



**GOVERNMENT OF THE DISTRICT OF COLUMBIA  
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT**



**Office of the Director**

February 25, 2026

The Honorable Robert White  
Chairperson, Committee on Housing  
Council of the District of Columbia  
1350 Pennsylvania Avenue NW  
Washington DC 20004

Dear Chairperson White,

The Department of Housing and Community Development (DHCD) has received your questions in preparation for the Annual Performance Oversight Public Hearing on the Department's Fiscal Year 2025 and Fiscal Year 2026 year to date, to be held March 5, 2026. Enclosed are the Department's responses, transmitted electronically with attachments.

Sincerely,

Colleen Green  
Director  
Department of Housing and Community Development

DHCD Draft Responses: Committee on Housing FY 2026  
Performance Oversight pre-hearing questions

**PART A: AGENCY SPECIFIC QUESTIONS**

- I. PUBLIC MEETINGS, HEARINGS, AND TRANSPARENCY (Qs 1-4)
- II. PROJECT PIPELINE, CLOSINGS AND DELIVERY (Qs 5-6)
- III. RENT CONTROL, RENT REGISTRY & HOUSING PROVIDER SUPPORT (Qs 7-9)
- IV. HOUSING RESOURCE CENTER & COMMUNITYBASED ORGANIZATIONS (Qs 10-12)
- V. PORTFOLIO MANAGEMENT, INSPECTIONS & DATA SYSTEMS (Qs 13-16)
- VI. QAP (Qs 17-18)
- VII. LIHTC (Qs 19-26)
- VIII. HPTF (Qs 27-45)
- IX. HPF (Qs 46-52)
- X. HAF (Qs 53-56)
- XI. HPAP, EAHP, NEAHP (Qs 57-70)
- XII. SFRRP (Qs 71-82)
- XIII. SBTA (Qs 83-85)
- XIV. SBP (Qs 86-94)
- XV. CDBG (Qs 95-96)
- XVI. HOME (Q 97)
- XVII. TOPA (Qs 98-104)
- XVIII. DOPA (105-111)
- XIX. First Right Purchase Program (Q 112)
- XX. IZ (Qs 113-126)
- XXI. PADD (Qs 127-137)
- XXII. RAD (Qs 138-141)
- XXIII. Agency Operations (Qs 142-165)

- 1. The Committee has repeatedly asked DHCD to improve transparency around public meetings and hearings. Please provide a chart with information about DHCD’s public meetings and hearings<sup>11</sup> in FY 25 and FY 26, to date, including for each meeting or hearing:**
- a. Name and purpose of each proceeding**
  - b. Statutory or regulatory authority requiring it**
  - c. Date, start and end time**
  - d. Location or virtual platform**
  - e. Number of attendees (broken out by in-person vs. virtual)**
  - f. Number of witnesses who signed up, testified, and submitted written testimony**

**Then, for each program area that held a meeting/hearing, state: (1) the minimum notice period required and the actual notice provided; (2) whether participation met DHCD’s internal sufficiency threshold (define it); and (3) one change DHCD will make in FY26 to increase meaningful public access or participation.**

See attachment “Question 1”

**DHCD’s Property Acquisition and Disposition Division (PADD) – Public Hearings:**

DHCD’s Property Acquisition and Disposition Division (PADD) conducts public hearings on the proposed disposition of properties within in its portfolios for the development of affordable housing.

- Minimum Notice Requirement: 30 days
- Actual Notice Provided: 30 days
- Participation and Internal Threshold: DHCD’s internal threshold for adequate participation at PADD’s public hearing is 10 attendees. DHCD met this requirement at one-third of PADD’s public hearings.
- FY 2026 Improvements: DHCD will continue to provide the full 30-day notice period as required and will work to increase participation at public hearings by engaging directly with community members, Advisory Neighborhood Commissioners (ANCs), and residents directly impacted by the proposed developments.

**DHCD’s Office of Program Monitoring (OPM) – Public Hearings:** DHCD’s Office of Program Monitoring hosts public hearings for the Annual Action Plan (AAP), the Consolidated Annual Performance and Evaluation Report (CAPER), Needs Assessments, and other special hearings as needed. The Code of Federal Regulations (CFR) - 24 CFR § 91.105 (e)(1)(i) sets the following requirements, for consolidated plans and amendments to those plans, DHCD is required to provide residents with a minimum of 30-day notice period. For performance reports, DHCD is required to provide residents with notice of a minimum of 15 days, and an opportunity for public comment before submission to HUD.

- Minimum Notice Requirement: 30 days
- Actual Notice Provided: 30 days
- Participation and Internal Threshold: DHCD’s internal threshold for minimum participation at OPM’s public hearing is 30 attendees, and DHCD met this requirement of 30 attendees at all OPM’s public hearings.
- FY 2026 Improvements: DHCD will continue to increase engagement at OPM’s public hearing by working with community-based organizations, Advisory Neighborhood Commissioners (ANCs), and affordable housing stakeholders to broaden public input and participation.

**Housing Production Trust Fund (HPTF) Advisory Board Public Meetings:** The HPTF Advisory Board public meetings are subject to the Open Meetings Act, which requires DHCD to provide notice of 48 hours or two business days for public meetings.

- Minimum Notice Requirement: 48 hours or 2 business days
- Actual Notice Provided: 7 days
- Participation and Internal Threshold: Not applicable.
- FY 2026 Improvements: DHCD is working to appoint new members of the HPTF Advisory Board and intends to host issue-specific meetings to deepen public engagement on topics such as affordable housing production and preservation, financial services, affordable housing nonprofit provider capacity, the priorities of low-income tenants, and accessibility for persons with disabilities).

**2. What specific changes to improve public access to meeting information, if any, were implemented in FY25 and FY26, and what measurable impact did they have? For each change: define the metric used (e.g., time-to-post agenda, attendance, submissions, ADA/language accommodations, bounce rate), provide baseline vs. current performance, and state whether DHCD considers the result adequate (and why)**

In FY 2025 and FY 2026, DHCD implemented several improvements to increase public access to meeting information and engagement. DHCD has continued to work to provide transparency and reduce barriers to participation.

Each change is listed below with the associated performance metric, baseline and current performance, and the agency's assessment of progress.

- **Public Meetings Attendance and Engagement:** For the last two years, DHCD hosted citywide Housing Listening Sessions to provide District residents with information on the District's housing resources and programs and provide an opportunity for residents to share their housing needs and concerns. In 2024, 1,349 District residents registered and 580 attended the listening sessions, and in 2025, 1,058 registered and 832 attended.
  - **DHCD Events**
    - **Baseline - FY 2025:** 2,796 registered; 1,489 attended. In addition to the listening sessions mentioned above, overall attendance at DHCD's other community and public meetings are reflected here. DHCD has also posted recordings of public events and hearings to increase community access to residents who were unable to attend.
    - **Current - FY 2026:** 521 registered; 416 attended (As of first quarter).
    - **Impact:** DHCD continues to improve community engagement to District residents with accessible opportunities to receive information and share input. DHCD saw a 40 percent increase in participation from residents at Housing Listening Sessions, providing more opportunities for residents to have their housing needs and concerns addressed, and to receive information and education about housing resources available in the District.
    - **Adequacy Assessment:** DHCD considers this performance adequate. Engagement has increased, and DHCD anticipates expanded outreach during the remaining three quarters of FY 2026.
- **Accessibility, Language, and Translation Services:** In compliance with the Language Access Act of 2004 and the Americans With Disabilities Act (ADA), DHCD ensures District residents have equal access and participation in public meetings and events. Whether in-person or virtually, when requested, DHCD utilizes the Effective Communication Program (ECP) managed by the Office of Disability Rights (ODR), and contracts the following service providers: transcription and court reporting services, Hearing and Deaf American Sign Language (ASL) Interpreters, Communication Access Realtime Translation (CART) captioning transcribers, and language interpreters in the six mandated languages (e.g., Spanish, Chinese-Mandarin/Cantonese, Amharic, Korean, French, Vietnamese).

- **Baseline - FY 2025:** 81 requests for accommodations for language and translations (e.g., American Sign Language (ASL) – 24, Spanish – 15, Amharic – 38, French – 3, Chinese-Mandarin/Cantonese, Vietnamese – 1).
  - **Current - FY 2026:** 12 requests for accommodations for language and translations (e.g., American Sign Language (ASL) – 8, Spanish – 2, Amharic – 4).
  - **Impact:** Through the Effective Communication Program (ECP), DHCD strengthened its capacity to conduct targeted outreach, respond to language and translation service requests, and connect District residents with interpretation resources and one-on-one counseling. As a result of working with ODR, residents were able to access information earlier in the process and this reduced the need for lastminute accommodation requests. These efforts improved public access to information by reducing barriers to participation in public meetings, and enhanced the ability to engage with DHCD’s programs.
  - **Adequacy Assessment:** DHCD considers the result partially adequate. While, DHCD continues to meet the needs for accommodations, DHCD remains committed to strengthening outreach, language access resources, and service availability. DHCD will continue to improve outreach to District residents who are Deaf, DeafBlind, Deaf Disabled, Hard of Hearing, Late Deafened, and persons with disabilities.
- **GovDelivery Email Bulletin Delivery and Bounce Rate:** DHCD utilizes GovDelivery, the District Government’s contracted digital communications platform to issue alerts, announcements, newsletters, and meeting information. DHCD has more than 85,000 subscribers.
    - **Baseline - FY 2025:**
      - Email bulletins delivered: 555
      - Average delivery rate: 98.1%
      - FY 2025 subscribers: 80,158
    - **Current - FY 2026:**
      - Email bulletins delivered: 102 (First Quarter)
      - Average delivery rate: 98.4%
      - FY 2026 subscribers: 84,493
    - **Impact:** DHCD saw a 5 percent increase in the total number of subscribers from 80,100 to 84,400, which demonstrates the expanded reach and an increase in engagement. The average number of subscribers receiving bulletins increased from 16,000 to 19,000, which strengthened DHCD’s ability to reach District residents with timely information.
    - **Adequacy Assessment:** DHCD determined this is adequate because delivery rates improved, subscriber reach increased, and performance is on track for further growth for the remainder of FY 2026.

**3. What steps has DHCD taken to ensure that public meetings are announced with adequate notice, how does the agency track compliance with notice requirements and what is the corrective action process when notice is late or incomplete?**

DHCD has established a set of practices to ensure that all public meetings and notices are announced with sufficient lead time and in full compliance with statutory requirements. These practices emphasize timely publication in the DC Register, prompt posting on DHCD's website and social media platforms, and consistent internal oversight. According to the Open Meetings Act, DHCD is required to provide notice of 48 hours or two business days for public meetings, like the Housing Production Trust Fund Advisory Board.

Below is an overview of the measures DHCD currently uses to ensure compliance with public notice requirements:

- **Posting Timeline and Internal Reminders**

DHCD follows a posting schedule that requires meeting notices, agendas, and related materials to be published by the statutory minimum required period. DHCD staff must submit meeting documents by established internal deadlines to allow adequate review and ensure timely public release. Additionally, when posting deadlines approach, DHCD staff are encouraged to finalize agendas, verify attachments, confirm required accommodations and contact information, and ensure all necessary details are complete before publication.

- **DHCD Public Calendar**

All public meetings and events are posted on the DHCD's website, which is a centralized, publicly accessible calendar. This calendar consolidates all meeting information and includes essential details such as the date, time, and location.

- **Compliance Tracking for Public Meeting Notice Requirements**

DHCD monitors compliance by tracking the publication timestamps for meeting notices on both DHCD's website and the DC Register. These timestamps serve as key reference points to verify that all notices meet required posting timelines.

- **Corrective Action for Late or Incomplete Notices**

When a meeting notice is posted late, incomplete, or very close to the deadline, DHCD takes immediate corrective action. Incomplete notices are updated and reposted as quickly as possible. When necessary to ensure adequate public notice, DHCD may reschedule the public meeting.

**4. On January 7<sup>th</sup>, 2026, the American Federation of Government Employees (AFGE) filed a Step 4 Class Grievance against DHCD. The grievance states that there has not been a single Labor-Management meeting in over 24 months despite requirements of the Collective Bargaining Agreement requiring monthly Labor-Management meetings.**

- a. Explain why these meetings haven't occurred yet and describe when DHCD will convene the next meeting.**

DHCD takes its labor-management obligations seriously and values a constructive relationship with AFGE Local 2725. Article 11 of the Collective Bargaining Agreement establishes a joint obligation to form a Labor-Management Committee and exchange agendas in advance of meetings. In October 2024, DHCD initiated discussions and circulated draft and final agendas to convene a Labor-Management Committee meeting. Subsequent communications reflected a need to clarify the committee's structure and distinguish it from steward meetings, and the Agency understood discussions regarding formation and scheduling to be ongoing. Upon receipt of the notice in late 2025 that recurring meetings had not been formalized, DHCD leadership promptly designated management representatives and reaffirmed the Agency's commitment to monthly meetings. DHCD and AFGE have now agreed to meet on the second Monday of each month (beginning on January 12), and DHCD will participate consistently going forward.

**b. How does DHCD plan to make up for the loss of communication and cooperation between Labor and Management that these meetings are meant to foster?**

DHCD has always continued meeting on a monthly basis or more frequently to address various matters.

Throughout this period, DHCD continued to conduct steward meetings and address workplace issues as they arose, reflecting the Agency's ongoing commitment to communication and collaboration.

The labor management meeting has been reconstituted as per the CBA.

**c. In responses to AFGE it was clear DHCD leadership did not realize they had failed to meet these requirements.**

**i. Does DHCD have a system for tracking legal obligations it must fulfill?**

Yes. DHCD tracks legal and contractual obligations through a combination of:

- Oversight by the Office of the General Counsel;
- Coordination with the Office of Human Resources and the designated Labor Liaison;
- Agency-wide compliance with District Personnel Manual (DPM) requirements; and
- Executive-level review of labor and personnel matters.

In this instance, leadership understood that labor-management discussions were being facilitated through designated representatives and steward meetings. Once it became clear that formal monthly Labor-Management Committee meetings had

not been calendared on a recurring basis, corrective action was implemented promptly.

DHCD is strengthening its centralized tracking mechanisms to ensure recurring CBA obligations are calendared, monitored, and periodically reviewed.

**d. Please identify:**

**i. the DHCD official or office responsible for monitoring compliance with collective bargaining and labor-management obligations;**

Primary responsibility rests with:

- The Office of the Director;
- The Chief of Staff;
- The Agency's Human Resources Department; and
- The Agency's designated Labor Liaison.

These offices coordinate with the Office of the General Counsel to ensure compliance with the CBA and applicable personnel regulations.

**ii. whether DHCD conducts periodic internal compliance reviews of contractual and statutory obligations, and if so, how often; and**

Yes. DHCD conducts ongoing compliance oversight through:

- Regular consultation with legal counsel;
- Human Resources review of personnel policies and CBA implementation; and
- Coordination with District-wide guidance issued by DCHR.

**iii. what specific changes DHCD has implemented (or will implement) to ensure this lapse does not recur, including how compliance will be tracked and reported going forward.**

To ensure clarity and prevent recurrence, DHCD has:

1. Established a standing monthly Labor-Management Committee meeting on the second Monday of each month.
2. Designated five permanent management representatives.
3. Created a centralized compliance calendar within the Office of the Chief of Staff to track recurring CBA obligations.

These steps reflect DHCD's commitment to transparency, accountability, and good faith compliance.

**5. The Committee continues to track delays in project closings and delivery. Please attach an Excel workbook listing:**

**a. All DHCD-funded projects that closed in FY 25 and in FY 26, to date; and**

See attachment “Question 5” (this includes stabilization projects)

**b. All DHCD-funded projects that completed construction and were available for occupancy in FY 25, and FY 26, to date; the addresses of these projects by ward; and the number of units in each of these projects, by affordability level.**

See attachment “Question 5”

**c. Using the information provided, please also state:**

**i. DHCD’s internal target or benchmark (if any) for time from award to closing and from closing to delivery, by project type;**

Timelines are set and adjusted by each individual developer based on the project type, scale, size and are highly contingent on each project meeting all of the requirements and processes to get to each phase.

DHCD is the gap lender that comes in last after all other funding sources. The timing of confirmation for the closing of a project often depends on the first trust lender and other sources of commitments.

**ii. The median and average time from award to closing, and from closing to delivery, for projects that closed or delivered in FY25 and FY26 to date; and**

FY25 Award to Closing: Average 289 days; Median 293 days  
*(In FY25, one COOP acquisition, 5610 Colorado Ave. took 2,779 days from LRC to closing that is not included in the calculation)*

FY26 YTD Award to Closing: Average 314 days; Median 314 days  
*(One PADD project in FY 26, Florida & Q took 553 days from LRC to closing that is not included in the calculation)*

Current industry standard is 18 to 24 months for a project to deliver from closing to the beginning of lease up. New construction projects can have even more extended timelines due to the need to provide new utility connections and infrastructure.

FY25 Closing to Delivery: Average 632 days; Median 670 days  
FY26 YTD Closing to Delivery: Average 861 days; Median 814 days

**iii. Whether DHCD believes current closing and delivery timelines are acceptable. If not, identify the primary bottlenecks DHCD has identified**

**and which are within DHCD’s direct control versus dependent on external factors.**

Timelines are set and adjusted by each individual developer based on the project type, scale, size and are highly contingent on each project meeting all of the requirements and processes to get to each phase. As such these timelines vary across projects, and there are a multitude of factors that could cause differences or delays in each case. Some common external factors include securing financing, plan and design changes, permitting issues, unforeseen additional expenses, or construction delays. Each project has its own factors that cause specific unrelated issues.

- 6. For each project that missed its projected closing or delivery timeline, provide the reason for delay and DHCD’s corrective actions. In addition, please:**
- a. Categorize delays by primary cause (e.g., DHCD underwriting, environmental review, financing gaps, permitting, contractor issues, TOPA-related delays, other);**

DHCD does not use a formal metric to track project-specific delays but maintains detailed notes and adjusts timelines as issues arise.

The factors that may cause adjustments to closing or project delivery dates:

- Shift in cost estimates, creating new financing gaps
- Permitting and zoning approvals
- Contractor or labor shortages
- TOPA-related delays
- Market conditions (e.g., rising construction costs, interest rate changes)
- Supply chain disruptions (e.g., materials availability)
- Legal disputes, negotiation or title issues
- Community opposition or extended public engagement
- Developer capacity or organizational changes

DHCD collaborates with developers and other lenders to resolve issues, as developers hold primary responsibility for mitigating delays. As a subordinate funder, DHCD supports solutions through:

- Flexible timeline adjustments
- Coordinating with stakeholders to address financing or permitting challenges
- Providing technical assistance and guidance on compliance requirements

- b. Identify which causes account for the largest share of cumulative delay time across all affected projects; and**

DHCD does not drive the timeline for projects or their performance. DHCD is a gap lender.

- c. For each category of delay, state whether DHCD has implemented a standardized corrective action, when it was implemented, and whether DHCD has evidence that it reduced delays in subsequent projects. If DHCD has not assessed whether correction actions reduce delays, please explain why and when such an assessment will occur.**

This is not a specific metric we can track. There can be a myriad of issues which may arise and contribute to delays in any individual project.

- 7. In response to last year’s performance oversight pre-hearing question 118, DHCD said it anticipated completing a new form for rent control hardship petitions to comply with the Rent Control Hardship Petition Limitation Amendment Act of 2015 (D.C. Law 21-0197 effective Feb. 18, 2017), by May 1, 2025. It has not yet been delivered to the Committee. Has the form now been completed? If not, provide the new deadline and explain the delay.**

The Rental Accommodations Division (RAD) completed a draft Hardship Petition form reflecting the disclosure requirement mandated by the Rent Control Hardship Petition Limitation Amendment Act of 2015 (D.C. Law 21-0197 effective Feb. 18, 2017) and submitted the draft form and user instructions to the Rental Housing Commission for review pursuant to § 202(a)(1) of the Rental Housing Act of 1985. The Commission returned its edits and comments to RAD, however RAD did not finish its review. Completing the form was delayed by RAD’s dedicating attention and resources to the implementation of the rent control database. RAD will follow up with the Rental Housing Commission and will complete the final form on or before June 30, 2026.

- a. In addition, please state:**
  - i. Whether DHCD accepted or processed any rent control hardship petitions between May 1, 2025 and the present without the updated form, and if so, under what criteria;**

RAD received and reviewed six hardship petitions in FY 2025 using the current (outdated) hardship petition form:

Case No.	Filing Date
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HP 20,928	11/13/2024
HP 20,929	11/13/2024
HP 20,930	11/22/2024
HP 20, 931	12/17/2024
HP 20,932	12/17/2024
HP 20,933	12/26/2024

The petitions were reviewed and disposed of in accordance with requirements and criteria set out in § 42-3502.12 of the Rental Housing Act of 1985 (D.C. Official Code 2001 ed., as amended, § 42-3501.01 *et seq.*) and § 14-4209 of the *District of Columbia Municipal Regulations* (2004 ed., as amended).

**ii. Whether DHCD believes the delay created legal or due process risk for tenants or housing providers, and how that risk was mitigated; and**

DHCD does not perceive any legal or due process risks for tenants in its review and disposition of hardship petitions. The Office of the Tenant Advocate and affected tenants received proper notice of each hardship petition filing including disclosure of process and tenant rights. In accordance with statutory and regulatory requirements, a petition filing and supporting documentation are available for inspection by affected tenants upon request. In the matter of petitions filed in FY 2025, tenants availed themselves of the right to file exceptions and objections after the issuance of the Rent Administrator’s decision and order. RAD promptly sent such cases to the Office of Administrative Hearings for further review and disposition.

**iii. What internal controls DHCD has implemented to ensure future statutory implementation deadlines are tracked and met.**

DHCD tracks each petition filing to ensure compliance with statutory and regulatory requirements for providing notice and issuing a decision and order. RAD honored hardship petition statutory and regulatory deadlines during FY 2025.

**8. On May 29, 2025, Councilmember Robert White introduced the Rental Housing Registration Extension Emergency and Temporary Amendment Acts of 2025, which extended the deadline for housing providers to register with the RentRegistry rent control database until November 29, 2025.**

- a. **Please provide data on the following;**
- i. **The number of registrations to date, including number of buildings and units;**

As of January 26, 2026 at 11:02 a.m. the number of registrations to date, including number of buildings and units:

9,098	Registrations accepted for filing
16,602	Registrations in progress, under review, or accepted
88,984	Total number of rental units registered
2,668	Total number of certificates of occupancy issued for housing accommodations with 2 more rent rental units*

- ii. **The distribution buildings and units across the city;**

**Registrations Accepted for Filing Only**

Quadrant	Number of Rental Units	Number of Multifamily Buildings (2 or more rental units)*
NE	18,647	660
NW	48,059	1,216
SE	15,771	698
SW	6,687	94
Total	88,984	2,668

**Registrations in Progress, Under Review and Accepted for Filing**

Quadrant	Number of Rental Units	Number of Multifamily Buildings (2 or more rental units)*
NE	33,680	1,190
NW	78,692	2,021
SE	37,956	1,566
SW	11,525	137
Total	161,853	4,914

\*RentRegistry can only report the number of Certificates of Occupancy (COO) issued by the Department of Buildings (DOB). A single COO may be issued for an apartment complex comprised of more than 1 building.

- iii. **DHCD’s analysis of the number of buildings and units currently registered compared to the total in the city.**

Currently, there are 2,668 buildings registered that include 88,984 units. There is not a known total of the number of rental accommodations (i.e., housing accommodations and rental units) in the District to compare

against the number of properties currently registered. The RentRegistry database is the District's first digitization effort of the rent control and rent stabilization program. The Rental Accommodations Division (RAD) is building a baseline of the number of housing accommodations and rental units and associated data. Since the implementation of the Rental Housing Act of 1985, there has been no reliable count of or source for the number of rental accommodations in the District. DHCD continues to work closely with sister agencies that regulate rental housing to gather essential information to develop profiles and information on the District's rental housing stock.

**iv. What percentage of the city's buildings and units have been registered, and how many remain unregistered.**

There is not a known total of the number of rental accommodations (i.e., housing accommodations and rental units) in the District to compare against the number of properties currently registered. The RentRegistry database is the District's first digitization effort of the rent control and rent stabilization program. The Rental Accommodations Division (RAD) is building a baseline of the number of housing accommodations and rental units and associated data. Since the implementation of the Rental Housing Act of 1985, there has been no reliable count of or source for the number of rental accommodations in the District. DHCD continues to work closely with sister agencies that regulate rental housing to gather essential information to develop profiles and information on the District's rental housing stock.

**b. Describe any barriers to effective completion and roll out of the database and corrective actions to help housing providers achieve full compliance.**

- **System Corrections and Modifications.** When the RentRegistry launched in June 2025, the Rental Accommodations Division (RAD) and users encountered issues with the program operation. For example, generated registration forms contained errors or omitted vital information. These glitches created user frustration, however the developer diligently and attentively deployed corrections. By late Fall 2025, most problems were resolved and error rates substantially reduced. The Housing Provider and Tenant Portals are complete but continue to evolve. RAD is planning for a "version 2.0" to improve certain features and user experience.

The Public Portal is a work in progress. When the portal was to be released for public use in January 2026, errors emerged. The developer has diligently worked on corrections and anticipates releasing the Public Portal by late-February 2026, starting with basic information and adding additional features in 2-week increments until the Public Portal is fully functional.

- **Coordinating Datasets Across Sister Agencies.** Coordinating datasets of related data between sister agencies has proved challenging, particularly given those agencies are working on their own technology and data modernization projects. RAD and the developer work closely with DHCD’s sister agencies (the Department of Buildings, the Department of Licensing and Consumer Protection, and the Office of the Chief Technology Officer) to incorporate data changes and ensure that changes will neither disrupt RentRegistry operations nor impose unanticipated costs to incorporate the anticipated changes.
- **Higher than anticipated customer service Needs.**
- **Corrective Actions to Assist with Stakeholder Full Compliance.** DHCD anticipates that attaining “full compliance” will require cross-efforts among sister agencies (DOB, DLCP, and OCTO) with rental housing regulatory responsibilities. To date, the RentRegistry has facilitated cooperation and synchronicity among DHCD’s sister agencies, however a coordinated effort for compliance must be planned. For example, an idea would be DHCD’s signoff during the basic business licensing process (similar to the raze permit process) to ensure that a licensee is aware of the rental accommodation registration requirement. Presently, during the RentRegistry implementation phase, DHCD’s focus is on assisting stakeholders with complying with the RentRegistry requirements.

**c. When does DHCD anticipate launching the Reporting Portal to allow the public to explore the rent registry data? Please also describe:**

RAD anticipates that the Public Portal will be released in late February 2026 and features will be added onto the portal every 2 weeks.

**i. What data fields will be publicly accessible at launch;**

Address, Ward, Property Type, Exemption Status, Minimum Rent, Maximum Rent, Basic Business License Number, Owner, Email Subscription link.

**ii. What data will be withheld, if any, and the rationale; and**

The Public Portal will not include tenant information (i.e., tenant name, contact information, email address) for privacy reasons.

**iii. Whether DHCD has conducted user testing to ensure the portal is usable by tenants, housing providers and advocates.**

DHCD conducted beta testing by groups of users (i.e., small housing providers, large housing providers, and tenants (including representatives from the Office of the Tenant Advocate) in sessions held from May 2024 through August 2024.

**d. When will the public be able to access registry data?**

DHCD anticipates that the Public Portal will be released in late February 2026 and features will be added onto the portal every 2 weeks.

**e. List all trainings, guidance sessions, and public meetings DHCD has held to support housing providers in registering properties, including dates, attendance, and impact.**

DHCD held the following hybrid online/in-person sessions:

<b>Date</b>	<b>Event</b>	<b>Attendance</b>	<b>Impact</b>
04/02/2025	Public Demonstration	84 registered 22 in-person 44 virtual	An introduction to the RentRegistry and requirements
04/22/2025	Small Housing Provider Training	251 registered 47 in-person 261 virtual	A step-by-step training of using the RentRegistry targeted for small housing providers
04/24/2025	Large Housing Provider Training	154 registered 38 in-person 130 virtual	A step-by-step training of using the RentRegistry targeted for large housing providers including using a Grid Template to enter copious amounts of data for large rental accommodations
05/13/2025	Tenant and Public Training	455 registered 35 in-person 150 virtual	A step-by-step training of using the RentRegistry Tenant Portal

DHCD mounted an email advertising campaign to disseminate information about the RentRegistry. The agency established a dedicated RentRegistry website page ([dhcd.dc.gov/page/rentregistry-rent-control-database](https://dhcd.dc.gov/page/rentregistry-rent-control-database)) which includes links to each of the training sessions, the RentRegistry link, user manuals, templates, and training handouts.

**f. Using the data above, please also:**

**i. Describe the methodology DHCD uses to estimate the total number of rent-controlled buildings and units citywide, and assess the reliability of that estimate.**

DHCD cannot answer this question presently because there is not a known universe of the number of rental accommodations (i.e., housing accommodations and rental units) in the District. The RentRegistry database is the District’s first digitization effort of the rent control and rent stabilization program. The Rental

Accommodations Division (RAD) is building a baseline of the number of housing accommodations and rental units and associated data. DHCD has not yet considered a methodology for evaluating RentRegistry data. The agency's efforts and focus are on assisting housing providers with navigating the new system, registering their rental accommodations, and filing rent adjustments, as well as helping tenants file protected status registration and tenant petitions.

The only formal data published on the number of housing accommodations and rental units were estimates from the Urban Institute in 2011,<sup>1</sup> which reported approximately 119,288 rental units in 9,352 multifamily rental accommodations and a total of 4,818 properties with 79,145 housing units potentially subject to rent stabilization. DHCD used the 119,000 rental unit figure as a baseline to estimate the total number of rental units which should be registered in the RentRegistry, however this baseline target estimate was surpassed.

**ii. State whether DHCD considers current registration levels sufficient to support rent control enforcement as of November 29, 2025, and explain why or why not;**

There is not a known total of the number of rental accommodations (i.e., housing accommodations and rental units) in the District to compare against the number of properties currently registered. The RentRegistry database is the District's first digitization effort of the rent control and rent stabilization program.

**iii. Identify what enforcement actions, if any, DHCD plans to take after the registration deadline for non-compliant housing providers; and**

RAD's attention and resources have been targeted at assisting stakeholders and the implementation of the RentRegistry for the past eight months. Any enforcement program must also be coordinated with the Rental Housing Commission in accordance with Rental Housing Act of 1985 requirements.

- **Identifying Unregistered Basic Business License Holders.** RAD's enforcement plan development for non-compliant housing providers requires coordination with the Department of Licensing and Consumer Protection to obtain a list of rental housing license holders to identify unregistered license holders.

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<sup>1</sup> Peter Tatian and Ashley Williams, "A Rent Control Report for the District of Columbia," A Rent Control Report for the District of Columbia, 2011, <https://www.urban.org/sites/default/files/publication/27346/412347-A-Rent-Control-Report-for-the-District-of-Columbia.pdf>.

- **Engaging Stakeholders.** RAD also plans to engage community stakeholders to assist with gathering feedback and insights to fine-tune the enforcement program. This collaborative approach encourages shared responsibility and fosters a culture of compliance with the goal is to protect tenant rights and maintain a healthy, competitive rental market.
  - **Commitment to Transparency and Accountability.** As implementation progresses, RAD remains committed to transparency and accountability. DHCD will provide regular public updates on milestones and challenges to build trust and reliability. By maintaining clear communication, RAD can address concerns about the RentRegistry and foster cooperation and compliance from housing providers, tenants, sister agencies, and other stakeholders.
  - **Drafting Legislation and Regulations.** An enforcement plan will include legislative amendment proposals and drafting rulemakings to account for changes in processes and procedures.
  - **Future Outlook and Long-Term Goals.** RAD aims for the RentRegistry to serve as a model for other regions. The goal is to improve rental markets through regulation and oversight. By setting a standard for effective implementation, RAD hopes to inspire similar initiatives and prioritize tenant rights and market stability.
- iv. **Describe how DHCD will use RentRegistry data to proactively identify rent overcharges or non-compliance, rather than relying solely on complaints. If DHCD does not plan to initiate enforcement based on registry data, please explain why and identify what additional authority, staffing, or system changes would be required to do so.**

RAD does not presently monitor rent adjustments or noncompliance due to statutory requirements and resource limitations for the following reasons:

- The Rental Housing Act of 1985 requires that tenants monitor and report improper rent adjustments and housing provider noncompliance. Tenants receive a multitude of statutory disclosures and notices, a petition (grievance) process, legal assistance from the Office of the Tenant Advocate, access to DHCD’s community-based organizations, and robust tenant rights.

The Act authorizes RAD to monitor rent adjustments and noncompliance as part of its administrative responsibilities. When notified of issues, RAD takes enforcement action to ensure housing providers meet statutory and regulatory requirements.

- The Rental Housing Act of 1985 grants the rent administrator with show cause powers, however there are no resources for a dedicated enforcement program. If a housing provider refuses to comply with RAD's notices and interventions, RAD refers these matters onto DHCD's Office of General Counsel and the Office of the Attorney General as appropriate.
- RAD is a small office with limited resources. Presently, the division is comprised of 9 staff members: the rent administrator, a program support specialist, two rental property program specialists, and five contact specialists. There are insufficient resources to effectively implement and administer the RentRegistry, operate the Housing Resource Center, provide customer service, conduct training, and implement and operate an enforcement program.

**9. Who currently answers the Housing Provider Ombudsman phone line, and what training do they receive?**

The Housing Provider Ombudsman has been repurposed as the Small Buildings Program Manager position at DHCD. The position was moved and subsumed into the Housing Preservation Unit (HPU) in approximately FY 2019. Housing provider questions and concerns are frequently addressed by HPU staff relating to loan and grant programs. The Small Buildings Program Manager assists housing providers with accessing funds for critical repairs, navigating District government regulatory agency procedures, and providing policy recommendations to support housing providers.

The assigned telephone number, (202) 442-9505, is answered by Rental Accommodations Division (RAD) staff. RAD assumed some of the former housing provider ombudsman responsibilities, including: guidance on complying with requirements under the Rental Housing Act of 1985, providing outreach and education relating to the Rental Housing Act, taking comments and complaints and suggesting solutions, and referring questions outside of RAD's subject matter scope to appropriate parties.

**a. Provide call volume for FY25 and FY26 to date.**

In FY 2025, RAD received 3,694 calls.

In FY 2026 (as of 01/30/2026), RAD received 1,489 calls.

**b. List the five most common issues raised and how DHCD resolved or escalated them.**

- RentRegistry from both tenants and housing providers (how to use, specific issues, filing review status);
- Rental accommodation registration requirements and claims of exemption from rent stabilization;
- Evictions;
- Calculating rent adjustments for rent-stabilized rental accommodations; and
- Housing provider petitions.

Housing provider ombudsman issues and questions are mostly handled by the Rental Accommodations Division (RAD) staff. The question or issue dictates RAD's response. RAD strives to promptly respond to user concerns.

- RentRegistry – RAD is responsible for implementing the rent control database and fields and answers a high volume of calls and emails by responding to questions as promptly as possible. Questions requiring escalation typically pertain to database system errors which must be resolved by the RentRegistry developer.
- Registration requirements and rent-stabilization exemption claims – RAD staff utilizes its expertise for responding to housing provider questions and provides technical and regulatory guidance.
- Evictions – RAD staff uses its expertise to provide technical and regulatory guidance for filing eviction notices. Staff cannot provide legal advice; for legal questions, housing providers are referred to the District of Columbia Bar Association's Landlord Tenant Resource Network or instructed to seek the advice of a competent attorney.
- Housing provider petitions – RAD staff uses its expertise to provide technical and regulatory guidance regarding housing provider petitions. Staff cannot provide legal advice; for legal questions, housing providers are instructed to seek the advice of a competent attorney.

**c. The average and median time to resolution for calls requiring follow-up;**

DHCD aims to resolve issues and assist customers on the same day as their inquiry. We do not have data to report on resolution timelines for calls requiring follow-ups.

**d. How DHCD tracks repeat callers or recurring issues; and**

DHCD does not formally track repeated callers or reoccurring issues through any database or tracking system. However, our team shares information internally when trends are recognized to provide the most appropriate response.

**e. One policy or operational change DHCD has made, or plans to make, based on trends identified through Ombudsman calls.**

DHCD actively uses feedback from RentRegistry customers to inform operational updates. For instance, the Rental Accommodations Division (RAD) received calls from housing providers experiencing glitches while entering data for rent control filings. RAD promptly communicated these issues to the system developer, who implemented fixes to resolve the problems and improve user experience.

**10. Provide a detailed list of services offered by the Housing Resource Center and each CBO partner, including addresses and service types. Describe the center’s major activities, accomplishments, and measurable impact of these for FY25 and FY26, to date. In addition, please:**

See attachment “Question 10.”

DHCD’s Housing Resource Center (HRC) provides direct housing navigation, assistance, and referrals for District residents seeking homeownership, rental, public housing, and emergency or transitional housing resources. In addition to direct HRC services, DHCD partners with several community-based organizations (CBOs) that provide specialized housing-related services through bi-weekly co-location at the HRC. A detailed listing of HRC services and CBO partner services—including service descriptions is provided in the attached document.

Some key accomplishments and the measurable impact of the Center’s activities and accomplishments are as follows:

- Established an interagency HRC Champion Network (DC Housing Authority (DCHA), DC Housing Financing Agency (DCHFA), DC Department of Buildings (DOB), DC Department of Human Services (DHS), DC Department of Insurance, Securities and Banking (DISB), DC Department of Energy and Environment (DOEE), DC Office of Tenant Advocate (OTA), Mayors Office of Returning Citizens Affairs (MORCA), and Landlord Tenant Resource Center (LTRC)) to strengthen coordination and streamline governmental sister agency referrals.
- Implemented soft handoff protocols and clarified partner roles to improve navigation of resident/visitor cases.
- Transitioned to a digital intake and reporting system (QuickBase), improving data quality, real-time visibility, and operational tracking.

- Instituted a 5-minute visitor response protocol to improve service efficiency and the visitor experience.
- Deployed TeamUp software to support bi-weekly CBO co-location scheduling and coordination and Inclusionary Zoning (IZ) orientations.
- Implemented customer satisfaction survey, maintaining a 92% satisfaction rate.
- Produced weekly Visitor Snapshot reports to monitor traffic patterns, trends, and referral outcomes.
- Updated HRC public materials and signage, including accessibility-focused flyers and clear transportation and parking information

**a. Identify which services offered through the Housing Resource Center generate the highest volume of resident demand and which generate the longest wait times;**

Based on walk-in intake data and staff observations, the services generating the highest volume of resident demand at the HRC include:

- General housing navigation (including rental assistance inquiries)
- Rent Registry database support
- Notices to vacate and eviction related concerns
- Tenant rights inquiries

The HRC is structured to minimize wait times and quickly triage visitors based on need. Upon arrival, visitors complete a brief walk-in intake form that typically takes approximately 2–3 minutes to complete. This process allows staff to route visitors efficiently to the appropriate HRC staff member or co-located partner, or to provide immediate referrals when services fall outside DHCD’s direct purview. While wait times may vary depending on daily volume, the intake and triage process is designed to ensure timely service delivery.

**b. Describe how DHCD evaluates the effectiveness of each CBO partner beyond volume served (e.g., resolution rates, time to resolution, repeat visits); and**

CBO oversight, including performance monitoring and evaluation, is managed by DHCD’s Community Residential Services team in accordance with contractual and programmatic requirements.

Within the HRC, we track CBO participation related to co-location, including attendance and service availability during scheduled rotations. This information supports operational coordination but does not replace formal performance evaluation metrics such as resolution rates, time to resolution, or repeat visits.

- c. **State whether DHCD has identified any services or partners that are underperforming and what corrective actions, if any, have been taken.**

To date, the HRC has not identified underperformance by CBO partners within the scope of its operational role. Any identification of underperformance or corrective action related to CBO service delivery would be addressed by the Community Residential Services team through established monitoring and contract management processes.

- 11. DHCD has previously stated it was developing template listings to reduce delays. Provide a status update, timeline, and measurable improvements achieved. Please also state:**

DHCD explored the idea of creating listing templates, but given the current platform configuration, this was determined as not a viable option as there is no one-size-fits all template that would work for all listings. Creating a template could potentially cause more erroneous listings. Landlords remain responsible for creating their own listings and by creating their own user accounts on [www.dchousingsearch.org](http://www.dchousingsearch.org) and contacting [www.dchousingsearch.org](http://www.dchousingsearch.org) directly for any troubleshooting.

The program is focused on process improvements from the audit.

- a. **Which transactions or processes the templates were intended to accelerate;**

The templates were intended to improve the listing accuracy of properties for lottery units and non-lottery units by owners. This may accelerate the ability for households to search and distinguish between listings among different categories such as lottery, non-lottery, ADU or non-IZ units on [dchousingsearch.org](http://dchousingsearch.org).

- b. **The average processing time for those transactions before and after template implementation; and**

Not applicable.

- c. **Whether DHCD believes the templates meaningfully reduced delays. If not, explain why and what additional changes are needed.**

DHCD is currently working to publish an updated policy manual with instructions for the listing process for properties to reference and easily access whenever they experience staff turnover.

DHCD continues to require listings of all IZ and ADU property vacancies per the Affordable Housing Locator Act and we continue to communicate the website's

customer service options (web form, chat and phone) to assist properties in posting their listings accurately and expeditiously.

**12. What expansions or improvements to the Housing Resource Center does DHCD plan to implement in FY26, and for each:**

- a. What specific performance gap or residence experience problem the change is intended to address;**
- b. Whether DHCD has evidence from FY25-FY26 performance data or resident feedback supporting the need for the change; and**
- c. How DHCD will measure whether the change improved outcomes.**

The HRC plans to expand educational opportunities through workshops, tabling at community events, and seminars for District residents to help them better navigate housing options and housing-related challenges. Additionally, we plan to develop more referral connections related to the needs and feedback of residents, continue warm and informed handoffs, and create restaurant partnerships and resources.

The HRC customer satisfaction survey data collected over the past year reinforces the HRC's role as a front-door navigator, rather than a transactional or program-specific intake point. Survey respondents most frequently identified reasons for visiting the HRC that center on general housing navigation, rental assistance inquiries, eviction-related concerns, RAD information and registration guidance, and Rent Registry support. Collectively, these visit reasons reflect a need for orientation, clarification, and assistance understanding how to engage with multiple housing agencies and requirements.

This aligns with intake-level observations that many residents arrive at the HRC uncertain about where to go, which processes apply to their situation, or how to move forward after experiencing delays or limited responsiveness elsewhere. While customer satisfaction data indicates that visitors are highly satisfied with the assistance they receive once connected to the HRC, it does not fully capture the upstream confusion or frustration that drives many visits.

Together, the survey data and intake trends indicate an opportunity to strengthen proactive education and system navigation support through the HRC. The Center will continue to track reasons for visits through both intake and survey data, monitor trends over time, and use these insights to inform educational programming and service improvements that better equip residents to navigate housing challenges.

**13. Define what it means for a property to be “in DHCD’s portfolio” and list the number of properties and the total number of units DHCD has in its portfolio to date. Of these**

**properties, state how many properties, and how many units, DHCD inspected in FY 25 and in FY 26, to date. In addition, please state:**

Properties are "in DHCD's portfolio" when the property has compliance requirements that DHCD oversees, generally due to an affordable housing covenant. The District (as of 12/31/25) has over \$2.2 billion invested across 490 multi-family rental loans and over 9,500 loans to single family homeowners.]

- a. Whether DHCD applies different inspection frequencies or standards across categories of portfolio properties (e.g., financing source, age, affordability level), and why;**

DHCD inspects properties on a 3-year cycle based on the LIHTC program under HUD guidelines and standards.

- b. What percentage of the portfolio DHCD considers adequately monitored through inspections as of FY26 to date; and**

As of October 1, 2025 to date, DHCD considers all of the portfolio adequately monitored.

- c. What is DHCD's timeline for inspecting all of their properties and how does DHCD ensure that no property goes without inspection in a timely manner. How does DHCD prioritize inspections based on resident feedback?**

DHCD's timeline for physical inspections runs from March-November of the fiscal year. A schedule is used to track which properties are inspected each month. When there is resident feedback for a unit or property, DHCD conducts additional inspections to ensure the issues are noted and for appropriate enforcement actions to resolve the issues.

- d. Whether DHCD believes its current inspection coverage is sufficient to identify compliance or habitability risks in a timely manner.**

Yes, our current inspection is sufficient to identify compliance risks in a timely manner.

- 14. How many inspectors does DHCD employ, and does the agency contract out inspections? If so, explain why, and list contractors and scopes of work. Additionally, please provide:**

DHCD employs 13 inspectors. DHCD’s pilot Residential Accessory Apartment Program (RAAP) was developed to perform through a design/build contractor for turnkey project delivery. The contractor is The Roz Company and the scope of work is for the design/build, schedule, scope, cost estimate, permitting, and vetting of program applicants.

**a. The average caseload per inspector in FY25 and FY26 to date;**

In FY25, the average caseload per inspector is 1:51. In FY26 YTD, 1:31.

**b. Whether DHCD has identified any inspection backlogs or unmet inspection needs; and**

The Office of Program Monitoring has not identified any inspection backlogs or unmet inspection needs.

**c. Whether DHCD believes its current inspector staffing and contracting model is sufficient to meet portfolio oversight needs, and if not, what changes are required.**

Based on the current programs within our PAMD portfolio, we are meeting the criteria for compliance oversight to preserve the quality of affordable housing.

**15. Provide an update on Emphasys implementation for tracking expiring affordability covenants.**

DHCD has recently implemented a BI Tool “Smart Reports” this will allow us to meet the demands of various data and report inquiries.

**Please also identify:**

**a. Which affordability covenant data elements are currently tracked in Emphasys;**

Currently the elements tracked include placed in service dates and restricted rental periods to note the end of the compliance periods.

**b. Whether DHCD can generate automated alerts for upcoming covenant expirations; and**

Not currently, as there are gaps in historical data. As we progress with further adoption of the system, the data will be made more available to generate these types of alerts and reporting.

**c. Whether Emphasys is actively used by staff to inform preservation or intervention decisions.**

Not currently. Once more historical data is entered and available in the system, there could be potential for the application to be used for this purpose.

**16. How many affordability covenants on rental units in DC will expire in the next 3 and 5 years, and what proactive preservation strategies is DHCD employing to maintain affordability in these units?**

Almost 4,000 financially subsidized affordable units are expiring in 2026 through 2030 for an average of about 800 per year. Approximately 3,300 of these are expiring in 2026 to 2028. These numbers are based on preliminary data developed by the Urban Institute and The Coalition and expected to be published in March 2026.

The District has a robust set of tools and partnerships to preserve both expiring affordability covenants and convert naturally occurring affordable housing to dedicated affordable housing. The ability of the Housing Preservation Fund (HPF) to rapidly acquire properties and provide a bridge to long-term financing from LIHTC, HPTF and other sources is a key component.

DHCD is proactively applying efforts to sharpen our tools. The first is an analysis of the number of affordable units with expiring affordability covenants over the next five to 10 years through a grant previously funded to The Coalition and Urban Institute. The second is a partnership with the Office of Planning to better understand market driven pressures and strategies to prevent displacement. The two studies will inform DHCD's approach to preservation and production of affordable housing. The third is the shift to a managed HPTF pipeline, which will reduce the uncertainty of when financing is available by better aligning it with when the projects are ready. Finally, the FY25 stabilization RFP was a significant part of our preservation strategy to prevent loss of covenants due to foreclosure. It is critical to state that we use stabilization as a preservation strategy.

**Additionally, please:**

**a. Identify how many units with expiring covenants DHCD considers at high risk of loss based on market conditions or owner behavior;**

The greatest risk to affordable housing is easily the difficulty in collecting rent that has increased since the pandemic. DHCD estimates that there are potentially more than 4,500 units with or without expiring covenants that are at risk of

foreclosure due to the inability to collect rent. DHCD does not have the data broken down by expiring covenants.

**b. Describe when DHCD typically initiates preservation planning prior to covenant expiration; and**

DHCD participates with the DC Preservation Network (DCPN) monthly to identify at risk properties, discuss challenges to preserving their affordability, and coordinate approaches to support and preserve the properties. DCPN typically tracks properties that are two years away from expiring covenants.

DHCD also provided The Coalition a \$40,000 grant for a study of expiring covenants over the next five to 10 years. The study, due out in March 2026, is expected to provide an analysis for the next ten years, which will help inform and ensure the resources necessary to preserve units with expiring covenants.

**c. State whether DHCD has sufficient funding, authority, and staffing to address the volume of expiring covenants identified for the next five years.**

Economic vacancy issues and tenant posture around rent is the greatest current threat to the District's affordable housing supply. There is also a need to reinvest in those properties to repair and preserve them 15 and 40 years later. This year, 2026, will be the 24<sup>th</sup> year since the HPTF was first funded and helped ramp up production of affordable housing in DC. In addition, it has been 10 years since the HPTF has been funded at \$100 million annually. With inflation, increased public requirements, and other factors, the spending power and value we can obtain from this funding level does not equate to what it did 10 years ago.

DHCD has sufficient authority and staffing.

**17. What is the timing of the release of the 2026 NOFA and QAP? Will this timing be the standard process going forward? If not, explain proposed changes and describe how the agency will advise stakeholders in advance. Please also state:**

The 2026 NOFA that includes competitive non-HPTF sources will be released in early 2026 and the QAP that governs 2026 was issued in December 2025. DHCD anticipates on issuing at least a yearly NOFA for competitive non-HPTF sources. The QAP is completed every two years.

**a. Whether DHCD believes the proposed timing provides sufficient predictability for applicants to assemble financing and partnerships;**

DHCD believes the proposed timing provides sufficient predictability.

- b. How the 2026 timing compares to the release schedule used in prior years; and**

Prior release dates were contingent on funding availability or policy shifts. The 2024 NOFA was in response to the current economic climate of the District.

- c. What risks DHCD believes arise when NOFA or QAP timing shifts late in the cycle, and how DHCD plans to mitigate those risks.**

DHCD does not believe timing shifts late in the cycle present any significant risks. There may be some potential for projects to be unprepared to apply to a funding cycle once it is released, but this would be mitigated by our communication and publication of the requirements and criteria prior to opening each funding cycle.

- 18. Given the increase in the Director's discretionary allocation from 25% to 30% in the draft 2025 QAP, please:**

- a. Identify the specific policy priorities DHCD intends to advance using discretionary funds;**

Discretionary funds are flexible and there are no particular policy attached to them. They are used for several reasons such as demonstration projects, community projects, unique situations, unforeseen circumstances, increase for increased cost, to be responsive to changing policies and/or executive discretion.

- b. Explain the criteria DHCD will use to select projects for discretionary funding and how those criteria differ from standard QAP scoring;**

The Director makes these decisions in the best interests of the projects seeking funding from DHCD.

- c. Describe how DHCD will ensure consistency and transparency in discretionary funding decisions; and**

It is discretionary and allows flexible use of the funds at the agency's discretion. All projects selected for funding are included in agency reports.

- d. Explain how and when DHCD will communicate these priorities and criteria to stakeholders in advance of application submission.**

Since we are using the same criteria already outlined within the QAP, we anticipate that applicants will have access to the framework to plan accordingly when preparing their proposals. DHCD will communicate these priorities and criteria well in advance of submission application through multiple channels, including:

- Frequently Asked Questions (FAQs) posted on DHCD’s website to clarify eligibility and process.
- Stakeholder meetings and webinars to provide direct engagement and answer questions from developers and partners.

**19. Please attach an Excel workbook with the information listed below regarding 9% LIHTC projects awarded for FY20-FY 26, to date. If no 9% LIHTC projects have been awarded in FY26, please explain why, and share a projected timeline for reopening 9% LIHTC awards.**

- a. Name of the awardee;**
- b. Name of all the legal entities comprising the awardee;**
- c. Name of each individual owner and/or principal of the entity;**
- d. Name and location of project;**
- e. Date of award;**
- f. Description of project;**
- g. Project timeline;**
- h. Year of Allocation;**
- i. Placed in service deadline;**
- j. Date placed in service;**
- k. Eligibility for a carryover allocation;**
- l. Date of an executed carryover allocation if applicable;**
- m. Year credits will be returned to the national pool if not placed in service;**

See attachment “Question 19.”

DHCD continues to actively monitor all awarded projects to ensure compliance with IRS timelines and program requirements. This includes quarterly progress reviews, construction status updates, and coordination with developers and investors to identify potential delays early on. We also continue to communicate with developers to explain risk of their delays. Developers and their investment partners are responsible for meeting the placed- in-service deadlines, returning the credits, citing any potential issues. The motivation of all parties is to mitigate completion risk.

**20. Using the data provided in the previous question, please also:**

- a. Identify how many projects experienced material delays between allocation and placed-in-service relative to their original timelines;**

DHCD does not currently track this data at the individual project level.

**b. State whether DHCD has identified common risk factors among delayed or failed projects; and**

Overall, delays tend to result from project-specific circumstances rather than a single recurring common issue.

**c. Describe what, if anything, DHCD would have done differently in managing these projects if the same circumstances arose today.**

DHCD would continue to emphasize proactive communication with developers and continue to explore flexible funding tools to mitigate unforeseen challenges.

**21. In last year's performance oversight responses, DHCD stated, "DHCD does not award 4% LIHTC. The process for awarding 4% LIHTC is tied to the issuance of tax- exempt bonds and DHCD has transferred this process to DCHFA as part of our MOU. Our colleagues at DCHFA can provide more specific information."**

**a. What role if any does DHCD play in the administration of 4% LIHTCs?**

DHCD establishes the credit priorities in the QAP, and DCHFA allocates 4% LIHTC in conjunction with the issuance of tax exempt bonds.

**b. DHCD administers the process for awarding 9% LIHTC. Has DHCD considered transferring that process to DCHFA? Please explain why or why not.**

No. There is a well-established infrastructure for the administration of the tax credit program at DHCD. This has never been a consideration.

**c. Has DHCD has evaluated the comparative performance of 4% LIHTC administration at DCHFA versus 9% LIHTC administration at DHCD, including timelines, compliance outcomes, and risk management?**

No, DHCD administers and provides oversight for all low-income rental housing tax credits.

**22. Of the units supported by LIHTC, are any designated for specific populations (e.g. seniors, veterans, grand-families)? If so, how many units per population?**

Of the LIHTC-supported units in FY 2025/26:

- 646 units designated for senior housing were delivered;
- 179 units designated for grand-families were delivered;
- 67 units closed in FY 2025 that are designated for senior housing;

- 15 units designated for the LGBTQ+ population were delivered;
- 18 units designated for returning citizens closed on financing;
- 244 units Permanent Supportive Housing (PSH) delivered;
- Another 222 units PSH units closed in FY25.

**23. In the Committee’s November 20, 2025 legislative hearing, Director Green stated that she was not aware of the LIHTC credits that were at risk of being returned to the national pool because her tenure as the Director began after the projects were allocated.**

**a. Please provide a list of projects with LIHTC credits that are expiring in FY26 and describe corrective actions DHCD has taken to avoid returning those credits to the national pool.**

DHCD has not received any requests or notifications from sponsors/developers for an exchange of credits.

**b. Please provide a list of the projects that DHCD is monitoring for the risk of LIHTC credits being returned to the national pool. List the dates by which credits will be disbursed to these projects.**

DHCD consistently monitors projects that have received financing during the construction phase. DHCD has not received any requests in FY 26 for a change in credits.

**c. For each project identified, please also indicate:**

**i. When DHCD first became aware the project was at risk;**

DHCD Received a request from the sponsor on December 2, 2025, from the sponsor of Hope View Apartments for an exchange of credits to the current calendar year.

**ii. What intervention steps were taken at that time; and**

There was no intervention that could have been taken on the Hope View Project that could have prevented the placed in service dates being missed at the time of notification.

**iii. Whether earlier intervention could reasonably have prevented the risk of credit return.**

According to the developer, the project had been delayed by unforeseen circumstances, including 1. Stop work orders from DDOT, 2. Waterproofing

requests from Verizon, and 3. Change request in soil mediation standards from residential to commercial.

**24. In the Committee’s November 20, 2025, legislative hearing, Director Green stated that the returned 9% LIHTC credits had executed a previous carryover allocation plan and therefore couldn’t execute another to avoid being returned to the national pool. Please provide a list of the projects that have executed a carryover allocation agreement in FY 25 and FY 26, to date, each project’s projected placed in-service date, an explanation for why the carryover allocation was necessary, and how DHCD plans to monitor compliance with the deadline to avoid returning the funds to the national pool. Please also state whether DHCD considers the frequency of carryover allocations in FY25–FY26 to be consistent with a healthy LIHTC pipeline, and if not, what systemic changes DHCD is pursuing to reduce reliance on carryovers.**

<b>Project Name</b>	<b>Carryover Allocation Date</b>	<b>Estimated Placed in Service</b>
1109 Congress Street	12/17/2024	2/21/2026
145 Kennedy Street	12/22/2025	12/31/2027
Jubilee KEB	12/28/2025	12/31/2027
2229 M Street NE	12/28/2025	12/31/2027
The Bobbi	12/28/2025	12/31/2027
Cascade Park 9%	12/30/2023	11/10/2023
Wesley House	12/28/2025	12/31/2027
Boundary Flats	12/28/2025	12/31/2027

DHCD implements a monitoring process for projects in construction and reviews their status at the 25%, 50%, and 75% completion marks. There is no method for us to demand a return of credits that have been allocated from the sponsor and investor; however, we do communicate with developers to explain risk of their delays. Developers and their investment partners are responsible for meeting the placed- in-service deadlines, returning the credits, citing any potential issues. The motivation of all parties is to mitigate completion risk.

Carryovers are necessary when the project estimates it will not be able to meet the placed- in-service deadline of the original allocation. Carryover frequencies are not sufficient indicators of the health of a pipeline, as carryover agreements are a mechanism to allow funded projects to continue forward in the development process. Without this, we otherwise would not see projects continue through development and to completion. Additionally, carryover agreements are a critical strategy to mitigate challenges that projects frequently face throughout development such as financing, local permitting, or construction delays.

**25. Will DHCD be applying to the national pool for the \$3.1M in returned LIHTC credits or for any other amount? If not, why not? If, yes:**

No. We have to use up all of the annual credits to be eligible, and if we make a request, it is highly unlikely to be granted due to our population size and growth as these factors in other states are significantly different and higher

**a. When is that application due?**

The IRS makes allocations from the national pool based on a qualified state making a request in writing and through a proportional formula based on the state's population relative to others in the pool. A state must demonstrate allocation of all of its annual credit in order to make a request to the national pool. If that happens, we will make the request.

**b. Please provide a copy of the application.**

Not applicable.

**c. What projects does DHCD plan to use the national pool credits for?**

Not applicable.

**d. Please explain how DHCD evaluates whether applying to the national pool is the best use of returned credits compared to alternative preservation or production strategies.**

Not applicable.

**26. At the November 20, 2025 legislative hearing, the Committee heard concerns regarding the effectiveness of the LIHTC program's building code compliance mechanisms. Per the DHCD LIHTC program compliance manual, DHCD inspects properties within the first two years after lease-up and every three years thereafter, with 20 percent of units inspected at random. DHCD is required to file IRS Form 8823 for any violations identified during these inspections. If issues remain unresolved, the IRS may recapture tax credits from the developer—a significant penalty that can impact future funding and partnerships.**

**a. How does DHCD ensure compliance with the required inspection schedule for LIHTC properties?**

PAMD inspections are structured into teams that are assigned to properties. Each team has a compliance specialist, housing inspector, and financial analyst assigned to them. Each team is responsible for the tenant file reviews, in-person physical inspections, and

the financial reviews of each property. Once a file review or in-person physical inspection is performed, a detailed report is prepared and sent to the owner and/or management agent responsible for the property. A thirty (30) day correction period is assigned for noted deficiencies, and if additional time is needed to correct the deficiencies cited, an extension of another thirty (30) day period can be requested by the Owner and/or management agent upon request in writing.

**i. Please state whether DHCD has ever missed the required inspection schedule for any LIHTC property in the past five fiscal years, and if so, how many times and why.**

Yes, during the global public health emergency (Covid-19), our compliance monitoring schedules had been prepared in advance, and notifications were sent to the scheduled sites. Due to the emergency, those in-person physical inspections were postponed, with guidance from the Mayor’s Office (EOM), the Department of Housing and Urban Development (HUD), the Internal Revenue Service (IRS), and DHCD. (referenced copies of notifications are attached). The public health emergency spanned several years beginning in March 2020 through September 30, 2022.

**b. How does DHCD select the 20 percent of units for random inspection?**

DHCD utilizes a random selection feature in the Emphasys database.

**c. How many times has DHCD filed IRS Form 8823 for LIHTC properties in the past five fiscal years broken out by year?**

- FY2021 – 32
- FY2022 – 45
- FY2023 – 26
- FY2024 – 14
- FY2025 – 24

**i. What were the most common reasons for these filings?**

The most common reason for issuing the IRS Form-8823 is usually for Item 11-C “Violation of the UPCS or local inspection standards including casualty losses.”

**ii. Of the violations reported, how many resulted in unresolved issues that led to loss or recapture of tax credits?**

To date, none of the reported violations have resulted in “unresolved” issues that led to loss or recapture of tax credits.

**iii. Have any LIHTC properties in the District lost credits due to unresolved compliance issues? If so, please provide details.**

To date, none of the LIHTC properties in the District of Columbia have lost tax credits or faced recapture due to “unresolved” compliance issues.

**iv. What is the current status of any pending Form 8823 filings or unresolved compliance cases?**

To date, all IRS-8823s issued by DHCD, have been corrected by the owner of the property, and there has been no IRS Form-8823s to date issued for “unresolved” compliance issues.

**d. Based on the information provided above, please also state whether DHCD believes its current compliance monitoring regime is sufficient to prevent credit recapture, and if not, what additional changes are required.**

Yes, DHCD has created an environment of enhanced and sufficient compliance monitoring. DCHD’s compliance monitoring is sufficient to meet the requirements of Section 42 of the IRS Code.

**27. DC Code § 2803.01 requires the Mayor to transmit to the Council an annual HPTF report no later than April 1 of each fiscal year. However, the annual report has not been delivered since 2023. Please explain why the agency has not met the statutory requirement and describe the agency’s corrective actions to ensure timely delivery of future reports.**

- a. Will DHCD transmit to the Council its 2025 HPTF Annual Report before April 1, 2026? If not, explain why and provide the date by which the report will be transmitted.**
- b. Please provide the 2024 and 2025 reports.**

The 2024 annual report was transmitted to Council. The 2025 annual report is being prepared.

**28. DC Code § 42–2802(d)(2) requires DHCD to file with the Chairperson of the Council committee with oversight jurisdiction over DHCD quarterly reports on activities and expenditures related to the HPTF. DHCD submitted the FY 23 quarterly reports to the Committee on April 17, 2024, but has not submitted any from FY 24 or FY 25. The last quarterly report on the DHCD website is from the Fourth Quarter of FY 22.**

- a. **Provide all missing reports, explain the repeated delays, and list the date the missing reports will be posted publicly on DHCD’s website.**

The 2024 quarterly reports have been transmitted to Council. The 2025 quarterly reports are being prepared for review.

- b. **Describe the agency’s corrective actions to achieve full compliance with statutory reporting requirements.**

In FY25, DHCD implemented a tracking system to monitor reporting requirements and deadlines to improve our compliance with statutory reporting requirements. This monitoring activity assists in tracking and informing teams of upcoming due dates and setting internal deadlines to ensure reports will be prepared in a timely manner to undergo the review processes.

- c. **For each missed statutory reporting requirement identified above, please state:**
  - i. **The DHCD office responsible;**
  - ii. **The specific internal failure point (e.g., data extraction, internal review, legal clearance);**
  - iii. **Whether DHCD has created a recurring internal deadline and designated accountable staff; and**
  - iv. **The date DHCD expects to return to full compliance.**

The quarterly HPTF reports are prepared across multiple divisions, and each element contributed to draft the report undergoes the processes of data extraction, analyses, legal review and internal reviews.

In FY25, DHCD implemented a tracking system to monitor reporting requirements and deadlines to improve our compliance with statutory reporting requirements.

- 29. **DC Code § 42–2802(d)(9) requires DHCD to release to the Council a written report, within 10 business days of written notification to selected applicants that applied for projects to produce or preserve affordable housing, with aggregated information on the units that would be produced through the project.**

- a. **Please list the number of such reports DHCD was required to submit to the DC Council in FY 25 and FY 26, to date.**

There was one report required which was the Fall 2024 RFP report.

- b. **Please list how many such reports DHCD submitted to DC Council in FY 25 and FY 26, to date, and attach the reports. If the agency did not submit all the required reports to the Council, please explain why.**

There are no outstanding reports as no final approvals have been made on any new projects as the focus has been on funding and stabilization for previous awardees.

- c. **Of the reports submitted, please indicate the date DHCD provided written notification to the applicants, the date DHCD submitted the required report to Council, and whether DHCD submitted the report to Council within 10 business days of notifying the applicant.**

DHCD will provide a report to Council detailing all project approvals within 10 business days of selection of final approval of selected applicants

- 30. Please provide the total amount and percentage of HPTF funding spent on acquisitions in FY 25 and FY 26, to date.**

See attachment “Question 30”

- 31. Please list how many total units have been created and preserved using the HPTF since its inception by fiscal year and in total.**

See attachment “Question 31”

- 32. Please update and expand the chart provided in last year’s oversight response to question 50 (which DHCD updated in a post-hearing response), and list the number and percentage of HPTF units since 2015 with the following characteristics:**
  - a. **Rental units at each level of affordability;**
  - b. **Ownership units at each level of affordability;**
  - c. **Units designed to heightened accessibility standards (specify which); and**
  - d. **Each bedroom configuration (studio, 1-bedroom, etc.).**
  - e. **Ward.**
  - f. **Total development cost per unit.**

See attachment “Question 32”

- 33. Please list the number of HPTF closings in FY 25 and FY 26, to date, including the project name, location of the project (address and ward), start date, closing date, amount of HPTF funding used in each project, the developer(s) on the project, the score the project received on the QAP, what funding round the project was selected (ex. 2024 Consolidated RFP), the total development cost per unit, and whether this was a TOPA transaction.**

See attachment “Question 33”

Projects are not scored on the Qualified Allocation Plan (QAP). The QAP is the District/state-level document defining the rules and guidelines for distributing federal Low-

Income Housing Tax Credits (LIHTC) to developers detailing selection criteria and funding priorities.

**34. Please provide the average median time (in days) from:**

**a. Award/selection to closing; and**

Projects closed in FY25 and FY26 to date:  
Average: 331 days (including stabilization projects)  
Median: 54 days

Projects delivered in FY25 and FY26 to date:  
Average: 776 days  
Median: 618 days

**b. Closing to construction start/occupancy**

This question is unclear as written. Closing and construction start very close to one another in the project timeline. Construction start and occupancy are very far apart in the project timeline.

**35. Other than those listed in response to question 53, how many applications for HPTF money were received in FY 25 and FY26, to date?**

**Please specify:**

- a. The number of production applications;**  
0 Applications
- b. The number of preservation applications;**  
69 Applications - Category A  
3 Applications - Category B
- c. The number of selected applications per planning area; and**  
N/A
- d. The number of applications dropped out per planning area.**  
N/A

There was not a consolidated Requests for Proposals (RFP) issued in 2025 to receive applications for HPTF funds.

**36. In FY 25 and FY 26, to date, what were the total amount and percentage of HPTF funding spent on housing for people in specific income ranges (broken down by income level) and on housing units without income restrictions? If the percentage of housing units for each income range did not meet statutory requirements, please explain why.**

HPTF does not fund any units without income restrictions.

In FY 25 and FY 26, to date for projects that had a financial closing, a total of \$178.7M HPTF funding was obligated. Below is the breakdown of funds expended on each income level:

- 0-30% MFI – 35% or \$62.57 million
- 31-50% MFI – 52% or \$92.96 million
- 51-80% MFI – 13% or \$23.24 million

Note these do not include any of the 2024 Stabilization projects

**a. How will the agency ensure it meets this requirement for the percentage of funds spent on housing for very and extremely low-income households in FY26 and moving forward?**

DHCD is ensuring HPTF is fulfilling the statutory mandate requiring at least 50% of the HPTF towards 0-30% MFI units, and at least 40% to units at 31-50% MFI each year. DHCD will ensure these mandates are met by requiring a mix of affordability in project applications that will be designed to meet these mandates. DHCD will work to maintain this mix of affordability during the underwriting process to meet the mandates

**b. Please provide legislative justification and recommendations if DHCD believes these requirements should be revised.**

DHCD believes the current metrics by which the HPTF performance is evaluated (by dollars spent) for the statutory income levels is not a sufficient indicator of whether the District is producing and preserving enough units at those income levels. Instead, the fund metric should count the number of units produced at each income level for the District to better track our progress of meeting our affordable housing demand.

**37. Of the units supported by HPTF, how many were:**

**a. Accessible to tenants with disabilities**

Of the projects that closed or delivered in FY 25 and FY 26 to date, 309 units.

**b. Accessible to seniors**

Of the projects that closed or delivered in FY 25 and FY 26 to date, 713 units.

**c. Accessible to veterans**

DHCD does not track this data.

**d. Accessible to LGBTQIA+ people**

Of the projects that closed or delivered in FY 25 and FY 26 to date, 15 units.

**e. Accessible to returning citizens**

Of the projects that closed or delivered in FY 25 and FY 26 to date, 18 units.

**38. Please share the date when DHCD anticipates putting out its next Consolidated RFP.**

The next RFP is expected to be released in early 2026.

**39. What was the total amount of HPTF contributions received under 11 DCMR § 414, the “Affordable Housing Production Requirement Generated by Construction on a Non-Residential Building of Habitable Penthouse Gross Floor Area” in FY 25 and FY 26, to date? Please provide a spreadsheet of properties subject to this provision and how much each has paid to date.**

See attachment “Question 39”

According to the CFO, the total amount of HPTF contributions received in FY25 for Habitable Penthouse Space on non-residential buildings was \$4,122,175. In FY26 through late January the contributions received were \$458,672.

**40. In the last 3 years’ oversight responses, DHCD said no fees had been transferred to the HPTF pursuant to DC Code § 42-2802(c)(18), 42-3402.04(d) and 42-3509.10(d), which became effective in 2020. Last year, DHCD said, “DHCD is working with DOB on implementation of the fees.” Please state whether any fees have been collected under this law in FY 23, FY 24, FY 25, or FY 26, to date, and provide an update on the implementation work with DOB. Please explain any barriers to the implementation of these fees.**

- a. Additionally, please provide data on the amount of funding that would have been transferred to the HPTF if the fees were implemented in FY 23, FY 24, FY 25, or FY 26.**
- b. If the fee has still not been implemented, please provide a rationale for why this has not been prioritized.**

No fees have been transferred pursuant to this legislation in FY23 to FY25. DHCD and OCFO have reached out to DOB to discuss the implementation of the fees in FY26.

**41. DHCD recently published the 2024 RFP Award recipients on DHCD’s public underwriting database, as well as the 9% LIHTC award recipients. There are currently 26 Category A projects listed with \$53.6M in funding, down from the 69 projects originally announced in February with \$144M in funding. The February announcement**

was titled “DHCD Selects 69 Projects to Preserve 7,700 Affordable Housing Units” and published on Thursday, February 20, 2025.

- a. **Did DHCD rescind funds from properties that had been awarded stabilization funds in 2024? If so, explain why and describe the criteria DHCD is using to distribute these funds going forward.**

Funds were not rescinded. The 69 projects originally announced in February 2025 were selections for further underwriting, not for award of funding

- b. **How much of that rescinded funding has been re-allocated to other projects or a future round?**

Funds were not rescinded. DHCD continues to award projects in the pipeline that can meet the underwriting criteria and are ready to proceed to a financial closing.

- c. **How many projects and funds, if any, have gone to stabilization in FY 25 and FY 26, to date, and why?**

The 26 Category A projects listed in DHCD’s data system have been awarded \$53.6M in funding throughout FY 2025.

Several projects are still finalizing underwriting and some criteria DHCD is using to make selections are the following:

- Lender and/or investor consent on proposed financing structure
- Projects must demonstrate it can meet the minimum debt service coverage within 3 years after funding is provided.

**42. Pursuant to the Committee’s changes in the Fiscal Year 2026 Budget Support Act of 2025 in FY26, \$20-30 million of the Housing Production Trust Fund shall be used for the purpose of preserving existing affordable rental housing (see Title II, Subtitle U. Housing Production Trust Fund).**

- a. **Provide an update on the implementation of this change, including:**

1. **how DHCD selected or will select eligible preservation projects to receive this funding,**

In the most current QAP, DHCD established separate and unique scoring criteria for projects that are seeking LIHTC for preservation of affordable housing. We anticipate this will draw a pool of projects that are seeking funding for rehabilitation to preserve those properties. Additionally, projects that have received loans from the Housing Preservation Fund and need permanent takeout financing, as well as projects in the Small Buildings

Program may be able to utilize set-aside HPTF funds to support preservation efforts.

- 2. the projects selected so far, and**
- 3. the amount of funding obligated to each project in FY 26, to date.**

<b>Project Name</b>	<b>Estimated HPTF Loan Amount</b>	<b>Project Type</b>
The Clara (Additional Financing)	\$1,711,766	Preservation
The Bobbi	\$11,620,823	Preservation
3218 Wisconsin Ave	\$8,543,610	Preservation
SOME 2607 Connecticut Ave NW	\$5,060,511	Preservation

- b. Does DHCD anticipate obligating the full amount of possible funds (\$20-30 million) to eligible preservation projects prior to the last day of the third quarter of FY 26? If not, explain why.**

Yes, over \$26M has been obligated to preservation projects that are expected to have financial closing by the third quarter of FY 26.

**43. What steps is DHCD taking to ensure confidence for existing and potential affordable housing owners and investors doing business in DC, including by ensuring funding predictability and transparency in resource availability and allocation?**

- Maintaining a consistent cadence of opportunities for affordable housing developers to access federal and local affordable housing finance resources.
- Implementing new tools to create affordable financing opportunities in partnership with the private sector, such as a short-term bridge financing loan product (SAFI Bridge Loan Program) and a stormwater management infrastructure revolving loan fund (STORM Revolving Loan Fund) – both of which reflect non-DHCD financial resources available to support affordable housing production and preservation.
- Incorporating greater flexibility and access for local affordable housing finance resources to provide predictability in funding availability.

- Maintaining consistent transparency of program information through various public dashboards and consistent compliance with statutory programmatic requirements.
- Continuing our District-wide community listening sessions and strengthening partnerships with CBOs to improve trust and resource allocation.
- Conducting ad hoc meetings with affordable housing developers to advise them on the most efficient strategies to develop their proposed affordable housing communities, including providing technical assistance on how the various DHCD financing tools can be incorporated into an affordable housing development.

**44. Describe the agency’s progress, if any, to increase staff capacity to process funding requests. Has DHCD established target processing times for common requests / transaction types? If not, please explain why and provide the date by which the agency will establish processing timelines.**

DHCD has sufficient staff to underwrite financing requests received and will continue underwriting transactions at the pace of the transaction set by the development team. DHCD is a gap lender, as we are the last in the transaction.

In affordable housing transactions, the targeted financial closing date is set by the developer, with input from the various capital providers, including DHCD. Once the targeted closing date is set, DHCD staff works in coordination with the developer and other capital providers to move a project through the DHCD underwriting process at the appropriate pace to meet the established financial closing date.

When underwriting an affordable housing finance application, the steps include more than simply reviewing the application submission documents. The process includes review of due diligence items and proposed financial proformas, discussions with multiple capital providers, site visits of comparable properties, and other tasks that help DHCD understand if a financing request is viable and realistic. The critical path in this process is the due diligence/underwriting process of the first trust lender, which drives the financial closing timeline. In most cases, if the first trust lender is fully engaged simultaneous with other due diligence that occurs from other lenders, investors, permit approvals, and legal reviews, a project can be underwritten and closed within 6-9 months from the date of selection for further underwriting by DHCD. Projects take longer to close when there are issues that arise, as these are viewed as transactional risks that lenders and investors must mitigate prior to providing their final approval

**45. Lack of takeout financing is a challenge for District affordable housing owners. How is DHCD prioritizing or addressing projects where this is a challenge?**

As the affordable housing market in the District of Columbia continues to face challenges due to economic vacancy and non-payment of rent, takeout financing is limited due to the

lending/investment risk capital providers currently see in the marketplace. Lenders/investors are not comfortable providing financing to projects in which a sizable percentage of units in a given building are occupied by residents who are not paying rent – as such, lenders perceive the District of Columbia as a non-desirable market for affordable housing investment due to the economic uncertainty in place across the affordable housing landscape.

That stated, the Housing Production Trust Fund and other resources through DHCD’s RFP can provide bridge, gap, and support funding for development projects facing delays in securing permanent loans or bond closings. DHCD prioritizes preservation of existing affordable units at risk of foreclosure and offers flexible mechanisms to stabilize financially distressed properties and ensure they remain affordable for District residents. DHCD helps projects address this challenge by offering extensions on temporary loans where necessary and appropriate if those funds were provided by DHCD and by working with our lender partners to enhance flexible terms as appropriate.

Also, the recently enacted RENTAL Act will help reduce the amount of economic vacancy across the affordable housing marketplace as DHCD implements various aspects of the new law to help support the District’s affordable housing landscape.

**46. Does DHCD provide an HPF application checklist, guidebook, or training to ensure that applicants are informed and prepared for the application?**

Yes, which is administered by the three CDFIs that participate in the HPF.

**47. Does DHCD evaluate performance of the Community Development Financial Institutions (CDFIs) that administer the HPF? Please provide those performance measures by each CDFI for FY 25 and FY 26, to date, and include:**

- a. The number of applicants:**
- b. The number of awardees**
- c. The amount awarded**
- d. The average interest rate charged:**
- e. The distribution of awards by Ward:**
- f. The average and median time, broken down by CDFI, for:**
  - i. Application submission to decision; and**
  - ii. Decision to disbursement**

Yes in accordance with the contract/grant agreement. Average and median time from application to disbursement has been requested from the lenders.

FY25 to FY26 YTD

CDFI	Applicants	Awardees	Amount Award	Avg interest rate	Ward of Awards
CIP	5	1	\$6,750,000	6.5%	Ward 2
LIIF	1	1	\$3,800,000	5.97%	Ward 3
LISC	4	3	\$14,580,000	6.38%	Ward 1, 2, 6

**48. As of July 2025, the HPF had approximately \$30 million in unallocated funds, based on the Committee’s conversations with CDFIs. Please explain why these funds had not been disbursed, how the agency will allocate housing preservation funds in the future, and any additional resources the agency might need to do so. Additionally, please break down the primary drivers of non-disbursement (e.g., insufficient eligible applications, incomplete applications, underwriting standards, appraisal gaps, title issues, DHCD review/approval delays, CDFI capacity, takeout uncertainty), and quantify how many applications fell into each category.**

During FY2025 there were four major drivers for the delay in disbursement of these funds. All are related to current rent collection crisis, including:

- An overall decline in market activity
- Properties had insufficient cash flow to afford the loans
- Takeout financing was not available due to the performance of properties and uncertainty around their financial circumstances.
- With over 25% of active HPF loans categorized as high risk of loss due to loss of rental revenue, the CDFIs are focused on stabilizing their existing loans rather than taking on new loans. DHCD is currently working with the CDFIs to identify flexibility under the grant agreements to help stabilize the portfolio.

However, there are currently four potential applications in consideration that would require \$23,250,000 in HPF financing.

**49. How many applications has DHCD received for the Housing Preservation Fund in FY 25 and in FY 26, to date?**

In FY 2025, DHCD received 5 new loans for approvals from CDFIs.

**a. What were the most common reasons for rejected applications?**

In FY 2025, DHCD did not reject any loans. The most frequent reason the CDFIs denied a loan was insufficient rental revenue and cash flow to cover the costs of their loan payments and operating expenses.

- b. After DHCD rejects a project, how and when does DHCD share a justification for its decision and work with the developer on improving the application in the current or next fiscal year? If the agency does not do this currently, please explain why and when the agency will begin this practice.**

DHCD has not rejected any projects that CDFIs referred for consideration. In such cases where the CDFI rejects a project, the CDFIs report the denials to DHCD.

If a CDFI refers the developer to DHCD for more information, DHCD would then work with the developer and, depending on their needs, refer them to appropriate resources.

- c. What is DHCD’s role in developing a robust project pipeline? Please describe DHCD’s FY26 strategy to increase the HPF pipeline (outreach, pre-development support, technical assistance or changes to underwriting), including one measurable target and the timeline.**

DHCD’s strategies include:

- Maintaining an HPF website;
- Partnering with Enterprise’s Faith Based lending initiative and similar accelerator programs;
- Referring developers to the CDFI HPF fund managers when appropriate;
- Participating, along with the CDFIs, with the DC Preservation Network’s monthly meeting.

**50. Please provide a list of the number of projects funded through the Housing Preservation Fund in FY 25 and FY 26, to date, including the property address, project type (e.g. TOPA acquisition), date of award, and amount of award.**

<b>Address</b>	<b>Project Type</b>	<b>Covenant Date</b>	<b>Loan Amount</b>	<b>Units</b>
801 R St NW	TOPA Acquisition	10/30/2024	\$14,500,000	71
1300 Constitution Ave NE	TOPA Acquisition	8/14/2025	\$1,700,000	14
2701 Cortland Pl NW	TOPA Acquisition; Critical Repairs	6/27/2025	\$5,130,000	45
744 Girard St NW	Acquisition	6/12/2025	\$3,800,000	36
<b>Totals</b>			<b>\$25,130,000.00</b>	<b>166</b>

**51. For Housing Preservation Fund projects that received passive approvals from DHCD to be awarded funds and expected to receive HPTF take out, will these projects receive any priority consideration in future funding rounds?**

The projects will be considered for the preservation set-aside of HPTF funds in the next availability of funding.

**52. For Housing Preservation Fund projects that cannot get take out financing for their full HPF loan, how is DHCD working with these projects to avoid default?**

DHCD works with the CDFI HPF Managers to extend the loans through the passive approval process. Additionally, in response to market changes, DHCD is working with the CDFI managers to provide greater flexibility under the program to make it easier for properties to avoid default. We anticipate this will enhance the likelihood that projects will secure the takeout financing they need at the time that they need it.

**53. Please report on the (now concluded) Homeowner Assistance Fund (HAF), including:**

- a. **How much was spent or allocated;**
- b. **The number of households that applied to HAF;**
- c. **The number of households deemed eligible for HAF;**
- d. **The average length of time for the following:**
  - i. **From application submission to decision;**
  - ii. **From application approval to payment disbursement.**
- e. **The number of households that received HAF;**
  - i. **Of those awarded funding please provide:**
    1. **How much they applied for**
    2. **How much they received**

This matter is subject to pending litigation, and we cannot respond to this inquiry at this time

**54. Please provide the following data:**

- a. **The number of HAF applications that fell into each category:**
  - iii. **Incomplete applicants;**
  - iv. **Completed applications;**
  - v. **Applications placed on hold because of required corrections;**
  - vi. **Approved applications;**
  - vii. **Approved pending funding applications;**
  - viii. **Denied applications; and**
- b. **The most common reasons for denied applications.**

This matter is subject to pending litigation, and we cannot respond to this inquiry at this time

- 55. Please explain why many applicants were approved “pending funding” and then received nothing because the fund was exhausted.**
- a. Explain DHCD’s corrective actions to ensure timely disbursement of federal funds in future emergency situations.**
  - b. Please state whether DHCD provided written notice to applicants at the time of approval that funding was not guaranteed, and provide the template language used.**

This matter is subject to pending litigation, and we cannot respond to this inquiry at this time

- 56. Please provide a list of registered HAF vendors over the lifetime of the program and include the following:**

- a. The length of time it took to register each vendor.**

See attachment “Question 56” Vendor registration timelines vary.

- b. The shortest time it has taken to pay a registered vendor.**

Not tracked.

- c. The longest time it has taken to pay a registered vendor.**

Not tracked.

- 57. Please provide the underwriting criteria and guidelines for HPAP, EAHP, and NEAHP. Please note any changes that have been made to the criteria and/or guidelines since the last performance oversight hearing.**

Since the last oversight hearing, public transit workers have been added as an eligible group for EAHP.

HPAP

HPAP provides a second trust loan for purchase down payment of up to \$202,000 and closing cost assistance up to \$4,000.

Loans are deferred for a minimum of 5 years. The amount of assistance and deferral period is determined by household income and size.

EAHP, NEAHP, and First Responders and Educators

EAHP provides deferred loans of up to \$20,000 and up to \$5,000 matching grants to eligible DC Government Employees or public transit workers, in good standing and employed for at least 1 year for a first-time home purchase in the District.

Eligible first responders and educators may receive an additional \$10,000 recoverable grant and a matching grant of up to \$15,000. The maximum purchase price cannot exceed the maximum conventional conforming loan limit.

DC Government Employees who are in good standing and whose positions are covered by certain collective bargaining agreements are eligible to apply for NEAHP assistance.

Underwriting criteria include:

- **First Time Homebuyer.** HPAP borrowers cannot have had ownership interest in any residential real estate within three years prior to application submission. EAHP and NEAHP borrowers cannot have owned a primary residence in DC for 3 years.
- **District Residency.** HPAP requires applicant to be a current District resident. EAHP borrowers do not need current district residency.
- **Debt to Income ratio.** The maximum total back-end debt to income ratio can be up to 50% with compensating factors such as cash reserves or a gift letter. Debt to income ratios exceeding 45% must have a compensating factor. Exceptions based on Federal Housing Administration compensating factors can be considered for debt-to-income ratios exceeding 45% up to 50%
- **Acceptable First Trust Loan.** Conventional, FHA and VA full documentation, fully amortizing fixed rate loans, or Adjustable-Rate Mortgage (ARM) loans of minimum 5-year first adjustment, 2% annual cap, 5% lifetime max. Desktop Underwriting and Loan Product Advisor approval recommendations encouraged, however HPAP loans will be manually underwritten, and Fannie Mae's desktop underwriting/ loan product advisor underwriting (DU/LPA) recommendation does not guarantee an approval.
- **Credit Report and Credit Score.** Average score of 630 with tri-merge credit report, report less than 60 days old at closing.
- **Income and Employment.** Annualized income from all sources of income from all household members, whether mortgage borrowers or not. HPAP income does not follow mortgage qualifying income guidelines and uses income from all current sources expected to continue in the future, irrespective of how long the income has been received. Mortgage debt ratio calculations use income calculated according to mortgage qualifying guidelines of FHA, Fannie Mae or Freddie Mac.
- **Borrower Cash Contribution.** HPAP borrowers must contribute the greater of \$500 or 50% of all financial assets over \$3,000, other than retirement accounts (i.e. \$7,000 of assets requires \$3,500); Contribution includes some items paid outside of closing

which are documented with receipts from borrower payment. EAHP borrowers do not have a minimum contribution requirement.

- **Property Eligibility.** Single family houses, town houses, PUDs, condominiums up to 4 units, and cooperatives (co-ops).
- **Condo/Co-op/Other Fees.** HPAP cannot pay condo or coop fees. Maximum of 2 months toward escrow for capital contribution. Condo and Coop Fees are counted in monthly debt ratio. See Non-Allowable Closing Fee Sheet for fees HPAP can pay on behalf of borrower.

There have not been any changes to these criteria.

**58. Please provide an update on the performance of each Housing Counseling Service Community-Based Non-Profit Organization (CBO) that DHCD partners with for the administration of HPAP. Include the following in addition to DHCD’s assessment of each partner.**

**a. Is the CBO at capacity?**

None of the CBOs are at capacity.

**b. Does the CBO have any recommendations on how to improve the administrability of HPAP?**

We have not received recommendations from CBOs on improving the administrability of HPAP.

**c. How many HPAP customers have they served in FY25 and FY 26, to date, via:**  
**i. Training to prepare for applying to HPAP**

In FY25, 212 HPAP Orientations were held with a total attendance of 3,426 households.

In Q1 of FY26, 99 Orientations have been held, with a total attendance of 839 households.

**ii. Application for HPAP 263**

**iii. Closing on a home 263**

Here is a breakdown by CBO as follows:

Grantee	ACTIVITY	FY25	FY26 Q1
HCS INC	Number of HPAP Pre Purchase Orientations conducted	57	17
HCS INC	Number of Attendees at HPAP Orientations	1400	280
LEDC	Number of HPAP Pre Purchase Orientations conducted	51	55
LEDC	Number of Attendees at HPAP Orientations	415	35
LYDIA	Number of HPAP Pre Purchase Orientations conducted	32	6
LYDIA	Number of Attendees at HPAP Orientations	1004	340
MANNA	Number of HPAP Pre Purchase Orientations conducted	24	6
MANNA	Number of Attendees at HPAP Orientations	273	61
MHCDO	Number of HPAP Pre Purchase Orientations conducted	8	3
MHCDO	Number of Attendees at HPAP Orientations	76	38
ULS	Number of HPAP Pre Purchase Orientations conducted	40	12
ULS	Number of Attendees at HPAP Orientations	258	85

**59. How much money did DHCD receive in yearly HPAP, EAHP, and NEAHP payments in FY 25 and FY 26, to date, and how is DHCD using those funds?**

- a. **In last year’s Performance Oversight responses DHCD stated that payments were returned to the General Fund even though DC Code 42-2601(b)(3) states “repayments of principal and interest on loans should be deposited into the Fund.”**
  - i. **Explain why.**
  - ii. **How would DHCD use those funds if they were deposited into the HPAP fund?**

In FY25, DHCD received a total of \$1,762,134 in HPAP, EAHP and NEAHP Repayments, excluding repayments that are considered federal program income. In FY26 year-to-date, the agency has received \$447,933.

In FY25, DHCD received a total of \$1,762,134 in HPAP, EAHP and NEAHP Repayments, excluding repayments that are considered federal program income. In FY26 year-to-date, the agency has received \$447,933.

Of these amounts, \$804,776 and \$141,811 respectively have been deposited to the Repay fund, with the balance being deposited to local revenue.

If the code was clarified to require that all non-federal repayments went to the Repay fund, then those funds would be used, in addition to the existing revenues, to provide additional loans. However, removing that revenue stream from the general fund could have other impacts on amounts available for HPAP and other programs.

Not all repayments are directed to the general fund. Repayments are applied to the revenue source that was used to make the original loan. For loans made with federal grant sources, repayments are required to be recorded under that grant fund as program income, which is reused for the purposes authorized under the grant. Repayments of loans made using Repay and Unified are recorded as revenues to those same funds, and are used for the purposes authorized by the code. Repayments of loans made with local funds are recorded as local/general fund revenues.

**60. Please provide the number of applications, closings, total funds distributed, average HPAP loan amount, and average purchase price for HPAP for FY 25 and FY 26, to date.**

HPAP	FY25	FY26-YTD
Number of Applications	308	172
Closings	264	11
Total Funds Distributed	\$30,569,463	\$1,669,057
Avg Loan Amount	\$115,793	\$151,732
Avg Purchase Price	\$442,886	\$489,302

**61. Please provide breakdowns of HPAP applicants and recipients in FY 25 and FY 26, to date, by the following characteristics. Identify any disparities in outcomes among different demographic groups and describe how DHCD is addressing these inequities:**

- a. Age;
- b. Gender;
- c. Race/ethnicity;
- d. Preferred language;
- e. Household size;
- f. Income; and
- g. Ward.

**HPAP Recipients**

Age	FY25 (total n = 263)	FY26 YTD (total n = 11) thru 1/26/2026
21-30	62	3
31-40	93	3
41-50	71	2
51+	37	3
Gender	FY25	FY26 YTD
Female	172	6
Male	91	5
Race/Ethnicity	FY25	FY26 YTD

Black	187	8
White	8	0
Asian	37	0
Other	31	3
<b>Preferred language</b>	<b>FY25</b>	<b>FY26 YTD</b>
English	263	11
<b>Household size</b>	<b>FY25</b>	<b>FY26 YTD</b>
1 person	142	6
2 persons	51	2
3 persons	33	0
4 persons	24	1
5 persons	10	2
6 persons+	3	0
<b>Income</b>	<b>FY25</b>	<b>FY26 YTD</b>
30K-39K	2	0
40K-49K	9	0
50k-59k	18	2
60k-69k	39	2
70k-79k	45	3
80k-89K	30	1
90k-99K	43	1
100K+	77	2
<b>Ward</b>	<b>FY25</b>	<b>FY26 YTD</b>
1	11	2
2	3	0
3	2	0
4	35	0
5	45	4
6	7	0
7	88	3
8	72	2

There do not appear to be any significant disparities based on this data.

**62. Please provide a breakdown of HPAP purchases by home price and by ward for FY 25 and FY 26, to date.**

Average HPAP Purchase Price by Ward

	<b>FY25</b>	<b>FY26-YTD</b>
Ward 1	\$330,733	\$458,333
Ward 2	\$388,667	\$0
Ward 3	\$405,000	\$0
Ward 4	\$434,820	\$455,000

Ward 5	\$427,659	\$497,287
Ward 6	\$455,929	\$565,000
Ward 7	\$424,014	\$412,000
Ward 8	\$418,124	\$437,997

**63. We heard from many residents that they were unclear on when HPAP funds became available. Please provide materials that DHCD used to market that HPAP funds had become available again, the date that funds were available, and the date that funding first was distributed. The current dashboard as of 1/14/2025 shows that no HPAP funds have been reserved. Is this correct? If so, explain why.**

A letter was sent to all NOE (Notice of Eligibility) holders in September 2025 making them aware that HPAP would reopen on October 1, 2025.

DHCD’s website and dashboard are tools that inform and update the public of the availability of HPAP funds for each fiscal year. Due to unexpected delays in finalizing one of the grant agreements in the first quarter of the fiscal year, the current dashboard data is inaccurate, and we are working with the communications team to have it updated. DHCD met with CBOs and administrators at the beginning of the fiscal year in early October 2025 to discuss the new HPAP process and funding availability.

**a. Also, the dashboard data indicates that it was last updated on 10/2/2025. Explain why has not been updated since then.**

The dashboard on the DHCD website is monitored and updated at least monthly when there are changes to the status of the program’s funds. With the grantees agreements now in effect, we are working to update the dashboard to reflect the current fiscal year updates. DHCD will work with the Communications team to keep the dashboard updated.

**b. How will DHCD ensure this dashboard serves as a useful tool for residents in the future?**

DHCD is working to update the dashboard to reflect the current fiscal year updates and will continue to show updates here on a monthly basis to keep the public informed. Additionally, the most recent amendment to the BSA requires DHCD to create and maintain a public dashboard to include funding availability, underwriting guidelines for each administrator, the average amount of time it takes to issue a Notice of Eligibility, Notice to Proceed and final funding for closing assistance. DHCD is working with Emphasys Software to create an outward public facing dashboard but is still in the discovery phase of the development.

- 64. DC Code 42-2604(a)(1) says HPAP applicants and recipients shall be tenant organizations or first-time homebuyers. In last year’s pre-hearing response to Question 71, DHCD shared that the only use of HPAP involving a tenant organization is when the buyer of a unit in a cooperative purchase the unit. In FY 25 and FY 26, to date, specifically for tenant organizations:**
- a. How many applied for HPAP?**
  - b. How many were deemed eligible?**
  - c. How many received funds?**
  - d. Of those that received funds, what was the average HPAP loan amount provided to the organization?**

There were zero applications for HPAP assistance from tenant organizations in FY25 and FY26 to date.

- 65. Please report on DHCD’s implementation of the following HPAP mandates:**

- a. DC Code § 42-2602.01(d)(1)-(2), requiring establishment of a grant program by April 1, 2023, “that provides qualifying applicants up to \$25,000 for repairs on a home purchased with [Home Purchase Assistance] Program financial assistance,” which would be granted in addition to the financial assistance provided for purposes of a down payment or mortgage rate buydown. DHCD noted in its February 23, 2025, Pre-Hearing Responses “that the funds are available, however, has not been made public. DHCD does not want to get in the habit of providing money to HPAP borrowers as first-time homeowners to do a rehab project”. Why does DHCD not want to provide money to HPAP borrowers as first-time homeowners for rehab projects when there is money available?**

To clarify, funding for HPAP in general is available. However, adding a repair grants program to pair with HPAP loans reduces the assistance available for first-time home purchases and serve less households. Historically and presently, there is not a demand for this type of loan product. First time homebuyers interested in purchasing a rehab home have access to the existing federal 203K loan program, which allows a borrower to obtain the funds for rehab with their first trust mortgage in one single loan. Purchasing a rehab property is much more complicated than purchasing a turnkey property, and most first time homebuyers do not have the experience and expertise to fully rehabilitate a property.

- b. § 42-2602.01(d)(3), requiring “details about the [\$25,000] grant program in communications to a qualifying applicant at the time the Mayor confirms that the qualifying applicant is approved for” HPAP.**

We currently do not offer the \$25,000 grant program through HPAP.

**c. § 42-2603(b), requiring a Program dashboard.**

- a. It must be updated every 5 business days when there are more than \$5M in funds available and every 2 business days when less than \$5M in funds are available. As of 12/18/2025, the most recent date of the dashboard was 10/2/2025. Please explain the reason for this delay and describe how DHCD will ensure compliance with the statutory timeline moving forward.**

The dashboard on the DHCD website is monitored and updated when there are changes to the status of the program's funds. With the grantees agreements now in effect, we are working to update the dashboard to reflect the current fiscal year updates and keep it updated.

**d. § 42-2603(c)(1), extending the validity notices of HPAP eligibility for an extra fiscal year in cases where successful applicants miss out due to lack of funding.**

This has been implemented and the NOE is now valid for 2 years.

**e. § 42-2603(c)(3), going back to a rolling basis method of implementation and no longer using the lottery-based system.**

DHCD has reverted back to the rolling basis and is no longer using the lottery system.

**f. § 42-2603(c)(4), prohibiting the use of loan-to-value ratios or first trust mortgage amounts to decide if participants will receive HPAP funding.**

DHCD does not deny funding based on loan-to-value ratios or first trust mortgage amounts. The assistance participants can receive from HPAP is limited to no more than their first trust loan amount.

**66. DHCD is authorized to give up to \$5,000 in additional HPAP support to very low-income households (0-50% MFI) if a household member is elderly, handicapped, disabled, or displaced and if the household has a demonstrated need.**

- a. Please describe DHCD's decision making process for this additional HPAP support, including whether applicants must formally apply and if there is an appeals process.**

Requests for additional support are considered on a case-by-case basis. At a minimum, a demonstrated need would include the demonstration that a purchase would not otherwise be able to close without the additional HPAP support of up to \$5,000.

- b. Please state the number of households to whom DHCD provided this additional assistance in FY 25 and FY 26, to date.**

In FY25 and FY26 YTD, no requests for additional support were received and no additional support was provided.

- c. Please describe the communication strategy DHCD uses to advertise this additional HPAP support.**

DHCD does not advertise this. This is communicated on a case-by-case basis, where need and eligibility are demonstrated.

- 67. Please provide the number of applications, closings, the funds distributed, average EHAP loan amount, and average purchase price for the EAHP program for FY 25 and FY 26, to date.**

	<b>FY25</b>	<b>FY26 YTD</b>
Applications	115	3
Closings	115	3
Amt Distributed	\$2,857,500	\$75,000.00
Avg Loan Amount	\$16,437	\$23,333
Avg Purchase Price	\$436,529	\$560,333

- 68. Please provide breakdowns of EAHP and NEAHP applicants and recipients by the following characteristics. Identify any disparities in outcomes among different demographic groups and describe how DHCD is addressing these inequities:**

- a. Age;
- b. Gender;
- c. Race/ethnicity;
- d. Preferred language;
- e. Household size;
- f. Income; and
- g. Ward (or location if outside DC)

**Applicants and Recipients**

<b>Age</b>	<b>FY25 (total n = 115)</b>	<b>FY26 YTD (total n = 3)</b>
21-30	24	1
31-40	54	2
41-50	23	0
51+	14	0
<b>Gender</b>	<b>FY25</b>	<b>FY26 YTD</b>
Female	69	2
Male	46	1
<b>Race/Ethnicity</b>	<b>FY25</b>	<b>FY26 YTD</b>
Black	90	3
White	12	0
Asian	2	0
Other	11	0
<b>Preferred language</b>	<b>FY25</b>	<b>FY26 YTD</b>
English	115	3
<b>Household size</b>	<b>FY25</b>	<b>FY26 YTD</b>
1 person	65	3
2 persons	23	0
3 persons	16	0
4 persons	8	0
5 persons	2	0
6 persons+	1	0
<b>Income</b>	<b>FY25</b>	<b>FY26 YTD</b>
30K-39K	1	0
40K-49K	4	0
50k-59k	3	0
60k-69k	11	0
70k-79k	16	0
80k-89K	14	0
90k-99K	20	2
100K+	47	1
<b>Ward</b>	<b>FY25</b>	<b>FY26 YTD</b>
1	6	1
2	0	0
3	0	0
4	10	0
5	21	1
6	0	0
7	40	1
8	38	0

There are no disparities noted.

**69. Please provide a breakdown of EAHP and NEAHP purchases by home price and by ward for FY 25 and FY 26, to date.**

Average EAHP/NEAHP Purchase Price by Ward

	<b>FY25</b>	<b>FY26-YTD</b>
Ward 1	\$409,575	\$550,000
Ward 2	\$0	\$0
Ward 3	\$0	\$0
Ward 4	\$463,804	\$0
Ward 5	\$500,164	\$760,000
Ward 6	\$0	\$0
Ward 7	\$420,868	\$371,000
Ward 8	\$427,985	\$0

**70. Did EAHP demand exceed the approved budgets for FY 25 or for FY 26, to date?**  
**a. If not, list the remaining funds, and describe if any funds were reprogrammed and for what purpose.**

No, EAHP demand did not exceed the FY25 budget nor the FY26 budget to date.

**71. Please provide the maximum funding levels a SFRRP recipient can receive for FY25 and FY26. Additionally, please provide the expected contribution of recipients.**

The maximum funding an SFRRP recipient could receive in FY25 was \$75,000.00 without a waiver. The FY26 maximum funding is 50% of the Office or Tax and Revenue asset value. The current loan to value of the home, can also affect the maximum amount received.

Recipients are not required to contribute financially to the project; however, they must comply with all covenant requirements. Failure to meet these requirements will result in the recall of the funding.

**72. Please provide breakdowns of SFRRP applicants and recipients by the following characteristics. Identify any disparities in outcomes among different demographic groups and describe how DHCD is addressing these inequities:**

- a. Age;**
- b. Gender;**
- c. Race/ethnicity;**
- d. Preferred language;**

- e. Household size;
- f. Income; and
- g. Ward.

<b>Age</b>	<b>Recipients (total n=68)</b>	<b>Applicants (total n=123)</b>
(30-39)	5	6
(40-49)	3	6
(50-59)	8	14
(60-69)	18	32
(70-79)	15	36
(80-89)	16	20
(90 +)	3	9
<b>Gender</b>	<b>Recipients</b>	<b>Applicants</b>
Undisclosed	18	39
Female	39	70
Male	11	14
<b>Race</b>	<b>Recipients</b>	<b>Applicants</b>
Black/ African American	65	116
White/Caucasian	1	2
Multiracial	0	2
Other	1	2
Prefer NTS	1	1
<b>Ethnicity</b>	<b>Recipients</b>	<b>Applicants</b>
Hispanic/Latinx	1	4
Non-Hispanic/Latinx	65	115
Other	2	4
<b>Preferred language</b>	<b>Not tracked</b>	
<b>Household size</b>	<b>Recipients</b>	<b>Applicants</b>
1 person	40	73
2 persons	14	24
3 persons	10	16
4 persons	1	4
5 persons	2	5
6 persons	1	1
<b>Income</b>	<b>Recipients</b>	<b>Applicants</b>
0-9K	4	5
10K-19K	10	20
20K-29K	11	22
30K-39K	9	14
40K-49K	8	14
50k-59k	10	19
60k-69k	5	8
70k-79k	4	10

80k-89K	2	5
90k-99K	1	1
100K+	4	4
<b>Ward</b>	<b>Recipients</b>	<b>Applicants</b>
1	1	4
2	0	0
3	1	2
4	9	25
5	13	21
6	1	3
7	26	40
8	17	28

From the information collected and analyzed, we find that residents in the age range of 65 years old or more require more assistance with accessibility modifications or fixtures. The SFRRP staff has been trained to assess if an applicant needs these specific services. In wards 4,5,7 and 8, the program found that applicants in these wards present a greater need for services as the average income levels are not enough to help households maintain their homes. The program staff has been trained to identify areas of the home that have significantly deteriorated and provide special attention to those areas for repairs.

DHCD also provides information sessions for the public in all eight wards.

**73. Please provide DHCD’s internal policies relating to the SFRRP, including the:**

**a. Methods which applicants must apply;**

Applicants must apply through any of our partner Community Based Organization (CBO):

- Central American Resource Center (CARECEN)
- University Legal Services
- Housing Counseling Services
- Lydia's House
- Neighborhood Legal Services Program of the District of Columbia
- Greater Washington Urban League
- Marshall Heights Community Development Org

This information can also be found on our website: <https://dhcd.dc.gov/SFRRP>

**b. Timeline for rendering eligibility decisions;**

DHCD has 14 days to render a decision when all required documents have been submitted.

**c. Factors considered when evaluating SFRRP decisions;**

DHCD considers all household income at 80% AMI and the number of persons in the household as reported on the application. Applicants must agree to the terms and conditions of the required covenant and grant.

**d. Timeline for selecting contractors;**

The Office of Contracting and Procurement (OCP)'s regulation for contractor selection is up to 45 days.

**e. Timeline for completing projects,**

Projects are to be completed within 30 days from start to finish. However, this timeline may be extended based on the scope of work and any modifications. Projects must be completed within 150 days unless there are special considerations.

**74. Residents have complained that the current structure of SFRRP hinders accountability, how does DHCD:**

**a. Evaluate contractors to complete SFRRP projects with?**

Contractors are evaluated by both the homeowner and DHCD. Homeowners complete an evaluation sheet of the contractor's performance. DHCD evaluates the contractor by assessing their performance onsite during the construction, timelines with completing the projects, paperwork submitted for payments and completeness, completion of the scope of work, and efficiency in production.

**b. Monitor contractors?**

DHCD assigns and has a construction analyst onsite to monitor the contractors and work. Additionally, inspections are conducted by the Department of Buildings (DOB) or an approved third-party inspector when required.

**c. Ensure high quality repairs are done?**

Contractors are monitored and supervised by a DHCD construction analyst onsite to advise when corrections are needed to ongoing work.

**d. Ensure repairs are done in a timely manner?**

Contractors are monitored and supervised by a DHCD construction analyst onsite, and the contractor has 30 days to complete all construction, 15 days to complete any outstanding punch list items when the substantial completion date has been achieved.

**e. Ensure residents are housed during the renovation?**

Residents are responsible for securing housing during the renovations. DHCD provides some financial assistance to applicants for interim housing, and the amount of assistance is based on scope of work and length of construction time at property.

**f. Care for residents' property that must be put into storage during the renovations?**

The resident is responsible for the relocation of personal items, including the cost to move and/or store belongings.

**75. What was the average time from SFRRP application submission to project completion in FY 25 and FY 26, to date?**

The average completion timeline in FY25 was 1 year. This was significantly impacted by the DC Government funding freeze in FY25. Prior to the freeze the average time was 6 months. The average completion timeline in FY26 YTD is 6 months.

**76. Please state how many SFRRP projects were completed in FY 25 and FY 26, to date, and list the average expenditure for these projects.**

In FY25, there were 97 projects completed with an average cost of \$33,999.57.

In FY 26 to date, there were 7 projects completed with an average cost of \$25,547.43.

**77. DHCD partners with Community Based Organizations (CBOs) to implement the SFRRP. Please:**

- a. Identify each partner CBO used to implement the SFRRP program;**
- b. Identify the specific task(s) each CBO is responsible for managing (Ex: income verification)**
- c. Provide any contracts, agreements, or other documents between the enumerated CBOs and DHCD which specify each CBO's responsibilities;**
- d. Provide DHCD's point of contact for each enumerated CBO**

See attachments "Question 77"

**78. For CBOs responsible for making eligibility determinations, please provide:**

- a. The average turnaround time for rendering decisions; and**

CBOs have 30 days to complete the submission of the application to DHCD. DHCD reviews and decides eligibility in an average of 14 days based on the submitted documents.

**b. The mechanisms used to protect the privacy of DC residents.**

All documents submitted at the CBO level to DHCD for review are through QuickBase, which can only be accessed by authorized personnel granted permissions. Documents cannot be removed without special authority and every access into a file is tracked digitally with time stamps and identities of the person who accessed that file or made changes. Personal and sensitive information is not kept in physical files.

**79. Please provide an excel sheet in .xlsx format which details:**

**a. Each payment made to CBOs for services rendered to implement the SFRRP between FY'20 and FY'25;**

When a CBO applies for a grant, they select from a list of the 17 lines and apply by line of service. Their budget is made on the above referenced form to cover all Lines of Service for which they are awarded. It is not possible to separate costs for each Line of Service.

**b. The identity of the CBO to which the payment was made;**

**c. The specific services provided by the CBO; and**

**d. The date the services were provided.**

See attachment "Question 79"

**80. Please provide an excel sheet in .xlsx format which details:**

**a. Each anticipated payment to be made to CBOs for services rendered to implement the SFRRP for FY'26;**

The Housing Counseling Program is based on an OCFO budget form of line items. This mirrors the SF-425 Federal Financial Report in accordance with Federal regulations. The Housing Services Program has 17 Lines of Service. When a CBO applies for a grant, they select from a list of the 17 lines and apply by line of service. Their budget is made on the above referenced form to cover all Lines of Service for which they are awarded. It is not possible to separate costs for each Line of Service.

**b. The identity of each CBO to which the payment is to be made;**

**c. The specific services to be provided by each CBO; and**

**d. The date in which the services are to be provided**

See attachment "Question 80"

**81. Has DHCD made any effort to evaluate its partnerships with CBOs with respect to the SFRRP program? Specifically:**

**a. Do CBOs meet deadlines established by law for their respective tasks?**

DHCD has a system that records CBO performance on timeliness and completeness of application and required documents uploaded. Timeliness issues may be caused by incomplete submission of required documents by the applicant, or on occasion on the CBOs side.

DHCD receives reports monthly from CBOs on their SFRRP activities including the number of SFRRP orientations conducted and the total (aggregated) number of attendees, the number of 1:1 SFRRP counseling sessions and the number of applications which may include those that are ultimately rejected for being incomplete.

**b. To what extent does DHCD have the capacity to internalize some of the tasks currently assigned to CBOs?**

DHCD does not currently have the capacity to internalize the services and tasks that the CBOs currently perform.

**c. What additional resources are needed to fully internalize the SFRRP's implementation?**

Currently, there are five CBOs that work on this program. They together allocate five (5) FTEs for SFRRP intake services.

**82. What measures has DHCD implemented to ensure that contracting and procurement procedures under SFRRP are protected against fraud vulnerabilities?**

The procurement process is handled by the District's Office of Contracting and Procurement. Through OCP, DHCD has solicited RFQs in the past and reviewed the qualifications of contractors. The Contractors currently under a Basic Order Agreement (BOA) with SFRRP have been vetted based on the RFQ solicitation.

**83. Please list the number of applications DHCD received in FY 25, and FY 26, to date, through Requests for Applications for the Small Business Technical Assistance (SBTA) program.**

DHCD received 12 completed applications to the FY25 RFA that were submitted by the deadline (11:59 pm 7/31/2024).

There was no RFA for FY26.

**84. Please list the number of community-based organizations (CBOs) that received an SBTA award for FY 25 or FY 26, to date; the dollar amount awarded to each CBO; and the total amount awarded.**

See attachment “Question 84”

**85. Please list the small businesses that each SBTA CBO served in FY 25 and FY 26, to date, including their:**

- a. SBTA CBO
- b. Address;
- c. Ward;
- d. Award amount; and

No awards are made to client businesses of Federal or District funds by this grant. Services by the SBTA grantee are not reimbursed by client business.

- e. The local Certified Business Enterprise (CBE), Minority-owned Business Enterprise (MBE), and/or Women-owned Business Enterprise (WBE) status.

See attachment “Question 85” for response to (a), (b) (c ) (d) and (e).

**86. Please state the number of applications received, awards disbursed (both grants and loans), and units repaired using the Small Buildings Program in FY 25 and in FY 26, to date, and list the average expenditure per unit.**

	FY25 Grants	FY25 Loans	FY26 YTD Grants	FY26 YTD Loans
Applications	12	6	5	0
Awards Disbursed	5	0	0	0
Units Repaired	86	0	0	0
Avg Expenditure per unit	\$23,019	N/A	N/A	N/A

**87. Please provide breakdowns of Small Buildings Program applicants and recipients by the following characteristics in FY 25 and FY26, to date. Identify any disparities in outcomes among different demographic groups and describe how DHCD is addressing these inequities:**

- a. Age of applicant;
- b. Gender of applicant;
- c. Race/ethnicity of applicant;
- d. Preferred language of applicant;

- e. Income of applicant;
- f. Ward of applicant;
- g. Number of units in building;
- h. Year building was built;
- i. Amount of award applied for;
- j. Amount of award received;
- k. Type of renovation applied for;
- l. Date of completed renovation;
- m. Ward of building;

Address	Ward	# of units	Year Built	Amount Requested	Award Received
1550 & 1560 27 <sup>th</sup> Street/Garden View COOP	Ward 7	26 units	Not tracked	\$200,000	\$546,170
2711 Q Street SE	Ward 7	10 units	Not tracked	\$200,000	\$439,000
636 12 <sup>th</sup> Street/636 COOP	Ward 6	16 units	Not tracked	\$200,000	\$256,262
5000-5004 2 <sup>nd</sup> Street NW/Brightwood Park COOP	Ward 4	8 units	Not tracked	\$200,000	\$428,050
4427 Hayes Street NE	Ward 7	26 units	Not tracked	\$200,000	\$400,000
1477 Newton Street NW/The COOP at 1477	Ward 1	29 units	Not tracked	\$350,000	Under review
101 Wayne Place SE	Ward 8	4 units	Not tracked	\$350,000	Under review
4012 14 <sup>th</sup> Street NW	Ward 4	2 units	Not tracked	\$350,000	Under review
4010-4014 3 <sup>rd</sup> Street SE	Ward 8	26 units	Not tracked	\$350,000	Under review
2304 Southern Avenue SE	Ward 8	1 unit	Not tracked	\$350,000	Under review
3304 Penn. Avenue SE	Ward 7	31 units	Not tracked	\$350,000	Under review

**88. What measures does DHCD use to evaluate an applicant for the program?**

Applicants who fit one of these following criteria are eligible for the SBP:

- Individual or related family owners of up to 3 multifamily rental properties whose income does not exceed 150% of MFI.
- The Board of a Limited Equity Cooperative (LEC)
- Nonprofits, particularly those who own residential property but are primarily services organizations that show a need that cannot be met by other District sources or reasonable private lending.

Additionally, housing accommodations must meet all of the following criteria to be eligible:

- Non-owner occupied with 2 to 50 units for a grant, or between 5 and 50 units for a loan;
- At least 50 percent of units must currently be affordable to low to moderate income households who earn at or below 80% MFI; and
- Housing accommodation has health hazards or unsafe living conditions that need to be addressed to improve the quality of life of residents where the cost does not exceed \$65,000 per unit or \$350,000 per project, or \$1M per project for a loan.

**89. Does DHCD prioritize housing providers with smaller portfolios for funding?**

DHCD does not prioritize applications based on the size of an applicant’s portfolio. Each application is evaluated according to the same criteria.

**90. Has DHCD started receiving applications for funding in FY26?**

DHCD has not accepted applications for new projects in FY26 to date.

**91. What is DCHD’s role in ensuring that the renovation is completed?**

DHCD ensures that projects are completed by assigning a DHCD construction analyst to each project. The construction analyst performs regular site visits to monitor the work. In addition, the construction analyst is responsible for approving each invoice and/or change order to the project to determine its accuracy.

**92. How does DHCD market the availability of this program?**

- a. **What materials, guidebooks, or training does DHCD provide to assist applicants to be prepared for application and successful engagement with the program?**
  - i. **If there aren’t any, when will DHCD create and share them?**

DHCD developed and posted a comprehensive, detailed program page on our website. The team also developed an easy to understand one page flyer for both the grant program and the loan program.

**93. When did DHCD begin accepting applications for funding, and when did the application window close?**

DHCD began accepting applications for funding in 2024. The program is open to applications on a continuous basis. However, awards to projects are subject to availability of funding.

**94. How could this program be improved legislatively?**

There is no legislative improvement being sought at this time.

**95. Please describe how Community Development Block Grant (CDBG) funds are being or will be used in FY 26 and what, if any, changes are being considered for the CDBG funds for FY 26.**

Community Development Block Grant (CDBG) funds are being or will be used in FY 26 for Housing Counseling, Small Business Technical Assistance, Home Purchase Assistance Program and multi-family residential rehabilitation projects.

There are no changes being considered for the CDBG funds for FY26.

**96. Please provide the following information regarding each CDBG recipient in FY 25 and FY 26, to date, including CDBG-CV. Identify any disparities in outcomes among different demographic groups and describe how DHCD is addressing these inequities:**

- a. **Organization name;**
- b. **Dollar amount awarded**
- c. **Date of award;**
- d. **Brief summary of what work the organization does;**
- e. **Address of organization;**
- f. **Ward in which organization is located; and**
- g. **Whether the grant was CDBG-CV.**

No CV funds were awarded in FY 25 and currently no CV funds have been awarded in FY 26. Mayfield Manor is being proposed to receive financial stability funding from the remaining CV grant to avoid losing the affordability covenant.

See attachment "Question 96"

**97. Please describe how Home Investment Partnerships (HOME) funds are being used in FY 26 and what, if any, changes are being considered for HOME funds for FY 26.**

The Home Investment Partnerships (HOME) funds are being used in FY 26 for Home Purchase Assistance Program and the new construction of affordable housing units in multi-family developments.

There are no changes being considered for HOME funds for FY 26.

**98. How much District money has been disbursed for TOPA projects in FY 25 and FY 26, to date?**

In FY25 and FY26 to date, there is \$48.8M obligated from HPTF to TOPA projects:

5610 Colorado Avenue Cooperative - \$5,897,614

Belmont Phase 2 - \$42,957,979

**99. How many TOPA Offer of Sale notices did DHCD receive in FY 25 and in FY 26, to date, and, of those notices, how many were for buildings with 5 units or more?**

FY 2025: 907

- For buildings with 5+ units:186

FY 2026 to date: 214

- For buildings with 5+ units: 49

**100. How many Letters of Interest did DHCD receive from tenants or tenants' associations in response to TOPA Offers of Sale in FY 25 and in FY 26, to date, and, of those letters, how many were for buildings with 5 units or more?**

In FY25, we received 117 letters, all for buildings of 5 units or more. As of 02/19/2026, 44 letters all for buildings with 5 units or more.

**101. Please list all TOPA acquisition projects that utilized or were in the pipeline for DHCD financing in FY 25 or FY 26, to date. Identify any disparities in outcomes among different demographic groups and describe how DHCD is addressing these inequities. Please include:**

- a. Project name;**
- b. DHCD financing status;**
- c. Program through which the acquisition was funded (ex. Housing Preservation Fund);**
- d. Acquisition price;**
- e. Name of the developer;**
- f. Name of all principals or owners associated with the developer;**

- g. Ward in which the project is located;
- h. Average income of residents in the building;
- i. Average rent amount; and
- j. Range of unit size (e.g. studio to 2 bedrooms).

<b>Project name</b>	5610 Colorado Avenue Cooperative	Belmont Crossing Phase I	The Bobbi
<b>DHCD Financing status</b>	Under Construction – 26% Complete	Under Construction – 50% Complete	Expected to close in next 60 days
<b>Funding program</b>	HPTF	HPTF	Housing Preservation Fund
<b>Acquisition price</b>	\$3.15 million	\$16.3 million	\$9.05 million
<b>Developer</b>	5610 Colorado Avenue Cooperative, Inc.	BCP II, LLC	2151 California Associates LLC
<b>Principals or owners</b>	Coop member owners/ Mi Casa consultant	Gilbane Development Co	The NHP Foundation and Embolden Real Estate
<b>Ward</b>	4	8	2
<b>Average income of residents</b>	49% MFI	70 at 30% MFI (LRSP); 113 <50% MFI; 46 <80% MFI	58% MFI
<b>Average rent amount</b>	\$846	\$1532	\$2,247
<b>Range of unit size</b>	Studio – 1 Bedroom	Studio – 3 Bedroom	1 Bedroom – 3 Bedroom

**102. Please provide a list of projects that received HPTF funding in FY 24, FY 25, and FY 26, to date, and went through TOPA. For all such projects, please list the address and/or name.**

In FY24, FY25 and FY26 to date the following projects that received HPTF went through TOPA:

- 5610 Colorado Avenue Cooperative - 5610 Colorado Ave NW, Washington, District of Columbia 20011
- Belmont Phase 2 - 4386 7th Street Southeast, Washington, District of Columbia 20032

**103. The RENTAL Act calls for the Mayor to certify Tenant Support Providers to assist tenants with TOPA. Has DHCD developed a process for this certification?**

DHCD currently has grant agreements for tenant support services that provide technical assistance to tenants through the TOPA process. These services are provided by several CBO partners (information is also on our website <https://dhcd.dc.gov/node/702332>):

- CARECEN

- Housing Counseling Services (HCS)
- LEDC
- MiCasa
- University Legal Services (ULS)

DHCD will require the existing CBO partners to complete a certification process no later than March 31, 2026, which will include submitting evidence of services qualifying as technical assistance for TOPA and tenant counseling and training and certifying the CBO can comply within a 90-day period. Certification will be granted after all requirements are met.

**104. The RENTAL Act adds new TOPA exemptions. Has DHCD created the notices for exempt properties? Where will these be housed online?**

The notices have been drafted but not published and are under legal review. The forms will be made available on the DCHD website no later than March 31, 2026.

**105. How many applications has DHCD received for DOPA since the rollout of the program, FY25, and FY26, to date?**

The DOPA process is not conducted through an application. DHCD could choose to initiate the DOPA process after TOPA timelines have passed.

DHCD has explored several potential properties but has not exercised its DOPA rights to date. DHCD has not initiated DOPA in FY2025 or FY2026 to date.

**106. How many Letters of Interest has DHCD issued subject to DOPA since the rollout of the program, FY25, and FY26, to date?**

Since the law was passed in 2008, DHCD has investigated over 30 properties and issued 11 Statements of Interest. DHCD did not issued two Statements of Interest in FY25 or FY26 to date.

**107. What barriers has DHCD experienced in implementing DOPA?**

HPTF is an available financing source, but using HPTF for DOPA comes at an opportunity cost of reducing our ability to assist and support affordable housing projects. The costs of implementing DOPA are in the purchase of properties and management of properties once acquired to include activities such as: complete repairs and maintenance, collecting rent, paying the vendors, and establishing vendor relationships.

In FY 2026, DHCD plans to retain property management services to stabilize buildings and support tenants while preparing properties for disposition to affordable housing developers.

**108. What metrics does DHCD consider when deciding whether to implement DOPA for a given property?**

There are several criteria that could trigger the District's interest in a property:

- Location is in higher cost neighborhoods that threatens the affordability
- Presence of residents with special needs who are at risk of eviction
- Significant number of family-sized units
- High rates of vacancies
- High municipal debt or back taxes
- At risk of foreclosure
- Affordable housing covenants expiring
- Smaller buildings of 5-20 units with a sales price of under \$2 million
- Properties with cultural or historic significance
- General property impact
- Resources available

**109. How many total units are there in each property for which DHCD has exercised DOPA since the rollout of the program, FY25, and FY26, to date?**

DHCD has not taken control of any units or properties through DOPA since rollout.

**110. In which wards were the properties for which DHCD implemented DOPA since the rollout of the program, FY25, and FY26, to date?**

DHCD has not taken control of any units or properties through DOPA. DHCD has not taken control of any units or properties through DOPA since rollout.

**111. How many properties and units for which DHCD implemented DOPA subject to DC's rent stabilization program since the rollout of the program, FY25, and FY26, to date?**

DHCD has not taken control of any units or properties through DOPA since rollout.

**112. DHCD indicated that it covers eligible uses of the First Right Purchase Program (FRPP) as part of its other programs. Please define FRPP, state the status of FRPP, and state whether DHCD intends to use FRPP in FY 26 or FY 27.**

The objective of the First Right Purchase Program (FRPP), which helps tenant associations purchase their buildings when landlords are ready to sell, is largely achieved through other DHCD initiatives. Approximately 75% of Housing Preservation Fund (HPF) properties have been TOPA acquisitions, either through tenant-formed co-ops or assigned rights. In FY 2025, 80% of HPF properties supported tenants in exercising their TOPA rights. HPF provides funding for acquisition, predevelopment, environmental remediation, critical repairs, earnest money deposits, and other preservation activities for occupied properties where at least 50% of units are affordable to households earning less than 80% of Median Family Income.

**113. Please state how many of IZ units are for-rent or for-sale and, for each category:**

**a. How many of the units are vacant; and**

There are currently 149 vacant rental units that are in the process of leasing.  
There are currently 21 vacant for-sale units.

**b. How the number of units were determined/estimated**

These numbers are estimated by DHCD's IZ Quickbase application, excluding units which are exempt from IZ, for all constructed units that have either never had a lottery or are in the lottery process now. The Quickbase data is added manually by DHCD staff.

**114. ODCA's IZ Report indicates that "DHCD did not enforce the annual reporting requirements, which meant they were not able to track which units were vacant or who was living in occupied units."**

**a. Please describe, step by step, the annual reporting enforcement process that DHCD is supposed to follow.**

The IZ regulations place the responsibility of annual reporting on rental properties and IZ unit owners, however DHCD does request reports at least once a year from all property management companies, rental property owners and/or IZ unit owners. Individual specialists contact properties to request annual reports, and mass emails are sent to properties quarterly with reminders and instructions of the annual reporting requirements.

When violations are discovered or are brought to the agency's attention, DHCD emails the non-compliant party (property manager, owner, developer, tenant and/or unit owner) alerting them to the violation(s) and giving 7 days to comply. If compliance is not met after 7 days, DHCD sends a follow-up email and issues a Notice of Violation,

giving an additional 30 days to comply, as required by the IZ covenant. If compliance is not met after 30 days, DHCD issues a formal Notice of Default and Fine, giving the property an additional 30 days to pay the fine. If the fine is not paid after 30 days, DHCD requests OGC to refer the matter to OAG to file suit. Alternatively, DHCD can also work with the Department of Buildings (DOB) on enforcement, as violations of the IZ law or regulations may result in the revocation of any building permit and certificate of occupancy for the market rate portions of the Inclusionary Development. The IZ program added a “Violations” table to its internal database to better manage both current violations as well as to capture alleged violations that may require further investigation. This tool also enables the team to more accurately track enforcement data and fines.

**b. Why has DHCD not enforced the annual reporting requirements? Are there specific resource, policy, or compliance issues contributing to this lapse?**

DHCD has always enforced annual reporting requirements. Most IZ properties are in compliance and currently have an annual report on file submitted within the past 365 days.

**c. Are additional FTEs or other resources needed to adequately enforce IZ reporting requirements? If so, what is the estimated need?**

No. Quickbase already sends reminders to DHCD staff, and reminders are provided to owners by DHCD staff.

**d. Please describe the steps DHCD will take to enforce the annual reporting requirements moving forward.**

DHCD will continue to request reports at least once a year from all properties. Staff will continue to contact and engage properties to request annual reports, and notify by emails to properties at least quarterly with reminders and instructions of the annual reporting requirements. Any additional modifications would involve moving existing staff time and capacity away from filling units and towards reporting. Doing so would cause an increase in time to fill units.

**115. Please provide statistics on households are registered for the IZ program, to date, including at minimum:**

**a. Percent of households registered with District addresses;**

b. 82% (15,090 of 18,451)

**c. Number of households registered for for-rent, for-sale, or both;**

For Rent: 7,166 registered

For Sale: 283 registered

Both: 5,573 registered

**d. Household size; and**

1 person: 9,572;

2 people: 4,934;

3 people: 2,318;

4 people: 1,089;

5 people: 372;

6 people: 115;

7 people: 51.

**e. Income.**

less than 50% MFI: 12,358;

more than 50%, less than or equal to 60% MFI: 2,803;

more than 60%, less than or equal to 80% MFI: 2,639;

more than 80% MFI: 409;

**116. Please state the number of IZ for-rent and IZ for-sale units currently in the pipeline and provide how this number was determined/estimated.**

For Rent: 513 units

For Sale: 196 units

These numbers were estimated in DHCD's IZ Quickbase application for all units under construction but not completed.

**117. Please state the number of IZ for-rent and IZ for-sale units currently vacant and ready for new tenants and provide how this number was determined/estimated.**

For Rent: There are currently 149 vacant units. This was determined via DHCD IZ Quickbase app, Units table, excluding IZ Exempt, for all constructed units that have either never had a lottery or are in the lottery process now.

For Sale: There are currently 21 vacant units. This was determined via DHCD IZ Quickbase app, Units table, excluding IZ Exempt, for all constructed units that have either never had a lottery or are in the lottery process now.

**a. Correspondingly, how many residents are approved for the IZ program but are still waiting for a unit?**

Households are not approved for the program until they have been selected from the lottery for a unit, their application has been approved, and their income has been certified by the property. As of February 10, 2026, there are 18,961 households registered for the lottery.

**b. What is the average time that these residents have been waiting for an IZ unit?**

On average, households have been registered with active certificates for slightly less than one year.

**118. DHCD partners with Community Based Organizations (CBOs) to implement the IZ program. Please:**

- a. Identify each partner CBO used to implement the IZ program;**
- b. Identify the specific task(s) each CBO is responsible for managing (Ex: income verification)**
- c. Provide any contracts, agreements, or other documents between the enumerated CBOs and DHCD which specify each CBO's responsibilities;**
- d. Provide DHCD's point of contact for each enumerated CBO**

See attachment "Question 118"

**119. For CBOs responsible for making eligibility determinations, please provide:**

- a. The average turnaround time for rendering decisions; and**

The average turnaround times for rendering decisions (from time of request to completion) are as follows: waitlist candidates: 7 days; rental recertifications 15 days; lottery applications: 20 days. The lottery applicants take longer, as more than one household is selected per unit and the highest-ranked applicant to confirm interest has an exclusivity period that must lapse before lower-ranked applications can be considered.

- b. The mechanisms used to protect the privacy of DC residents.**

Federal regulations (2 CFR 299.79) require HUD approved housing counseling organizations to protect Personally Identifiable Information (PII), which includes any data that can distinguish, trace, identify an individual, in the maintenance and transmission of client records. This is also a stated requirement in the grant agreement.

**120. Please provide an excel sheet in .xlsx format which details:**

- a. Each payment made to CBOs for services rendered to implement the IZ Program between FY'20 and FY'25;
- b. The identity of the CBO to which the payment was made;
- c. The specific services provided by the CBO; and
- d. The date the services were provided

The Housing Services Program has 17 Lines of Service When a CBO applies for a grant, they select from a list of the 17 lines and apply by line of service. Their budget is made on the above referenced form to cover all Lines of Service for which they are awarded. It is not possible to separate costs for each Line of Service.

**121. Please provide an excel sheet in .xlsx format which details:**

- a. Each anticipated payment to be made to CBOs for services rendered to implement the IZ program for FY'26;**

The Housing Counseling Program reimbursements are based on an OCFO budget form of line items which mirrors the SF-425 Federal Financial Report in accordance with Federal regulations. The Housing Services Program has 17 Lines of Service. When a CBO applies for a grant, they select from a list of the 17 lines and apply by line of service. Their budget is made on the above referenced form to cover all Lines of Service for which they are awarded. It is not possible to separate costs for each Line of Service.

- b. The identity of each CBO to which the payment is to be made;**

The Housing Counseling Program reimbursements are based on an OCFO budget form of line items which mirrors the SF-425 Federal Financial Report in accordance with Federal regulations. The Housing Services Program has 17 Lines of Service. When a CBO applies for a grant, they select from a list of the 17 lines and apply by line of service. Their budget is made on the above referenced form to cover all Lines of Service for which they are awarded. It is not possible to separate costs for each Line of Service.

- c. The specific services to be provided by each CBO; and**

<b>Community Based Organization</b>	<b>Tasks</b>
Greater Washington Urban League Inc.	IZ Orientation Only
Housing Counseling Services Inc.	IZ Orientation and
	IZ Income Certification
Latino Economic Development Corporation	IZ Orientation and
	IZ Income Certification
Lydia's House in Southeast	IZ Orientation Only
MANNA Inc.	IZ Orientation Only
Marshall Heights Community Development Corporation	IZ Orientation Only
University Legal Services, Inc.	IZ Orientation Only

CBOs agree to conduct the group training (IZ Orientation) at least once a month. Counselors meet one on one with interested clients and collect the required documents for income certification. All information and documentation has been received from the client, the staff complete the income certification file and make the eligibility determination based on guidelines provided.

**d. The date in which the services are to be provided**

Per the grant agreement, these services are provided on a daily basis as requests or inquiries are made by residents over the course of the fiscal year from October 1 to September 30. The dates of service are recorded in grantee’s case management files in case of monitoring by HUD or DHCD.

**122. Has DHCD made any effort to evaluate its partnerships with CBOs with respect to the IZ program? Specifically:**

**a. Do CBOs meet deadlines established by law for their respective tasks? (See DCMR §§ 14-2208, 14-2211)**

DCMR §§ 14-2208, “Method of Selection of Households” is a DHCD function, not a CBO function.

DCMR §§ 14-2211, “Household Selection Through District Lottery” is a DHCD function, not a CBO function.

**b. To what extent does DHCD have the capacity to internalize some of the tasks currently assigned to CBOs?**

There is no additional capacity to internalize additional tasks currently assigned to the CBOs.

**c. What additional resources are needed to fully internalize the IZ program's implementation?**

DHCD would need to hire the same number of staff employed amongst the CBOs that are currently performing the external functions.

**123. Currently, all available IZ units are listed on the [dchousingsearch.org](https://dchousingsearch.org) which indicates some units have been vacant since 2024. Describe actions DHCD has taken to ensure that:**

**a. Listings are up to date; and**

Dchousingsearch.org is a private, third-party platform for listing units. All listings are controlled entirely by the properties. The platform sends periodic reminders to properties about their listings and deactivates old listings when there is no response.

**b. Vacant units are filled in a timely manner.**

DHCD is utilizing all available resources, including the new lottery portal at [izhousingdc.org](https://izhousingdc.org) to fill vacant units as quickly as possible. The complicated nature of the current IZ program implementation regulations makes it difficult to enforce compliance with program rule. For both rental and sale vacancies, the process is the same. Properties provide DHCD with a Notice of Availability (NOA) approximately 60-90 days before they expect their Certificate of Occupancy. DHCD reviews the NOAs and floorplans to ensure the bedrooms meet the IZ definition and then issues a Post-NOA letter within seven days, indicating the maximum allowable rent or purchase price and providing next steps for the lottery process. The property must then list the vacant units on [dchousingsearch.org](https://dchousingsearch.org) and notify DHCD to review and verify the listings are correct. DHCD reviews these listings promptly to approve or request corrections. Once the listing is approved, the lottery or waitlist opportunity in the IZ portal is opened for one week for households to enter. Once the lottery is closed, DHCD provides a list of selected households to the property and the CBO who will be conducting the income certification. After the property has ranked lottery selectees, households have up to 60 days to finish the income certification process with the CBO, the application process with the property and sign a lease or contract. The property is allowed to extend this deadline, so it may be longer. Once a lease or

contract is signed, the move-in date or closing date may still be several weeks in the future.

**124. This year DHCD launched the IZ portal and has discontinued promoting new IZ units via its email subscriptions services.**

**a. To what extent is the portal fully able to handle new lottery applications?**

The portal can handle new lottery applications..

**b. Have tests been run to confirm the portal’s capacity?**

Yes; the software developers created the portal with excess capacity to ensure there would be uninterrupted service for the current and future projections of lotteries.

**c. What efforts have been made to notify the public of the new IZ portal?**

Several emails have been sent to the entire database since the portal launch in September of 2024. Additionally, slides in the IZ orientation presentation describe the portal and we updated the program website with this in our instructions for application to IZ units: <https://dhcd.dc.gov/service/inclusionary-zoning-iz-affordable-housing-program>.

**d. Are there any plans to expand the IZ portal to allow it to list non-lottery or ADU units in addition to lottery units?**

The IZ portal currently lists non-lottery units (both IZ and ADU).

**e. Could the IZ portal be used to conduct income/document verification?**

As currently designed, the IZ portal cannot be used to conduct income/document verification.

**125. In last year’s performance oversight responses, DHCD stated that it “does not have the exact number of [IZ] units that are currently vacant.” (See response to Question 100). Please explain why DHCD cannot accurately track and report on whether IZ units are occupied or vacant. What, if any, additional technology and/or staffing would help DHCD do this?**

It is based on reporting from the property managers. Their accounts change from time to time. Thus, the best we can do is give an estimate on the reports as of the date of the reporting requirement.

**126. In last year’s performance oversight response, DHCD state that it “has significantly improved in enforcing the process of annual [IZ] reporting requirements.” Please describe how DHCD achieved these improvements. If possible, list the number and percentage of IZ properties in compliance with annual IZ reporting requirements by year for FY 24, FY 25, and FY 26, to date.**

In FY24, DHCD reserved specific days for all IZ team members to focus exclusively on collecting and processing IZ rental property annual reports. This resulted in an increase in IZ rental property annual reporting compliance. As the number of new properties coming online continues to grow and leasing teams continue to turn over staff almost annually across properties, it has been a challenge to sustain a continued high rate of report collections.

IZ rental properties submitting annual reports:

**FY24:** 102 of 121 (84%)

**FY25:** 68 of 134 (51%)

**FY26** (to date, as of 12/31/25): 12 of 34 (35%; note: only 34 properties had first lease anniversaries and thus annual reports due in the first 3 months of the fiscal year)

Methodology: Denominator includes all non-IZ exempt rental properties expected to report in the given fiscal year. Numerator includes all rental properties submitting an annual report on a date that falls within the fiscal year in question. Property annual reports are due on the anniversary of the first IZ lease at that particular property, therefore report due dates are property specific and deadlines are rolling throughout the calendar year.

To ensure compliance in FY26, DHCD staff will reserve time on a regular basis to collect reports for the properties within their portfolio. Administrative staff will also assist to ensure compliance.

**127. Please list DHCD’s remaining inventory of vacant and/or blighted properties under the PADD program, including for each property:**

- a. Ward;**
- b. Address;**
- c. Zoning;**
- d. Size (e.g. acreage or square footage);**
- e. Last appraisal date;**
- f. Last appraisal value; and**
- g. Date when the property entered the inventory.**

See attachment “Question 127”

**128. How many RFPs were released in FY 25 and FY 26, to date, that involve PADD properties?**

There were nine two RFPs for PADD properties released in FY25. There have not been any RFPs released in FY26 to date.

- a. For each RFP, provide:
- b. How many applications did DHCD receive?
- c. Date the RFP opened
- d. Date the RFP closed
- e. Date the PADD division of DHCD submitted review of applications to DHCD leadership
- f. Date that DHCD leadership signed off on the review
- g. Date that DHCD approved of an applicant
- h. Date that money was dispersed
- i. Amount of money disperse

See attachment “Question 128”

**129. Please provide a chart of PADD properties that were disposed of in FY 24 and FY 25, to date, including for each property:**

- a. Ward;
- b. Address;
- c. Closing date;
- d. Sales proceeds (If any were combined, please put the respective value for each property); and
- e. Purchaser.

See attachment “Question 129”

**130. Please provide PADD’s disposition strategy and explain how dispositions work.**

PADD’s disposition strategy is primarily guided by the processes outlined in our statutory authorities provided through D.C. Codes §42-3171.03, §10-831, and §10-801, depending on the type of property.

DHCD ensures compliance in disposal of properties by: adhering to the requirements under the statutes; implementing fair and competitive bidding opportunities on

disposition properties by utilizing RFPs, RFQs, and auctions to attract qualified developers; requiring conflict of interest disclosures and proof of financial capacity; ensuring transparency by conducting pre-bid conferences, providing 30-day notices prior to disposition, publishing solicitations via GovDelivery, local newspapers, and DHCD's website; and engaging the community by notifying Advisory Neighborhood Commissions (ANCs) and holding public hearings.

Disposition Method 1 – Based on DC Code §42-3171.03, the Mayor has granted DHCD authority to dispose of property through a competitive process or a negotiated sale, provided that:

- DHCD provides a 30-day notice of sale before holding a public hearing for the proposed disposition, and DHCD transmits a proposed resolution to Council for a 60-day review period, which if Council does not approve or disapprove the proposed resolution, it is deemed approved. The proposed resolution includes terms and conditions of disposition; or
- DHCD may dispose of property to adjacent property owners through a Request for Offer (“RFO”) process, without requiring a council resolution.

Disposition Method 2 – Through DC Code §10-831, DHCD has authority to dispose of property falling under the definition of abandoned or deteriorated under §42-3171 by Request for Proposals (RFP) if it meets the following requirements:

- The property is owned by the District;
- Property is suitable for rehabilitation, construction as a single family or multifamily household, with 25 or fewer units;
- The property is listed under §10-839; or
- The disposition is approved by Council pursuant to a proposed resolution transmitted by the Mayor for a 5-day period of review.

Disposition Method 3 – Through DC Code §10-801, DHCD may, with Council approval, dispose of property by sale, conveyance or lease. This authority cannot be used for properties acquired under §42-3171.02. The proposed resolution to the Council shall set forth a finding that the real property is no longer required for public purposes and a description of the real property to be disposed of and the proposed method of disposition, which shall be one of the following:

- By public or private sale to the highest bidder;
- By negotiated sale;
- By lease greater than 20 years;
- By combination sale/leaseback;
- By exchange of interests in real property; and
- By any other means

**131. What issues did PADD face in disposing of properties in FY’25, and what steps will it take, and what resources are needed to implement solutions?**

The main issue we faced in the disposition of DHCD properties in FY25 centers around the quality and number of responses received. We issued several RFPs issued in FY25. One of the RFPs was a pilot for a Director’s initiative which did not attract desired deal structures. The bundled RFPs were a success in that we had multiple respondents for five (5) out of six (6) RFPs. For one of the RFPs, we did not receive any response.

Action Plan for FY26:

- Community Engagement
  - Attend ANC (Advisory Neighborhood Commission) meetings regularly to share PADD opportunities (solicitations) with the broader community.
- Development Outreach
  - Utilize multiple channels (emails, phone calls, in-person meetings, and community events) to provide consistent communication and sharing of information about solicitations.
- Capacity Building
  - Offer workshops, conferences, and training sessions to developers and residents to increase participation and knowledge.

**132. How many properties acquired under PADD are expected to be disposed of in FY’26? For each property, please provide:**

- a. Ward
- b. Address
- c. Expected Closing Date
- d. Expected Sales Proceeds; and
- e. Prospective Purchaser

See attachment “Question 132”

**133. How does DHCD announce new lottery, solicitations auctions, etc. are available for new PADD projects?**

Notifications are distributed via GovDelivery email blasts, published as public notices for 30 days prior to a public hearing and notices included in local newspapers as well as posted on the DHCD website for maximum transparency and accessibility.

**134. Does PADD still bundle properties into development parcels to solicit competitive bids from developers et nonprofits to support new development? If so, what does this process look like?**

Yes, PADD strategically bundles properties into development parcels to solicit competitive bids from developers via a request for proposals (“RFP”) as exhibited in the 2024 Winter

RFP and the Summer 2025 RFP. PADD reviews its inventory regularly to identify suitable properties that meet established solicitation criteria such as affordable housing or homeownership opportunities.

Factors for bundling properties in a solicitation include but are not limited to:

- Project’s financial performance
- Policy goals
- Geographic proximity
- Shared infrastructure
- Equity coordination
- Portfolio management model
- Financial strategy, best cross-substantial rehabilitation potential
- Economies of scale
- Capital investment alignment

**135. The Vacant to Vibrant Initiative has been touted as a success, yet, multiple sources have reported that several properties auctioned off under this imitative to developers who promised to build affordable housing remain vacant and/or undeveloped. What steps has DHCD taken to ensure developers and/or other prospective purchasers:**

**a. Actually take possession of property acquired under PADD;**

At acceptance of a developer’s offer at the Alex Cooper auction, developers must execute a Property Disposition Agreement (PDA), which legally obligates the developer to take ownership of the property and the PDA outlines obligations for development and affordability.

**b. Develop the properties in reasonable accordance with their proposal’s deadlines;**

The PDA includes specific deadlines for construction and delivery of affordable units. DHCD monitors compliance and initiates enforcement if timelines are missed.

**c. Have the means to execute their development plans; and**

The vacant to vibrant initiative was an auction managed by Alex Cooper Auctions. The requirements of the auction was price driven and limited to developer’s providing proof of funds for the downpayment and for the purchase of the property.

**d. Are held legally et financially accountable for failing to meaningfully execute their development plans**

DHCD, through PADD and the Office of the General Counsel (OGC), recapture properties from developers who fail to meet the PDA obligations.

Vacant to Vibrant Properties Disposed	Vacant to Vibrant Projects Complete	Vacant to Vibrant Projects Under Construction	Vacant to Vibrant Properties Recaptured after Disposal
23	15	8	0

\* Four additional properties were part of the Vacant to Vibrant initiative and currently have easements. These properties are now under Casey Trees’ portfolio but are owned and maintained by DHCD. These properties are not included in the count shown in the table above.

**136. What measures has DHCD implemented to ensure that contracts for property acquisitions and disposals under PADD are protected against fraud vulnerabilities?**

The District of Columbia Office of Contract and Procurement (OCP) implements strict measures to safeguard DHCD contracts from vulnerabilities. In addition, DHCD ensures that properties are offered through formal solicitations, lotteries, or auctions to promote fairness and competitive bidding. Developers are required to submit conflict of interest disclosures and all necessary compliance documentation with their proposals. Furthermore, disposition agreements include construction covenants, right-of-entry clauses, and affordability requirements to enforce compliance and prevent misuse.

**137. Please provide details of DHCD’s current acquisition strategy, including how much funding DHCD intended to use for property acquisition in FY 25 and in FY 26, to date, and how much of that funding remains.**

The Property Acquisition and Disposition Division (PADD) budget is used for costs associated with acquisitions, maintenance, or dispositions.

**Acquisition Strategy**

DHCD identifies neighborhoods and property types that align with affordable housing and community development objectives using data-driven analysis to prioritize areas with high vacancy rates or redevelopment potential. We collaborate with the Department of General Services (DGS) to secure interagency property transfers and maintain coordination with the Office of the Attorney General (OAG) to identify tax-delinquent properties and initiate the acquisition process.

In addition to these strategies, PADD also proposes the acquisition of properties with higher zoning density designations as of right to increase home-ownership impact by increasing scale of projects and acquiring vacant and abandoned properties.

**Acquisition Method 1** – DC Code §42-3171.02 gives DHCD the authority to acquire abandoned property or deteriorated property for the public purpose of eliminating slum and blight:

- Pursuant to § 16-1311 through 16-1321
- Through gift or donation
- By assignment; or
- Through voluntary sale(s) by the owner

DHCD may develop or redevelop abandoned or deteriorated property acquired under this section, may demolish structures on the property, and may take any other lawful action to eliminate blight or unsafe conditions on the property.

DHCD shall not acquire deteriorated property, which is occupied and from which tenants will or likely be displaced unless DHCD has first made available for public review and comment, for a period of at least 30 days, a plan for the relocation of the displaced tenants. Before the acquisition of a property under this subchapter, DHCD must issue a memorandum describing its plan for the development or disposition of the property, describing any potential displacement of tenants and plans for the relocation of displaced tenants, and setting forth a timetable for the development or disposition of the property.

**Acquisition Method 2** – DC Code §47-847 helps the District mitigate vacant or blighted properties by allowing the District to become the owner of tax delinquent properties that have been sold through a tax sale.

**Acquisition Method 3** (non-blighted/non-vacant properties) DC Code §6–1003 allows for the acquisition of property for an approved Community Development Program.

**138. How many petitions did the Rental Accommodations Division (RAD) receive in FY 25 and FY 26, to date, broken down by category including how many were granted, how many were appealed, and how many rulings were overturned on appeal?**

Procedurally, RAD is the first level of administrative review for:

- § 501f petitions;
- § 205(e)(4) exclusion petitions;
- Substantial rehabilitation for vacant rental units;
- hardship petitions; and
- voluntary agreements.

RAD substantively reviews these petitions and issues a decision and order. The petition type dictates whether an aggrieved party intending to challenge RAD's order may appeal to either the Rental Housing Commission (RHC) or the Office of Administrative Hearings (OAH).

Appeals of OAH orders are heard by the RHC and appeals of RHC orders are heard by the District of Columbia Court of Appeals. Because RAD does not have appellate authority and jurisdiction, RAD’s records do not include any appellate cases.

RAD is the intake office and neither reviews nor issues orders for capital improvement petitions, substantial rehabilitation petitions (unless the affected rental units are vacant), services and facilities petitions, tenant petitions, and tenant payment plan complaints. RAD reviews filings for completeness and technical compliance and then transfers the petitions to OAH for adjudication. Accordingly, RAD’s records do not include appellate cases for these petition types.

**Petitions Received FY 2025-FY 2026 (as of 01/30/2026)**

<b>Petition Type</b>	<b>Filed</b>	<b>Pending</b>	<b>W/D</b>	<b>Granted</b>	<b>Denied</b>	<b>Appealed</b>	<b>Overruled</b>
§ 501f	1	1	n/a	n/a	n/a	n/a	n/a
Capital Improvement*	2	0	n/a	n/a	n/a	n/a	n/a
§ 205(e)(4) Exclusions	9	7	n/a	2	n/a	n/a	n/a
Hardship	6	0	n/a	6	n/a	5	n/a
Services & Facilities*	1	0	n/a	n/a	n/a	n/a	n/a
Substantial Rehabilitation for vacant rental units	0	0	n/a	n/a	n/a	n/a	n/a
Tenant Petitions*	367	75	8	n/a	16	n/a	n/a
Tenant Payment Plan Complaint*	0	n/a	n/a	n/a	n/a	n/a	n/a
Voluntary Agreement	0	n/a	n/a	n/a	n/a	n/a	n/a

\* RAD intakes filings which are reviewed for completeness and technical compliance and then transfers the petitions to OAH for adjudication. RAD does not “deny” tenant petitions; rather, technically incomplete tenant petitions are not accepted for filing. RAD informs tenant petitioners of the required corrections for a technically deficient petition and allows for refileing after corrections are incorporated.

**139. Please list all RAD petitions that were pending at any point during FY 25 and FY 26, to date, including:**

- a. Case numbers;
- b. The date the petition was filed with RAD; and
- c. The current status of the petition.

See attachment “Question 139”

**140. In FY 25 and FY 26, to date, how many petitions did RAD:**

- a. Reject for insufficiency;
- b. Render a preliminary decision on; and
- c. Automatically transfer to OAH?

**Pending Cases for FY 2025 & FY 2026 (as of 01/30/2026)**

Number of Petitions Rejected for Insufficiency	0
Number of Preliminary Decisions Rendered by RAD	0
Total Number of Petitions Automatically Transferred to OAH	371
Number of Tenant Petitions:	368
Number of Tenant Payment Plan Complaints:	0
Number of Housing Provider Petitions:	3

**141. For each category of RAD matter, please state the average length of time between the filing of a petition and a decision in FY 25 and in FY 26, to date.**

RAD Average Processing & Review Time for FY 2025 & FY 2026 (as of 01/30/2026)

Petition Type	Average length of time between filing and decision
Hardship Petitions	90 days
Services & Facilities Petitions	120 days
501f Petitions	120 days
Substantial Rehabilitation Petitions	120 days
Capital Improvement Petitions	120 days
Voluntary Agreements	Not Applicable
Tenant Petitions	Not Applicable

**142. Last year, DHCD identified 3 goals using the Specific, Measurable, Achievable, Relevant, and Time-bound (SMART) framework.<sup>111</sup> For each goal, please provide the following:**

- a. State the original target, the actual outcome achieved, and the percentage of the goal met. If the goal was not met, quantify how far short the agency came.
- b. Describe any operational or strategic changes the agency made during FY25–FY26 in response to progress toward (or shortfalls from) the goal, including when those changes were implemented.
- c. Briefly explain what the agency believes most affected performance for each goal (e.g., internal capacity limits, partner agency delays, policy constraints).

- d. For FY26, indicate whether the agency is continuing, revising, or replacing each goal. For any revised or replacement goal, explain what changed and why the original goal no longer reflected the agency’s priorities or operating reality.**
- e. Please identify one lesson learned from FY25 goal-setting that directly informed how FY26 goals were designed.<sup>4</sup>**

<sup>4</sup> DHCD updated its SMART goals in correspondence with Committee on Housing staff after submitting its pre-hearing responses last year. According to our records, DHCD’s final SMART goals for CY26 were:

- Deliver 1,500 new affordable units by the end of calendar year 2025 to contribute to the Mayor’s goal of 12,000 net new affordable units by 2025.
- Preserve 735 units of affordable housing
- Prevent 50 evictions or foreclosures through housing counseling, support 100 small businesses with technical assistance, help 7% of supported small businesses secure financing, and create 250 jobs through small business support programs.

## **Goal #1**

### a. Original Target, Actual Outcome, and Percentage Met

- Target: Deliver 1,500 new affordable units by end of calendar year 2025.
- Actual: FY24 delivered 856 units; FY25 delivered 1,257 units; total 2,113 units.
- Percentage Met: 141% (goal exceeded).

### b. Operational or Strategic Changes

- Implemented Consolidated RFP for LIHTC and bond allocations to streamline funding requests.
- Introduced HPAP lottery system for better timing and fund distribution.

### c. Factors Affecting Performance

- Strong project pipeline and improved coordination with developers.
- No major internal capacity constraints reported.

### d. FY26 Status

- Goal will continue with similar production targets; DHCD is assessing updates but expects to maintain focus on unit delivery.

### e. Lesson Learned

- Early implementation of process improvements (e.g., consolidated RFP) significantly accelerates production timelines.

## **Goal #2**

### a. Original Target, Actual Outcome, and Percentage Met

- Target: Preserve 735 units of affordable housing in FY24.
- Actual: Preserved 312 units (shortfall of 423 units).
- Percentage Met: 42%.

### b. Operational or Strategic Changes

- Increased outreach for Small Buildings Program and technical assistance RFAs.
- Initiated ADU pilot and Housing Resource Center to improve preservation strategies.

### c. Factors Affecting Performance

- Limited interest from CBOs for condo/coop technical assistance.
- Policy constraints: No requirement for condo/coop registration with DHCD.

### d. FY26 Status

- Goal will likely be revised to reflect operational realities and focus on targeted preservation strategies.

### e. Lesson Learned

- Preservation requires stronger incentives and regulatory support for condo/coop engagement.

## **Goal #3**

### a. Original Target, Actual Outcome, and Percentage Met

- Target:
  - Prevent 50 evictions or foreclosures
  - Support 100 small businesses
  - Secure financing for 7% of small businesses
  - Create 250 jobs
- Actual:
  - Evictions/foreclosures prevented: 1,494
  - Small businesses supported: 4,025
  - Jobs created: 5,680
- Goal exceeded significantly.

b. Operational or Strategic Changes

- Expanded SBTA program and facade improvement grants.
- Increased housing counseling services and outreach.

c. Factors Affecting Performance

- High demand for housing counseling and small business support post-pandemic.
- Effective partnerships with CBOs.

d. FY26 Status

- Goal will continue with refinements to SBTA and housing counseling programs.

e. Lesson Learned

- Scaling partnerships with CBOs amplifies impact on neighborhood stabilization.

**143. Please list in descending order the top 25 overtime earners in your agency in FY 25 and FY 26, to date, if applicable. For each, state the employee's name, position number, position title, program, activity, salary, fringe, and the aggregate amount of overtime pay earned by each.**

There have been no overtime earners in the agency in FY25 or FY26 to date.

**144. For FY 25 and FY 26, to date, please provide a list of employee bonuses, special pay granted, or separation pay issued, that identifies the employee receiving the bonus, special pay, or separation pay, the amount received, and the reason for the bonus, special pay, or separation pay.**

See attachment "Question 144"

**145. For FY 25 and FY 26, to date, please list any purchase card spending by the agency, the employee making each expenditure, and the general purpose for each expenditure.**

See attachment "Question 145"

**146. Please list and describe any spending pressures the agency experienced in FY 25 and any anticipated pressures for the remainder of FY 26. Include a description of the pressure and the estimated amount. If the spending pressure was in FY 25, describe how**

**it was resolved, and if the foreseen spending pressure is in FY 26, describe any proposed solutions.**

DHCD does not currently have any spending pressures for FY26. In FY25, DHCD did not experience any spending pressures, but did have to address revenue shortfalls in Unified and Repay SPR funds.

**147. Please share any legislative priorities or recommendations for the Council. If there is no difference in your response between this and question 21, please feel free to cross reference.**

The District's ability to attract new investments in affordable housing development has been challenged in recent years by both structural and policy barriers including market conditions, high rent arrearages, land, construction, and insurance costs, and regulatory and legal uncertainty.

The following measures could mitigate cost and administrative burdens and support economic viability:

- Fast-Track permit process: Expediting permit processes with DOB for DHCD-funded project permits would save time, reduce delays, and subsequently cost for both developers and the District.
- Reduce fees:
  - Captive Insurance: A local insurance product would save projects significant costs as they are currently using third-party insurers that charge steep fees.
  - Fee Waivers: Some fees could be waived or deferred in exchange for enhanced/increased affordability in projects. A claw back provision would allow for those fees to be collected for commitments that are abandoned.
- Affordable Housing Developer Tax Relief: Allowing all developers of affordable housing access to a tax relief decoupled from a subsidy could encourage and attract more investors into the affordable housing space.
- Expand LRSP eligibility from 30% AMI to 50% AMI.
- Encourage tenants to pay rent and restore landlord-tenant relations.
- Updates to allow properties that are vacant to automatically certify reasonable rents.

**148. After completing the rest of this questionnaire, please describe any major activities and accomplishments in FY25 and FY26, to date, that you have not addressed and wish to highlight for the Committee's attention.**

In FY25, DHCD's major accomplishments include:

- Launched the RentRegistry through the DHCD Rental Accommodations Division (RAD);
- Financial closings on 10 projects totaling 885 affordable housing units through September 2025. Of these, 6 projects containing 609 units were funded by \$162.5 million from the Housing Production Trust Fund (HPTF).
- Preserved 4,740 units through the FY 2024 Stabilization RFP from initial funding in April 2025 through the end of the fiscal year.

In FY26 through February 2026, DHCD’s major accomplishments include:

- Published the 2025 Qualified Allocation Plan as of December 2025
- Financial closings on 4 new projects totaling 201 affordable housing units funded by \$56.9 million from the HPTF
- Preserved 5,104 units through the FY 2024 Stabilization RFP from initial funding in April 2025 through February 2026
- Released the SAFI Bridge Loan RFP for Participating Lenders
- Released the RFQ to Pre-Qualify Residential Property Managers
- Released FY 2026 Consolidated RFP for Federal Funds and PADD Development Sites
- HPAP First Come First Serve
- Housing Resource Center Rebrand

**149. Please list any statutory mandates that the agency lacks sufficient resources to fully implement.**

- §42–3502.05 (f)(4)(B)(I) Rental accommodations registration compliance enforcement
- §6–1451.02 (a)(3)(C) (perm) Maintaining Net Zero Energy standard in residentially District financed projects.
  - Requires additional funding to the HPTF to accommodate the increased costs and requests for funding by projects to come into compliance.
- § 42–3404.02c. Tenant support providers.
  - Requires additional FTEs/funds to create and implement the new requirements
- § 42–3404.15 TOPA transparency portal.
  - Requires funds to create and implement the new requirements.
- §42-1903.16(g)(2) Condominium Act Report.

- DHCD does have the means to track the data for a meaningful report. We report the number of condominiums we register to the Council each year but we cannot provide any additional information about the condo market with the resources we currently have.
- §42-2857.01(h) Unified Fund Report.
  - Final financial results for the prior fiscal year are not available until the end of January. This makes it impossible to meet the statutory deadline of October 31.

**150. Please list all reporting requirements in the District of Columbia Code or Municipal Regulations that the agency is required to complete in FY 25 and FY 26, and their mandated due dates. For each report whose due date has passed, list the date reporting was completed. If the agency did not produce the report on the mandated timeline, please explain why and when the report will be completed and shared with the Committee.**

<b>Report Name</b>	<b>Statutory Due Date</b>	<b>Date To Council</b>	<b>Notes</b>
Housing Production Trust Fund FY24 Annual Report	4/1/2025	2/4/2026	Submitted
HPTF Annual Audit Report FY24	Not specified		Under Review
HPTF Annual Audit Report FY25	Not specified		Drafting
Inclusionary Zoning Annual Report FY24	3/14/2025	8/25/2025	Submitted
HPTF FY25 Q1 Report	1/15/2025		Under Review
HPTF FY25 Q2 Report	4/15/2025		Under Review
HPTF FY25 Q3 Report	7/15/2025		Under Review
HPTF FY25 Q4 Report	10/15/2025		Under Review
Housing Production Trust Fund FY25 Annual Report	4/1/2026		Drafting
Unified Fund Report FY24	10/31/2024	12/1/2025	Submitted
Unified Fund Report FY25	10/31/2025		Under Review
Inclusionary Zoning Annual Report FY25	3/14/2026		Drafting
HPTF FY26 Q1 Report	1/15/2026		Drafting
HPTF FY26 Q2 Report	4/15/2026		Drafting
HPTF FY26 Q3 Report	7/15/2026		

**151. Please list and describe any regulations promulgated by the agency in FY 25 or FY 26, to date, and the status of each.**

In FY25, DHCD drafted the proposed Condominium Warranty Claims regulations. The proposed regulations have now completed their public comment period will be submitted as final rulemaking to be promulgated in FY26.

**152. What other metrics does the agency regularly use to evaluate its operations? Please be specific about which data points are monitored.**

Please see DHCD's FY26 Performance Plan for all data points monitored and metrics used to evaluate its operations from the Office of the City Administrator.

<https://oca.dc.gov/sites/default/files/dc/sites/oca/FY26%20Plan%20-%20DCHR.pdf>

**153. What are three areas, programs, or initiatives within your agency where you see the most opportunity to make progress toward racial equity?**

**1. Affirmative Fair Housing Marketing Plan Compliance**

DHCD mandates Affirmative Fair Housing Marketing Plans for all properties and program administrators receiving DHCD funding. These plans are reviewed and monitored by the Office of Program Monitoring to ensure equitable access to housing opportunities for historically marginalized communities.

**2. Housing Counseling Program**

This program provides individualized budget and credit counseling to low- and moderate-income households. It helps residents improve credit, manage debt, and access homeownership opportunities through programs such as HPAP and Inclusionary Zoning. By addressing financial barriers, this initiative directly supports racial equity in housing access.

**3. Black Homeownership Strikeforce**

Based on the Black Homeownership Strike Force recommendations, DHCD sees significant opportunity to advance racial equity through targeted strategies to increase Black homeownership, including:

- **Heirs Property Assistance Program** to preserve intergenerational wealth and prevent displacement (Recommendation 1).
- **Prioritizing projects with units at or below 50% MFI** to address affordability gaps for Black families (Recommendation 6).
- **Creating a comprehensive homeownership platform** to provide financial counseling, rehabilitation support, and access to down payment assistance programs (Recommendation 9).
- **Expanding HPAP effectiveness** by automating processes, increasing lender pools, and improving outreach to Black households (Recommendation 10).

These initiatives align with the Strike Force's overarching goal of creating **20,000 net new Black homeowners by 2030**.

**154. In the past year, what are two ways that your agency has addressed racial inequities internally or through the services you provide?**

DHCD is aware of the impact that racial inequities have long had on housing. The agency is committed to ensuring that all Washingtonians, regardless of race, have equal and equitable access to the information and services they need to acquire affordable housing.

To achieve that goal, DHCD:

- Preserves intergenerational wealth and prevent displacement through the Heirs Property Assistance Program.
- Prioritizes projects with units at or below 50% MFI to address affordability gaps for families with low-incomes.
- Supports a comprehensive homeownership platform to provide financial counseling, rehabilitation support, and access to down payment assistance programs.
- Expands HPAP effectiveness by automating processes, increasing lender pools, and improving outreach to previously untargeted households.
- Mandates Affirmative Fair Housing Marketing Plans for all properties and program administrators receiving DHCD funding. These plans are reviewed and monitored by the Office of Program Monitoring to ensure equitable access to housing opportunities for historically marginalized communities.
- Addresses financial barriers through its Housing Counseling Program by providing individualized budget and credit counseling to low- and moderate-income households. It helps residents improve credit, manage debt, and access homeownership opportunities through programs such as HPAP and Inclusionary Zoning.

**155. 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 FY 25 and FY 26, to date, and whether and how those allegations were resolved.**

DHCD follows the District of Columbia Office of Human Resources (DCHR) policies and procedures for investigating allegations of sexual harassment or sexual misconduct involving agency employees.

Complaints may be reported to agency leadership, DCHR Employee Relations, or the Office of the Inspector General. DCHR conducts independent investigations, and DHCD fully cooperates with all inquiries.

If allegations are substantiated, disciplinary action is taken in accordance with District personnel regulations, collective bargaining agreements and applicable law. DHCD also requires mandatory training and reinforces antiharassment and antiretaliation policies.

Both the SHO and Alternate SHO have taken HR classes to be trained regarding these matters.

DHCD has not received any allegations of sexual harassment in FY 25 and FY 26 to date.

- a. Has the agency identified a primary and alternate sexual harassment officer (“SHO”)? If no, why not? If yes, please provide the names of the primary and alternate SHOs.**

Primary Sexual Harassment Officer-Charles Lindsay  
Alternate Sexual Harassment Officer-Pamela Hillsman

- b. Has the agency received any requests from staff in an otherwise prohibited dating, romantic, or sexual relationship for a waiver of provisions of the Sexual Harassment Order? What was the resolution of each request?**

No requests were received.

- 156. For FY 25 and FY 26, to date, please identify any special purpose revenue funds maintained by, used by, or available for use by the agency. For each fund identified, provide:**

- a. The revenue source name and code;**
- b. The source of funding;**
- c. A description of the program that generates the funds;**
- d. The amount of funds generated by each source or program;**
- e. Expenditures of funds, including the purpose of each expenditure; and**
- f. The current fund balance.**

See attachment “Question 156”

Agy Fund	Agy Fund Title	DC CODE
1060027	HPAP - REPAY	§ 42-2601 - 42-2605
1060069	DHCD UNIFIED FUND	§ 42-2857.01, § 42-3402.05a, § 42-1904.03

Fund Balance is as follows as of September 30, 2025. HPAP Repay and Unified Fund balances have been swept to the general fund:

HPAP Repay	\$ 0
DHCD Unified Fund	\$ 0

**157. Please list all open capital projects and capital projects in the financial plan under the agency’s purview, including the amount budgeted, actual dollars spent so far, any remaining balances, and the status of the project. In addition, please provide a description of any projects which are experiencing delays, or which require additional funding.**

Not Applicable. DHCD has no open capital projects.

**158. Please provide a table showing your agency’s Council-approved budget, revised budget (after reprogrammings, etc.), and actual spending, by program, activity, and funding source for FY 25 and FY 26, to date. Please detail any over- or under-spending and any federal funds that lapsed.**

See attachment “Question 158”

**159. Please list and describe any spending pressures the agency experienced in FY 25 and FY 26, including and any anticipated spending pressures for the remainder of FY 26. Include a description of the pressure and the estimated amount. Describe how any spending pressures have been resolved and any proposed solutions for remaining pressures.**

DHCD does not currently have any spending pressures for FY26.

In FY25, DHCD did not experience any spending pressures, but did have to address revenue shortfalls in Unified and Repay SPR funds.

**160. Please list, in chronological order, each reprogramming that impacted the agency in FY 25 and FY 26, to date, including those that moved funds into the agency, out of the agency, and within the agency. For each reprogramming, list the date, amount, rationale, and reprogramming number.**

See attachment “Question 160”

**161. How many FTEs are dependent on grant funding? What are the terms of this funding? If it is set to expire, what plans, if any, are in place to continue funding the FTEs?**

Fund	Fund Name	Sum of FTE x Dist %	Terms	Expiration
4020004	CDBG GRANT	16.42	Entitlement	Not Applicable
4020008	HUD GRANT - HOME	3.77	Entitlement	Not Applicable
4020013	HUD GRANT - OTHER	1.40	Formula Grant Sec. 1338	Not Applicable
<b>Grand Total</b>		<b>21.59</b>		

**162. If there have been cases where you have been dissatisfied with the procurement process, what have been the major issues?**

**a. What changes to contracting and procurement policies, practices, or systems would help the agency deliver more reliable, cost-effective, and timely services?**

The current procurement process is managed through the Office of Contracting and Procurement (OCP). DHCD’s ability to deliver more reliable, timely, and cost-effective services could be improved if the agency had the ability to dictate pricing for qualified vendors, and to allow a maximum 20% markup on items and services. It would also help to have the ability to negotiate pricing on all contracts and shorten the time for awarding contracts and task orders to vendors after solicitation closes. Additionally, our experiences have shown that there could be improved benefits by aligning contract specialists with the desired product or service. For example, negotiating a contract for software is very different from that of buying copy paper. A contract specialist who has expertise in the product or service could allow for negotiations to achieve a better deal and cost savings.

**163. What is the agency’s current adjusted expendable budget for CBE compliance purposes? How much has been spent with SBEs or CBEs? What percent of the agency’s current adjusted expendable budget has been spent with SBEs or CBEs?**

The FY2025 SBE budget was \$4.3 million. DHCD met its FY2025 SBE goal of spending the \$4.3 million or 100% of the funds to meet the target.

**164. Please provide the number of FOIA requests that were submitted to your agency in FY 25, and FY 26, to date, specifying how many were granted, partially granted, and denied, and how many are pending. In addition, please provide the average response time, the estimated number of FTEs required to process these requests, estimated number of hours spent responding, and cost of compliance.**

	FY25	FY26 to date
Submitted	223	70

<b>Granted in whole</b>	12	3
<b>Partially Granted</b>	111	27
<b>Denied</b>	21	0
<b>Request pending</b>	0	17
<b>Average response time</b>	13.7 days to process	16.75 days to process
<b>FTEs</b>	3	3
<b>Estimated number of hours</b>	395	28
<b>Cost of compliance</b>	\$ 15,059.00	\$1,070.03

**165. Please list any task forces, committees, advisory boards, or membership organizations in which the agency participates.**

Advisory Board / Committee / Taskforces

- DC Housing Production Trust Fund (HPTF) Advisory Board
- DC Interagency Council for Homelessness (ICH)
- DC Preservation Network
- Preservation Working Group
- Advisory Committee to the Office of Deaf, Deafblind and Hard of Hearing
- Age-Friendly DC 2028 Task Force
- Board for the Condemnation of Insanitary Buildings
- Building Energy Performance Standards Task Force
- Commission on African Affairs
- Commission on African-American Affairs
- Commission on Aging
- Commission on Asian and Pacific Islander Community Development
- Commission on Latino Community Development
- Commission on Poverty
- Commission on Re-Entry and Returning Citizen Affairs
- Condominium Association Advisory Council (CAAC)
- District Waterways Advisory Commission (DWAC)
- Green Building Advisory Council

Membership Organizations

- The Coalition (formerly CNHED)
- Housing& (formerly HAND)
- National Council of State Housing Agencies (NCSHA)
- National Housing Conference (NHC)
- National Housing and Rehabilitation Association (NH&RA)
- National Housing and Rehabilitation Association (NH&RA)
- District of Columbia Business Industry Association (DCBIA)

**PART B: GENERAL QUESTIONS (COUNCIL BUDGET OFFICE PERFORMANCE TEAM)**

**B1. Please provide a complete and current organizational chart for the agency and each division and subdivision within the agency, including:**

- a. The names and titles of all senior personnel;**
- b. A description of the roles and responsibilities for each division and subdivision;**

- i. Development Finance Division (DFD)**  
Provides funding to support the development and preservation of affordable housing, homeownership opportunities, and community facilities. DFD plays a key role in helping the Agency meet its housing production goals by allocating local and federal financing and subsidies for rental, homeownership, and mixed-income projects.
- ii. Inclusionary Zoning (IZ) Program**  
Administers the District's Inclusionary Zoning program, which requires most new residential developments of 10 or more units to designate a portion of units as affordable in exchange for a density bonus. The program oversees developer compliance with IZ requirements, manages affordable unit set-asides, conducts lotteries for eligible District residents, certifies income eligibility, and monitors ongoing compliance to ensure long-term affordability. The IZ program supports the District's affordable housing production goals by integrating income-restricted units into new residential developments across the city and expanding access to homeownership and rental opportunities for income-eligible households.
- iii. Office of Program Monitoring (OPM)**  
Conducts compliance oversight of DHCD-funded projects and programs. OPM performs contract and compliance reviews, quality assurance monitoring, and ensures compliance with federal and local funding requirements (including HOME, CDBG, LIHTC, HPTF, and related regulations). OPM's work helps protect federal funds, assures program integrity, and provides periodic reporting to federal and District partners.
- iv. Portfolio and Asset Management Division (PAMD)**  
PAMD monitors compliance with loan covenants, manages risks associated with potential borrowers, and ensures the long-term health of DHCD's asset portfolio.
- v. Property Acquisition and Disposition Division (PADD)**  
Works to stabilize neighborhoods by reducing vacant and abandoned residential properties. PADD acquires distressed properties through negotiation, donation, tax foreclosure, or eminent domain and then sells them for rehabilitation into quality affordable and market-rate housing. PADD also administers programs such as Homestead and Home Again to encourage rehabilitation and ownership.
- vi. Rental Accommodations Division (RAD)**  
Administers the Rental Housing Act of 1985 (rent control laws). RAD

regulates rental housing licensing and registration, rent adjustments, eviction controls, informal mediation, compliance and enforcement, and conducts community outreach. It provides technical assistance to landlords and tenants and maintains housing records. Residents can also access the DHCD Housing Resource Center for related services.

vii. **Rental Conversion and Sale Division (CASD)**

Administers the District's Rental Housing Conversion and Sale Act and Condominium Act. CASD manages tenant opportunity to purchase rights, first rights of refusal, offers of sale, notices of transfer, and regulates condominium formation and registration. CASD also oversees the Structural Defect Warranty Claim Program.

viii. **Residential and Community Services Division (RCSD)**

Provides funding and services focused on homeownership assistance, housing rehabilitation, neighborhood revitalization, and support to community organizations. RCSD administers programs such as the Home Purchase Assistance Program (HPAP), Employer Assisted Housing Program, and Negotiated Employee Affordable Housing Program. It also supports rehabilitation loans and grants that address health, safety, and code violations for income-eligible homeowners.

**c. A narrative explanation of any changes to the organizational chart made in the last calendar year; and**

There were no organizational chart changes made in the last calendar year.

**d. An indication of whether any positions in the chart are vacant.**

**e. The as of date of the data**

See attachment "Question B1"

**B2. Please provide a complete, up-to-date list of contract workers working directly for your agency, ordered by program and activity, and including the following information for each position:**

- a. Title of position;**
- b. Indication that the position is filled or vacant;**
- c. Date employee began in the position;**
- d. Whether the position must be filled to comply with federal or local law;**
- e. If applicable, the federal or local law that requires the position be filled;**
- f. The entity from which they are contracted; and**
- g. The contracted annual cost.**

Title of Position	Filled/Vacant	Employee Start Date	Position Needed to Comply w/ Federal or Local Law	Applicable Federal or Local Law	Contracting Entity	Contracted Annual Cost
Paralegal II	Filled	October 1, 2025	No	N/A	Rizeup Technology, LLC	\$49,820.35
Contract Attorney	Filled	November 10, 2025	No	N/A	Rizeup Technology, LLC	
Contract Attorney	Vacant	January 6, 2026	No	N/A	Rizeup Technology, LLC	
Scanning and Records Management Clerk (scanner)	Filled	October 1, 2025	No	N/A	Document Systems, Inc.	\$275,000.00
Scanning and Records Management Clerk (verifier)	Filled	October 1, 2025	No	N/A	Document Systems, Inc.	

**B3. Please provide, for each month of FY25 through FY26 to date, the net number of personnel separated from and hired to the agency.**

Month	Hired	Separated
October 2024	2	1
November 2024	0	0
December 2024	2	0
January 2025	1	4
February 2025	1	0
March 2025	6	0
April 2025	4	0
May 2025	0	2
June 2025	0	0
July 2025	0	1
August 2025	1	1
September 2025	0	0

October 2025	3	0
November 2025	0	0
December 2025	1	1
January 2026	0	1
February 2026	0	0
Total	21	11

**B4. Does the agency conduct annual performance evaluations of all its employees? If so, who conducts such evaluations? What steps are taken to ensure that all office employees are meeting individual job requirements?**

Yes. DHCD conducts annual performance evaluations for all eligible employees in accordance with Chapter 14 of the District Personnel Manual and guidance from the DC Department of Human Resources (DCHR).

Supervisors develop and conduct evaluations using the District’s PeopleSoft ePerformance system. Performance plans are established at the beginning of each fiscal year to ensure employees have clearly defined S.M.A.R.T. goals aligned with DHCD’s mission and strategic priorities. Supervisors provide ongoing feedback, conduct mid-year reviews, and complete annual evaluations.

DHCD follows DCHR’s established processes, including reminder notices and Performance Improvement Plans (PIPs), to provide structured support and clear expectations. The Agency consults with DCHR as needed to ensure any progressive discipline is administered fairly, consistently, and in compliance with District regulations.

This framework promotes accountability, professional development, and alignment with agency goals.

**B5. Please provide the following for each collective bargaining agreement that is currently in effect for agency employees:**

- a. The bargaining unit (name and local number);**
- b. The start and end date of each agreement;**
- c. The number of employees covered;**
- d. Whether the agency is currently bargaining;**
- e. If currently bargaining, anticipated completion date;**
- f. For each agreement, the union leader’s name title and contact information; and**
- g. A copy of the ratified collective bargaining agreement**

See attachment “Question B5” for copies of agreements

Bargaining unit (name and local number)	AFGE 2725	AFL-CIO 2403
Start and end date of agreement	10/1/2023-09/30/2026	Not available
# employees covered	98	5
Currently bargaining?	Not Applicable	Not Applicable
If currently bargaining, anticipated completion date?	Not Applicable	Not Applicable
Union leader	Countee Gilliam cgilliam@afge2725.com	Aaron Finkhousen – aaron.finkhousen@dc.gov 202-717-1248

**B6. Please list all employees currently detailed to or from your agency. For each detailed employee, include:**

- a. The reason for the detail;
- b. The job duties if detailed to your agency;
- c. The start date of detail;
- d. The agency the employee is detailed to/from; and
- e. The projected date of return.

DHCD does not currently have any employees detailed to or from the agency.

**B7. Please provide a copy of your agency’s Schedule A, as of the date of receipt of this questionnaire.**

See attachment “Question B7”

**B8. Please provide a list and description of all memorandums of understanding and memorandums of agreement in effect during FY 25 and FY 26, to date.**

Agency	Description	Start Date	End Date
DHCD and DCHA	LRSP Project-Based Voucher assistance	October 1, 2023	Until terminated
DHCD and DOB	Rent Control Database	October 1, 2024	September 30, 2025
DHCD and ORM	Condominium insurance for IZ units/ADUs	November 15, 2024	September 30, 2025
DHCD and DMPED	CSG Advisors’ Consulting Services	December 16, 2024	June 30, 2025
DHCD and OIG	HPTF Audit – CLIN	May 5, 2025	March 31, 2026

DHCD and ORM	Condominium insurance for IZ units/ADUs	March 24, 2025	September 30, 2025
DHCD and DMPED	FUSE Fellow (Intern) for LEC	May 2025	April 2026
DHCD and DOEE	HUD Lead Grant	October 1, 2025	September 30, 2026
DHCD and ORM	Condominium insurance for IZ units/ADUs	January 14, 2026	September 30, 2026
DHCD, DMPED and DCHFA	Allocation of tax-exempt bonds for affordable multifamily housing.	May 14, 2025	December 31, 2025

**B9. Please provide a status report, including timeframe of completion, for all projects for which your agency currently has capital funds available.**

Not Applicable. DHCD has no open capital projects.

**B10. Please provide copies of all budget enhancement requests (The Form B or similar form) submitted in the formulation of the FY25 and FY26 proposed budgets.**

We did not request any budget enhancements in FY 25 or FY 26.

**B11. Please list all budget enhancements in FY26 and provide a status report on the implementation of each enhancement.**

FY 2026 One-Time Enhancements			Status update
To support Small Building Grants	Local funding for projects previously funded by Preservation Fund (took portion of Preservation Fund balance from FY25).	\$1,000,000	Project evaluation and grant awards in progress
To support HPAP	Additional funding for HPAP, funding from Preservation Fund balance	\$1,828,017	Grant agreements with administrators in progress

To support Heirs Property Program	Grant agreements with CBO's to assist individuals in transferring property and navigating probate to avoid loss of family property.	\$1,000,000	Grant agreements with CBO's in progress
To provide office support	\$59k for OGC Lexis Nexis and other software, \$30k for Communications program, and \$3k for support of the LEC program	\$92,033	OGC software renewals in progress
To support IT Hardware/Software Acquisitions	\$20k for IT refresh, \$42k for BI software needed to support RAD database	\$62,862	Acquisitions underway
To Support IT/Office Supplies	\$20k for general office supplies, \$15k for IT supplies (\$5k base)	\$35,466	Supply orders in progress
To support out of town travel/staff training	\$6k for out-of-town travel related to training, \$21k for training (\$47k base)	\$27,763	Travel to High-Cost Cities and Emphasys conferences in first quarter, Emphasys and other training scheduled

**B12. Please fill out the attached spreadsheet titled “Question 12 Grants Received,” and list all federal and/or private grants received by your agency in FY25 and FY26 to date, current balances, and indicate any that lapsed during or at the end of [previous fiscal year].**

- a. Please submit the completed document in both Excel and PDF formats.
- b. Please include your [local budget] Agency Code in the filename (e.g., question\_12\_AB0\_2026.xls).

See attachment “question\_12\_AB0\_2026”

**B13. List all grants issued by your agency in FY25 and FY26, to date in the attachment labeled “Question 13 Grants Issued”.**

- a. Please submit the completed document in both Excel and PDF formats.
- b. Please include your Agency Code in the filename (e.g., Question\_13\_AB0\_2026.xls).

See attachment “question\_13\_AB0\_2026”

## **B14. What financial and grants management software does DHCD operate on?**

### **a. What is DHCD's evaluation of these tools?**

- ZoomGrants
  - This system is used for Request for Applications (RFAs) and for reporting progress toward workplan goals. This software is a great benefit in both RFAs and recording grantees accomplishments. The software is PII compliant and has excellent customer service and relationship manager assistance.
- Integrated Disbursement and Information System (IDIS)
  - The District is mandated by the U.S. Department of Housing and Urban Development (HUD) to use IDIS to manage the following federal funds issued by HUD, and DHCD is the Responsible Entity for ensuring Consolidated Planning compliance with the system for the following programs:
    - Community Development Block Grant (CDBG)
    - Community Development Block Grant – CV
    - HOME Investment Partnerships Program - (HOME)
    - HOME Investment Partnerships Program – ARP
    - National Housing Trust Fund (HTF)
    - Emergency Solutions Grant (ESG)
    - Emergency Solutions Grant - CV
    - Housing Opportunity for Persons with Aids (HOPWA)
    - Housing Opportunity for Persons with Aids - CV
  - This tool has been effective for federal fiscal grant management; however, there are significant software issues impacting the reimbursement of District funds from federal resources, and HUD's software contractor is working to resolve them. In addition, the platform is cumbersome for consolidated planning because the District is required to maintain two accounts due to the formula calculation of HOME Funds, which has historically caused confusion and workarounds when linking regulatory program requirements to regulatory fiscal requirements within the system.
- Disaster Recovery Grant Reporting System (DRGR)
  - The District is mandated by the U.S. Department of Housing and Urban Development to use DRGR to manage the Recovery Housing Program grant. DRGR is a very easy-to-use, straightforward system.
- Emphasys
  - The District has some financial analysis capabilities with this software as it relates to asset management and the loan portfolio.
- District Integrated Financial System (DIFS)

- Is a cloud-based financial management platform implemented by the Office of the Chief Financial Officer (OCFO). DHCD uses the platform to create the purchase orders and make payments.

**B15. Similarly, please provide a list of software’s tools used for application and result tracking for all of the programs that the committee asked about in the Agency Specific question section.**

**Rental Accommodations Division (RAD):** RAD utilizes two applications for the administration of the Rental Housing Act of 1985. FileNet is not used for tracking purposes as it collects only seven datapoints. The RentRegistry is designed to collect data to provide data for policy decisions and legislative design. The system was recently implemented and DHCD has not yet evaluated the efficacy of the application tool.

- FileNet: FileNet is an online system which serves as a repository of RAD filings filed before June 2, 2025 including: registrations/claim of exemptions, amended registrations, housing provider disclosures to applicant or tenant, rent history disclosure, notice of access to records, housing provider of notice to tenant of rent adjustment, and certificate of rent adjustment. Older FileNet filings (pre-2000) may also include tenant petitions, receipts, and other documents. The system is publicly accessible through DHCD’s website. Users may find instructions and logon credentials at [dhcd.dc.gov/service/search-rent-control-records-online](http://dhcd.dc.gov/service/search-rent-control-records-online).
- RentRegistry: City Council mandated the development of an online rent control database for the administration of the Rental Housing Act of 1985. The database was initially developed by the Office of the Tenant Advocate and subsequently transferred to DHCD in January 2024. DHCD completed the development of the rent control database, called the RentRegistry. The RentRegistry was released for public use on June 2, 2025. As of that date, the Rental Accommodations Division no longer accepts paper-based filings except eviction notices and housing provider petitions. The RentRegistry is comprised of a Housing Provider Portal, a Tenant Portal, and a Public Portal:
  - Housing Provider Portal: used by housing providers to register a rental accommodation, claim an exemption from rent stabilization, file tenant disclosures and report the date and method of service, prepare and file rent adjustment notices (for rent-stabilized properties only), and report on the date and type of service on a tenant.
  - Tenant Portal: used by tenants to file a tenant registration of age or disability status or a tenant petition.
  - Public Portal: used by (i) tenants to research rent units or housing accommodations and obtain information on location, rent charged, exemption status, and services and amenities, (ii) the public for prepared reports key measures; and (iii) for researchers.

**Development Finance Division (DFD):** DFD currently uses QuickBase as the database platform for managing its Consolidated Request for Proposals (RFP) process. QuickBase is leveraged to streamline application submissions, track project data, and manage workflow for affordable housing and community development projects. Typically, the Consolidated RFP in QuickBase allows developers to:

- Submit proposals for funding under multiple DHCD programs (e.g., Housing Production Trust Fund, HOME, CDBG etc.).
- Upload required documentation and certifications.
- Track application status and project status.
- Centralize project information for review and scoring.

QuickBase must be manually updated.

In addition, DFD is in the process of adopting Emphasys software over QuickBase. The gradual transition will begin later FY26.

- Modules provide automated dashboards and analytics, enabling real-time insights and reducing manual reporting efforts
- Allow for ongoing interface with developer applicants. QuickBase only allows initial application upload
- Cross-agency workflow interaction as multiple departments with DHCD will have modules within Emphasys.

### **Inclusionary Zoning (IZ)**

- Lottery Portal: For the first time ever, starting in September 2024, IZ households have access to login and update their own household profiles using the IZ Lottery Portal at [izhousingdc.org](http://izhousingdc.org). Households can also download their IZ Orientation and 8-hour Homebuyer certificates as well as see which lotteries they entered, the lottery status (open/closed/executed), and whether or not they were selected (along with the option to download a copy of their selection notice). The portal also enables DHCD staff to conduct lotteries more efficiently.
- Quickbase – The IZ team tracks IZ and ADU developments in a Quickbase application. A portion of this database is available to the public:  
<https://octo.quickbase.com/nav/app/bi9iqv4v7/action/appoverview>

**B16. Please provide the Committee with a list of all vehicles owned or leased by the agency; the purpose of the vehicle; the division the vehicle is assigned to, if applicable; and whether the vehicle is assigned to an individual employee.**

DHCD owns 10 Vehicles-6 Sedans, 3 Passenger Vans and 1 Cargo Van. The purpose of the vehicles are to provide support for the agency, such as pickup and deliveries of supplies and

equipment, courier and mailroom services, property inspections and other services as needed. These vehicles are not assigned to an individual division or person.

See attachment “Question B16”

**B17. For each objective and activity in the agency’s FY25 Performance Plan, please list:**

- a. The measure of greatest improvement for the agency, and the actions the agency took to improve that measure’s outcome, efficiency or quantity; and**

**OBJECTIVES**

**4.1 Increase New Affordable Housing Opportunities**

Number of Employer-Assisted Program (EHAP-only) homebuyers assisted

Measure Type	Directionality	Q1	Q2	Q3	Q4	Annual	Target
<b>Number of Employer-Assisted Housing Program (EAHP) only homebuyers assisted</b>							
Quantity	Up is Better	1	13	38	6	58	20

EAHP has gone up due to the program utilized more by District government employees. The program is being utilized more due to advertising and word of mouth within DC government.

**4.2 Preserve Existing Affordable Housing Stock**

Number of rental housing units preserved

Measure Type	Directionality	Q1	Q2	Q3	Q4	Annual	Target
<b>Number of affordable rental housing units preserved</b>							
Outcome	Up is Better	115	39	3,475	0	3,629	331

DHCD implemented a specialized RFP in FY 2024 focused on stabilization and foreclosure prevention. Projects supported by this RFP had previous District investments and were in financial distress caused by economic vacancy and other market-wide challenges. Funds used to support this initiative were efficiently invested in affordable housing communities across the District, thus curtailing the potential loss of crucial affordable housing units

**4.3 Promote Community Development Activities**

Percent of Tenant Opportunity Purchase Assistance (TOPA) notices received and listed in a published online report on DHCD’s website each week.

Measure Type	Directionality	Q1	Q2	Q3	Q4	Annual	Target
<b>Percent of Tenant Opportunity Purchase Assistance (TOPA) notices received and listed in a published online report on DHCD's website each week</b>							
Efficiency	Up is Better	100%	100%	100%	100%	100%	100%

DHCD will continue its current process of publishing TOPA notices. Notices received will be listed in the published online report on DHCD's website each week.

## ACTIVITIES

### 5.1 Single Family Rehabilitation

Number of Single-Family Residential Rehabilitation Program (SFRRP) projects completed within 6 months

Measure Type	Directionality	Q1	Q2	Q3	Q4	Annual	Target
<b>Number of Single Family Residential Rehabilitation Program (SFRRP) projects completed within 6 months</b>							
Quantity	Neutral	22	23	11	30	86	75

DHCD improved outcomes of SFRRP construction projects by improving contractors' relationships, hiring 50% more contractors, and streamlining the grant process by setting timelines for each stage of the grant process.

Noted changes in process include:

- Application acceptance or denial is 14 days for a fully submitted application from the Community based organization.
- Office of Program monitoring is 3 days
- Office of Contracting and Procurement is 30 days from bid to award.  
Construction is 30 days or less for projects that don't need an exception.

### 5.2 Small Building Program

Number of grants processed within 90 days

Measure Type	Directionality	Q1	Q2	Q3	Q4	Annual	Target
<b>Number of grants processed within 90 days</b>							
Quantity	Neutral	Annual	Annual	Annual	Annual	10	10

DHCD streamlined internal compliance, approval, workflows, and developed a standard template for grant agreements and affordability covenant agreements to use across all projects.

### 5.4 Implementation of DOPA (District Opportunity to Purchase Act)

## Number of properties DHCD expresses interest in pursuing DOPA rights

Measure Type	Directionality	Q1	Q2	Q3	Q4	Annual	Target
<b>Number of properties DHCD expresses interest in pursuing DOPA rights</b>							
Quantity	Neutral	2	0	0	0	2	1

An increase in receipt of foreclosure notifications has led to greater potential for evaluating DOPA transactions.

## 5.5 Rental Accommodations Division

### Percent of hardship petitions processed within 90 days

Measure Type	Directionality	Q1	Q2	Q3	Q4	Annual	Target
<b>Percent of hardship petitions processed within 90 calendar days</b>							
Efficiency	Up is Better	Annual	Annual	Annual	Annual	100%	100%

The 90-day deadline is imposed by section 42-3502.12 of the Rental Housing Act. The Rental Accommodations Division (RAD) adheres to the statutory deadline. RAD tracks each petition from the date of filing, when notices are sent to the tenant, when the petition is sent to the auditor for review and receipt of the auditor's report. It is unlikely that the 90-day deadline can be "improved" given the complexity of the petition filings, the regulatory procedural steps, and the level of analysis required for each review.

## 5.7 Rental Conversion and Sales

### Number of TOPA notices processed

Measure Type	Directionality	Q1	Q2	Q3	Q4	Annual	Target
<b>Number of TOPA notices processed</b>							
Quantity	Neutral	269	123	263	374	1,029	300

DHCD will continue to ensure that TOPA notices are processed in a timely manner.

## 5.8 Portfolio and Asset Management

### Number of multi-family site inspections conducted for physical condition

Measure Type	Directionality	Q1	Q2	Q3	Q4	Annual	Target
<b>Number of multi-family site inspections conducted for physical condition</b>							
Quantity	Neutral	10	52	47	47	156	150

DHCD's progress was driven by the integration of internal tracking systems and applications,

which streamlined scheduling, tracking, and documentation processes. Additionally, DHCD adopted the National Standards for the Physical Inspection of Real Estate (NSPIRE) per HUD guidelines for PAMD inspections, ensuring inspections prioritize health, safety, and functionality over cosmetic concerns. Staff training and certification on NSPIRE requirements further enhanced efficiency and increased inspection volume. These combined actions resulted in improved housing quality, strengthened compliance oversight, and greater operational efficiencies across DHCD’s multi-family portfolio.

### 5.10 Housing Counseling

Number of households that completed 8-hour homeownership education training sessions

Measure Type	Directionality	Q1	Q2	Q3	Q4	Annual	Target
<b>Number of households that completed 8-hour homeownership education training sessions</b>							
Quantity	Neutral	Annual	Annual	Annual	Annual	250	250

DHCD has required grantees to set an annual projection of the number of 8-hour training sessions they will provide each year and implement marketing and outreach for this program.

### 5.11 Inclusionary Zoning

Percent of IZ lottery notifications sent to households within 7 days after receipt of confirmation from owner of satisfactory registration on dchousingsearch.org

Measure Type	Directionality	Q1	Q2	Q3	Q4	Annual	Target
<b>Percent of IZ lottery notifications sent to households within 7 days after receipt of confirmation from owner of satisfactory registration on dchousingsearch.org</b>							
Efficiency	Up is Better	Annual	Annual	Annual	Annual	92%	80%

DHCD is now utilizing the new IZ Portal to conduct and manage lotteries. This process takes less manual effort than our previous lottery notification process. The new portal allows staff to import unit information in less time which avoids delays when working on several lotteries simultaneously.

### 5.12 Down Payment Assistance

Measure Type	Directionality	Q1	Q2	Q3	Q4	Annual	Target
<b>Number of completed applications received by Administrators requesting combined HPAP and EAHP assistance</b>							
Quantity	Up is Better	73	62	78	3	216	100

The number of applications was closely tied to funding availability for the program and the amount of down payment assistance requested.

### 5.13 Affordable Housing Project Financing

Number of financial applications submitted

Measure Type	Directionality	Q1	Q2	Q3	Q4	Annual	Target
<b>Number of financial applications submitted</b>							
Quantity	Neutral	Semi-annual	0	Semi-annual	0	85	25

DHCD implemented a specialized RFP in FY 2024 focused on stabilization and preservation.

### 5.14 Maintain DHCD's property portfolio

Number of total properties disposed.

Measure Type	Directionality	Q1	Q2	Q3	Q4	Annual	Target
<b>Number of total properties disposed</b>							
Quantity	Neutral	Annual	Annual	Annual	Annual	14	5

DHCD offers vacant sites for development into affordable housing units through DHCD's Property Acquisition & Disposition Division (PADD). Under this function, PADD is responsible for the disposition of vacant sites for development into affordable rental and homeownership opportunities.

**b. For all measures with missed targets (if any), explain the actions the agency is taking to improve that measure's outcome, efficiency, or quantity.**

DHCD is constantly seeking innovative ways for improvement for any targets that were missed during FY25. The agency is reviewing these objectives and activities surrounding the given targets to determine new strategies or approaches. DHCD will continue problem solving for challenges currently faced in the District's affordable housing market surrounding economic vacancy and capital attraction through programmatic and legislative endeavors.

**B18. List all new objectives, activities and projects in the agency's FY 26 Performance Plan and explain why they were added.**

The following measures were added for FY 26:

### **Affordable Housing Project Financing**

- Number of affordable housing units created

### **Down Payment Assistance**

- Number of loans closed at 60% MFI or less

### **Housing Counseling**

- Number of attending housing group trained sessions and live in Wards 1-8
- Number of one-on-one housing counseling sessions in Wards 1-8

### **Inclusionary Zoning**

- Number of new affordable IZ/ADU home ownership units that came online – 50% AMI
- Number of new affordable IZ/ADU home ownership units that came online – 60% AMI
- Number of new affordable IZ/ADU home ownership units that came online – 80% AMI

### **Rental Conversion and Sales**

- Percent of claims processed for the condo warranty program within 90 days
- Percent of conversion applications approved within 90 days

### **Single Family Rehabilitation**

- Number of Single Family Residential Rehabilitation approved applications received within 90 days
- Percent of Single Family Residential Rehabilitation projects completed in less than 1 year

### **Small Building Program**

- Number of projects completed in less than a year

The new measures listed were previously tracked or the measure was incorporated in another measure. Adding these new, measurable and specific objectives for the new fiscal year is essential to drive performance through clearer accountability and progress tracking. With the new goals, the agency can focus efforts on high-impact activities that drive growth and efficiency on the most essential tasks. It also clarifies where the need is greater for residents seeking affordable housing.

Moving forward, tracking these specific concrete measurements will help identify when a department is underperforming, thus allowing for swift, mid-year strategic adjustments to ensure the annual targets are met.

**B19. Describe problems and challenges, including chronic maintenance issues and design flaws, in agency-owned or leased facilities.**

- a. What capital or operating projects arose from these issues in FY25 and FY26 to date, including cost and actions taken?**

There are not currently any chronic maintenance issues or design flaws in any facilities owned or leased by DHCD.

**B20. Please list each new initiative implemented by the agency during FY25 and FY26 to date. For each new initiative, please provide:**

- a. A description of the initiative;**
- b. Actual start date;**
- c. Actual or anticipated end date;**
- d. The funding required to implement the initiative;**
- e. Whether the initiative was mandated by legislative action;**
- f. Problems or challenges faced in the program's implementation;**
- g. The metrics the agency is collecting to measure the initiative's success; and**
- h. An assessment of the initiative's success thus far.**

**a. Single Family Residential Rehabilitation Program**

- a.** Implemented an open enrollment window from October 1 to December 31 of each calendar year, a predictable timeframe for completion of the construction, a twenty-year covenant for all grantees that are awarded, to reduce the number of properties sold or transferred after the full construction has been completed. The covenant is issued to the deeded property owner and will run until expiration date, with a burn off period starting in year six. The program has implemented fiftya fifty Percent Office of Tax and Revenue Assessment Grant award;
- b.** The new initiatives started October 1, 2026
- c.** Ongoing
- d.** There was no new funding required to implement the new requirements
- e.** The initiative was not mandated by legislation action.
- f.** When implementing the new requirement of the twenty year(s) covenant some homeowners have expressed that the covenant is too long and some elderly applicants may not out live the time period, which will leave their family with the financial burden.
- g.** The agency will record all grants and covenants with Recorder of Deeds (ROD) to track all sales and transfers of properties after the grant has been issued, in order to recoup the grant funding extended to the owners of the property. In addition to the ROD filling, DHCD will keep track of the issued grants and covenant(s) in QuickBase to track the issuance and the expirations.

- h. Currently DHCD issued a total of eighteen covenants that will be filed at the ROD
- b. Inclusionary Zoning (IZ) Lottery Portal (FY25)**
- a. IZ households have access to login and update their own household profiles using the IZ Lottery Portal at izhousingdc.org. Households can also download their IZ Orientation and 8-hour Homebuyer certificates as well as see which lotteries they entered, the lottery status (open/closed/executed), and whether they were selected (along with the option to download a copy of their selection notice). The portal also enables DHCD staff to conduct lotteries faster as the software does most of the work.
  - b. Late September 2024.
  - c. Ongoing
  - d. Initial development: \$121,280 (per contract CW103531). Annual maintenance fees: FY25 - \$45,438.75; FY26 - \$49,982.63.
  - e. The initiative was not mandated by legislation.
  - f. This is a custom software product, so some adjustments were needed to make the portal work smoothly. The developer has been very responsive, and the system is working well.
  - g. Number of households with active registrations (have taken the IZ orientation and have updated their profiles: 18,961 as of 2/10/26). Number of lotteries held and/or waitlists created (95 in FY26 as of 2/10/26).
  - h. The portal has saved significant staff time in both opening and conducting lotteries to allow them to move vacant IZ units faster.
- c. HPAP Process FY26**
- a. HPAP returned to a first come, first serve basis. The first step is for the applicant to complete the homebuyers' orientation and 8 -hour training workshop to become qualified for HPAP through their Community Based Organization (CBO). Once qualified, the applicant will be issued a Notice of Eligibility letter (NOE). The NOE will be valid for up to 2 years but may be subject to requalification. The CBO is responsible for tracking the date of application. After the NOE is issued, the applicant has 60 days to obtain preapproval for a 1<sup>st</sup> trust mortgage. Once obtained, the CBO send the applicants file to DHCD to assign to an administrator, either the Greater Washington Urban Leage (GWUL) or DC Housing Finance Agency (DCHFA) for underwriting to determine the gap financing amount needed via HPAP. Once the administrator determines an amount needed and for which the applicant qualifies, they will issue a Notice to Proceed Letter (NTP) to the applicant. At this point, the applicant is free to shop for a home and enter into a sales contract.
  - b. October 1, 2025

- c. Ongoing
- d. No new funding.
- e. The initiative was mandated by legislation.
- f. None
- g. No new data is being collected because of the process change. The same data such as gender, race, income, sales price, ward, household size etc. will be collected.
- h. Applicants are somewhat more familiar with this version of the process although it has been tweaked (internally) from the prior rolling application process to better manage the funds and funding sources.

**B21. Please list any legislation, federal or local, that impacts your agency from FY25 and FY26 and provide a status report on the agency’s implementation related to each piece of legislation.**

**[To the extent particular legislative changes are addressed in full in response to later agency-specific questions, please feel free to note that here with a cross-reference.]**

**1. Vacant to Vibrant Amendment Act of 2025 (B26-0053)**

- **Impact:** Expands the Single-Family Residential Rehabilitation Program; creates a new tax abatement for substantial rehabilitation of vacant residential properties; reinstates a clear and working definition of blight..
- **Status of implementation:** Changes have been implemented.

**2. Home Purchase Assistance for Transit Workers Amendment Act (B26-0098)**

- **Impact:** Adds public transit employees to EAHP eligibility; requires updates to program guidelines.
- **Status of implementation:** The changes will be incorporated to include updating program documents and guidance once the Act becomes official law.

**3. RENTAL Act of 2025 (B26-0164)**

- **Impact:** Comprehensive rental reform affecting eviction processes and tenant protections.
- **Status of implementation:** DHCD is updating program documents and compliance procedures for new Notice of Transfer requirements, and creating a new tenant support provider certification process. The qualified purchaser certification process and TOPA dashboard are not being implemented at this time due to insufficient funding.

**4. Green Housing Coordination Acts (Emergency, Temporary)**

- **Impact:** Exempts net-zero energy standards for affordable housing projects receiving public funding.
- **Status of implementation:** DHCD has aligned development guidelines with new requirements.

#### 5. LIHTC Rent Stabilization Exemption Clarification Act

- **Impact:** Confirms LIHTC units are exempt from rent stabilization.
- **Status of implementation:** There are no changes to implement from this legislation.

#### 6. Fiscal Year 2026 Budget Support Act (B26-0265)

- **Impact:** Amends the Housing Production Trust Fund with a set-aside preference of \$20 million in funds for preservation projects; Reverts HPAP to a rolling application basis removing lottery or randomization methods of selection; extends NOEs for applicants to be eligible for two years instead of one; adds additional reporting requirements for the HPAP funding public dashboard.
- **Status of implementation:** Changes are being implemented.

#### 7. One Big Beautiful Bill Act (H.R. 1)

- **Impact:** The bill made permanent the 12 percent increase in 9 percent Housing Credit authority beginning in calendar year 2026 and permanently lowered the bond financing threshold from 50 to 25 percent for 4 percent Credit projects financed with tax-exempt private activity bonds that have an issue date after December 31, 2025.
- **Status of implementation:** This bill became Public Law No: 119-21 on 07/04/2025. Changes are being implemented.

#### B22. Customer feedback

- How does the agency solicit feedback from customers (i.e., District residents served)? Please describe.**

Customer feedback is solicited through a variety of methods such as customer satisfaction surveys, comments and questions from community listening sessions, public hearings, and emails to our office of Program Monitoring, etc.

The Housing Resource Center (HRC) is our customer service center centralizing information sharing, support and assistance on housing related needs and matters for District residents. The HRC streamlines access to critical housing resources, improves service coordination with CBOs and sister agencies, and provides customer-centered experience. The HRC implemented a customer satisfaction survey in January 2025, achieving a 92% customer satisfaction rate among the respondents participating. Since implementing the survey and conducting listening

sessions in all 8 wards, we have collected a meaningful body of feedback that helps us understand how visitors experience the Center, DHCD services, and the impact the work is having on residents navigating housing in the city.

**b. What has the agency learned from this feedback?**

A valuable learning experience from this feedback is the importance of the HRC's coordination and co-location of the CBOs in the Center, as well as the connection to other District agencies to appropriately serve DC residents and/or point them in the right direction for housing assistance, options and resources in the city. This strategy has helped improve resident access to resources, minimizing one of the barriers that residents sometimes experience when navigating varying and sometimes complex government processes and systems.

**c. How has the agency changed its practices because of such feedback?**

DHCD is continuously assessing the feedback we receive from customers to adjust changes as appropriate and necessary. We will continue to strive for continuous improvement based on feedback that residents provide DHCD through the various channels and methods.

**B23. Please identify any legislative modifications that would enable the agency to better meet its mission.**

The District's ability to attract new investments in affordable housing development has been challenged in recent years by both structural and policy barriers including market conditions, land, construction, and insurance costs, and regulatory and legal uncertainty. DHCD will continue to work with Council to identify potential opportunities to enable the agency to better meet its mission.

**B24. Please identify any regulatory impediments to your agency's operations.**

The District's ability to attract new investments in affordable housing development has been challenged in recent years by both structural and policy barriers including market conditions, land, construction, and insurance costs, and regulatory and legal uncertainty. DHCD will continue to work with Council to identify potential changes to improve the functioning of our office and programs.

**B25. Please list and describe any ongoing investigations, audits, or reports on your agency or any employee of your agency, or any investigations, studies, audits, or reports on your agency or any employee of your agency that were completed during FY25 and FY26 to date.**

**Agency Investigations:**

- Office of the DC Auditor Inclusionary Zoning Report issued September 13, 2024.
- Office of the DC Auditor Rent Registry Report issued August 8, 2025.
- Office of the Inspector General Housing Program Coordination Audit (began May 15, 2025, ongoing)

**Employee Investigations:**

- BEGA Investigation: Concluded January 23, 2026

**Financial Audits:**

- Annual Comprehensive Financial Statement (ACFR) Audit FY24 (completed FY25) and FY25 (completed FY26).
- Audit of Housing Production Trust Fund (HPTF) Financial Statements FY24 (FY25) and FY25 (completed as part of ACFR, FY26).
- Single Audit FY24 for Homeowner Assistance Fund and ARPA/SLFRF.

**B26. Please identify and provide an update on what actions have been taken to address all recommendations made during the previous three years by:**

**a. Office of the Inspector General;**

There have not been any recommendations for DHCD from the OIG in the previous three years.

**b. D.C. Auditor;**

- Office of the DC Auditor Inclusionary Zoning Report issued September 13, 2024.

As a result of audit recommendations, DHCD has taken deliberate and sustained steps to strengthen oversight, improve program administration, and enhance compliance across IZ Program and related housing initiatives. Our efforts have focused on process improvement, technology modernization, enforcement, transparency, and stakeholder engagement to ensure the program operates efficiently and equitably.

1. Comprehensive review of internal operations to improve the efficiency of unit placement, lottery administration, income certification, and lease renewals.

- a. This includes restructuring selectee list generation to reduce the need for multiple lotteries, refining verification processes, and exploring opportunities to frontload income certification to provide applicants with clearer eligibility determinations earlier in the process.
2. Modernizing our technology infrastructure to improve tracking, communications, compliance monitoring, and reporting.
  - a. We are evaluating enhancements to our current systems and assessing alternative platforms to better automate reminders, manage document submissions, track deadlines, and allow for streamlined annual report submissions. These upgrades are designed to improve timeliness, increase accountability, and reduce administrative burden.
3. Strengthened training and guidance for property owners, managers, and program participants.
  - a. This includes expanding and updating training offerings, enhancing FAQs and reference materials, and collaborating with Housing Counseling Services and other partners to clarify renewal and recertification requirements. We are also formalizing processes to ensure more consistent communication and up-to-date contact information for program stakeholders.
4. Significantly increased compliance monitoring, updated review procedures, developed enforcement protocols, and initiated formal violation notices where appropriate.
  - a. Staff training on enforcement procedures is underway to ensure consistent application of standards and penalties. Additionally, annual reporting has been strengthened to provide more comprehensive data, including information related to unit vacancies.
5. Reviewing staffing and operational capacity to ensure we are appropriately resourced to meet performance targets and manage both existing and newly launched systems.
  - a. Dedicated staff have been assigned to key programmatic and database functions, and we continue to evaluate long-term resource needs.

Collectively, these actions reflect DHCD's commitment to improving oversight, increasing transparency, strengthening enforcement, and ensuring the IZ Program effectively serves District residents. We remain focused on continuous improvement and on implementing sustainable structural changes that support long-term program integrity and performance.

- Office of the DC Auditor Rent Registry Report issued August 8, 2025.

There was one recommendation for DHCD to address from this report which was for DHCD to evaluate whether RAD had sufficient staffing to support the launch of the RentRegistry. DHCD conducted a staffing assessment and concluded that current staff is effectively managing the requirements of the RAD database and consistently meeting all performance targets.

**c. Internal audit; and**

There have not been any recommendations for DHCD from internal audits in the previous three years.

**d. Any other federal or local oversight entities.**

There have not been any recommendations for DHCD from any other federal or local entities in the previous three years.

**B27. Please list all pending lawsuits in which the agency, or its officers or employees acting in their official capacities, are named as defendants, and for each case provide the following:**

- a. The case name;
- b. Court where the suit was filed;
- c. Case docket number;
- d. Case status; and
- e. A brief description of the case

<u>Case Name/Case Number</u>	<u>Case Description</u>	<u>Status</u>
<b>Pamela Johnson vs. District of Columbia U.S.D.C. Civil Action No. 1:22-cv-03814-CKK</b>	Civil action filed on December 23, 2022, on claims for unlawful failure to hire Plaintiff because of her age and in retaliation for her protected activity in violation of the Age Discrimination in Employment Act (“ADEA”).	Awaiting the Court’s decision on Summary Judgement motion.
<b>LaDonna May et al. vs. Stanton View Development, LLC, et al. Superior Court Civil Action No. 2021 CA 000266 B</b>	Civil action filed on February 1, 2021. Plaintiffs are a group of River East at Grandview condominium owners. Claims include breach of contract and breach of warranty regarding Talbert Street development issues.	On December 18, 2024, the Court granted the District’s Motion to Dismiss. Plaintiffs appealed the ruling to the District of Columbia Court of Appeals on January 14, 2026.

<p><b>Brittney Bennett et al. vs. District of Columbia, et al. Superior Court Civil Action No. 2021 CA 003895 B</b></p>	<p>Civil action filed on July 22, 2021. Plaintiffs are a group of River East at Grandview condominium owners (some plaintiffs in this lawsuit are also plaintiffs in the May v. Stanton View Development case noted above) Claims include negligence, breach of contract, breach of implied warranty, and conspiracy to defraud regarding Talbert Street development issues.</p>	<p>On October 27, 2025, the Court granted the dismissal of the District of Columbia. On November 24, 2025, Plaintiffs filed an appeal against the ruling to the District of Columbia Court of Appeals.</p>
<p><b>Yvonne Lawson vs Stanton View Development, et al. Superior Court Civil Action No. 2023-CAB-002254</b></p>	<p>Civil action filed on April 10, 2023. Claims include violations of the Consumer Protection Procedures Act and DC human rights act, etc. regarding Talbert Street development issues.</p>	<p>On November 14, 2025, the Court dismissed the Consumer Protection Procedures Act (CPPA) against the District. The parties are awaiting the Court's decision on the other claims. The next hearing is February 5, 2025.</p>
<p><b>William Medley II v. District of Columbia Department of Housing &amp; Community Development et al. U.S.D.C. Civil Action No. 2024-CAB-006478</b></p>	<p>Civil action filed on October 11, 2024, Plaintiff filed a civil action alleging violations of the D.C. Consumer Protection Procedures Act, promissory estoppel, due process, and negligent misrepresentation.</p>	<p>Case is ongoing.</p>
<p><b>Alexander Gallo v. Lauren J. Pair, et al. U.S.D.C. Civil Action No. 1:25-cv-01358</b></p>	<p>Civil action filed on April 5, 2025, Claims include violations of due process rights arising from the adjudication of a hardship petition for a rent increase at plaintiffs' property.</p>	<p>Case is ongoing.</p>
<p><b>Sherita Evans v. Gallo Holdings LLC - Series 1 et al. Superior Court Civil Action No: 2025-CAB-003231</b></p>	<p>Civil action filed on September 18, 2025, by Defendant/Third Party Plaintiff Alex Gallo claiming violation of First Amendment rights.</p>	<p>On November 21, 2025, the District filed a Motion to Dismiss Third Party Plaintiff's Complaint. Awaiting the Court's decision.</p>
<p><b>David Gatling v. D.C. Department of Housing and Community Development Superior Court Civil Action No. 2024-CAB-000984</b></p>	<p>On February 10, 2024, Petitioner filed a Petition for Review of Agency Decision, seeking review of denied Single Family Residential</p>	<p>On January 21, 2025, the Court denied Mr. Gatling's petition and affirmed DHCD's decision on Petitioner's SFRRP application. On February 10, 2025, Petitioner</p>

<b>Court of Appeals No. 25-cv-0146</b>	Rehabilitation Program (SFRRP) application.	appealed the ruling to the D.C. Court of Appeals.
<b>Larry R. Taylor v. William Robert Watkins, Natasha Neal, DHCD, et al Superior Court Civil Action No. 2025-CAB- 0005270</b>	Civil action filed on August 8, 2025, seeking quiet title and declaratory judgment.	Case is ongoing.
<b>Creation Steel Fabricators Inc, v. 325 Vine Street LLC, et al. Superior Court Civil Action No. 2025-CAB-004798</b>	Civil action filed on July 31, 2025, regarding enforcement of mechanic's lien, breach of contract, etc.	Case is ongoing.
<b>TLC Holdings, LLC v. Ramses T. Davis, DHCD, et al. Superior Court Civil Action No. 2025-CAB-004604</b>	Civil action filed on July 16, 2025, seeking quiet title and declaratory judgement.	Case is ongoing.
<b>AFGE Local 2725 v. DHCD</b>	Civil action filed on August 28, 2025, alleging violations of the Comprehensive Merit Personnel Act.	Case is ongoing.
<b>Hillsman v. District of Columbia Government U.S.D.C. Civil Action No: 1:25-cv-03633</b>	Civil action filed on October 10, 2025, alleging claims of age discrimination, hostile work environment, and retaliation in violation of the Age Discrimination in Employment Act (ADEA) and Title VII of the Civil Rights Act.	Case is ongoing.

**B28. Please list the total amount of money the agency or the District, on behalf of the agency, expended to settle claims against it, or its officers or employees acting in their official capacities, in FY25 and FY26 to date.**

Below is the total amount of money the agency or the District, on behalf of the agency, expended to settle claims against it, or its offers or employees acting in their official capacities, in FY25:

FY 2025	
Settlements/Judgements	Amount
Payroll - Pay-Back Settlements (7013020)	\$ 10,000.00
Tax Sale Cancellation Legal Fee Reimbursement (7131016)	\$ 1,708.43

Neither the agency nor the District, on behalf of the agency, has expended any funds to settle claims against it, or its officers or employees acting in their official capacities, in FY26 to date.

**B29. Please list each settlement the agency or the District, on behalf of the agency, entered into in FY25 and FY26 to date that involved claims against the agency, or its officers or employees in their official capacity, including any settlements covered by D.C. Code § 2-402(a)(3). For each settlement, provide:**

- a. The amount of the settlement;**
- b. If related to litigation, the case name and brief description; and**
- c. If unrelated to litigation, please describe the underlying issue or reason for the settlement (e.g. administrative complaint, etc.).**

<b>Case Name</b>	<b>Settlement Amount</b>	<b>Description</b>
District of Columbia v. Sayeh Tavangar Superior Court Civil Action No. 2023 CAB 007270	Defendant is directed to pay \$36,000 towards the District, and that Defendant shall sell the real property to a qualified purchaser pursuant to D.C. Code § 6-1041, et seq. and the terms of the Inclusionary Zoning Covenant.	On November 2023, the District filed action against Defendant for the violation of the Inclusionary Zoning Covenant by failing to occupy the property located at 525 Water St, SW Unit 114 as principal residence.
District of Columbia v. 5301 Connecticut Ave Property, LLC. Superior Court Civil Action No. 2024-CAB-007013	Defendant is directed to pay a \$105,454.80 fine to DHCD.	On November 6, 2024, the District filed a civil action against Defendant for violations of the Inclusionary Zoning Law.
District of Columbia v. 1408-1410 Quincy St. NW, LLC. Superior Court Civil Action No. 2024 CAB 002083	Defendant paid \$135,706 on December 19, 2025.	On April 3, 2024, the District filed a civil action against 1408-1410 Quincy St NW, LLC for violating the District’s Inclusionary Zoning Law by renting an affordable unit at an inflated and unaffordable rate.

**B30. Please list all administrative complaints or grievances that the agency received in FY25 and FY26 to date. For each complaint, list:**

- a. The source of complaint;**
- b. The process utilized to respond to the complaint or grievance;**
- c. Any changes to agency policies or procedures that resulted from the complaint or grievance; and**
- d. If resolved describe the resolution.**

Type	Source of Complaint	Process Utilized	Policy/Procedure Changes	Resolution Status	Year
Complaint	Union Employee	AFGE & DHCD Management Meeting	N/A	Temporary Detail from PADD to IZ	2025
Complaint	Union Employee	AFGE & DHCD Management Meeting	N/A	Reopened	2025
Grievance	Union Employee	AFGE & DHCD Management Meeting	N/A	Permanently Assigned to OPM	2025
Grievance	Union	DHCD Provided Response	N/A	Agency agreed to provide timely responses to labor requests	2025
Grievance	Union	DHCD Provided Response	Labor Management Committee Established	Completed	2026
Grievance	Union Employee	AFGE & DHCD Management Meeting	N/A	Temporary Detail from Inclusionary Zoning PADD /Open	2026
Grievance	Union Employee	AFGE & DHCD Management Meeting	N/A	Desk Audit Promotion Pending resolution of back pay	2026

**B31. Is the agency currently party to any active non-disclosure agreements? If so, please provide all allowable information on all such agreements, including:**

- a. The number of agreements;
- b. The department(s) within the agency associated with each agreement; and
- c. Whether any agreements are required for specific positions (please list each position by division and program and indicate whether the position is contracted)

The agency is not currently party to any active non-disclosure agreements.

**B32. In filterable and sortable spreadsheet, please list all electronic databases maintained by your agency, including the following:**

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

See attachment “Question B32”

**B33. Please provide a list of all studies, research papers, and analyses (“studies”) the agency or an agency’s employee requested, prepared, presented or contracted for during FY25. For each study please list:**

- a. The status;**
- b. The purpose; and**
- c. A link (if published) to the study, research paper or analysis.**

During FY 2025 DHCD partnered on the preparation of two reports with expected publication in the 2<sup>nd</sup> quarter of FY 2026. Both were multiyear efforts. The first, is an analysis of the number of affordable units with expiring affordability covenants over the next five to 10 years through a grant previously funded to The Coalition and Urban Institute. The second is a partnership with the Office of Planning to better understand market driven pressures and strategies to prevent displacement. The two studies will inform DHCD’s approach to preservation and production of affordable housing.