community Partners	1	1545 Girard Street, NW	25	\$393,000	online
Jubilee - The Mozart	1	1630 Fuller Street, NW	14	\$124,992	online
Jubilee - The Ritz	1	1631 Euclid Street, NW	18	\$119,448	online
Jubilee - The Fuller	1	1650 Fuller St, NE	7	\$75,096	online
Jubilee - The Eculid	1	1740 Euclid Street, NW	35	\$184,032	online
Jubilee - The Sorrento	1	2233 18th Street NW	17	\$227,892	online
Jubilee - The Marietta	1	2418 17th Street, NW	9	\$89,604	online
Jubilee - Ontario Court	1	2525 Ontario Road, NW	13	\$155,328	online
New Beginnings Coop	1	2922 Sherman Ave, NW	15	\$210,096	online
West End - Square 50	2	1211 23rd ST, NW	3	\$243,816	online
N Street Village & Eden House	2	1301 14TH ST NW & 1333 N ST NW	37	\$673,548	online
Madison Saints Paradise South	2	1713 7th Street, NW	12	\$14,400	online
Phillis Wheatley	2	901 Rhode Island Ave, NE	76	\$781,200	online

PROJECT	WARD	ADDRESS	UNITS	Annual Contractual Obligation	CONTRACT STATUS
Webster Gardens	4	130 Webster Street, NW	16	\$192,000	online
Building 25 Unity/Mi Casa/Mercy	4	21 & 25 Kennedy Street, NW	15	\$92,880	online
The Residences at Georgia Ave	4	4100 Georgia Ave, NW	14	\$195,048	online
Careco	4	4714 New Hampshire St NW	4	\$48,000	online
THC Fort View - Ft Stevens	4	6030 - 6050 13th Place, NE	18	\$291,321	online
Partner Arms I	4	935 Kennedy Street NW	14	\$217,152	online
Hyacinth Place	5	1060 Bladensburg Ave, NE	15	\$117,792	online
Open Arms - Owen House	5	1256 Owens Place NE	4	\$61,968	online
United Planning Org Montello Ave	5	1642 Montello Ave, NE	3	\$33,000	online
E&G	5	2321 4th Street NE	20	\$302,016	online
Open Arms - 57 O St NW	5	57 O Street, NW	16	\$122,880	online
North Capitol Commons	6	1005 North Capitol Street, NE	17	\$196,248	online
The Severna I	6	1015 First Street, NW	30	\$540,000	online
Marian Russell Coop	6	115 16th Street, NE	6	\$864,000	online
Twining Terrace	7	2501 - 2505 N Street, SE	3	\$24,540	online
SOME - Texas	7	2810 Texas Ave SE	48	\$299,140	online
Bethune House	7	401 Chaplin Street, SE	9	\$164,400	online
United Planning Org Sherrif Rd	7	4939 - 4945 Sheriff Road, NE	2	\$26,400	online
Weinberg Commons	7	5066 Benning Road, SE	12	\$184,752	online
SOME - Keuhner	8	1667 Good Hope Rd SE	42	\$424,340	online
SOME - Zagami House	8	1701 19th Street, SE	12	\$198,756	online
SOME - Chabraja House	8	3828 South Capitol Street, SE	51	\$612,000	online
Careco	8	3936 Martin Luther King Ave , SE	8	\$84,000	online
SOME Chesapeake St	8	730 -736 Chesapeake St, SE	22	\$407,520	online
SOME - Barnaby House	8	740 Barnaby House SE	10	\$151,200	online
Community Connections - Scattered Sites	various	Various Addresses	55	\$499,380	online
Community Connections - Various Properties	various	Various Addresses	83	\$748,490	online
Community Connections - Various Properties	various	Various Addresses	11	\$117,600	online
Community of Hope - Scattered Sites	various	Various Addresses	13	\$263,004	online
Green Door - Scattered Sites	various	Various Addresses	23	\$354,600	online
Pathways to Housing - Scattered Sites	various	Various Addresses	30	\$360,000	online
Pathways to Housing - Scattered Sites	various	Various Addresses	150	\$1,890,000	online
Sarah's Circle	1	2551 19th Street NW	49	\$913,644	Under Construction
SOME's Walter Reed Building 17 Project	4	1433-1435 SPRING RD, NW	36	\$956,880	Under Construction
FT Stevens Place Apartments	4	1339 Ft. Steven Fort	7	\$113,664	Under Construction
1164 Bladensburg LLC	5	1164 Bladensburg Road NE	13	\$178,776	Under Construction
Plaza West - Grandfamilies	6	1035 4th & 307 K St NW	11	\$243,816	Under Construction
Meadow Green Court	7	3605-3615 MINNESOTA AVE SE	15	\$180,360	Under Construction

PROJECT	WARD	ADDRESS	UNITS	Annual Contractual Obligation	CONTRACT STATUS
SOME Benning Road - The Conway Center	7	4414-4430 BENNING RD NE	142	\$1,312,056	Under Construction
The Solistice	7	3534 East Capitol Street NE	15	\$178,560	Under Construction
WC Smith -Archer Park	8	1300 MISSISSIPPI AVE SE	10	\$152,880	Under Construction
South Capitol Multifamily Building	8	4001 SOUTH CAPITOL ST. SW	20	\$267,600	Under Construction
Total Units			1884		

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2018 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

ATTACHMENT #11

Board of Commissioners Profile



District of Columbia Housing Authority

1133 North Capitol Street, NE Washington, DC 20002-7599

202-535-1000

Tyrone Garrett, Executive Director

DC Housing Authority Board of Commissioners

Neil Albert
Chairman
Mayoral Appointee
Term ends July 2020

Ken Grossinger
Labor Commissioner
Term ends July 2019

Kenneth Council
Resident Commissioner
Term ends July 2018

VACANT*
HCVP Participant
Term ends

Jose Ortiz Gaud
Mayoral Appointee
Term ends July 2020

VACANT*
Mayoral Appointee
Term ends

Bill Slover
Vice Chairman
Advocate Representative
Term ends April 2018

Frank Lancaster
Resident Commissioner
Term ends July 2018

Nakeisha Neal Jones
Mayoral Appointee
Term ends July 2019

Aquarius Vann-Ghasri
Resident Commissioner
Term ends July 2018

Brian Kenner
Deputy Mayor (ex officio)
Term remains as long as DMPED

Board members attend monthly Board meetings, monthly committee meetings and special meetings (as necessary).

*The nominees for the two vacant positions are in the final stages of approval and will begin serving on the Board in February 2018

Neil Albert, Chairman, is President and Executive Director of the DowntownDC Business Improvement District (Downtown BID). He is a former senior policy advisor for Holland & Knight's Public Policy & Regulation Practice Group. Prior to joining Holland & Knight in 2011, Neil served as city administrator and as deputy mayor for planning and economic development for Mayor Adrian Fenty. Neil co-founded and served as CEO of educational services firm, EdBuild in the District. He also served under Mayor Anthony Williams as deputy mayor for children, youth, families and elders and director of the District's Department of Parks and Recreation.

Albert is currently a board member of Safe Shores, the DC Children's Advocacy Center and Step Afrika. He previously served on the board of DCHA, D.C. Water, and the Washington Metropolitan Area Transit Authority.

Bill Slover, Vice Chairman -Advocate Representative has more than 25 years of experience in real estate investment, asset management, Mergers, Acquisitions, and business development work, in both the private and public sector. He is currently a principal with AVCO Interests, a real estate development and consulting firm based in Washington, DC. Having previously served on the board from 2009 – 2011 as a Mayoral appointee, Bill was appointed to the board in May of 2015 by D.C. Consortium of Legal Services Providers. Bill received his undergraduate degree from Union College in Schenectady, NY.

Kenneth Council, Resident Commissioner has lived in Fort Dupont Dwellings public housing development for forty eight years. He attended Washington, DC Public Schools. After high school graduation, he studied at the Fashion Institute of Design and Merchandising in Los Angeles, California. Commissioner Council is very involved with his church community and is devoted to his family as a caregiver and strong anchor. He had a distinguished career in public service at the Pentagon where he worked as a database management assistant for the Department of Navy. He also served as a Foreign Liaison Officer for the Department of Army. In 2008, Commissioner Council received the Executive Leadership award from the Executive Director of the District of Columbia Housing Authority. He was elected to the Board of Commissioners of the DC Housing Authority where he will serve a term of three years as the At-Large Resident Commissioner. He is currently Vice-President of the Citywide Advisory Board of the DC Housing Authority and President of the Fort Dupont Resident Council. He is Chairman of the Health Committee on the DC Housing Authority Citywide Advisory Board Health Needs Assessment Project whose mission is to address the health ills of public housing residents. He also serves on the Board of Trustees of East of the River Family Strengthening Collaborative, Inc.

Ken Grossinger, Labor Commissioner is co-founder and Executive Director of the CrossCurrents Foundation, a non-profit grant-making foundation supporting social and economic justice. Immediately before starting CrossCurrents, he served as Director of Programs for the Proteus Fund, where he oversaw staff and program areas that received millions of dollars in foundation grants. Commissioner Grossinger worked for more than 20 years as a strategist in the labor movement prior to entering the world of philanthropy. He represented public and private sector workers in the 1.9 million-member Service Employees International Union for ten years where he negotiated labor contracts and served as liaison to a wide range of community organizations. In the following decade, Mr. Grossinger directed legislative field operations for the AFL-CIO, the umbrella organization for America's unions, representing 10 million working men and women. Formerly a community organizer, in the early eighties Commissioner Grossinger launched the Human SERVE Fund, a national advocate organization which initiated and lead the successful fight for passage of the National Voter Registration Act, commonly known as Motor Voter. His published work analyzes labor and community organizing strategy. Ken Grossinger serves on the Board of Directors of the Alliance for Justice. He holds a Master's Degree from Columbia University and graduated from the State University of New York at Brockport. Appointed by the Metropolitan Central Labor Council, he serves as the Labor Commissioner to the District of Columbia Housing Authority Board of Commissioners.

Jose Arnaldo Ortiz Gaud, Mayoral appointee began his entrepreneurial experiences in the flooring industry in early 1991. Working as a subcontractor for national flooring companies, he earned a reputation as a reliable, honest person who performed quality work. Using those skills and his savings as capital, he began a flooring business, Allstate Carpet, which later became Allstate Floors & Construction Inc. with a focus on government, hospitality, educational, mixed use and commercial facilities. In 2014, Allstate Floors was recognized by the District's Department of General Services as a successful Certified Business Enterprise for its work with D.C. government. Ortiz Gaud has received many awards of recognition and service over the years for his business. Ortiz Gaud has supported and served the community as a member of the board of Centro de la Comunidad, an outreach program for the Hispanic community. He has mentored children and young adults in the USHYEE (United States Hispanic Youth Enterprise Education) programs sponsored by Johns Hopkins University and Towson University. He has also served as a volunteer for The Helping Up Mission and the Back on Your Feet programs, community organizations committed to giving a helping hand to the homeless and less fortunate.

Frank Lancaster, Resident Commissioner is a resident of Harvard Towers in Northwest Washington, D.C. He is retired, with significant work experience in the private sector. His experience includes 25 years in the automotive industry where he developed business skills in financial management and customer relations. He works as a computer coach for the Senior Citizen's class at the University of the District of Columbia (UDC) and with the Jewish Council on Aging. He represents the senior and disabled community on the District of Columbia Housing Authority Board of Commissioners and was first elected in a special election in July 2001.

Nakeisha Neal Jones, Mayoral appointee, a native Washingtonian Neal Jones has been Executive Director of Public Allies D.C. for the past six years, where she leads a movement of young adults from diverse and underrepresented backgrounds to careers working for community and social change. An alumna of the Public Allies D.C. apprenticeship, Neal Jones supports Public Allies' mission to create a just and equitable society and the diverse leadership needed to sustain it. Its work is grounded in the conviction that everyone can lead. Through a rigorous 10-month AmeriCorps program, apprentices gain work experience and, a lasting relationship with nonprofit and community work. Neal Jones' deep knowledge of and involvement in the work of with community-based organizations and D.C. government stems from a long history of service with serving both sectors. This nonprofits and the District government, which includes working in D.C.'s Office of the Deputy Mayor for Planning and Economic Development. There she managed human services strategies for the New Communities Initiative. She also managed grants for over more than \$3 million in federal funds focused on juvenile justice and delinquency prevention in the Office of the Deputy Mayor for Public Safety. Additionally, Neal Jones also was also on the founding team for the Georgetown Executive Nonprofit Certificate Program and trained hundreds of low- and moderate -income homebuyers and homeowners. Neal Jones was appointed to the DCHA Board of Commissioners in May 2016. She also serves on NPR affiliate WAMU 88.5's community advisory board (the WAMU Community Council), which represents the interests of the listening public. Neal Jones earned her undergraduate degree in public policy from Duke University, and received a master's degree in public policy from Georgetown University's McCourt School of Public Policy.

Brain Kenner, the Deputy Mayor for Planning and Economic Development (ex officio), most recently, Kenner served as City Manager of Takoma Park, Maryland, managing the city's day-to-day operations. Before taking over management of the Washington suburb, Kenner served as the Chief Operating Officer for the Deputy Mayor for Planning and Economic Development for the District of Columbia. In addition to his familiarity with DMPED's portfolio, Kenner's work for the District of Columbia included managing the team that completed the reuse plan for the Walter Reed Army Medical Center site.

Kenner has also worked as a Senior Fund Manager of the Community Investments Group at Fannie Mae; served as Vice President of the Public Institutions Group at Jones Lang LaSalle specializing in public-private initiatives; as a Manager of the Government Real Estate Advisory Services Consulting Practice at Ernst & Young; and, as a Presidential Management Fellow for the federal government.

Brian's background over the past 15 years includes working in various leadership positions for both federal agencies as well as private sector companies. Brian has an undergraduate degree in biology from the University of Iowa and a Master's degree in public policy from Harvard University.

Aquarius Vann Ghasri, Resident Commissioner is a past recipient of the DCHA Executive Director Leadership Award, has served as the Vice President of the Potomac Gardens Resident Council, on the Executive Board of the DCHA Citywide Advisory Board, and has worked with numerous nonprofit organizations throughout the metropolitan area. She holds several certificates for nonprofit leadership. Ms. Vann Ghasri studied to become a paralegal at the Antioch School of Law, Urban Law Institute. She graduated with honors from the DCHA Community Monitoring Program. She served for two years with AmeriCorp Vista, and has worked with local groups such as Community Vision, Inc., National People Action, United Public Housing, and DC Justice for Youth and the National Coalition for Homelessness. Ms. Vann Ghasri represents the resident community on the District of Columbia Housing Authority Board of Commissioners.

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
2018 OVERSIGHT AND PERFORMANCE HEARING
Committee on Housing and Neighborhood Revitalization
Responses to Pre-Hearing Questions**

ATTACHMENT #12

New Communities Initiative Update

NEW COMMUNITIES INITIATIVE DCHA UPDATE

Barry Farm: Predevelopment is underway for the first phase of development. The first phase will be approximately 500 units of new residential housing in a combination of multifamily buildings and townhomes. The first phase will also include ground floor retail space, approximately 20,000 SF.

- a. *Status of Financing:* Estimated cost of the first phase of development is \$150MM. Predevelopment financing in the amount of \$13MM for Phase 1 has been committed by DMPED.
- b. *Source of Financing:* the anticipated sources of financing will include first mortgage debt, DMPED NCI gap financing and low-income housing tax credit equity.
- c. *Master Development Plan:* the master development plan has been completed and approved by the DC Zoning Commission on December 8, 2014. The plan includes up to 55,000 SF of commercial space and 1,400 newly constructed residential units, of which 344 shall be designated as replacement units.
- d. *Description and Justification for Changes to the Master Plan:* there have been no changes to the master plan since the approval in December 2014.
- e. *Estimated Dates for Completion of Each Phase:* the new units at Barry Farm will be developed over several phases. DCHA expects groundbreaking of the first phase in Q2 2019 with new units coming online late 2020. The timeline for future phases will be determined during the predevelopment of each phase.
- f. *Amount of District Funds Spent to Date:* defer to City/DMPED.
- g. *Total Amount of District Funds to be Spent thru Completion:* defer to City/DMPED.

Park Morton: The next phase of development will occur at the Bruce Monroe site. Groundbreaking is expected at the Bruce Monroe site by Q1 2019. Development on the Park Morton site will begin after the Bruce Monroe site. Under the current plans, the Park Morton site will be redeveloped in two phases.

- a. *Status of Financing:* financing commitments for the Park Morton site will be obtained during the predevelopment phase of the Park Morton site.
- b. *Source of Financing:* the anticipated sources of financing will include first mortgage debt, DMPED NCI gap financing and low-income housing tax credit equity.
- c. *Master Development Plan:* the master development plan has been completed and approved by the DC Zoning Commission on March 13, 2017. The plan for the Park Morton site includes up to 189 newly constructed residential units, of which 57 shall be designated as replacement units. The zoning plan was also approved for the Bruce Monroe site, which includes up to 273 newly constructed residential units, of which 90 shall be designated as replacement units. The two zoning plans equal 462 new units, of which 147 (57 at Park Morton and 90 at Bruce Monroe) will be designated as replacement units.
- d. *Description and Justification for Changes to the Master Plan:* there have been no changes to the master plan since the approval in March 2017.
- e. *Estimated Dates for Completion of Each Phase:* The timeline for future phases will be determined during the predevelopment of each phase.
- f. *Amount of District Funds Spent to Date:* defer to City/DMPED.
- g. *Total Amount of District Funds to be Spent thru Completion:* defer to City/DMPED.

Lincoln Heights / Richardson Dwellings: Offsite development is underway. The Deanwood Hills project (an offsite development under the NCI redevelopment plan) is currently under construction and will be completed this spring. The Deanwood Hills project will deliver 150 newly constructed residential units, of which, 50 will be designated as replacement units. To begin the process for redevelopment of the Lincoln Heights site, DCHA will release a Request for Qualifications (RFQ) for a development partner in Q1 2018.

- a. *Status of Financing:* financing commitments for the Lincoln Heights and Richardson Dwellings site will be obtained during the predevelopment phases.
- b. *Source of Financing:* the anticipated sources of financing will include first mortgage debt, DMPED NCI gap financing and low-income housing tax credit equity.
- c. *Master Development Plan:* the master development plan for the Lincoln Heights and Richardson Dwelling site have not been updated from the conceptual NCI redevelopment plan. The conceptual redevelopment plan under the NCI call for over 1,000 units of newly constructed mixed-income units which will include replacement units.
- d. *Description and Justification for Changes to the Master Plan:* there have been no changes to the conceptual redevelopment plan. A master planning process will be done with the community to update the conceptual plan.
- e. *Estimated Dates for Completion of Each Phase:* The timeline for future phases will be determined during the predevelopment of each phase.
- f. *Amount of District Funds Spent to Date:* defer to City/DMPED.
- g. *Total Amount of District Funds to be Spent thru Completion:* defer to City/DMPED.

Northwest One: The next phase of development will be on the former Temple Courts site. The District announced the selection of the development partners MRP and CSG Urban to lead the redevelopment of the site.

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ATTACHMENT #13

Capital Project

Property	Description	\$ Amount	Status
Public Housing Maintenance and Repair Fund (\$15 Million from LRSP)			
Claridge Tower	Parking/garage improvements	\$1,878,733.12	in progress
Horizon House	Renovate 27 units and 9 common hallways	\$2,963,592.60	in progress
Benning Terrace	Renovate 2 Units	\$124,536.70	Completed
Syphax Gardens	Renovate 1 Unit	\$76,899.64	Completed
Benning Terrace	Unit Ceiling Reinforcement	\$733,832.58	Completed
Garfield Terrace	Renovate 1 Unit	\$60,387.57	Completed
Highland Addition	Renovate 1 Unit	\$99,833.47	Completed
Kenilworth Court	Renovate 3 Units	\$191,652.37	Completed
Knox Hill	Renovate 1 Unit	\$32,391.32	Completed
Potomac Gardens	Reroof Senior and Family High Rise Buildings	\$982,522.57	Completed
Stoddert	Renovate 1 Unit	\$65,454.73	Completed
Montana Terrace	CCTV and Exterior Lighting	\$219,330.41	Completed
Syphax Gardens	Trash Enclosures & Site Work	\$392,910.04	Completed
Woodland Terrace	Renovate 2 Units	\$259,365.78	Completed
Kelly Miller	Renovate 4 Units	\$204,035.20	Completed
Kelly Miller	Smokestack, Tank(s) abatement	\$249,980.75	Completed
Benning Terrace	Site Work (Design)	\$216,842.98	Completed
Hopkins Apartments	Exterior Masonry Repairs	\$75,509.86	Completed
Potomac Gardens	Reroof Family Low Rise Buildings	\$975,432.01	Completed
Montana Terrace	Upgrade CCTV and lighting additional work	\$48,662.03	Completed
Potomac Gardens	Design, material upgrade and scuppers	\$601,206.10	Completed
Highland Addition	HVAC System and Renovation	\$953,745.01	Completed
Kenilworth Court	Unforeseen Water Repairs	\$16,017.80	Completed
Kelly Miller	Remediation of contaminated soils	\$84,198.99	Completed
Highland Addition	Replace windows, security screens and concrete stoops	\$117,340.48	Completed
Potomac Gardens	Misc. and lighting repairs	\$50,680.80	Completed
Benning Terrace	Site/drainage improvements	\$892,980.91	in progress
Benning Terrace	Additional work per DOEE modifications	\$203,503.37	in progress
Claridge Towers	Garage Renovation (Design)	\$270,117.03	in progress
Horizon House	Unit Renovation (Design)	\$186,330.03	in progress
Sibley Plaza	Replace 2 elevators and cabs	\$505,472.19	in progress
Woodland Terrace	Sewer Laterals(Design)	\$258,683.48	in progress
Highland Addition	Renovate 12 units including HVAC upgrades	\$1,007,818.08	in progress
Totals	24 projects	\$15,000,000.00	

Property	Description	\$ Amount
Federal Capital Fund		
Stoddert Terrace	Site work; concrete repairs/replacement retaining walls, sidewalks, stoops, and stairs.	\$ 250,000
Stoddert Terrace	Bathroom fan/exhaust installations 91@\$1650	\$ 150,150
Highland Addition	Site work; concrete repairs/replacement retaining walls, sidewalks, stoops, and stairs.	\$ 250,000
Garfield Terrace	Building entrance and hallway improvements to town houses	\$ 100,000
Garfield Terrace	Paint/plasterer and bath improvement to town houses	\$ 500,000
Ft. Dupont	Waterproofing basements/exterior roof drain replacement	\$ 270,500
Ft. Dupont Addition	Basement renovation	\$ 64,810
Greenleaf Family	Maintenance shop improvements	\$ 100,000
Greenleaf Senior	Site work; concrete repairs/replacement retaining walls, sidewalks, stoops, and stairs.	\$ 231,037
Warehouse	Various modifications and improvements	\$ 200,650
DCHA properties	Vacant Units	\$ 2,000,000
Front Line Cost	Blueprints, designs, inspections, fees	\$ 270,000
Front Line Cost	Various repairs, upgrades & emergencies	\$ 200,000
Front Line Cost	CCTV system upgrade	\$ 100,000
Front Line Cost	Inspectors capital cost	\$ 300,000
Front Line Cost	Resident relocation	\$ 100,000
TOTAL		\$ 5,087,147

Property	Description	\$ Amount	Status
\$940,000.00 Fund from DHCD			
Harvard Towers	upgrade interior light fixt., rpl flooring 4 & 6th, window cleaning, window blinds	\$ 100,000	in progress
James Apartments	Bathroom/Kitchen exhaust ducts cleaned. Rooftop exhaust fans	\$ 60,000	complete
Montana Terrace	repair porches, new storm door hardware & locks,	\$ 37,185	in progress
Hopkins Apartment	replace oldest appliances(80 app @\$350 ea=\$28,000)	\$ 28,000	complete
Potomac Gardens	hallway improvements (24 entries@\$3125 ea.=\$75,000prep and painting); 25doors to be replaced@\$1,000ea. Total=\$100,000), repainting occupied units(20 units@\$3,000 ea=60K)	\$ 160,000	in progress
Syphax Gardens	upgrade interior (40K) & exterior light fixt (35K)	\$ 75,000	complete
Syphax Gardens	Paint hallways	\$ 75,000	in progress
Fort Dupont Addition	upgrade interior light fixt. (5K), window blinds (5K), front and rear storm doors,(16K)	\$ 26,000	in progress
Fort Dupont Dwellings	upgrade interior light fixt. (25K), window blinds (40K)	\$ 65,000	in progress
Stoddert Terrace	upgrade interior light fix. (36K), window blinds (50K), install bathroom exhaust fans (72K), and install front and rear storm doors (119K)for 132 townhouses	\$ 277,000	in progress
The Villager	upgrade interior/exterior light fixt. a/c unit replacement	\$ 36,815	complete
Total		\$ 940,000	