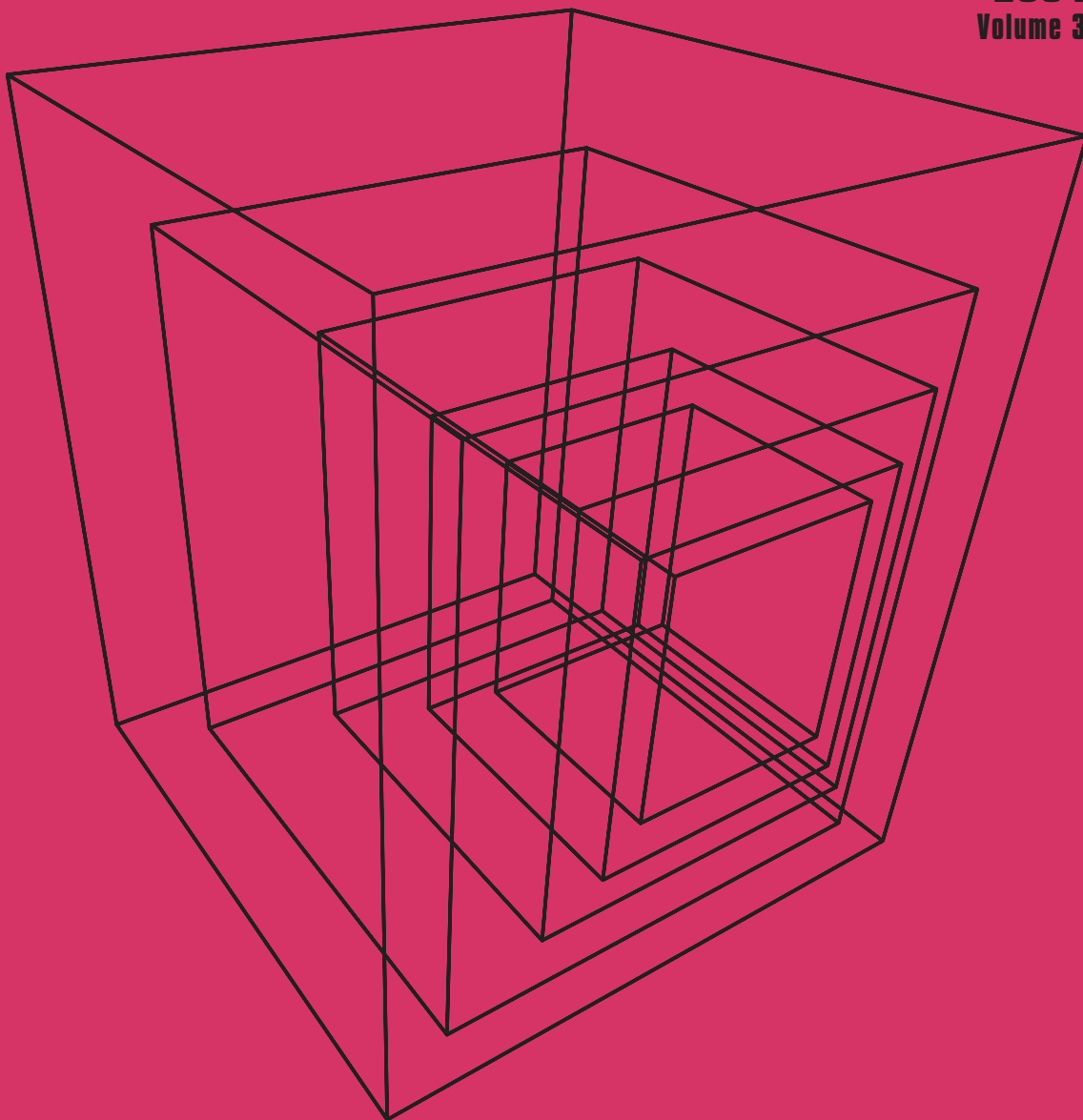


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# Consolidated Plan

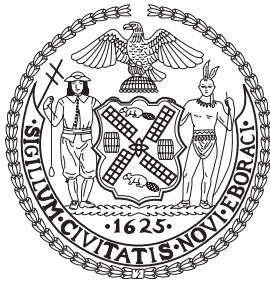
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**2004**  
Volume 3



# Consolidated Plan

**Volume 1**



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# 2004 CONSOLIDATED PLAN

August 30, 2004

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## **M. Summary of Citizens Comments**

### **1. Comments from Symposium to Formulate 2004 Consolidated Plan, April 8, 2003**

#### George Goodwill, Chair Community #9

Mr. Goodwill inquired how the City's proposed austerity budget, which included budget reductions and layoffs was going to affect the necessary resources needed to fund proposed projects in the upcoming Consolidated Plan. Although the speaker was impressed by the current and proposed projects administered by the respective agencies on the committee, he was of the opinion that the level of accomplishment would be compromised due to the City's current economic conditions.

#### Department of City Planning response:

The speaker was informed that many of the current and proposed projects mentioned in the Consolidated Plan are funded by various funding sources. Project funding may consist of, or a combination of, any of the three funding sources which are city, state and federal. The activities included in the Consolidated Plan that consist of only federal funds are budgeted in the appropriations received by the U.S. Department of Housing and Urban Development (HUD), and are not interrupted by the economic status of state or local government. Whereas projects that rely on a combination of funding sources, may be altered to reflect the level of funding received in total. To this end, the City attempts to maintain the same level of service by proposing activities for the upcoming Consolidated Plan program year that are formulated using the amount of federal funds received for the current Consolidated Plan Program Year (commonly referred to as flat or level funding).

### **2. Testimony from Public Hearing to Formulate 2004 Consolidated Plan, April 8, 2003**

#### Vuka Sticivic, Center of Urban Community Services, Inc (CUCS)

The speaker was of the opinion there are gaps within the continuum of care and indicated the increasing rate of homelessness has made it difficult to adequately provide housing for homeless persons and families with special needs. She made recommendations that, in her opinion, would mitigate the homelessness crisis.

CUCS advocated the creation of a New York/New York III Agreement, and recommended the City to allocate CDBG and HOME funds for capital and service expenses. Furthermore, Ms. Sticivic advocated for additional supportive housing units for young adults with psychiatric disabilities (age-appropriate); supportive housing units that can accommodate substance abusers in different stages of recovery; supportive housing units for individuals with mental illness exiting the correctional system; and additional medically appropriate affordable housing units for homeless individuals living with HIV/AIDS.

In conclusion, the speaker urged the City to use portion of its CDBG and HOME Investment Partnership funds to assist in addressing the unmet housing and supportive housing needs of the aforementioned populations.

#### Human Resource Administration response:

We share the concern expressed by several of those who gave testimony, that persons with AIDS or HIV-illness should always have housing that is appropriate to their individual circumstances. For some months now HASA has been re-examining its way of doing business in order to assure that every client who requires temporary emergency housing is offered medically appropriate, decent, housing that is linked to supportive services; and that all clients residing in temporary emergency housing are on a track moving them toward a more permanent and satisfactory housing option. For example we have begun taking steps to assure that case managers spend more time visiting clients who resided in hotels; and in other ways to link on-site services to facilities providing temporary emergency housing. These efforts will continue to expand over the year, and we expect to see improvements in the quality of

temporary emergency housing as one consequence. Simultaneously, we have been establishing better communications between HASA's housing staff, our contracted supported housing vendors, and our own case management staff, to assure more appropriate and timely referrals for scatter-site and other housing placements. These and the other improvements we are making are major changes, and they will not all occur overnight. But we are moving with all deliberate speed to implement them and to find yet new ways to improve our housing and support services and client outcomes. We welcome the community input received through this hearing, and will continue to elicit feedback from consumers and community organizations as we proceed.

Department of Homeless Services response:

The New York City Department of Homeless Services agrees that there is a need for supportive housing for individuals who have a history of substance abuse. Currently, the Department of Homeless Services oversees the operation of a number of residential substance abuse treatment programs within its contracted and directly operated sites. There are a number of different program models available, including: Modified therapeutic communities, Supported work programs, Re-entry programs, Clean and Sober programs, Alcoholics Anonymous and Narcotics Anonymous. The Department also recognizes the need for housing for individuals exiting the Correctional System. Indeed, this was a priority for the 2003 HUD Continuum of Care NOFA process.

Department of Health and Mental Hygiene response:

The DOHMH shares the concerns outlined in the testimony and has detailed in the Continuum of Care section of this report its continuing efforts to meet the supportive housing needs of the target populations that it serves. Over the past several years there has been a steady increase in the number of supportive housing units available to individuals suffering with mental illness and their families. The City and the State now fund and monitor over 11,000 units that provide residential services. The NY/NY II program provides for 1,500 new units, of which over 600 are operational. The remainder are expected to be completed by 2005. Another 800 units are being developed for individuals with high service needs, including 80 community residence units for children and youth.

The NYS CARES program allocated 3,000 new units for persons with developmental disabilities in New York City. Over 1,100 have been developed and over 1,000 are in development. In total nearly 8,000 individuals with developmental disabilities live in the City's community housing units.

The City also funds a variety of residential services to assist individuals who are in varying stages of recovery from chemical dependency. In 2001, 12,678 individuals in this population received residential services in the City.

We support the goals of the Center and recognize that safe and secure housing is essential to any recovery process.

Department of Housing Preservation and Development response:

The City of New York is strongly committed to the goal of providing additional housing for the homeless mentally ill, and is pursuing these discussions actively. In fact, the City and State are currently negotiating a collaborative agreement to provide up to 2,000 additional supportive housing units in the State, in which up to 1,600 units of housing would be built in New York City. Discussions include issues such as the profile of eligible clients and eligible referral sources.

Since Fiscal 1987 HPD has helped build nearly 8,000 units of supportive housing - affordable housing combined with on-site social services - and leads the nation in the field. In addition to providing housing for the homeless and persons with HIV/AIDS, HPD will be developing housing for the elderly, people with mental illness, and other special needs populations. HPD created a Division of Special Needs Housing this year to better coordinate the effort to help these diverse populations. In Fiscal 2003, the division has a budget of \$41 million, and started 512 units of various kinds of supportive housing.



DOHMH/Office of AIDS Policy Coordination response:

Please refer to Jennifer Flynn's response.

Brigitte Amiri, South Brooklyn Legal Services

The speaker raised concerns regarding predatory lending and real estate practices that result in the foreclosure of homes owned by elderly and minority individuals. As a staff attorney working in the Foreclosure Prevention division, which assist individuals facing foreclosure, she noted many immigrants and minorities fall prey to fraudulent practices such as predatory refinancing loans that strip homeowners of their home equity, or regarding FHA/HUD-insured loans, minimum repairs are made to foreclosed properties then quickly resold to unsuspecting first time homebuyers at inflated prices.

Although Ms. Amiri applauds the City's commitment to combat predatory lending with the inclusion of the predatory lending section within the 2002 Consolidated Plan Annual Performance Report (APR) Affirmative Furthering Fair Housing (AFFH) Statement, she urged New York City to consider the impact predatory lending has on the City's homeowners and allocate funding to not-for-profit organizations that offer assistance to victims of predatory lending.

Commission on Human Rights response:

The Commission has staff who provide foreclosure prevention counseling and conduct public education to warn people of the dangers of loans with hidden costs or payment schedules and maintenance fees beyond their means. The Commission's focus is on mortgagors who were victimized by predatory lenders, and those who may have been discriminated against in obtaining a conventional loan.

Department of Housing Preservation and Development response:

The City recognizes the importance of combating predatory lending practices in New York City. Over the past few years, the City has worked with the Neighborhood Housing Services (NHS) of New York and its other non-profit partners to raise awareness of the issue and advocate for sensible legislation to curtail unscrupulous practices. In addition, HPD works through its Anti-Abandonment initiative to help owners avail themselves of the most beneficial financing arrangements. In addition, in its own loan programs, HPD routinely provides counseling to ensure that borrowers do not fall prey to predatory refinancing schemes.

To add to the City's current capacity in counseling and enforcing fair housing and fair lending laws, HPD has applied for three competitive HUD grants:

Predatory Lending Housing Counseling

This HUD program supports the delivery of a wide variety of housing counseling services to homebuyers, homeowners, low- to moderate-income renters, and the homeless. The primary objectives of the program are to expand homeownership opportunities and improve access to affordable housing. Counselors provide guidance and advice to help families and individuals improve their housing conditions and meet the responsibilities of tenancy and homeownership.

In June 2003, the New York City Housing Development Corporation (HDC) applied for \$95,000 in assistance, to be allocated to its affiliate agency, the New York City Department of Housing Preservation and Development (HPD). HPD will, in turn, engage three local non-profit organizations to perform a range of anti-predatory lending counseling activities.

HUD has not yet announced its decision on the grant awardees.

### Housing Counseling – State Housing Finance Agency

This HUD program supports the delivery of a wide variety of housing counseling services to homebuyers, homeowners, low- to moderate-income renters, and the homeless. The primary objectives of the program are to expand homeownership opportunities and improve access to affordable housing. Counselors provide guidance and advice to help families and individuals improve their housing conditions and meet the responsibilities of tenancy and homeownership.

In June 2003, the New York City Housing Development Corporation (HDC) applied for \$200,000 in assistance, to be allocated to its affiliate agency, the New York City Department of Housing Preservation and Development (HPD). HPD will, in turn, engage Neighborhood Housing Services (NHS) of New York to perform a range of housing counseling activities to targeted first-time homebuyers participating in HPD's HomeFirst Program. HomeFirst is a new effort developed by the City to provide potential homebuyers who meet income qualifications with downpayment assistance and a range of support services.

HUD has not yet announced its decision on the grant awardees.

### Section 8 Homeownership - Housing Counseling

This grant program's purpose is to support the delivery of housing counseling services to potential homebuyers and homeowners utilizing Section 8 Homeownership Vouchers (hereafter referred to as Homeownership Vouchers) under HUD's Homeownership Voucher Program. The primary objectives of the program are to: help Homeownership Voucher Program participants make the transition from renting to homeownership; to assist them in evaluating their readiness and in making informed decisions; to help them meet the responsibilities of homeownership; and to encourage increased participation by Public Housing Agencies in HUD's Homeownership Voucher Program.

In June 2003, the New York City Housing Development Corporation (HDC) applied for \$30,000 in assistance, to be allocated to its affiliate agency, the New York City Department of Housing Preservation and Development (HPD), which will administer the grant directly. The grant will support homeownership counseling services to ensure that potential home purchasers are effectively identified from the pool of voucher holders and that these families are aware of potential opportunities to purchase moderately priced homes. Prospective homebuyers will also be informed about the benefits and responsibilities attendant to homeownership.

HUD has not yet announced its decision on the grant awardees.

### Eric Feldman, Sisters of Charity Housing Development Corporation

As director of a corporation which operates several Section 202 Developments within New York City, the speaker raised concern regarding the limited availability of safe, affordable senior housing with supportive services in the City. Mr. Feldman mentioned the size of the Corporation's waiting list and the average waiting time of three to five years for a senior to access an apartment as indicative of the scarcity of housing for this segment of the City's population. Additionally, he was of the opinion new and innovative methods of combining city-based funding with federally-based funding opportunities needs to be created, particularly for Section 202 housing, where certain factors make it prohibitively expensive to potentially develop small-scale projects. Mr. Feldman was of the opinion new approaches to the acquisition, the disposition, and use of city-owned land by the City and by not-for-profits should be examined in order to maximize the opportunities for the development of additional affordable senior housing.

In conclusion, the speaker urged the City to continue to support the development and operation of affordable supportive housing for the elderly and special needs elderly.

Department of Housing Preservation and Development response:

HPD provides assistance to potential sponsors of housing for the elderly. Prospective sponsors seeking a City-owned site for the purpose of applying for development funding under the HUD Section 202 program should contact HPD when HUD issues the next Notice of Funding Availability (NOFA). However, there are many neighborhoods where there are no City-owned sites of the size and characteristics that HUD requires.

The City of New York makes City-owned sites available at reduced cost to qualified Section 202 sponsors to help house the City's elderly population. In addition, New York City also provides sponsors of Section 202 housing with property tax exemptions on land that is privately owned.

The City of New York encourages Section 202 developers to apply for federal funds through HUD's Service Coordinator Program, which can assist elderly individuals and people with disabilities living in HUD-assisted housing and in the surrounding area to obtain needed supportive services from the community, in order to enable them to continue living as independently as possible.

Department for the Aging response:

The New York City Department for the Aging agrees with the speaker concerning the need for more safe and affordable housing for the City's senior population, and regularly advocates on the Federal and State level for legislation and/or appropriations to further its development. The Department also provides technical support to housing developers and applicants for government financing, while recognizing that partnerships and other innovative approaches are playing an increasing role in developing affordable senior housing.

DFTA also provides assistance in providing supportive, on-site services in existing senior housing units, so that seniors can remain in their homes as they become older and more frail. Accessing and utilizing the resources of the surrounding community has been proven to be a financial savings, as evidenced by the city's NORC (Naturally Occurring Retirement Communities) Initiative. Although there are currently no new city dollars for this type of initiative, the model can and has been duplicated throughout the city with philanthropic dollars and senior volunteers. We concur, however, that there is a continued need to provide both new senior housing units and supportive services that help elderly remain appropriately housed, and will continue to collaborate with other agencies and community based organizations toward this goal.

Astrid Andre, Association for Neighborhood & Housing Development, Inc.

ANHD commented that although they are pleased that under the Mayor's Housing Plan Community Development in rem savings will be reallocated to other housing needs, they are concerned the majority of the Plan's beneficiaries will be middle-income households. ANHD maintained its position savings resulting from the rehabilitation and disposition of the City's in rem housing stock should be allocated to programs which address the City's affordable housing needs.

ANHD proposed increases in the amount of CD funds allocated for housing production and preservation programs, which assist low- and moderate- income households. They recommended increases in funding for several CDBG-funded HPD housing programs, including Housing Litigation Division; Third Party Transfer; Participation Loan Program; Targeted Code Enforcement; Neighborhood Preservation Consultants; and 7A Financial Assistance Program; to levels at or above the program's previous highs.

The organization provided comments and recommendations for the specific HPD programs; including:

### Third Party Transfer

For the Third Party Transfer Program, CD monies should be used to increase funding available to Program recipients for building capital improvements and all costs associated with extensive rehabilitation. In addition, efforts should be made in the administration of the program to expand the Program to more neighborhoods, and increase the number of buildings in the pipeline.

### Participation Loan Program

The Participation Loan Program and other supportive programs must be expanded in order to maximize the potential that can be reached by increasing the Third Party Transfer Program . The PLP should expand its cap to at least \$80,000 per dwelling unit.

### 7A Program

For the 7A Program, despite a clear need for an expansion in this program, the money allocated to the Program has decreased in recent years. CDBG funds for the 7A Program should be reinstated to \$1,766,000, a level equivalent to the 1999 allocation.

### Housing Litigation

ANHD strongly contends that CDBG funds for the Housing Litigation Division must be substantially increased.

### Office of Management and Budget response:

ANHD commented that although they are pleased that under the Mayor's Housing Plan Community Development in rem saving will be allocated to other housing needs, ANHD is concerned that the Housing Plan gave the impression that the majority of the beneficiaries will be middle-income households. The new CD-funded HPD Homeowner Down Payment Assistance Program will satisfy the CD Program requirement that at least 51% of the beneficiaries will be of low-or-moderate income. Other activities funded though future CD in rem savings will comply with the CD regulations.

The City will take into consideration ANHD's request to increase the future allocations of Targeted Code Enforcement, Housing Litigation Division, 7A Program, Neighborhood Preservation Consultants, and Third Party Transfer. The Participation Loan Program is funded with HOME funds, not CD.

The City recognizes the importance of the Emergency Repair Program. The program's allocation is adjusted based on past experience and projected future needs. If there were to be a funding shortfall, it would be covered through a re-allocation from available unspent funds from other CD programs.

### Department of Housing Preservation and Development response:

The Department has the following response for the programs indicated.

### Third Party Transfer

The Third Party Program continues to allocate considerable resources to hard costs required to rehabilitate third party buildings. The number of buildings included in the latest annual third party transfer action (Round #5/2002) was higher than the initial target. A total of 499 properties were included in the filing, compared with the initial target of 400. If current trends continue related to the number of eligible buildings for third party transfer, HPD expects to be filing actions on all eligible statutorily distressed and HPD-identified distressed buildings in all neighborhoods where these buildings exist beginning with Round #7, which is due to be filed in 2004.

### Participation Loan Program

The City believes the funding level for the Participation Loan Program is adequate to meet the program's high priority needs. Currently, HPD has no plans to increase the PLP per-unit cost guidelines. The per-unit capital budget allocations for the PLP program are sufficient (in conjunction with available private financing) to fund the rehabilitation of the Third Party projects being referred to the program. The Program has recently relaxed some of its restrictions on specific budget items in order to make the Program more responsive to Third Party projects and other pipeline projects. The PLP loan maximum has been increased to \$60,000/unit overall, and can go higher when necessary for non-profit owners.

### 7A Program

The City believes the funding level for the 7A Program is adequate to meet the program's high priority needs. The 7A Program's overall budget draws on a number of sources, including CDBG and City Capital funds. The 2003 CDBG funding levels are determined by first projecting the need for the program and then determining what percentage of those costs will be eligible for CD spending.

### Housing Litigation

In light of the tremendous fiscal challenges the City is currently facing, we believe the funding for the Housing Litigation Division is appropriate. By all measures, the division was able to accomplish more in 2003 than in the previous year. In FY03 the Housing Litigation commenced approximately 550 comprehensive cases. There was an increase in the number of cases opened and closed in 2002. In addition, HLD collected \$3.2 million as compared with \$2 million the previous year. This increase was due in large part to an increase in staffing levels.

### Keri Sender, for Assembly Member Richard N. Gottfried

Assembly Member Gottfried was concerned with the City's use of HOPWA funds. He was of the opinion use of these monies for HASA case management expenses instead of for the creation of new housing units for homeless individuals living with AIDS constituted a misallocation of funds. According to the Assemblyperson this has furthered the scarcity of affordable supportive housing for this segment of the population.

In closing, Mr. Gottfried restated his position that federal HOPWA funds allocated should only be used for housing and housing related programs such as supplemental rental assistance.

### DOHMH/Office of AIDS Policy Coordination response:

Please refer to Jennifer Flynn's response

### Human Resource Administration response:

Please refer to Jennifer Flynn's response

### Derrick Chandler, Housing Works, Inc

Mr. Chandler was concerned with the provision (creation/development) of additional affordable housing units with supportive services for homeless individuals living with HIV/AIDS. He was also of the opinion that by placing individuals living with HIV/AIDS into commercial SROs, the City is not adhering to Local Law 49, since these persons are subjected to housing that is neither medically appropriate nor with centralized supportive services.

Additionally, Mr. Chandler raised concerns regarding the Mayor's proposal to relegate case management duties to community based services, particularly the source of funding (city vs federal funds) and the level of funding (sufficient to allow not- for-profits to properly administer their case management services).

In closing, the speaker recommended the City reallocate HOPWA funds to the development of medically appropriate supportive housing, and use of City expense funds to finance and improve the HASA case management system. Mr. Chandler was of the opinion that through better training and hiring practices, the level of service administered by HASA would improve.

DOHMH/Office of AIDS Policy Coordination response:

Please refer to Jennifer Flynn's response

Human Resource Administration response:

Please refer to Jennifer Flynn's response

Mevlin Sheppard

The speaker commented on the Human Resource Administration's HIV/AIDS Services Administration (HASA) housing placement services for homeless individuals living with HIV/AIDS. Mr. Sheppard believed that despite the City's current economic situation, housing for homeless persons with HIV/AIDS is available. However, the speaker was of the opinion HRA/HASA case workers have incomplete information regarding all the housing resources that may be available. According to Mr. Sheppard, the incomplete information results in individuals within this special needs population not being placed into these available units, thereby continuing their homelessness. Mr. Sheppard mentioned the Partnership with the Homeless, a not-for-profit organization was able to place him in a housing unit after attempts to find an apartment through HRA/HASA were unsuccessful.

To this end the speaker recommended that a portion of the HOPWA funds used by HRA/HASA for housing placement activities be reallocated to local non-for-profits who undertake housing placement activities for homeless persons living with HIV/AIDS so that these organizations may continue and expand their placement services.

DOHMH/Office of AIDS Policy Coordination response:

Please refer to Jennifer Flynn's response

Human Resource Administration response:

Please refer to Jennifer Flynn's response

Shirlene Cooper, New York City AIDS Housing Network

Ms. Cooper voiced her opposition to the City's use of HOPWA federal funds for HASA case management expenses instead of for the development and provision of additional housing options for homeless individuals living with HIV/AIDS. She advocated the reallocation of HOPWA funds for the creation of new medically appropriate housing opportunities with supportive services for this segment of the City's population.

DOHMH/Office of AIDS Policy Coordination response:

Please refer to Jennifer Flynn's response

Human Resource Administration response:

Please refer to Jennifer Flynn's response

Jennifer Flynn, New York City AIDS Housing Network

Ms. Flynn raised several concerns regarding the City's use of HOPWA funds. The speaker advocated the reallocation HOPWA funds currently used for HASA case management services to the creation of supportive housing for persons with HIV/AIDS. Furthermore, Ms. Flynn advocated the City use the city, state and federal funds its expends on HIV/AIDS-related activities in new and improved ways.

She believed the City's increasing use of commercial SRO hotels for emergency housing, has not only been an ineffective way of providing housing for persons with HIV/AIDS placed in these units, but also detrimental to the health of this special needs population. Ms. Flynn stated that these are private/uncontracted units which are inadequate and medically inappropriate in comparison of housing units provided under City contract which provide supportive services.

To this end, she recommended the City use its HOPWA funds to allow City Agencies (HPD) or local non-for-profits to purchase and renovate these SROs into medically appropriate housing with the necessary supportive services.

Ms. Flynn was of the opinion this proposal should be considered as part of Mayor Bloomberg's new housing initiative.

According to the speaker the City's economic down-turn and the decline in tourism, which usually has an affect on the number units commercial SRO available has provided the City with an opportunity to capture these units for use as emergency supportive housing for homeless persons living with HIV/AIDS.

In closing, Ms. Flynn recommended/advocated that as part of the Mayor's housing initiative \$25 million in HOPWA funds be reallocated to HPD and \$5 million in HOME Investment Partnership funds be set aside to be used specifically for the creation, renovation and development of affordable permanent housing dedicated to homeless individuals, particularly those with HIV/AIDS.

Department of Housing Preservation and Development response:

The City has recently acted to devote \$25 million in new HOPWA funds to develop additional housing for homeless persons with AIDS. In addition, the Mayor's Housing Initiative has allocated additional HOME and capital funding for the creation of supportive housing. The City expects to allocate \$33.6 million of HOME funds in Calendar 2004 for qualified projects under HPD's Supportive Housing Loan Program. When appropriate, these funds can be used to supplement the HOPWA funding for the creation of additional housing for homeless persons with AIDS.

DOHMH/Office of AIDS Policy Coordination response:

Through a combination of capital development and provision of supportive services, the City is employing an aggressive, multi-pronged approach to addressing the needs of low-income people living with HIV/AIDS. New York City government agencies that receive HOPWA dollars combine this revenue with other federal, State and local dollars to fund a continuum of care that includes multiple housing resources. These include not only the construction or rehabilitation of new units of AIDS housing, but also accessing public housing facilities and tapping into the private housing market through rental subsidies, rental enhancements and scattered site housing programs.

The City remains committed to capital development of HIV/AIDS housing and addressing the needs of persons living with HIV/AIDS. In 2004, the Department of Housing Preservation and Development (HPD) will receive \$5 million in HOPWA funds, which will be used to support the development of new HIV/AIDS housing units. HPD has 188 units in the design or construction phase and another 70 units under review will begin design, which will bring the total of permanent supportive housing units constructed by New York City with a combination of City Capital, HOME and HOPWA funds to approximately 1,833. These additional facilities will be operated under contract with

HASA, with funding through the City's rental assistance program or with other grant funds. This will represent a total of over \$134 million devoted to the development of AIDS housing in New York City over the past decade.

The City is also addressing the needs of particular subpopulations, including persons with histories of mental illness and substance use. The Department of Health and Mental Hygiene (DHMH) has three contracts with non-profit organizations to provide a total of 76 scattered site units for dually or triply diagnosed adults, including HIV-positive women with serious and persistent mental illness who have children.

The HIV/AIDS Services Administration (HASA) Case Management program is the primary entry point to the City's continuum of services for individuals and families living with and affected by HIV/AIDS. Case managers assist over 31,000 families and single adults every month to access benefits and services, including emergency, transitional and permanent housing. In addition, the City's rental assistance program provides enhanced funds for over 19,000 individuals and families. This program continues to grow as more eligible persons apply for the program through HASA. The agency also has contracts with 33 community-based organizations to provide a total of 2,252 units of scattered site supportive housing. All of these programs provide access to a wide range of supportive services with a focus on enabling clients to achieve the goal of independent living. Concerning the distribution of funds to community-based organizations (CBOs), the City notes that the preponderance of all funding for HIV/AIDS services is already distributed in this manner. HASA provides both transitional and permanent congregate supportive housing as well as scattered site supportive housing through operating contracts with CBOs.

The regulations governing the HOPWA Program allow each jurisdiction maximum flexibility to use their funds in the way most appropriate to meet local needs. This is what has made HOPWA such a huge success. With respect to the so-called HOPWA Swap/Swipe, the U.S. Department of Housing and Urban Development (HUD) has already reviewed this redirection of HOPWA funds to HASA and ruled that it was permissible under the existing regulations.

Community input into the City's use of HOPWA dollars has remained unchanged and continues to involve vigorous public dialogue and debate. The HOPWA Advisory Committee (HAC), which also serves as the Housing Workgroup for the Ryan White Title I HIV Health and Human Services Planning Council, continues to meet on a monthly basis and remains open to the public. Planning for the use of HOPWA funds remains a major focus of most monthly meetings. The City encourages community input on the HOPWA Program through this forum, and will continue to operate the HAC for the foreseeable future.

Human Resource Administration response:

We share the concern expressed by several of those who gave testimony, that persons with AIDS or HIV-illness should always have housing that is appropriate to their individual circumstances. For some months now HASA has been re-examining its way of doing business in order to assure that every client who requires temporary emergency housing is offered medically appropriate, decent, housing that is linked to supportive services; and that all clients residing in temporary emergency housing are on a track moving them toward a more permanent and satisfactory housing option. For example we have begun taking steps to assure that case managers spend more time visiting clients who resided in hotels; and in other ways to link on-site services to facilities providing temporary emergency housing. These efforts will continue to expand over the year, and we expect to see improvements in the quality of temporary emergency housing as one consequence. Simultaneously, we have been establishing better communications between HASA's housing staff, our contracted supported housing vendors, and our own case management staff, to assure more appropriate and timely referrals for scatter-site and other housing placements. These and the other improvements we are making are major changes, and they will not all occur overnight. But we are moving with all deliberate speed to implement them and to find yet new ways to improve our housing and support



services and client outcomes. We welcome the community input received through this hearing, and will continue to elicit feedback from consumers and community organizations as we proceed.

### **3. Testimony Received on Formulation of the 2004 Consolidated Plan**

#### Sr. Barbara Lenniger, Thorpe Family Residence

Sr. Lenniger submitted testimony regarding the need for additional resources to provide permanent supportive housing for special needs families such as families recovering from substance abuse and mothers recently released from correctional facilities attempting to reunite with their children. She petitioned the City to provide funding for permanent supportive housing organizations such as Thorpe Family Residence, which operate with limited resources necessary to serve this special needs population.

#### Department of Homeless Services response:

The New York City Department of Homeless Services agrees that there is a need for supportive housing for families. Families and people with chronic chemical dependencies continued to be a priority for the 2004 HUD funding.

#### Human Resource Administration response:

Please refer to Vuka Stivicic's response

#### Administration for Children Services response:

For families whose only barrier to reunification is housing, ACS has established the Family Reunification Priority Code Program which enables eligible families to access Section 8 housing vouchers from the New York City Housing Authority.

#### Daniel Nagin, Partnership for the Homeless, HIV/AIDS Services

Mr. Nagin submitted testimony regarding the reallocation of HOPWA federal funds for case management expenses. He was of the opinion the reallocation of HOPWA funds for case management activities did not address the urgent need of homeless individuals living with HIV/AIDS. He further stated the importance of medically appropriate housing, with supportive services, for this segment of the population, and how, in his opinion, the City's mismanagement of HOPWA federal funds could negatively affect this community.

In conclusion, Mr. Nagin urged the City to discontinue the use of HOPWA funds for case management expenses and develop HOPWA policies that will effectively address the needs of individuals living with HIV/AIDS.

#### DOHMH/Office of AIDS Policy Coordination response:

Please refer to Jennifer Flynn's response

#### Human Resource Administration response:

Please refer to Jennifer Flynn's response

### **4. Citizens' Comments on the Proposed 2004 Consolidated Plan Received During the Public Comment Period, November 7, 2003**

#### Brigitte Amiri, Staff Attorney South Brooklyn Legal Service

The speaker raised concerns regarding predatory lending and real estate practices that result in the foreclosure of homes owned by elderly and minority individuals. As a staff attorney working in the Foreclosure Prevention division,

which assist individuals facing foreclosure, she noted many elderly and immigrant minorities fall prey to fraudulent practices such as predatory refinancing loans that strip homeowners of their home equity or, regarding FHA/HUD-insured loans, minimum repairs are made to foreclosed properties then quickly resold to unsuspecting first time homebuyers at inflated prices.

Ms. Amiri recommended New York City strongly consider the devastating impact of predatory lending both in the 2004 Consolidated Plan and when implementing the City's housing development and fair housing policies.

Commission on Human Rights response:

Predatory lending is a mortgage and real estate tactic reminiscent of the role that blockbusting played in selected communities in the past. In some respects, predatory lending is the mirror image of blockbusting. Where blockbusting accelerated turnover, "property flipping", through appeals to racial fears and prejudice, predatory lending facilitates flipping by targeting modest-income homeowners and home seekers, generally in nonwhite communities, for grossly inflated loans and substandard repairs. Predatory lenders often use high-pressure and fraudulent tactics in sales and refinancing. Common to both schemes is quick profit through exploitative or unlawful practices. The Human Rights Commission has expanded its foreclosure default counseling staff and expanded its areas of service coverage. Staff presently counsel people in four communities undergoing higher-than-average rates of foreclosure and predatory loan practices: Jamaica/Hollis in Queens, Bedford Stuyvesant/East New York in Brooklyn, and Williamsbridge/Baychester in the Bronx. The Commission is also a member of the Citywide Foreclosure Prevention Task Force, along with several community and public interest law organizations.

Department of Housing Preservation and Development response:

The City recognizes the importance of combating predatory lending practices in New York City. Over the past few years, the City has worked with the Neighborhood Housing Services (NHS) of New York and its other non-profit partners to raise awareness of the issue and advocate for sensible legislation to curtail unscrupulous practices. In addition, HPD works through its Anti-Abandonment initiative to help owners avail themselves of the most beneficial financing arrangements. Also, in its own loan programs, HPD routinely provides counseling to ensure that borrowers do not fall prey to predatory refinancing schemes.

Department For the Aging response:

The New York City Department for the Aging shares the speaker's concerns about the devastating impact that predatory lending has had on the senior population in the city of New York. The Department directly provides assistance and intervention in cases of elder abuse, including predatory lending, as well as providing written information to the public to educate about the scams and the issues surrounding the sub prime lending market.

Igal Jellinek,

Bobbie Sackman, Council of Senior Centers and Services of NYC, Inc.

The Council urged the City to provide more housing resources for the elderly, not only for low-income elderly, but also for "near-poor" (seniors above the poverty level and do not meet requirements of government subsidy but cannot afford market rate housing and services) and moderate-income elderly.

The writers raised concerns that the current level of federal funds for the Section 202 Supportive Housing for the Elderly grant program is inadequate to meet the affordable housing needs of this growing population. The limited available resources are insufficient in meeting the needs of seniors "aging in place" and in need of affordable assisted living and community based services. The Council was of the opinion that limited funding and limited housing options are detrimental to the health of the senior population. In addition to rent, Seniors are forced to decide

between other expenses associated with quality of life because of their fixed incomes. The Council suggests this dilemma leaves the elderly susceptible to often preventable ailments and disabilities.

The Council urged the City to explore additional senior housing options from independent senior housing to assisted living.

Department of Housing Preservation and Development response:

The City of New York has urged greater funding by Congress for the Section 202 Housing Program for the Elderly because the City is concerned about the growing need for such housing. When apartments created under HPD's affordable housing programs are ready to be rented they are advertised in both local and major newspapers. The apartments are also listed on HPD's Affordable Housing Hotline, which you may reach by calling 311. The elderly are eligible to apply for the full range of HPD's housing programs if they do not exceed the household income range that the programs serve.

Department For the Aging response:

The Department for the Aging agrees with the testimony of CSCS concerning the need for an increase in the number of affordable senior housing units in New York City and the enhancement of services to the existing affordable senior housing stock. The demographics indicate that much needs to be done to adequately prepare for present and future cohorts of elderly New Yorkers.

The Department regularly advocates for the continuation and expansion of the HUD 202 program which provides affordable housing to the low income senior population, and assists developers and agencies interested in capital construction by providing support in their applications for government financing.

The need for on-site services in senior housing is becoming more complex, and to address this we coordinate and organize on-going trainings of the Service Coordinators in HUD 202 senior housing buildings and NYCHA senior developments. These trainings in areas of special concern to the residential senior population provide technical assistance and support for service coordinators, who often are the first to identify and respond to elderly with growing service needs.

DFTA also recognizes the importance of allowing seniors the choice to remain in their own homes through the city's Naturally Occurring Retirement Communities (NORC) Initiative. The city, in partnership with housing entities, service providers, and philanthropic organizations, has provided funds and technical assistance to communities with a large senior population to provide onsite services, including social services, health services, and transportation, for the goal of allowing seniors to remain in their homes and "Age in Place".

The Department for the Aging and other City agencies are working in partnership with community and business partners to maintain and expand the array of senior housing sites and options for our city's older New Yorkers.

New York City Housing Authority response:

NYCHA has been able to assist seniors to remain in their homes by leveraging dollars to bring services to "assist them" to live independently. NYCHA has done this through the Congregate Housing Services Program, which is HUD funded, through the NORC programs and NORC-type programs, all of which are public private partnerships that have brought the supportive services to seniors on site and, which for all intents and purposes are a form, the only low-income form, of "assisted living". To a lesser degree of assistance, in partnership with DOHMH, we have been able to bring the Comprehensive Senior Wellness Program to 21 NYCHA senior centers. Other programs that have brought supportive services to seniors on site in senior buildings are the SRA program and the Service Coordinator program.

Department of City Planning response:

Please refer to the Department's response to Brooklyn Center for Independence of Disabled concerning use of mixed-finance and for-profit participation in the Section 202/811 SuperNOFA process.

U.S. Congresswoman Nydia M. Velazquez, 12<sup>th</sup> District of New York

Representative Velazquez commended New York City for its initiatives to increase and improve housing opportunities for City residents. She emphasized the need for further action in the following specific areas:

Day Care Center Services

Rep. Velazquez stated considering the current childcare crisis, with an extensive waiting list for child care services, the need for an increase in funding is even greater. She urged the City to consider the current situation and ensure that adequate funding for childcare is set aside for all eligible families.

HPD Homeowner Down Payment Assistance Program

Rep. Velazquez stated that many families are not aware that this program is available. She asked for greater outreach, and that it be done in multiple languages.

HPD Third Party Transfer Program

Rep. Velazquez noted that this program improves the quality of the housing, but can cause rents to increase. She asked HPD to ensure that the program does not result in displacement of lower-income tenants.

Neighborhood Commercial Revitalization Program

The congresswoman inquired why the section of Wyckoff Avenue between Cypress and Gates Avenue in Bushwick was excluded from the Neighborhood Commercial Revitalization Program. She mentioned the positive attributes of this section in Bushwick, which could serve as an stimulus for economic investments. She urged the City to consider Wyckoff Avenue as a site for Neighborhood Commercial Revitalization Program funding.

Portable Drug Treatment for Youth Program

Rep. Velazquez stated the importance of preventive programs for youth and how they steer young people away from drug use and crime. She urged the City to continue to pursue innovative ways to reach at-risk youth and ensure that they have positive alternatives to drug use and crime.

Public Housing Modernization (NYCHA)

The representative recognized the effort of the NYCHA Public Housing Modernization program, but stressed the importance of compliance of Section 3 of the 1968 Housing and Urban Development Act. This Act enables low-income community residents to work at public housing sites. She urged the City to ensure that low-income community residents are provided with an opportunity to compete for jobs at NYCHA sites as the modernization plans move forward.

Satellite Small Business Services Centers

Rep. Velazquez expressed an interest in learning more about the proposed Brooklyn Satellite Small Business Services Center and how it will work with the existing Small Business Development Center in serving Brooklyn entrepreneurs. She urged the City to consider Bushwick, Cypress Hills, Sunset Park and East New York as potential sites for the Brooklyn Satellite Small Business Service Center.

### Section 8 Voucher Program

Rep. Velazquez stated that some Section 8 landlords in the City face three-month-long waiting periods to get reimbursed for rents. She asked that funding be provided to landlords in a timely manner.

Also, the congresswoman noted that HPD did not receive any additional tenant-based vouchers in 2002 because all of the requirements in the application qualification process were not met and requested additional information about why HPD did not apply.

Rep. Velazquez further stated that it has been brought to her attention that Section 8 landlords are converting two-bedroom apartments into three-bedroom units in an attempt to increase the rent they receive.

### Homeownership Counseling

Rep. Velazquez supported the City's efforts to provide homeownership counseling, and urged greater investment.

### Section 8 Homeownership Pilot

The congresswoman stated that Section 8 tenants are prime candidates for homeownership assistance. She expressed concern that more outreach efforts are needed to make eligible tenants aware of the program. She requested information on how tenants are notified of the program.

### Section 202 Supportive Housing for the Elderly

Rep. Velazquez stated the crucial need for additional elderly housing units within her congressional district, as well as neighborhoods throughout the city. She encouraged the City to prioritize the use of funds and work more closely with local and non-profits to ensure that the needs of this population are met

### Family Unification Program

Rep. Velazquez was concerned with the coordination between City social service agencies in regards to families at-risk of being separated. She stated the problems of the families who are unable to regain custody of their children because they cannot secure housing, but without custody, are denied public assistance shelter allowance. She urged the City to communicate more interagency wide to ensure the effectiveness of the Family Unification Program to coordinate the necessary social services that serve families at-risk of being separated.

### Youthbuild

Rep. Velazquez was concerned the City had not applied for funding in the 2003 SuperNOFA for the Youthbuild program, or is currently operating any youthbuild programs. She urged the City Agencies to re-evaluate this decision, and establish youthbuild programs.

### New York City Partnership New Homes

Rep. Velazquez expressed concern about the quality of homes being built under the initiative, and the "lack of ramifications for developers who abuse the program." The Representative requested that HPD investigate complaints in the Williamsburg and Bushwick communities.

### Lower Manhattan Development Corporation (LMDC)

The Congresswoman indicated the rebuilding and revitalization efforts in Lower Manhattan have provided an opportunity to increase the City's affordable housing stock. However, she expressed concern regarding LMDC's use of CDBG funds for the development of luxury housing. Rep. Valazquez urged New York City to not to use its CDBG monies in this manner but instead provide affordable housing options to the City's low-/moderate-income households as per federal regulations.

Office of Management and Budget response:

The office provided the following responses concerning CDBG-funded programs:

Day Care Center Services

The Community Development Block Grant Program has a 15% statutory limit on expenditures for public service activities. For many years, CD has funded day care services in the amount of \$2,842,000. Facing a \$4.8 billion deficit in City Fiscal Year 2003 and multi-billion dollar deficits in CFY '04 and '05, the City requested and received HUD approval to raise the "public service cap" to 25%. HUD provided an exception to the 15% statutory limit for CFY '03, and agreed to consider similar requests in CFY '04 (which it approved) and '05. This allowed the City to replace tax levy funds in the amount of \$18,786,200 for a total CD allocation of \$21,628,200 in CFY '03 and '04. The City intends to request the exception in CFY '05 and similarly budget the CD funds for day care services. In CFY '06, when the 15% cap will apply, the CD day care services budget will be \$3,292,000 and tax levy funds will assume the difference. Unless the City experiences a sizeable increase in its CD grant award, it must concentrate on utilizing other funding streams to fund its child care budget.

Neighborhood Commercial Revitalization Program

The commercial strip at Wycoff Avenue between Cypress Avenue and Gates Avenue in Bushwick, Brooklyn is within a low-and moderate income area and is eligible for CD funding. The area will be considered for funding in future years.

Portable Drug Treatment for Youth Program

CD funds were provided to the Vera Institute to operate a three-year (CFY '02, '03 and '04) demonstration drug treatment program for youth 15 and under who enter the juvenile justice system. The program's accomplishments will soon be evaluated and its future funding will be considered.

Public Housing Modernization

NYCHA has a Section 3 Division which monitors contracts of \$100,000 or more since these are considered to have the greatest capacity for resident employment. Each bidder must submit a Section 3 Hiring Plan for approval prior to contract award. Using a Contractor's Hiring Plan, the Division tracks Section 3 employment information on NYCHA contracts and participation by business concerns owned by public housing residents and low- and very-low income people.

Satellite Small Business Service Centers

The City will consider the suggestion to locate the Brooklyn Small Business Service Center in either Bushwick, Cypress Hills, Sunset Park, or East New York.

Lower Manhattan Development Corporation (LMDC)

The CD funds that were provided to the LMDC are not associated with the City's CD Entitlement Grant. HUD waived or provided exceptions to several of the CD statutory and regulatory requirements for the activities to be conducted by LMDC. These funds are not under the jurisdiction of the City's Consolidated Plan.

Department of Housing Preservation and Development response:

The Department provided the following responses concerning several HPD programs:

Homeowner Down Payment Assistance Program

As part of the New Housing Marketplace Plan, the New York City Department of Housing Preservation and Development (HPD) created the HomeFirst Down Payment Assistance program, which will provide qualified homebuyers with a \$10,000 forgivable loan to use toward the down payment or closing costs on a new home.

The program has been widely publicized. Callers to HPD (212) 863-5251 may receive written information sent to them by mail. The program is also available on-line at the HPD web site <http://www.nyc.gov/html/hpd/home.html>

The information on both the Internet and in hard-copy formats is available in Spanish.

#### Homeownership Counseling

HPD has a variety of services to counsel New Yorkers who are interested in becoming a homeowner, and to prevent foreclosure.

Fifteen community based organizations work with HPD to assist New Yorkers who are ready to take the first step toward purchasing a home. The public is encouraged to contact these HPD-approved counseling agencies to register for homebuyer education training. The listing is available on-line at <http://www.nyc.gov/html/hpd/html/for-homebuyers/homebuyer-education-training.html>

Existing homeowners may take advantage of HPD's Owner Services Program (OSP). OSP reaches out to owners whose buildings are in need of help, offering them financial and management advice, as well as referrals for loans and other resources. OSP analysts work closely with owners to improve both the physical and financial health of their buildings, helping to reduce the risk of abandonment. OSP is designed to collaborate closely with HPD's Division of Anti-Abandonment borough office counselors and Housing Litigation Division attorneys to identify owners whose problems with finances, management or tenant relations require one-on-one or small group counseling. Depending on the owner's individual needs and wishes, analysts are available for short-term counseling or more extensive, on-going assistance.

#### Third Party Transfer Program

No tenants are displaced as a result of the program. In general, HPD provides rental assistance to tenants in Third Party Transfer properties to assure that they pay no more than 30% of household income. With the current scarcity of Section 8 subsidies, the City has chosen to protect tenants in some projects by underwriting the loan in such a way that tenants pay no more than 30% of household income.

#### Section 8 Voucher Program

HPD in the past year has upgraded its software; increased staff hiring; reorganized its Rental Subsidies Unit; and decreased its payment waiting period from 3 months to 4 to 6 weeks. The unit expects to continue making further improvements.

HUD in 2002 offered a maximum of 50 tenant-based vouchers to qualified applicants that had a utilization rate of 97% or greater. Using HUD's methodology for calculating utilization rates, HPD did not qualify at that time, and did not apply for the 50 vouchers for that reason. At present, HPD is over 100% of its utilization rate. The City of New York has received more HUD vouchers than any other municipality in the country. NYCHA administers approximately 85,000 and HPD administers approximately 22,000.

HPD conducts initial inspections of apartments before a Section 8 voucher is issued if it is determined that it was an illegal conversion. Bedroom counts are noted on the lease, and follow-up inspections are done annually. Any change in configuration or room count would be noted by the inspectors and a violation issued. HPD asks Rep. Velazquez to refer any reports of unlawful activities to HPD's Rent Subsidies Unit.

### Section 8 Homeownership Pilot

HPD's Section 8 Homeownership Pilot Program is among the early efforts in the country to recruit qualified Section 8 tenants as homeowners. HPD's efforts have focused on selecting the appropriate candidates among existing Section 8 voucher holders, and to reach those households most likely to succeed in taking on the responsibilities of homeownership. HPD's outreach efforts to date have been to send letters to 2,000 households with a member who works and earns \$18,000 or more per year. Also, HPD sent letters to all of the 2,300 Family Self-Sufficiency Program participants.

HPD has offered to have credit checks made of over 300 Section 8 households that expressed interest in the program. HPD has held two stakeholder meetings for those more interested in the homeowner opportunity, and over 100 people attended each meeting.

### New York City Partnership New Homes

HPD has worked effectively with the New York City Partnership to create affordable homeownership opportunities throughout the City. HPD will investigate complaints of any particular problems with the quality of New Homes sites in Williamsburg or Bushwick. HPD refers such concerns to the Partnership for remediation. The Partnership conducts site visits during the construction phase and monitors all project work. Also, if there are issues after construction is completed, the Partnership has established program funds to address and remediate all reasonable concerns.

### Department For the Aging response:

The New York City Department for the Aging appreciates the critical need for appropriate and affordable senior housing in all five boroughs in New York City. We value the role the HUD 202 program has made in increasing the number of affordable housing units for our low income seniors. We will continue to advocate for more Federal and State funds, and work with local communities to assist in the development of safe and affordable housing for seniors.

### New York City Housing Authority response:

The Authority provided the following responses concerning public housing activities:

#### Public Housing Modernization

As mandated by The U.S. Department of Housing Development (HUD), Residents of the New York City Housing Authority receive an economic benefit from the modernization work that takes place at public housing developments. The Section 3 program encourages resident hiring on federally funded construction and professional service contracts between \$100,000 and \$500,000. For a construction contract exceeding \$500,000 NYCHA's Resident Employment Program requires that 15% of the labor cost be expended on resident hiring. Residents interested in participating in any of these programs are required to register through the Department Of Resident Employment Services. As part of the process residents fill out an application, participate in an orientation describing the program in great detail, are tested and assigned to be interviewed by a Career Specialist. Their names are then added to an Intake list that is distributed to vendors who have been awarded contracts and have submit a hiring plan. The Section 3 Unit of RES monitors NYCHA contractors to ensure that vendors are in compliance with their hiring goals.

#### Section 8 Vouchers

Regarding Landlord Reimbursement, NYCHA's processing time for Section 8 rental approvals, starting when an apartment is first submitted for review and ending with approval for the lease and HAP Contract to begin, has averaged 30 days for 2003 through November. The initial subsidy payment to the landlord is issued during either the first or second week of the next month (depending upon the timing of the approval date), but will be retroactive to the approval date. If the processing time is more than 30 days, NYCHA also adds a "holding fee" of one month's



rent to the initial payment. So the processing time for which the landlord is not compensated is seldom more than 30 days and usually less. The total time from the initial submission of the apartment to the mailing of the landlord's first subsidy payment has averaged 53 days for 2003 through November.

NYCHA believes this rental processing pattern is competitive among landlords and the City's rental housing market. Landlords will always face some uncompensated waiting time for any rental turnover, including rentals with non-subsidized tenants "off the street". Uncompensated waiting time for NYCHA tenants is usually not much more than the same with market rate tenants. As evidence of our competitive position, NYCHA rented Section 8 apartments to 11,626 applicants and 3,576 transferring tenants during 2002, and we are projecting to reach rentals for 11,700 applicants and 3,800 transferring tenants in 2003. Both years represent the highest annual totals in Section 8 program history. During 2002 - 2003 the number of participating Section 8 landlords has increased from 25,741 to an estimated 28,800 (up 12%). Our processing record, together with the other features of the Section 8 program, offer sufficient appeal to enough landlords that we are reaching nearly 100% utilization of our federal funding under contract (97.2% as of 11/30/03, projected to reach 100% in April 2004).

Regarding Illegal Apartment Conversions, NYCHA inspects all apartments submitted for new Section 8 rentals to applicants or transferring tenants, plus all apartments occupied by Section 8 tenants annually. These inspections enforce federal Housing Quality Standards, which require that each bedroom must have a minimum of 80 square feet and one window. A room lacking those minimum standards is not considered illegal, but does not count as a bedroom. If a landlord divides a bedroom into 2 smaller rooms and seeks subsidy for both rooms, the NYCHA inspector determines whether either room meets the minimum standards and approves subsidy based on the result of the inspection. Therefore NYCHA pays subsidy only according to the number of bedrooms in an apartment meeting minimum standards at inspection, not necessarily according to the number of bedrooms physically existing in the apartment and described as bedrooms by the landlord.

#### Youthbuild

NYCHA continues to support funded Youthbuild programs by recruiting and referring residents to these programs. In the last year NYCHA has referred residents to both the Youthbuild Brownsville and the Youth Action Youthbuild Program. NYCHA will be re-evaluating its decision not to apply for Youthbuild, providing meaningful on-the-job training is a major consideration.

#### Administration for Children Services response:

ACS currently allocates \$36.7 million in Community Development Block Grant (CDBG) funding for child care. Of that total, approximately \$22.1 million is used to provide child care services. The balance is used for renovations in CDBG eligible child care centers, including \$423,000 for ACS personnel.

#### Department of Youth and Community Development response:

The Department provided the following:

#### Portable Drug Treatment for Youth Program

The Department of Youth and Community Development (DYCD) provides funding for youth and community development through approximately 2000 contracts with community-based organizations (CBOs) serving over 1 million New York City youth, adults and families. DYCD's youth programs support a variety of services and activities that offer positive reinforcement for young people, encouraging their cognitive, creative, social and physical abilities. Through DYCD's broad network of programming, DYCD offers alternatives to young people who may be enticed, even unwittingly, to a life of violence, crime and /or drug use.

Youth leadership development and delinquency prevention are the cornerstones of our response to young people's attraction to engaging in alcohol and substance abuse. DYCD's Youth Development and Delinquency Prevention (YDDP) programs serve youth ages 6 through 21 in a broad spectrum of after-school, weekend, summer and other out-of-school time initiatives. YDDP programs emphasize a strength-based and asset-building approach to youth development that aims to address the developmental needs of youth and results in positive youth development outcomes. Program activities and experiences assist youth in becoming healthy, caring, and responsible adults. These programs encompass the positive reinforcement goals that encourage young people to engage in positive alternatives to drug use and crime.

In addition to initiatives that fund delinquency prevention programs and aim to reduce violence, DYCD supports and collaborates with other government entities to address drug use and related gang activity. In December of 2002, DYCD drafted and submitted a Violence Prevention and Peer Mediation Grant. The DYCD won an award of \$450,000 through which it will provide services and activities to foster positive interaction among teen participants, with a focus on understanding, acceptance and respect for cultural, ethnic, religious and social differences, as well as anger management and conflict resolution skills. Also under the program, students will be selected, trained and paid to lead peer mediation sessions.

Complementing our general leadership and delinquency prevention programs are our more targeted Youthlink and Street Outreach programs. The 10 Youthlink-funded programs focus on substance abusing and truant youth to provide them with individual and group counseling, substance abuse, health education, social skills development, recreation, general educational and career counseling services. The Youthlink program model includes a partnership with the NYPD and local precinct youth officers.

DYCD also funds 29 Street Outreach programs through a special City Council discretionary funding initiative. Program services offer a neighborhood-oriented approach that trains youth workers to interact directly with youth who frequently loiter on streets to provide informal counseling and referrals.

#### Family Unification Program

In an effort to address the problem of youth separating from their families, the DYCD provides funding support of Runaway Crisis Shelters operated by Covenant House. These shelters are residential programs that provide a safe haven to young people in crisis. Youth are admitted on an open intake basis, 24 hours per day, 365 days per year. Shelter staff work with young people, on an individual basis, helping to resolve the immediate crisis, assisting in making plans for the future, and reuniting the youth with the family, or placing him/her in a supportive, non-threatening environment, which ever is the most beneficial and appropriate. Referrals and alternative placements are arranged for youth who cannot be admitted due to age, substance abuse, and serious psychiatric or medical problems.

The shelters provide comprehensive on-site short-term care and services that include but are not limited to the following: Educational Services, Emergency Services (food, shelter, and clothing), Entitlement Assistance, Housing Assistance, Individual, Family and Group Counseling, Medical and Dental Care, Legal Assistance, Transportation to Off-Site Programs, Violence Intervention and Prevention, and Substance Abuse Education and Prevention.

In addition to Runaway Shelters, the DYCD funds a program that sponsors a network of Interim Family Homes (or "Host Homes") for runaway youth. The New York State Office of Children and Family Services certifies families within the community to provide temporary emergency service (food, shelter, and clothing) to youth under 21 years of age for up to 30 days or 60 days. During this time the program staff works either to reunite the young person with their families or make

Housing First!

Housing First raised concerns regarding the use of savings in CDBG funds from the reductions in rem management and operation costs as a result of the City's rehabilitation and disposition this housing stock. Since the costs associated with the management and maintenance of City-owned in rem housing stock have decreased, Housing First was of the opinion, the City should reallocate the CDBG funds previously used for in rem programs to capital investment in the production and preservation of affordable housing. Additionally, Housing First lauded the Mayor's New Housing Marketplace initiative, but suggested the projected decrease in city capital funding for housing as indicated in the City's Ten-Year Capital Strategy did not facilitate the expansion of investment in future affordable housing units.

Housing First urged the City to budget federal Community Development Block Grant funds to capital programs that will preserve existing and contribute to the production of additional affordable housing units.

Office of Management and Budget response:

As the reduction in City-owned housing (*in rem*) continues to make CD funds available for reallocation, Housing First and the Association for Neighborhood & Housing Development (ANHD) both ask for those funds to be dedicated to housing activities such as code enforcement, housing litigation, community consultant contracts, emergency repairs, rehabilitation and new construction. Pursuant to Mayor Bloomberg's housing plan, A New Marketplace, we expect that *in rem* savings will be re-directed primarily to housing-related programs. However, because the CD Program provides great flexibility in its eligible uses, the City reserves the right to use these funds as necessary to support housing-related uses such as administrative, project support and planning positions within HPD. Available in rem savings may have to be reallocated to cover the increased costs of lead-hazard reduction activities as proposed under the City Council's bill, Intro 101-A. It is also important to note that in the event of a reduction in the Federal Fiscal Year 2004 CD Grant, the *in rem* savings will be used to offset that reduction as it has in past years.

Department of Housing Preservation and Development response:

Please refer to the Office of Management and Budget's response.

Astrid Andre, Association for Neighborhood & Housing Development, Inc

As the reduction in City-owned housing (*in rem*) continues to make CD funds available for reallocation, the Association for Neighborhood & Housing Development (ANHD) asked for those funds to be dedicated to housing activities such as code enforcement, housing litigation, community consultant contracts, emergency repairs, rehabilitation and new construction. For specifics, please refer to the Association's public hearing testimony on the Proposed 2004 Consolidated Plan held December 4, 2003.

Office of Management and Budget response:

Please refer to Housing First! response.

Department of Housing Preservation and Development response:

Please refer to the Department's response to the Association's public hearing testimony on the Proposed 2004 plan.

**5. Testimony from Public Hearing on the Proposed 2004 Consolidated Plan, December 4, 2003**

Nancy Weiss, Brooklyn Center for Independence of Disabled, Inc.

The Brooklyn Center for Independence of the Disabled, Inc (BCID) raised several housing, emergency housing and supportive housing concerns for persons with disabilities. The speaker urged support for people with disabilities,

whose incomes are below the threshold for some housing programs. Without sufficient income or additional subsidies, the Center feared, members of the disabled community would be forced to vacate their housing for either homelessness or inaccessible emergency shelter. Ms. Weiss indicated with the average monthly rent for a studio apartment of \$575 per month, a person with a disability receiving the average monthly SSI would have an extreme cost burden for housing. As one solution to the affordability problem, the speaker advocated for the City to include the disabled under the SCRIE program (Senior Citizen Rent Increase Exemption).

With regards to public housing, the Center petitioned a higher priority placement code be given to persons with disabilities, particularly, for the disabled who do not wish to be institutionalized in nursing homes but rather living in supported public housing units and the increased dissemination of public housing placement information, including other-than English language, to the disabled community.

In addition, BCID requested the City to work with owners so that they do not opt-out of participation in the Section 8 (project-based) and Mitchell-Lama Programs. Furthermore, the Center petitioned for developers to develop additional accessible units under the City's 421(a) and 421(b) Partial Tax Exemption Program. Ms. Weiss was of the opinion the Exemptions are not being utilized or extended to the disabled community.

Mayor's Office for People with Disabilities response:

The Mayor's Office for People with Disabilities appreciate Ms. Weiss's recommendations. The future housing development plans in NYC have mandated set asides as per HUD requirements. This office provides technical assistance and support to those agencies to best serve this population. HUD guidelines relative to income barriers, dictate income levels that do not work here. NYC has a unique housing environment that does not match the economic conditions nationally and therefore people with disabilities cannot effectively meet their needs. MOPD is examining solutions to this situation carefully. The Office provides information and referral relating to discrimination and fair housing laws and barrier removal; technical and legal guidance; housing referrals and outreach.

Department of Homeless Services response:

The New York City Department of Homeless Services (DHS) provides accessible shelter when required and appropriate services to all eligible homeless families and single adults by continuously reassessing the needs of the system. As clients prepare to leave temporary housing, housing specialists work with all DHS clients to identify appropriate permanent housing including accessible housing.

DHS' medical director oversees the quality of clinical care provided in the DHS system. Among other responsibilities, the medical doctor is responsible for the placement of clients discharged from hospitals and acts as a liaison between DHS, hospitals and other healthcare personnel to provide optimal and continuous care for DHS clients.

Department For the Aging response:

The Senior Citizen Rent Increase Exemption Program (SCRIE) protects senior residents of New York City, who are income eligible and reside in rent stabilized and rent controlled apartments, from future rent increases. This year, the New York City Council agreed to increase the income limit for potential SCRIE recipients to \$25,000 per annum. This income guideline increase allows for further assistance to a vulnerable population in a very difficult housing market. Although the Department for the Aging can not address the speaker's suggestion to extend the SCRIE program for person's with a disability, the Department recognizes and supports the need for affordable housing for all frail and vulnerable New Yorkers.

New York City Housing Authority response:

As part of the Authority's Annual Plan, NYCHA submits a copy of their Tenant and Selection Plan (TSAP) to HUD. Every TSAP submitted to HUD since 2000 has clearly stated that a N3 priority (equivalent to homeless) is given to "Applicants in the following categories who must leave their current housing within six months and are unable to return to their previous residence:

Nursing Home or Adult Home  
Hospitalized Long-Term  
Transitional Housing for unwed mothers

During the annual plan period, this document is available for review. In addition, this information is available on the Authority's form *Guide to Housing Developments* distributed to applicants with applications and on NYCHA's website. This form is available in English and Spanish. The Authority's Department of Equal Opportunity along with representatives from the Authority's Department of Housing Applications meet regularly with advocacy groups for the disabled to discuss the process for applying to public housing and Section 8 assistance. The Authority's priorities and documentation needed to verify the priorities are explained in great detail.

NYCHA will continue to increase its effort to disseminate information about its policies and process to the public

Department of Housing Preservation and Development response:

HPD continues to urge Congress for additional Section 8 subsidies to provide rental assistance to special needs populations, including people with disabilities. The City has also lobbied for increases in both the Section 202 and Section 811 programs.

In regard to the potential for owners to opt-out of participation in the Section 8 program, all of the project-based Section 8 units that were developed through the old Section 8 New Construction or Substantial Rehabilitation Programs in the 1970's and early 1980's are owned and operated by private entities in compliance with rules and regulations established by HUD. In some cases, HPD acts as a Section 8 project administrator and has limited oversight of the projects, including ensuring that the required income statements and rent rolls are submitted to HUD in an appropriate manner. However, the decision as to whether to remain in the Section 8 program is made by the owner under the rules established by HUD.

It is important to note that HPD worked with other preservation advocates to insure that the Federal government provided reasonable incentives for owners to "stay in" the programs, that is, to maintain the property as a low-income housing resource. In addition, HPD also supported legislation that offers low-income residents in these buildings "enhanced vouchers" to allow them to remain in place, even if the owner decides to convert the project to market rate use.

Mitchell-Lama housing companies may voluntarily dissolve after 20 years. The City is supporting efforts to protect tenants in Mitchell-Lama developments that choose to buy out of the program. Currently, there are two primary protections that cover some tenants living in Mitchell-Lama developments: (a) those developments built before 1974 are subject to Rent Stabilization, thereby setting the post-buyout rents at the Mitchell-Lama rents and establishing restrictions on increases and evictions pursuant to Rent Stabilization, and (b) Mitchell-Lama developments that have federally assisted mortgages from the U.S. Department of Housing and Urban development (HUD) (as many do) in addition to State or City mortgages, are eligible for special federal Section 8 Rental subsidies (known as "enhanced vouchers" [see above]) which are made available to households earning up to 95% of area median income (which is \$59,600 for a family of four), for low vacancy areas or 80% of area median income in other areas, thus insulating those tenants from large rent increases.

In regard to Mitchell-Lama buyouts where there is no federal assistance and hence no federal program to preserve the property, the City is supporting a bill that would provide rent regulation protections to tenants in all post-1974 Mitchell-Lama rental developments that voluntarily dissolve on or after October 29, 2003. In return, owners would be entitled to real estate tax relief for those apartments that would be newly regulated.

In its efforts to address an immediate need facing the tenants at a City-supervised Mitchell-Lama, Ocean Park, the City will provide HOME Tenant-Based Rental Assistance (TBRA) to qualified tenants, utilizing HOME grant funds from earlier years. The proposed assistance for Ocean Park, estimated to be \$350,000, will benefit the 600-unit Mitchell-Lama development in Far Rockaway that is in the process of buying out. The plan is to use these funds until the buyout occurs in August 2004. The funding is needed because so many of the households are paying a very high percentage of their income into rent as a result of a recently imposed rent increase.

More recently, the Federal Government has provided NYCHA, HPD, and other PHAs with a greater ability to designate a limited portion of their voucher supply as "project-based vouchers". HPD is currently in the process of developing a pilot project based program through which owners could apply to have their buildings receive project-based subsidies. Owners who elect to participate in this program must first commit to housing low-income households for periods up to 10 years.

Department of City Planning response:

In regard to the tax incentive programs, 421(a) and 421(b), which are part of New York City's effort to facilitate the production of additional affordable housing, the City cannot mandate developers to create accessible affordable units specifically for disabled individuals within these developments. However, the City's Human Rights Law prohibits landlords within 421(a)/(b) developments, or any multi-unit development, from discriminating against persons with a disability attempting to secure a rental unit constructed under the respective programs. In addition, landlords are required to convert the apartments into accessible units should the tenant require it.

Second, the speaker should be made aware NYCHA has applied for Section 8 rental assistance for persons with disabilities under the HUD Section 8 Supportive Housing Mainstream for Persons with Disabilities Program (the Mainstream program). Unfortunately, the maximum that can be awarded to a public housing authority under this program is 75 rental vouchers per year. This level of federal assistance is inadequate to properly address the affordable housing needs of persons with disabilities within larger cities.

Shortly before the public hearing, HUD released an interim rule for Section 202 Supportive Housing for the Elderly and Section 811 Supportive Housing for Persons with Disabilities programs that would enable the use of mixed-finance and for-profit participation in the SuperNOFA process. The rule uses the mixed-finance development model to leverage the capital and expertise of the private developer community to create attractive affordable supportive housing developments for the elderly or persons with disabilities. The rule is also structured so that tax credits, such as the Federal Low-Income Housing Tax Credit, can be used to provide additional units as well as supplement capital advance funds for the Section 202 or Section 811 project. Developments built with mixed-financed funds may combine assisted supportive housing units with market rate units, and permits the development of commercial facilities for the benefit of residents in supportive housing developments, as long as the commercial facilities are not funded with the supportive housing program funds. The interim rule is scheduled to take effect December 31, 2003.

Paula Wolff, The Center for Independence of the Disabled in NY

The Center urged action to address the affordability gap between the household incomes of people with disabilities and the cost of appropriate housing. As stated in the Brooklyn Center for Independence of the Disabled's comments,

persons with a disability are at a disadvantage since their monthly income is less than the minimum income required to be considered for several affordable housing options.

In addition, CIDNY asked the City to work with owners so that they do not opt-out of participation in the Section 8 (project-based) and Mitchell-Lama Programs in order to permit the disabled tenants to remain in place.

Mayor's Office for People with Disabilities response:

We at the Mayor's Office for People with Disabilities thank Ms. Wolff for her synopsis of the situation. She points out the size of the disabled population, range of the housing problem, and the various obstacles this segment of our population faces. MOPD is addressing all of these issues and assist a great number of individuals. Our office is actively seeking to increase opportunities for people with disabilities to obtain or retain accessible, affordable housing as well as continuing to explore creative partnerships with the respective agencies to identify resources and address the issues people with disabilities face. The Office provides information and referrals relating to discrimination and fair housing laws and barrier removal; technical and legal guidance; housing referrals and outreach.

Department of Homeless Services response:

Please refer to Brooklyn Center for Independence of Disabled, Inc. response.

Department of Housing Preservation and Development response:

Please refer to Nancy Weiss response.

Department of City Planning response:

Please refer to Brooklyn Center for Independence of Disabled, Inc. response

Ellen Hackett, Center for Urban Community Services

The speaker was of the opinion there are gaps within the continuum of care and indicated the increasing rate of homelessness has made it difficult to adequately provide housing for homeless persons and families with special needs. She made recommendations that, in her opinion, would mitigate the homelessness crisis.

CUCS advocated the creation of a New York/New York III Agreement, and recommended the City to allocate CDBG and HOME funds for capital and service expenses. Furthermore, Ms. Hackett advocated for additional supportive housing units for young adults with psychiatric disabilities (age-appropriate); supportive housing units that can accommodate substance abusers in different stages of recovery; supportive housing units for individuals with mental illness exiting the correctional system; and additional medically appropriate affordable housing units for homeless individuals living with HIV/AIDS.

In conclusion, the speaker urged the City to use portion of its CDBG and HOME Investment Partnership funds to assist in addressing the unmet housing and supportive housing needs of the aforementioned populations.

Department of Health and Mental Hygiene response:

The DOHMH shares the concerns outlined in the testimony and has detailed in the Continuum of Care section of this report its continuing efforts to meet the supportive housing needs of the target populations that it serves. Over the past several years there has been a steady increase in the number of supportive housing units available to individuals suffering with mental illness and their families. The City and the State now fund and monitor over 11,000 units that provide residential services. The NY/NY II program provides for 1,500 new units, of which over 600 are operational. The remainder are expected to be completed by 2005. Another 800 units are being developed for individuals with high service needs, including 80 community residence units for children and youth.

The NYS CARES program allocated 3,000 new units for persons with developmental disabilities. Over 1,100 have been developed and over 1,000 are in development. In total nearly 8,000 individuals with developmental disabilities live in the City's community housing units.

The City also funds a variety of residential services to assist individuals who are in varying stages of recovery from chemical dependency. In 2001, 12,678 individuals in this population received residential services in the City.

We support the goals of the Center and recognize that safe and secure housing is essential to any recovery process.

Department of Housing Preservation and Development response:

The City of New York is strongly committed to the goal of providing additional housing for the homeless mentally ill, and is pursuing these discussions actively. In fact, the City and State are currently negotiating a collaborative agreement to provide up to 2,000 additional supportive housing units in the State, in which up to 1,600 units of housing would be built in New York City. Discussions include issues such as the profile of eligible clients and eligible referral sources.

Since Fiscal 1987 HPD has helped build nearly 8,000 units of supportive housing - affordable housing combined with on-site social services - and leads the nation in the field. In addition to providing housing for the homeless and persons with HIV/AIDS, HPD will be developing housing for the elderly, people with mental illness, and other special needs populations. HPD created a Division of Special Needs Housing this year to better coordinate the effort to help these diverse populations. In Fiscal 2003, the division has a budget of \$41 million, and started 512 units of various kinds of supportive housing.

Department of Homeless Services response:

The New York City Department of Homeless Services provides shelter and appropriate services to all eligible homeless families and single adults. Throughout the city, there are large numbers of drop-in centers, outreach programs, reception centers, church and synagogue-based voluntary shelters, soup kitchens and pantries, transitional housing programs, and other emergency services that attempt to serve and engage homeless individuals. Once a homeless person is engaged, case management and linkages to programs, benefits and other supportive services are utilized to ensure that an individual is able to follow his/her service plan and gain the highest possible level of independence.

Additionally, DHS oversees the operation of a number of residential substance abuse treatment programs within its contracted and directly operated sites. There are a number of different program models available, including: Modified Therapeutic Communities; Supported Work Programs; Re-Entry programs; Clean and Sober Programs; Alcoholics Anonymous and Narcotics Anonymous.

The department also recognizes the need for housing for individuals exiting the Correctional System.

DOHMH/Office of AIDS Policy response:

Please refer to Jennifer Flynn's response

Department of Youth and Community Development response:

State regulations that govern the Runaway Homeless Program preclude the Department of Youth and Community Development (DYCD) from funding programs that provide services to individuals over the age of 21 and youth who have a primary diagnosis involving mental health. Also pursuant to State regulations, DYCD does not fund supported permanent housing program facilities.



Other programs cited by the Center for Urban Community Services in its public comments that identify special populations in need of public housing are not programs that are within our jurisdiction to fund.

Valerie Figueroa, Covenant House New York

The speaker raised concerns regarding the availability of affordable housing and supportive services for youth aging out of foster care. The speaker was of the opinion that with the number of youth aging out of foster care increasing each year, and given the current level of services provided by ACS, as outlined in the Continuum of Care, the City will be unable to effectively address the housing needs of this population.

The speaker further stated the problems facing youth aging out of foster care, lack of independent living skills, limited earning potential, lack of prior rental history and minimum wage salary increase their possibility of becoming homeless. In her opinion, the current housing crisis coupled with these problems make it difficult for these youth to secure affordable housing despite ACS's current voucher program.

The speaker was encouraged by the City's proposal to develop 40 Foyer-based transitional living units. However, Ms. Figueroa urged the City to increase funding for the creation of additional units and for additional funding to agencies and social service organizations that provide youth supportive services.

Department of Youth and Community Development response:

Last fiscal year, the DYCD increased its Transitional Independent Living Program bed capacity by 31 additional beds. The DYCD will continue to look at the utilization of these beds within our system and will continue to seek funding resources to develop further bed capacity. Our goals are also to continue working with the Runaway Homeless Youth Advisory Committee Members, advocates and City and State government agencies to jointly plan for additional services and the identification of funding resources.

Department of Homeless Services response:

The New York City Department of Homeless Services refers homeless youths under 18 years of age, to the Department of Youth and Community Development, who contracts out this service to a number of providers, including Covenant House, to provide age appropriate services.

Young adults, 18 years of age and older are eligible for some of those programs, as well as transitional housing placement through the single adult intake centers or through the Emergency Assistance Unit for the family system, if they have children or are pregnant.

Finally, DHS continues to work closely with the Administration for Children Services (ACS) to secure housing for the population aging out of foster care and into the Shelter System.

Administration for Children Services response:

As you know, ACS has priority code access to Section 8 vouchers for all current and former clients with a goal of Independent Living. ACS is working closely with direct foster care and contracted agencies to ensure that youth with a goal of Independent Living apply for the voucher in a timely manner so that their voucher is available when the youth age out of care. Furthermore, in January of 2004, ACS is opening up a supportive housing program for twenty young adults preparing to transition to Independent Living. ACS is currently exploring funding options for additional supportive housing opportunities for youth aging out of foster care.

Astrid Andre, ANHD

Ms. Andre commended a number of HPD's programs designed to preserve the affordable housing stock. She also recommended that the City use "on going savings", achieved through the reduction of the "in rem" housing inventory, to significantly increase CDBG funding for numerous HPD programs, including Targeted Code Enforcement, Neighborhood Preservation Consultants, the Third Party Transfer Program, and the Participation Loan Program. Ms. Andre also recommended a number of specific actions for specific HPD programs.

Targeted Code Enforcement

ANHD recommended that funding to targeted code enforcement be increased by \$2,000,000. ANHD also recommended that HPD increase the number of staff used to conduct inspections as part of an overall strategy to prevent further deterioration in city neighborhoods.

Division of Anti-Abandonment (DAA) and Neighborhood Consultants Program

ANHD requested further information about the City's proposed increase in the DAA budget. ANHD asked what the specific purposes are for the funds; what are the programs in which DAA will be using the monies; and why there is no comparable increase in the Neighborhood Consultants Program.

ANHD recommended that all current NPC contracts be increased from their current \$40,000 to \$67,000 to help meet the cost of all of the deliverables of the contract.

Third Party Transfer

For the Third Party Transfer Program, funding should be used to increase funding available to Program recipients for building capital improvements and all costs associated with extensive rehabilitation. In addition, efforts should be made in the administration of the program to expand the Program to more neighborhoods, and increase the number of buildings in the pipeline.

Participation Loan Program

The Participation Loan Program and other supportive programs must be expanded in order to maximize the potential that can be reached by increasing the Third Party Transfer Program. The PLP should expand its cap to at least \$80,000 per dwelling unit.

Office of Management and Budget response:

Please refer to Housing First! response.

Department of Housing Preservation and Development response:

The Department provided the following responses concerning several HPD programs:

Target Code Enforcement

The City believes that funding and staffing are adequate at their current levels. There has been substantial improvement in neighborhoods of low and moderate income. The ten sub-borough neighborhoods in the 1993 Housing and Vacancy Survey with the highest percentages of renter units with 5 or more maintenance deficiencies have been the primary target of code inspections. These ten neighborhoods had 40% of all the code inspections conducted in the City in Fiscal 2003. In fact, those ten sub-borough neighborhoods have experienced an improvement *better than* the citywide improvement. While the citywide percentage of renter units with 5 or more maintenance deficiencies declined from 5.9% to 4.4% from 1993 to 1999, those ten neighborhoods experienced an average drop of about 5.5 percentage points between 1993 and 1999, *more than 3 times* the citywide decline. The 2002 Housing Vacancy Survey, while not directly comparable to the 1991, 1993, 1996, and 1999 surveys, suggests that this improvement has continued.

### Division of Anti-Abandonment (DAA) and Neighborhood Consultants Program

The CDBG funding increase is being used for programmatic as well as administrative purposes. Most of the budget is dedicated to programmatic uses, including the staff in the borough office. The DAA budget for FY '04 is relatively flat when compared with FY '03, from approximately \$7.1 million in the earlier year to \$6.9 million projected for FY '04.

On December 10, 2003, an RFP was released for the Neighborhood Preservation Consultants Program for the period beginning July 1, 2004, and the estimated contract amount is \$45,000, though this might change somewhat based on the availability of funds. HPD has determined that this funding level is adequate to meet housing preservation needs, when coupled with work undertaken by DAA borough offices directly and through coordination with other preservation-oriented HPD programs.

### Third Party Transfer

The Third Party Program continues to allocate considerable resources to hard costs required to rehabilitate third party buildings. The number of buildings included in the latest annual third party transfer action (Round #5/2002) was higher than the initial target. A total of 499 properties were included in the filing, compared with the initial target of 400. If current trends continue related to the number of eligible buildings for third party transfer, HPD expects to be filing actions on all eligible statutorily distressed and HPD-identified distressed buildings in all neighborhoods where these buildings exist beginning with Round #7, which is due to be filed in 2004.

### Participation Loan Program

The City believes the funding level for the Participation Loan Program is adequate to meet the program's high priority needs. Currently, HPD has no plans to increase the PLP per-unit cost guidelines. The per-unit capital budget allocations for the PLP program are sufficient (in conjunction with available private financing) to fund the rehabilitation of the Third Party projects being referred to the program. The Program has recently relaxed some of its restrictions on specific budget items in order to make the Program more responsive to Third Party projects and other pipeline projects. The PLP loan maximum has been increased to \$60,000/unit overall, and can go higher when necessary for non-profit owners.

### Bernard Blum

The speaker voiced opposition for the use of CDBG funds for the Neighborhood Vacant Lot Cleaning Program. Mr. Blum restated a comment made to the Consolidated Plan Committee made in May 2002, indicating the lot cleaning program has previously removed top soil in the Rockaway as part of the cleaning process and stated that according to State DEC regulations, the program has been illegally transferring land.

In addition, Mr. Blum stated the removal of top soil has caused pooling of water that would have run off properly had the vacant land been at or above grade.

Furthermore, the speaker was of the opinion the Program was a City-subsidized lot clearance preparation program for private developers.

### Office of Management and Budget response:

In prior years, when the Department of Sanitation needed to use a payloader to clean a vacant lot, some soil was removed with the debris and carted to the DOS Staten Island landfill. Now, to the greatest extent possible, soil is sifted from the debris.

In a letter dated 6/17/02, OMB informed Mr. Blum that the Department of Sanitation had changed its lot cleaning procedures to make every effort to ensure that soil was left on the site. OMB also previously informed Mr. Blum that the District Manager of Community Board 14 which serves the area stated that the Board was quite satisfied with the results from the revised lot clean-up activities. OMB considers this matter closed.

Deborah J. Glick, Assemblymember 66<sup>th</sup> District

Darryl Ng, Gay Men's Health Crisis

Ellen Hackett, Center for Urban Community Services

Jennifer Flynn, NYC AIDS Housing Network

Participants submitted written testimony that primarily opposed the City's use of HOPWA funds for case management and stated that this arrangement has reduced the resources available for HIV/AIDS housing options. Participants advocated reallocating HOPWA funds to develop and operate new units of HIV/AIDS housing and to support community-based housing and housing-related services, rather than funding case management services at HASA. Mr. Ng also specifically questioned the amount of funding being directed to the Office of AIDS Policy Coordination for general administration.

In addition, the New York City AIDS Housing Network advocated the reallocation of HOPWA funds currently used for HASA case management services to the creation of supportive housing for persons with HIV/AIDS. The Network recommended that the City use its federal entitlement funds to allow nonprofit organizations, or City agencies like HPD, to purchase commercial SRO hotels so that they can be renovated and converted into decent, medically appropriate housing.

The Network also supports future commitments of at least \$25 million of HOPWA to HPD and an additional \$5 million of HOME specifically for the creation, renovation and development of housing for homeless individuals, particularly homeless people living with HIV/AIDS.

DOHMH/Office of AIDS Policy response:

Through a combination of capital development and provision of supportive services, the City is employing an aggressive, multi-pronged approach to addressing the needs of low-income people living with HIV/AIDS. In fact, total resources budgeted for housing have increased and the number of permanent units supported by New York City for persons with HIV/AIDS is the highest it has been in history. New York City government agencies that receive HOPWA dollars combine this revenue with other Federal, State and local dollars to fund a continuum of care that includes multiple housing resources. These include not only the construction or rehabilitation of new units of AIDS housing, but also accessing public housing facilities and tapping into the private housing market through rental subsidies, rental enhancements and scattered site housing programs.

The City remains committed to capital development of HIV/AIDS housing and addressing the needs of persons living with HIV/AIDS. In 2004, the Department of Housing Preservation and Development (HPD) will receive \$5 million in HOPWA funds, which will be used to support the development of new HIV/AIDS housing units. HPD has 188 units in the design or construction phase and another 70 units in the predevelopment stage, which will bring the total of permanent supportive housing units constructed by New York City with a combination of City Capital, HOME and HOPWA funds to approximately 1,833. These additional facilities will be operated under contract with HASA, with funding through the City's rental assistance program or with other grant funds. This will represent a total of over \$139 million devoted to the development of AIDS housing in New York City from the inception of the HOPWA Program.

The City is also addressing the needs of particular subpopulations, including persons with histories of mental illness and substance use. The Department of Health and Mental Hygiene (DOHMH) has three contracts with non-profit organizations to provide a total of 76 scattered site units for dually or triply diagnosed adults, including HIV-positive women with serious and persistent mental illness who have children. DOHMH is in the process of developing two new programs that will provide an additional 44 scattered site units for dually or triply diagnosed single adults and families with children, for a total of 120 units.

The HIV/AIDS Services Administration (HASA) Case Management program is the primary entry point to the City's continuum of services for individuals and families living with and affected by HIV/AIDS. Case managers assist over 31,000 families and single adults every month to access benefits and services, including emergency, transitional and permanent housing. In addition, the City's rental assistance program provides enhanced funds for over 19,000 individuals and families. This program continues to grow as more eligible persons apply for the program through HASA. The agency also has contracts with 33 community-based organizations to provide a total of 2,252 units of scattered site supportive housing. All of these programs provide access to a wide range of supportive services with a focus on enabling clients to achieve the goal of independent living. Concerning the distribution of funds to community-based organizations (CBOs), the City notes that the preponderance of all funding for HIV/AIDS services is already distributed in this manner. HASA provides both transitional and permanent congregate supportive housing as well as scattered site supportive housing through operating contracts with CBOs.

The regulations governing the HOPWA Program allow each jurisdiction maximum flexibility to use their funds in the way most appropriate to meet local needs. This is what has made HOPWA such a huge success. Applying these regulations, the U.S. Department of Housing and Urban Development (HUD) has approved the City's HOPWA plan each year.

Concerning funding for general administration by the grantee, the HOPWA regulations state that a grantee shall use no more than 3% of the grant amount for this purpose. The Office of AIDS Policy Coordination notes that, as the grantee, it has always had a general administration budget significantly below the mandated 3% ceiling. This has not changed in the Proposed 2004 Consolidated Plan.

Community input into the City's use of HOPWA dollars has remained unchanged and continues to involve vigorous public dialogue and debate. The HOPWA Advisory Committee (HAC), which also serves as the Housing Workgroup for the Ryan White Title I HIV Health and Human Services Planning Council, continues to meet on a monthly basis and remains open to the public. Planning for the use of HOPWA funds remains a major focus of most monthly meetings. The City encourages community input on the HOPWA Program through this forum, and will continue to operate the HAC for the foreseeable future.

Department of Housing Preservation and Development response:

HPD's Supportive Housing Loan Program provides development financing to non-profit organizations to acquire and renovate existing properties, as well as to build new residential buildings. These buildings are used to provide permanent housing for homeless and disabled single adults. Over the past decade, this Program has financed the development of over 1500 units used exclusively as housing for People Living With AIDS. Many of these units are part of former SRO buildings and Hotels. In the early nineties, non-profits were able to purchase these types of buildings as they were commonly in financial distress due to a relatively weak real estate market in NYC.

However, over the last 5 years, the residential housing market has gained such strength that rarely is a Hotel or SRO building available for sale, or for sale at a competitive price. Most projects currently being financed by the Supportive Housing Loan Program represent the new construction of residential buildings. Typically, it is cheaper to build a new apartment than to acquire an existing SRO building or hotel. This is particularly true as these types of buildings tend

to be located in Manhattan where real estate prices are at their highest. Nevertheless, when a non-profit is able to find an existing hotel or SRO building for sale at a reasonable price, HPD would consider the proposal.

At the same time, the Supportive Housing Loan Program does have an annual allocation of \$5 million in HOWPA over the next several years for the development of additional housing for People Living with AIDS.

Human Resources Administration response:

Please refer to DOHMH/Office of AIDS Policy response.

Cameron Craig, NYC AIDS Housing Network

Mr. Craig was of the opinion hotels and SROs contracted by HASA to house persons living with HIV/AIDS are neither medically appropriate nor conducive to the overall well being of this population. Mr. Craig indicated a level of frustration in his attempts to petition the City to develop additional supportive housing units for HASA clients. To this end, the speaker advocated for an increase in the number of supportive housing units, minus the dangerous and poor physical conditions, that he felt was prevalent in the commercial hotels and SROs.

Human Resources Administration response:

One of the most significant aspects of case management is assessing and assisting clients with securing appropriate housing. We share the concern expressed by several of those who gave testimony, that persons with AIDS or HIV-illness should always have housing that is appropriate to their individual circumstances. HASA has re-examined its way of doing business in order to assure that every client who requires temporary emergency housing is offered medically appropriate, decent, housing that is linked to supportive services; and that all clients residing in temporary emergency housing are on a track moving them toward a more permanent and satisfactory housing option. For example, we have begun taking steps to assure that case managers spend more time visiting clients who reside in hotels; and in other ways to link on-site services to facilities providing temporary emergency housing. These efforts will continue to expand, and we expect to see improvements in the quality of temporary emergency housing as one consequence.

Simultaneously, we have been establishing better communications between HASA's housing staff, our contracted supported housing vendors, and our own case management staff, to assure more appropriate and timely referrals for scatter-site and other housing placements. These and the other improvements we are making represent sweeping changes, and they will not all occur overnight. But we are moving with all deliberate speed to implement them and to find yet new ways to improve our housing services and outcomes. We welcome the community input received through this hearing, and will continue to elicit feedback from consumers and community organizations as we proceed.

DOHMH/Office of AIDS Policy response:

Please refer to HRA's response.

LaVerne Holley, Citywide Harm Reduction

Please refer to Ms. Holley's comments from the Proposed 2004 Consolidated Plan Question and Answer Session.

## **6. Public Inquiries on the Proposed 2004 Consolidated Plan, December 4, 2003**

### Astrid Andre, ANHD

Ms. Andre inquired whether the (CDBG) funding increase to HPD's Division of Anti-Abandonment was for administrative activities only or included programmatic increases as well. Additionally, she inquired if increases to the number of Neighborhood Preservation Consultants (NPC) contracts was being considered.

### Office of Management and Budget response:

CDBG funding to HPD's Division of Anti-Abandonment was increased to cover an imbalanced budget, which was insufficient to cover the number of existing administrative positions. Increases in the number of NPC contracts are being discussed, but the City has not made any final decisions at this point in time.

### Shirlee Cooper, NYC AIDS Housing Network

Ms. Cooper was of the opinion HASA case managers were doing an ineffective job providing housing options for their clients, other than placement into SROs. The speaker stated that since she and other HASA clients have had to seek out other housing options on their own, either individually or through another organization/agency, Ms. Cooper questioned why case managers were getting paid through HOPWA funds for a service they do not provide. In closing, Ms. Cooper petitioned HASA to improve its housing placement/locator activities in order to fully serve their clients.

### Human Resources Administration response:

Please refer to Cameron Craig response.

### DOHMH/Office of AIDS Policy response:

Please refer to HRA's response to Cameron Craig.

### LaVerne Holley, Citywide Harm Reduction

Ms. Holley inquired why the City continues to pay high rents for the use of commercial SROs as temporary housing for persons living with HIV/AIDS, when housing this population in permanent affordable housing units, such as one-bedroom or studio apartments, would be more cost effective and beneficial. Ms. Holley raised concerns regarding the conditions persons with HIV/AIDS are subjected to while living in SROs. She also advocated for the City to inspect the living conditions of contracted SRO's because they are neither medically appropriate nor physically safe.

### Human Resources Administration response:

Please refer to Cameron Craig response.

### DOHMH/Office of AIDS Policy response:

Please refer to HRA's response Cameron Craig.

### Daniel Ng, Gay Men's Health Crisis

Mr. Ng raised concerns regarding New York City's current use of HOPWA funds for predominantly case management expenses rather than for the creation of supportive housing for persons living with AIDS, which in his opinion, violates HUD regulations regarding supplantation of funds. The speaker noted the City previously used tax levy to fund case management activities. He inquired why the City continues to use HOPWA funds for case

management expenses rather than City Tax levy funds, and how is it possible this funding methodology does not violate regulations set forth by HUD.

Department of City Planning response:

The City of New York's current use of HOPWA funds for case management expenses does not violate HUD regulations regarding supplantation of funds. Allocation of HOPWA funds for case management (supportive services) when made as part of a Proposed Consolidated Plan prior to the start of a Consolidated Plan program year is an eligible activity under HUD regulations 94 CFR Part 574. If City Tax Levy funds were originally designated to fund the activity at the start of the program year, and HOPWA funds were reallocated in mid-Consolidated Plan year for this expense, then the City would be in violation of the regulations set forth by HUD.

The City of New York reallocated city funds from case management to the construction of supportive housing for the 2000 Consolidated Plan program year in order to receive state matching funds which were, by state regulation, unavailable for federally-funded (e.g., HOPWA-funded) projects.

New York City's entire Consolidated Plan (CDBG, HOME, ESG and HOPWA) is compliant with the applicable statutes and purpose of the Cranston-Gonzalez National Affordable Housing Act.

Human Resources Administration response:

Please refer to Cameron Craig response.

DOHMH/Office of AIDS Policy response:

Please refer to HRA's response to Cameron Craig.



# **Appendix 1:**

## **DEFINITIONS**

**Accessibility:** CDBG funds can be used for the removal of material and architectural barriers which restrict the mobility and accessibility of elderly or persons with disabilities.

**Affordable Housing:** Affordable housing is generally defined as housing where the occupant is paying no more than 30 percent of gross housing costs, including utility costs.

**AIDS and Related Diseases:** The disease of acquired immunodeficiency syndrome or any conditions arising from the etiologic agent of acquired immunodeficiency syndrome.

**Alcohol/Other Drug Addiction:** A serious and persistent alcohol or other drug addiction that significantly limits a person's ability to live independently.

**Assisted Household or Person:** For the purpose of specifying one-year goals for assisting households or persons, a household or person is assisted if, during the coming Federal fiscal year, they will benefit through one or more programs included in the jurisdiction's investment plan. A renter is benefitted if the person takes occupancy of affordable housing that is newly acquired, newly rehabilitated, or newly constructed, and/or receives rental assistance. An existing homeowner is benefitted during the year if the home's rehabilitation is completed. A first-time homebuyer is benefitted if a home is purchased during the year. A homeless person is benefitted during the year if the person becomes an occupant of transitional or permanent housing. A non-homeless person with special needs is considered as being benefitted, however, only if the provision of supportive services is linked to the acquisition, rehabilitation, or new construction of a housing unit and/or the provision of rental assistance during the year. Households or persons who will benefit from more than one program activity must be counted only once. To be included in the goals, the housing unit must, at a minimum, satisfy the HUD Section 8 Housing Quality Standards (see 24 CFR section 882.109). See also, instructions for completing Table 3B of the CHAS and Table 1 of the Annual Performance Report.

**Chewable surface:** An interior or exterior surface painted with lead-based paint that a young child can mouth or chew. A chewable surface is the same as an "accessible surface" as defined in 42 U.S.C. 4851(b)(2). Hard metal substrates and other materials that cannot be dented by the bite of a young child are not considered chewable.

**Committed:** Generally means there has been a legally binding commitment of funds to a specific project to undertake specific activities.

**Consistent with the CHAS:** A determination made by the jurisdiction that a program application meets the following criterion: The Annual Plan for that fiscal year's funding indicates the jurisdiction planned to apply for the program or was willing to support an application by another entity for the program; the location of activities is consistent with the geographic areas specified in the plan, and the activities benefit a category of residents for which the jurisdictions five-year strategy shows a priority.

**Cost Burden greater than 30 percent:** The extent to which gross housing costs, including utility costs, exceed 30 percent of gross income, based on data published by the U.S. Census Bureau. (Cost burden consists only of gross rent/income ratio for renters.)

**Cost Burden greater than 50 percent (defined as Severe Cost Burden):** The extent to which gross housing costs, including utility costs, exceed 50 percent of gross income, based on data published by the U.S. Census Bureau.

**Economic Development:** The acquisition, disposition, construction or rehabilitation of commercial or industrial land and/or buildings, infrastructure development, assistance to private businesses including grants, loans, loan guarantees, interests supplements and technical assistance.

Economic Independence and Self-Sufficiency Programs: Programs undertaken by Public Housing Agencies (PHAs) to promote economic independence and self-sufficiency for participating families. Such programs may include Project Self-Sufficiency and Operation Bootstrap programs that originated under earlier Section 8 rental certificate and rental voucher initiatives, as well as the Family Self-Sufficiency program. In addition, PHAs may operate locally-developed programs or conduct a variety of special projects designed to promote economic independence and self sufficiency.

Elderly Household: For HUD rental programs, a one or two person household in which the head of the household or spouse is at least 62 years of age.

Elderly Person: A person who is at least 62 years of age.

Existing Homeowner: An owner-occupant of residential property who holds legal title to the property and who uses the property as his/her principal residence.

Family: See definition in 24 CFR 812.2 (The National Affordable Housing Act definition required to be used in the CHAS rule differs from the Census definition). The Bureau of Census defines a family as a householder (head of household) and one or more other persons living in the same household who are related by birth, marriage or adoption. The term "household" is used in combination with the term "related" in the CHAS instructions, such as for Table 2, when compatibility with the Census definition of family (for reports and data available from the Census based upon that definition) is dictated. (See also "Homeless Family.")

Family Self-Sufficiency (FSS) Program: A program enacted by Section 554 of the National Affordable Housing Act which directs Public Housing Agencies (PHAs) and Indian Housing Authorities (IHAs) to use Section 8 assistance under the rental certificate and rental voucher programs, together with public and private resources to provide supportive services to enable participating families to achieve economic independence and self-sufficiency.

Federal Preference for Admission: The preference given to otherwise eligible applicants under HUD's rental assistance programs who, at the time they seek housing assistance, are involuntarily displaced, living in substandard housing, or paying more than 50 percent of family income for rent. (See, for example, 24 CFR 882.219.)

First-Time Homebuyer: An individual or family who has not owned a home during the three-year period preceding the HUD-assisted purchase of a home that must be use as the principal residence of the homebuyer, except that any individual who is a displaced homemaker (as defined in 24 CFR 92) or a single parent (as defined in 24 CFR 92) may not be excluded from consideration as a first-time homebuyer on the basis that the individual, while a homemaker or married, owned a home with his or her spouse or resided in a home owned by a spouse.

FmHA: The Farmers Home Administration, or programs it administers.

For Rent: Year round housing units which are vacant and offered/available for rent only. (U.S. Census definition)

For Sale: Year round housing units which are vacant and offered/available for sale only. (U.S. Census definition)

Frail Elderly: An elderly person who is unable to perform at least one activity of daily living (i.e., eating, dressing, bathing, grooming, and household management activities). (See 24 CFR 889.105.)

Friction surface: An interior or exterior surface that is subject to abrasion or friction, including, but not limited to, certain window, floor, and stair surfaces.

Group Quarters: Facilities providing living quarters that are not classified as housing units. (U.S. Census definition). Examples include: prisons, nursing homes, dormitories, military barracks, and shelters.

HOME: The HOME Investment Partnerships Program, which is authorized by Title II of the National Affordable Housing Act.

Homeless: A qualifying homeless family, individual or youth is identified as: a) without a place of residence and/or sleeps in public spaces; and b) is found eligible for temporary housing by the Department of Homeless Services (DHS).

Homeless Assistance: Funds used for support services, rental assistance, or shelters to aid those who qualify as homeless.

Homeless Family: A qualifying homeless family that includes at least one parent or guardian and one child under the age of 18, a homeless pregnant woman, or a homeless person in the process of securing legal custody of a person under the age of 18.

Homeless Individual: A qualifying homeless individual is an unaccompanied youth (17 years or younger) or an adult (18 years or older) without children.

Homeless Prevention: Funds used for support services, such as, social workers, advocacy, landlord relations, court system assistance, reuniting the family, and rental assistance to prevent homelessness.

Homeless Youth: A qualifying homeless youth is an unaccompanied person 17 years of age or younger.

HOPE 1: The HOPE for Public and Indian Housing Homeownership Program, which is authorized by the Title IV, Subtitle A of the National Affordable Housing Act.

HOPE 2: The HOPE for Homeownership of Multifamily Units Program, which is authorized by Title IV, Subtitle B of the National Affordable Housing Act.

HOPE 3: The HOPE for Homeownership of Single Family Homes Program, which is authorized by Title IV, Subtitle C of The National Affordable Housing Act.

Household: One or more persons occupying a housing unit (U.S. Census definition) See also "Family".

Households with a member with a disability: (for Section 811 Supportive Housing for Persons with Disabilities eligibility) A household composed of one or more persons at least one of whom is an adult (a person of at least 18 years of age) who has a disability. A disabled household may also be defined as two or more persons with disabilities living together, or one or more such persons living with another person who is determined by HUD, based upon a certification from an appropriate health-care professional, to be important to their care or well being. The term also includes the surviving member or members of any household described in the first sentence of this paragraph who were living in an assisted unit with the deceased member of the household at the time of his or her death.

Housing Problems: Households with housing problems include those that: (1) occupy units meeting the definition of Physical Defect; (2) meet the definition of overcrowded; (3) (for renter households) meet the definition of cost burden (gross rent/income ratio) greater than 30%. The data include nonduplicative counts of households that meet one or more of these criteria. Housing Problems for owners consists only of overcrowding or physical defects, not cost burden data.

Housing Unit: An occupied or vacant house, apartment, or a single room (SRO housing) that is intended as separate living quarters. (U.S. Census definition)

Impact surface: An interior or exterior surface that is subject to damage by repeated sudden force, such as certain parts of door frames.

Income Type - For each category, the household's income is less than or equal to the maximum income level as defined below. Income definitions are based on Federal Fiscal Year 2003 Section 8 median family income limits, as determined by HUD for the New York, NY PMSA with adjustments for smaller and larger families and for areas with unusually high or low incomes or where needed because of prevailing levels of construction costs or fair market rents. According to HUD, the Federal FY 2003 Median Family Income for the New York, NY PMSA was \$51,900. (Please note: this income definition is for HUD's required table of housing assistance needs of low and moderate income households by household income category and housing problems by tenure, household type and race/ethnicity.) Very Low, Low and Moderate Income are defined as follows:

**VERY LOW (0 TO 50% MFI)** -- [equivalent with CDBG's low-income category]

A household with an income less than or equal to 50 percent of the area's median family income (Less than or equal to \$31,400 for a family of four, with adjustments for household size.) Two sub-groups (0 to 30% and 31 to 50% of MFI) are distinguished in the tables. The Very Lowest Income category, 0 to 30% MFI, includes households with incomes less than or equal to \$18,850 for a family of four. The 31 to 50% of MFI subgroup includes households with income greater than \$18,850 but less than or equal to \$31,400 for a family of four.

**LOW (51 TO 80% MFI)** -- [equivalent with CDBG's moderate income category]

A household with an income greater than 50 percent and less than or equal to 80 percent of the area's median family income. (Greater than \$31,400 and less than or equal to \$50,250 for a family of four.)

**MODERATE (81 TO 95% MFI)**

A household with an income greater than 80 percent and less than or equal to 95 percent of the city's median family income. (Greater than \$50,250 and less than or equal to \$59,650 for a family of four.)

**Infrastructure Improvements:** The upgrading of public infrastructures including: solid waste disposal facilities; water facilities; streets; sidewalks; tree planting; sewer facilities; and asbestos removal.

**In Rem:** A legal action (usually foreclosure) taken against real property for nonpayment of real estate taxes or water and sewer charges.

**Institutions/Institutional:** Group quarters for persons under care or custody. (U.S. Census definition)

**Large Related:** A household of 5 or more persons which includes at least one person related to the householder by blood, marriage or adoption.

**Lead-based paint:** Paint or other surface coatings that contain lead equal to or exceeding 1.0 milligram per square centimeter or 0.5 percent by weight or 5,000 parts per million (ppm) by weight.

**Lead-based paint hazard:** Any condition that causes exposure to lead from lead-dust hazards, soil-lead hazards, or lead-based paint that is deteriorated or present in chewable surfaces, friction surfaces, or impact surfaces, and that would result in adverse human health effects.

**Lead-dust hazard:** Surface dust that contains a lead-dust loading (area concentration of lead) at or exceeding the levels promulgated by the EPA pursuant to section 403 of the Toxic Substances Control Act or, if such levels are not in effect, the standards in 24 CFR 35.1320.

**LIHTC:** (Federal) Low Income Housing Tax Credit.

**Limited Clientele:** An activity which benefits a limited clientele, at least 51 percent whom are, or are presumed to be, low and moderate income persons.

**Low and Moderate Area:** At least 51 percent of the residents are low and moderate income persons.

**Low-Income:** See Income Type.

**Minority Concentration:** A census tract in which the percentage of non-White and Hispanic population (total number of persons of all races less White, non-Hispanic persons divided by the tract's total population) is greater than or equal to 85 percent. According to the U.S. Census Bureau, persons of this population may be comprised of: American Indian or Alaska Native, Asian, Black or African-American, Native Hawaiian or Other Pacific Islander, Persons more than one race, Persons of Some Other (single) race not previously listed, and Hispanic Persons of all races.

**Moderate Income:** See Income Type.

Non-Elderly Household: A household which does not meet the definition of "Elderly Household," as defined above.

Non-Homeless Persons with Special Needs: Includes frail elderly persons, persons with AIDS, disabled families, and families participating in organized programs to achieve economic self-sufficiency.

Non-Institutional: Group quarters for persons not under care or custody. (U.S. Census definition used)

Non-residential Historic Preservation: The rehabilitation, preservation or restoration of historic non-residential properties, whether privately or public owned.

Occupied Housing Unit: A housing unit that is the usual place of residence of the occupant(s).

Other Household: A household of one or more persons that does not meet the definition of a Small Related household, Large Related household or Elderly Household.

Other Income: Households whose incomes exceed 80 percent of the median income for the area, as determined by the Secretary, with adjustments for smaller and larger families.

Other Low-Income: Households whose incomes are between 51 percent and 80 percent of the median income for the area, as determined by HUD, with adjustments for smaller and larger families, except that HUD may establish income ceilings higher or lower than 80 percent of the median for the area on the basis of HUD's findings that such variations are necessary because of prevailing levels of construction costs or fair market rents, or unusually high or low family incomes. (This term corresponds to moderate-income in the CDBG Program.)

Other Vacant: Vacant year round housing units that are not For Rent or For Sale. This category would include Awaiting Occupancy or Held.

Overcrowded: A Housing unit containing more than one person per room. (U.S. Census definition)

Owner: A household that owns the housing unit it occupies. (U.S. Census definition)

Person with a disability: The Section 811 Supportive Housing for Persons with Disabilities Program defines a person with a disability as follows: A person shall be considered to have a disability if he or she has a developmental disability as defined in section 102(7) of the Development Disabilities Assistance and Bill of Rights Act (42 U.S.C. 6001.6006) if the person has a chronic disability which: 1) is attributable to a mental or physical impairment or combination of mental and physical impairments; 2) is manifested before the person attains twenty-two years of age; 3) is likely to continue indefinitely; 4) results in substantial functional limitation in three or more areas of major life activities including self-care, receptive and expressive language, learning, mobility, self-direction, capacity for independent living, economic self-sufficiency; and 5) reflects the person's need for a combination and sequence of special, interdisciplinary or generic care, treatment or other services which are of lifelong or extended duration and are individually planned and coordinated. A persons may also be defined as having a disability if the person has a chronic mental illness, i.e. a severe and persistent mental or emotional impairment that seriously limits the persons ability to live independently, and which impairment could be improved by more suitable housing conditions. The term may also apply to a person infected with the human acquired immunodeficiency virus (HIV) and a person who suffers from alcoholism or drug addiction, provided the person meets the definition as provided in Section 811 (42 U.S.C. 8013(k)(2)). A person whose sole impairment is a diagnosis of HIV positive or alcoholism or drug addiction who does not meet Section 811 (42 U.S.C. 8013(k)(2)) qualifying criteria is not considered eligible for the Section 811 Supportive Housing program.

The New York City Human Rights Law defines a person with a disability as follows: A person shall be considered to have a disability if the person has any physical, medical, mental or psychological impairment, or a history or record of such impairment. In the case of alcoholism, drug addiction or other substance abuse, the term shall only apply to a person who 1) is recovering or has recovered and 2) is currently free of such abuse.

Physical Defects: A housing unit that is dilapidated, lacking complete kitchen and/or bath for exclusive use, has 4 or more maintenance deficiencies, or in a building with 3 or more types of building condition defects, based on data published by the U.S. Census Bureau.

Planning and Administration Activities: Activities which make more effective use of physical, economic and human resources, policy, planning and management capacity building are as follows: general management, oversight, and coordination; public administration; fair housing activities (if part of 20% cap); submissions or applications for federal programs; and administrative expenses for other HUD housing programs.

Primary Housing Activity: A means of providing or producing affordable housing -- such as rental assistance, production, rehabilitation or acquisition -- that will be allocated significant resources and/or pursued intensively for addressing a particular housing need. (See also, "Secondary Housing Activity".)

Project-Based (Rental) Assistance: Rental Assistance provided for a project, not for a specific tenant. Tenants receiving project-based rental assistance give up the right to that assistance upon moving from the project.

Public Facilities: CDBG funds are used for the acquisition, construction, rehabilitation or installation of public facilities such as: senior centers, homeless facilities, handicapped centers, homeless facilities, youth centers, neighborhood facilities, parks, recreational facilities, parking facilities, child care centers, health facilities, abused and neglected children facilities, and facilities for AIDS Patients.

Public Housing CIAP: Public Housing Comprehensive Improvement Assistance Program.

Public Housing MROP: Public Housing Major Reconstruction of Obsolete Projects.

Public Services: CDBG funds can be used for the provision of services including: senior services, handicapped services, homeless services, youth services, transportation services, substance abuse services, battered and abused spouses, employment training, crime awareness, fair housing activities, tenant and landlord counseling, child care services, health services, services for abused and neglected children, and AIDS Patients.

Racially Mixed Area: A census tract in which the percentage of its non-White and Hispanic population (total number of persons of all races less White, non-Hispanic persons divided by the tract's total population) is greater than or equal to 65 percent and less than 84.9 percent. According to the U.S. Census Bureau, persons of this population may be comprised of: American Indian or Alaska Native, Asian, Black or African-American, Native Hawaiian or Other Pacific Islander, Persons more than one race, Persons of Some Other (single) race not previously listed, and Hispanic Persons of all races.

Rental Assistance: Rental assistance payments provided as either project-based rental assistance or tenant-based rental assistance.

Rent Burden greater than 30 percent (Cost Burden): The extent to which gross rents, including utility costs, exceed 30 percent of gross income, based on data published by the U.S. Census Bureau.

Rent Burden greater than 50 percent (Severe Cost burden): The extent to which gross rents, including utility costs, exceed 50 percent of gross income, based on data published by the U.S. Census Bureau.

Renter: A household that rents the housing unit it occupies, including both units rented for cash and units occupied without cash payment or rent. (U.S. Census definition)

Renter Elderly Household: A one or two person household in which the head of household or spouse is at least 62 years of age, and rent their housing unit.

Renter Small Related Household: A two to four person household including at least 1 person related to the householder by birth, marriage or adoption and rent their housing unit.

Renter Large Related Household: A five or more person household including at least 1 person related to the householder by birth, marriage or adoption and rent their housing unit.

Renter Occupied Unit: Any occupied housing unit that is not owner occupied, including units rented for cash and those occupied without payment of cash rent.

Residential Historic Preservation: Rehabilitation, preservation or restoration of historic non-residential properties, whether privately or public owned.

Secondary Housing Activity: A means of providing or producing affordable housing -- such as rental assistance, production, rehabilitation or acquisition -- that will receive fewer resources and less emphasis than primary housing activities for addressing a particular housing need. (See also, "Primary Housing Activity".)

Section 215: Section 215 of Title II of the National Affordable Housing Act. Section 215 defines "affordable" housing projects under the HOME program.

Service Needs: The particular services identified for special needs populations, which typically may include transportation, personal care, housekeeping, counseling, meals, case management, personal emergency response, and other services to prevent premature institutionalization and assist individuals to continue living independently.

Severe Cost Burden: Severe Cost Burden (gross rent/income ratio) is defined as the extent to which gross housing costs, including utility costs, exceed 50 percent of gross income, based on data published by the U.S. Census Bureau.

Severe Mental Illness: A serious and persistent mental or emotional impairment that significantly limits a person's ability to live independently.

Sheltered: Families and persons whose primary nighttime residence is a supervised publicly or privately operated shelter, including emergency shelters, transitional housing for the homeless, domestic violence shelters, residential shelters for runaway and homeless youth, and any hotel/motel/apartment voucher arrangement paid because the person is homeless. This term does not include persons living doubled up on in overcrowded or substandard conventional housing. Any facility offering permanent housing is not a shelter, nor are its residents homeless.

Slums and Blight: An activity will be considered to address prevention or elimination of slums and blight in an area if:  
a) The area, delineated by the recipient meets a definition of slum, blighted deteriorated or deteriorating area under State or local law; b) Throughout the area there is a substantial number of deteriorated or deteriorating buildings or the public improvements are in a general state of deterioration; c) Documentation is maintained by the recipient on the boundaries and conditions of the area at the time of its designation; and d) The assisted activity addresses one or more of the conditions which contributed to the deterioration of the area; or e) Activities which addresses the elimination of specific conditions of blight or physical decay on a spot basis not located in a slum or blighted area. Activities to address slums and blight on a spot basis are limited to extent necessary to eliminate specific conditions detrimental to public health and safety.

Small Related: A household of 2 to 4 persons which includes at least one person related to the householder by birth, marriage, or adoption.

Special Needs Supportive Services: Supportive services provided to one or more of the following special needs populations:  
1. Domestic Violence- Services for victims of domestic violence; 2. Female-headed household with children- Services for female-headed households with children under 18; 3. Mentally Impaired- Services for persons mentally impaired; 4. Physically Disabled- Services for persons physically disabled; 5. Substance Abuse- Services for substance abusers; 6. Tuberculosis- Services for persons who have tuberculosis; 7. AIDS/HIV Related Diseases Services include: a) Rental Assistance - A program to provide rental payments to eligible residential tenants; b) Supportive Services (including home care) to facilitate independent living; and c) Securing Housing.

Substandard Condition and not Suitable for Rehab: By local definition, dwelling units that are in such poor condition as to be neither structurally nor financially feasible for rehabilitation.

Substandard Condition but Suitable for Rehab: By local definition, dwelling units that do not meet standard conditions but are both financially and structurally feasible for rehabilitation. This does not include units that require only cosmetic work, correction or minor livability problems or maintenance work.

Substantial Amendment: A major change in an approved housing strategy. It involves a change to the five-year strategy, which may be occasioned by a decision to undertake activities or programs inconsistent with that strategy.

Substantial Rehabilitation: Reconstruction of completely or primarily vacant residential structure where there is replacement of at least two or more building systems, as well as substantial interior renovation. The estimated cost of rehabilitation is more than 75 percent of the total estimated cost of replacement after rehabilitation.

Supportive Housing Services: Services provided on-site in housing units and group quarters where a supportive environment includes a planned service component.

Supportive Service Need in FSS Plan: The plan that PHAs administering a Family Self-Sufficiency program are required to develop to identify the services they will provide to participating families and the source of funding for those services. The supportive services may include child care; transportation; remedial education; education for completion of secondary or post secondary schooling; job training, preparation and counseling; substance abuse treatment and counseling; training in homemaking and parenting skills; money management, and household management; counseling in homeownership; job development and placement; follow-up assistance after job placement; and other appropriate services.

Supportive Services: Services provided to residents of supportive housing for the purpose of facilitating the independence of residents. Some examples are case management, medical or psychological counseling and supervision, child care, transportation, and job training.

Tenant-Based (Rental) Assistance: A form of rental assistance in which the assisted tenant may move from a dwelling unit with a right to continued assistance. The assistance is provided for the tenant, not for the project.

Total Vacant Housing Units: Unoccupied year round housing units. (U.S. Census definition)

Unsheltered: Families and individuals whose primary nighttime residence is a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings (e.g., streets, parks, alleys).

Vacant Awaiting Occupancy or Held: Vacant year round housing units that have been rented or sold and are currently awaiting occupancy, and vacant year round housing units that are held by owners or renters for occasional use. (U.S. Census definition)

Vacant Housing Unit: Unoccupied year-round housing units that are available or intended for occupancy at any time during the year.

Very Low Income: See Income Type.

Worst Case Needs: Unassisted, very low-income renter households who pay more than half of their income for rent, live in seriously substandard housing (which includes homeless people) or have been involuntarily displaced.

Year Round Housing Units: Occupied and vacant housing units intended for year round use. (U.S. Census definition) Housing units for seasonal or migratory use are excluded.



## Appendix 2:

### **ABBREVIATIONS AND ACRONYMS**

Alcoholics Anonymous	AA
Area Agencies on Aging	AAA
Annual Administrative Report	AAR
Alcoholism Crisis Center	ACC
NYC Agency for Child Development	ACD
(NYC) Administration for Children's Services	ACS
Americans with Disabilities Act	ADA
Activities for Daily Living	ADL
Anti-Domestic Violence Eligibility Needs Team	ADVENT
Aid to Families with Dependent Children	AFDC
Affirmatively Furthering Fair Housing	AFFH
Affordable Housing Corporation	AHC
(NYS) Affordable Homeownership Development Program	AHODP
Alternative High School	AHS
Acquired Immune Deficiency Syndrome	AIDS
Assisted Living Program	ALP
Automated National Client-specific Homeless Services Recording System	ANCHOoR
Annual Performance Report	APR
(HRA) Adult Protective Services	APS
AIDS-Related Community Services	ARCS
Alternative to Shelter Program	ATS
Bureau of Apartment Repair and Rental	BARR
Begin Employment Gain Independence Now	BEGIN
Basic Economic Self-Sufficiency Training Program	BEST
(HPD) Building Evaluation Unit	BEU
Business Improvement District	BID
Building Information System	BIS
NYCHA Borough Management Departments	BMD

New York City Board of Education	BOE
Bronx Overall Economic Development Corporation	BOEDC
Battery Park City Authority	BPCA
Bowery Residents Committee	BRC
Borough Office Support System	BOSS
Bid Solicitation Unit	BSU
Bureau of Vacant Apartment Repair and Rental	BVARR
Caribbean Chamber of Commerce	CACCI
Computer-Aided Design	CAD
Community Arts Development Program	CADP
Ryan-White Comprehensive AIDS Resource Emergency Act	CARE
(NYS) Creating Alternatives in Residential Environments and Services	CARES
Certified Alcohol and Substance Abuse Counselor	CASAS
Center for Alternative Sentencing and Employment Services	CASES
(Mayor's) Community Assistance Unit	CAU
Capital Budget Homeless Housing Program	CBHHP
Community Based Organization	CBO
(HPD) Central Complaint Bureau	CCB
New York City Commission to Combat Family Violence	CCFV
Comprehensive Care Programs	CCP
Consortium for Central Harlem Development	CCHD
New York City Commission on Human Rights	CCHR
Community Development Agency	CDA
Community Development Block Grant	CDBG
Community Development Corporation	CDC
U.S. Center for Disease Control	CDC
City Environmental Quality Review	CEQR
Code of Federal Register	CFR
Community Alternative Systems Agencies	CFSA
City Fiscal Year	CFY
Community Health Advisory Information Network	CHAIN
Comprehensive Housing Affordability Strategy	CHAS

Community Housing Development Organization	CHDO
Child Health Initiative	CHI
New York City Commission on Human Rights	CHR
Comprehensive Improvement Assistance Program	CIAP
Capital Improvement Program	CIP
Crisis Intervention Services	CIS
Community Mental Health Reinvestment Act	CMHRA
Community Management Program	CMP
Certificate of Occupancy	CO
Computerized Geographic Information System	COGIS
City Planning Commission	CPC
Community Preservation Corporation	CPC
(HUD) Office of Community Planning and Development	CPD
Comprehensive Psychiatric Emergency Program	CPEP
Community Residence	CR
Community Reinvestment Act	CRA
Certified Reasonable Cost	CRC
Career Readiness Entrepreneurial Workshops	CREW
(HPD) Central Remediation Unit	CRU
Community Support Services	CSS
Community Service Sentencing Program	CSSP
Center for Urban Community Services	CUCS
City University of New York	CUNY
City Volunteer Corps	CVC
(HPD) Division of Anti-Abandonment	DAA
Database and Application Development Section	DADS
(HPD) Division of Alternative Management Programs	DAMP
(HRA) Division of AIDS Services and Income Support	DASIS
NYC Department of Business Services	DBS
New York City Department of Citywide Administrative Services	DCAS
New York City Department of City Planning	DCP
(HPD) Division of Code Enforcement	DCE

NYC Department of Design and Construction	DDC
(HPD) Division of Demolition and Sealing	DDS
New York City Department of Environmental Protection	DEP
(Public Housing) Drug Elimination Program	DEP
New York City Department for the Aging	DFTA
Drug Elimination Technical Assistance Program	DETAP
(HPD) Division of Housing Analysis and Research	DHAR
(HPD) Division of Housing Policy Analysis and Statistical Research	DHPASR
New York State Division of Housing and Community Renewal	DHCR
Division of Homeless Housing Development	DHHD
(HPD) Division of Housing Resources	DHR
(HPD) Division of Housing Preservation Services	DHPS
New York City Department of Homeless Services	DHS
Domestic Incident Report	DIR
New York City Department of Juvenile Justice	DJJ
New York City Department of Buildings	DOB
New York City Department of Correction	DOC
U.S. Department of Energy	DOE
New York City Department of Employment	DOE
New York City Department of Finance	DOF
New York City Department of Health and Mental Hygiene	DOHMH
U.S. Department of Justice	DOJ
New York City Department of Probation	DOP
New York City Department of Sanitation	DOS
New York City Department of Transportation	DOT
Directly Observed Therapy	DOT
(HPD) Division of Maintenance	DOM
(HRA) Division of Post Institutional Services	DOPIS
NYC Department of Mental Health, Mental Retardation and Alcoholism Services	DMHMRAS
(HPD) Division of Preservation and Anti-Abandonment	DPAA
(HPD) Division of Policy Analysis and Research	DPAR
(HPD) Division of Property Management	DPM

(HPD) Division of Program Planning	DPP
New York City Department of Parks and Recreation	DPR
Division of Relocation Operations	DRO
Department of Resident Review and Counseling	DRRC
New York State Department of Social Services	DSS
Domestic Violence	DV
Domestic Violence Liaison	DVL
Domestic Violence Prevention Program	DVPP
Domestic Violence Intervention and Education Program	DVIEP
(NYPD) Domestic Violence Officers	DVO
Drawing Interchange Format	DXF
New York City Department of Youth and Community Development	DYCD
European American Bank	EAB
Emergency Assistance for Families	EAF
Emergency Assistance Rehousing Program	EARP
Emergency Assistance Unit	EAU
Elevated Blood Levels	EBL
Environmental Control Board	ECB
Economic Development Corporation	EDC
Economic Development Initiative	EDI
Economic Development and Supportive Services	EDSS
Economic Development Zone	EDZ
Economic and Energy Analysis Department	EEA
(HPD) Emergency Housing Services Bureau	EHSB
Earned Incentive Credit	EIC
Earned Income Tax Credit	EIC
Employment Incentive Credit	EIC
Enhanced Incentive Housing Program	EIHP
(DHS) Eligibility Investigation Unit	EIU
(NYCHA) Environmental Inspection Unit	EIU
English Language Arts	ELA
Eligible Metropolitan Area	EMA

Eligible Metropolitan Statistical Area	EMSA
EDC Economic Policy and Analysis Division	EPA
Early Permanency Planning Project	EPP
(HPD) Emergency Repair Bureau	ERB
(HPD) Emergency Repair Program	ERP
(HPD) Emergency Services Bureau	ESB
Empire State Development Corporation	ESDC
Emergency Shelter Grant	ESG
English as Second Language	ESL
Emergency Transfer Program	ETP
Emergency Violation Tracking Module	EVTM
Early Warning Information System	EWIS
Empowerment Zone	EZ
Family Assistance Program	FAP
Family Abuse Correctional Treatment	FACT
Foster Care Prevention Program	FCPP
Federal Fiscal Year	FFY
Federal Housing Administration	FHA
(HPD) Fair Housing Unit	FHU
(HRA) Family Independence Administration	FIA
Family Investment Center	FIC
(DHS) Division of Facilities Management and Development	FMD
Fair Market Rent	FMR
Federal Poverty Line	FPL
Family Resource Center	FRC
Fuel Reduction Program	FRP
(HRA) Family Support Administration	FSA
Family Self-Sufficiency Program	FSS
Family Type Homes for Adults	FTHA
Family Unification Program	FUP
Fiscal Year	FY
General Equivalency Diploma	GED

Geographical Information System	GIS
General Memorandum	GM
Grantee Performance Report	GPR
Geographic System Section	GSS
Housing Agency	HA
Highly Active Antiretroviral Treatment	HAART
HOPWA Advisory Committee	HAC
(HRA) HIV/AIDS Services Administration	HASA
Housing Credit Agency	HCA
Home and Community-Based Services	HCBS
Harlem Congregations for Community Improvement	HCCI
(HRA) Housing Court Liaison Unit	HCLU
(HRA) Home Care Services Program	HCSP
Housing Development Corporation	HDC
Housing Development Fund	HDF
(Low Income) Housing Development Fund Corporation	HDFC
(HRA) Homelessness Diversion Unit	HDU
Home Energy Assistance Program	HEAP
(DCP) Housing, Economic and Infrastructure Planning Division	HEIP
Housing Education Program	HEP
(NYS) Housing Finance Agency	HFA
(NYCHA) Department of Housing Finance and Development	HFD
(NYS) Homeless Housing Assistance Program	HHAP
(NYC) Health and Hospital Corporation	HHC
U.S. Department of Health and Human Services	HHS
Health Insurance Information and Counseling Program	HIICAP
Home Improvement Program	HIP
NYS Homelessness Intervention Program	HIP
Health Industry's Resources Enterprises	HIRE
Human Immuno-deficiency Virus	HIV
HIV-Illness	HIV-ILL
(HPD) Housing Litigation Bureau	HLB

(HPD) Housing Litigation Division	HLD
Home Mortgage Disclosure Act	HMDA
(HPD) Office of Housing Management and Sales	HMS
Housing Development Action Grant	HODAG
Home Investment Partnership	HOME
Home Ownership and Opportunity for People Everywhere	HOPE
Housing Opportunities for People with AIDS	HOPWA
(NYPD) Homeless Outreach Unit	HOU
(ASC) Housing Policy and Development Unit	HPAD
New York City Department of Housing Preservation and Development	HPD
Housing Quality Standards	HQS
New York City Human Resources Administration	HRA
New York State Homeless Rehousing Assistance Program	HRAP
New York State Housing Trust Fund	HTF
New York State Housing Trust Fund Corporation	HTFC
U.S. Department of Housing and Urban Development	HUD
Housing and Vacancy Survey	HVS
Housing Youth Training Program	HYTP
Interagency Coordinating Council	ICC
Intermediate Care Facility for Persons with Developmental Disabilities	ICF/DD
Intensive Case Management Program	ICM
I Have A Dream Program	IHAD
Independent Living Program	IL
International Masonry Institute	IMI
Industrial Park Improvement Program	IPIP
Individualized Residential Alternative	IRA
U.S. Internal Revenue Service	IRS
Investment Tax Credit	ITC
(DCP) Information Technology Division	ITD
Jewish Board of Family and Children Services	JBFCS
Jobs for Youth	JFY
Job Opportunities and Basic Skills Programs	JOBS



Lead-Based Paint	LBP
Lead-Based Paint Poisoning Prevention Act	LBPPA
NYCHA Lead Detection and Abatement Unit	LDAU
Local Development Corporation	LDC
Local Development Project	LDP
Lead Hazard Risk Reduction Training Program	LHR RTP
Learning Independence and Family Empowerment	LIFE
Loan Initiative for Tenants	LIFT
Low Income Housing Tax Credit	LIHTC
Low Income Housing Trust Fund	LIHTF
Linear Independent Ordered Network	LION
Local Initiatives Support Corporation	LISC
(DOH) Lead Poisoning Prevention Program	LPPP
Lead Poisoning Violation	LPV
Land Restoration Program	LRP
Latent Tuberculosis Infection	LTBI
(HPD) Landlord Tenant Litigation Division	LTL D
Medical Assistance Program	MAP
Management Alternative Training Program	MATP
Minority Business Enterprise	MBE
Maximum Base Rent	MBR
(DEP) Multifamily Conservation Program	MCP
Median Family Income	MFI
Mentally Ill Chemical Abusers	MICAs
MapInfo Interchange Format	MIF
Management Improvement Program	MIP
Major Capital Improvement	MCI
Mobilization for Youth	MFY
Mutual Housing Association	MHA
Mutual Housing Association of New York	MHANY
Multifamily Homeownership Program	MHOP
Mental Hygiene Law	MHL

Management Information System	MIS
Mayor's Management Report	MMR
Mayor's Office for AIDS Policy Coordination	MOAPC
Mayor's Office of Grants Administration	MOGA
Mayor's Office for People with Disabilities	MOPD
Memorandum of Understanding	MOU
(DMH) Bureau of Mental Retardation/Development Disabilities	MR/DD
Moderate Rehabilitation of Obsolete Public Housing	MROP
Metropolitan Statistical Area	MSA
Master of Social Work	MSW
Manage Your Own Business	MYOB
Minority/Women Business Enterprise	M/WBE
Narcotics Anonymous	NA
National Affordable Housing Act 1990	NAHA
National Association of Housing and Redevelopment Officials	NAHRO
Neighborhood Commercial Revitalization	NCR
(HPD) Narcotics Control Unit	NCU
National Environmental Policy Act	NEPA
Neighborhood Entrepreneur Program	NEP
Non-Traditional Employment for Women	NEW
Not-for-Profit	NFP
Neighborhood Homes	NH
Neighborhood Human Rights Program	NHRP
Neighborhood Housing Services	NHS
Notice of Fund Availability	NOFA
Neighborhood Ownership Program	NOP
Naturally Occurring Retirement Communities	NORC
Project No Violence Again	NOVA
Neighborhood Ownership Works Program	NOW
(HPD) Neighborhood Preservation Consultants Program	NPCP
Neighborhood Preservation Program	NPP
Neighborhood Redevelopment Program	NRP

New START Centers	NSC
New York City	NYC
New York City Empowerment Zone	NYCEZ
New York City Housing Authority	NYCHA
New York City Rules and Regulations	NYCRR
New York City Police Department	NYPD
New York State	NYS
New York State Office of Alcoholism, and Substance Abuse Services	OASAS
(HRA) Office of Community Affairs	OCA
(OMB) Office of Community Board Relations	OCBR
Office of Education and Alternative Resources	OEAR
Office of Economic Development	OED
NYS Office of Children and Family Services	OFCS
(HRA) Office of Health and Mental Health	OHMH
(HPD) Office of Housing Preservation	OHP
New York City Office of Management and Budget	OMB
Office of Mediation and Conflict Resolution	OMCR
New York State Office of Mental Health	OMH
Open Market Orders	OMO
NYS Office of Mental Retardation and Developmental Disabilities	OMRDD
Office of Property Management	OPM
Outreach and Referral to Problem and Relocated Families Program	ORPRFP
NYCHA Operations Services Department	OSD
NYCHA Office of Technical and Construction Services	OTCS
NYS Office of Temporary and Disability Assistance	OTDA
Other than Personal Service	OTPS
Public Assistance	PA
Police Athletic League	PAL
Projects for Assistance in Transition from Homelessness	PATH
Program Coordinating Committee	PCC
Postgraduate Center for Mental Health	PCMH
Public Housing Authority	PHA

Public Housing Drug Elimination Program	PHDEP
(DHS) Program and Housing Placement Unit	PHP
Participation Loan Program	PLP
People Helping Others Needing Emergency Services	PHONES
Project Open House	POH
Pre-Apprenticeship Environmental Training Program	PETP
Persons Living with AIDS	PLWA
Primary Prevention Program	PPP
Project Rental Assistance Contracts	PRAC
(HPD) Property Registration & Emergency Management Information System	PREMISYS
Protective Services for Adults	PSA
Pilot Vendor Market Initiative	PVM
Persons with AIDS	PWA
Persons with Disabilities	PWD
Quality Housing and Work Responsibility Act	QHAWRA
Rental Arrears Alert Program	RAA
Rental Assistance Program	RAP
(HRA) Rental Assistance Unit	RAU
Residential Care Centers for Adults	RCCA
Resident Educational Advancement Program	REAP
Relocated Family Program	RFP
Request for Proposals	RFP
Request for Qualification	RFQ
Red Hook Economic Development Effort	RHEDE
Rent and Housing Maintenance	RHM
Runaway Homeless Youth	RHY
Revolving Loan Fund	RLF
Resident Management Corporation	RMC
Resident Opportunities and Self-Sufficiency Program	ROSS
(HPD) Real Property Manager	RPM
Residential Placement Management System	RPMS
Resolution Trust Corporation	RTC

Resident Uplift for Economic Development	RUED
Substance Abuse/Alcohol	SA/A
Supplemental Assistance for Facilities to Assist the Homeless	SAFAH
South Brooklyn Local Development Corporation	SBLDC
(HPD) Supervisors of Building Maintenance	SBM
Senior Citizen Homeowner Assistance Program	SCHAP
Senior Citizen Homeowner Exemption Program	SCHE
Senior Citizen Rent Increase Exemption	SCRIE
Survivor's Emergency Assistance Program	SEAP
Seriously Emotionally Disturbed	SED
State Fiscal Year	SFY
Small Homes Auction Rehabilitation Program	SHARP
Supportive Housing Program	SHP
Special Initiatives Program	SIP
Special Needs Plans	SNP
State Office for the Aging	SOFA
State Office of Mental Health	SOMH
State of New York Mortgage Authority	SONYMA
Street Outreach and Referral Program	SORC
HRA Shelter Occupancy System	SOS
Severely and Persistently Mentally Ill	SPMI
Special Projects of National Significance	SPNS
(NHRP) School Partnership Program	SPP
(NYCHA) Senior Resident Advisor Program	SRA
Sponsor-based Rental Assistance	SRA
Single Room Occupancy	SRO
U.S. Social Security Administration	SSA
Social Security Disability	SSD
Social Security Insurance	SSI
Supplementary Social Insurance	SSI
Self-Sufficiency, Treatment, Addiction Control, Rehabilitation and Training	START
Supported Work Programs	SWP

Summer Youth Employment and Training Program	SYEP
Temporary Assistance to Needy Families	TANF
Tuberculosis	TB
(Modified) Therapeutic Communities	TC
Total Development Cost	TDC
Transportation Disabled Committee	TDC
Tribally Designated Housing Entities	TDHE
Transitional Housing	TH
Tenant Interim Lease Program	TIL
Transitional Independent Living Program	TILP
Transitional Living Community Program	TLC
Tenant-based Rental Assistance	TRA
Tenant Selection and Assignment Plan	TSAP
Tenant Support Services	TSS
Text Telephone for the Deaf	TTD
Tele-Typewriter	TTY
University Avenue Consolidation Project	UAC
Urban Development Action Area Program	UDAAP
(HUD) Urban Development Action Grant	UDAG
Urban Homesteading Assistance Board	UHAB
Uniform Land Use Review Procedure	ULURP
Upper Manhattan Empowerment Zone Development Corporation	UMEZDC
Uniform Relocation Assistance	URA
Urban Renewal Area	URA
Urban Renewal Plan	URP
Urban Technology Center	UTC
Victim Awareness Program	VAP
Value Added Sourcing Teams	VAST
Vacant Buildings Request for Proposals	VBRFP
Voluntary Compliance Agreement	VCA
(DBS) Vendor Initiative Division	VID
Victim Information and Notification Everyday System	VINE

(HPD) Vendor Tracking Unit	VTU
Women Business Enterprise	WBE
(HRA) Work Experience Program	WEP
Weatherization, Referral and Packaging Program	WRAP
X-ray Fluorescence Machine	XRF
Young Men's Christian Association	YMCA
Zoning and Urban Design	ZUD

## **APPENDIX 3:**

### **MAPS**

#### **1. Community Development Eligible Census Tracts**

The attached Community Development Block Grant Eligibility maps show those 2000 census tracts in which Community Development (CD) funds may be used for an activity, the benefits of which are available to all the residents in a particular area, where at least 51% of the residents are low- and moderate-income persons (“CD area benefit” or “CD eligible area”) according to the 2000 Census. Low- and moderate-income persons are defined as persons living in households with incomes below 80 percent of the median household income (\$41,700 for a 4-person household in 2000) of the Primary Metropolitan Statistical Area (PMSA), which includes the five boroughs, and Putnam county.

The New York City CD Eligible Census Tracts data is based on the 2000 Census which was released by the U. S. Department of Housing and Urban Development (HUD) in February 2003. HUD regulations require local municipalities which receive Community Development Block Grant funds to begin using the new data to determine area eligibility no later than the close of the Federal Fiscal Year (September 30, 2003). The City of New York used the 2000 Census data to determine CD area eligibility for City Fiscal Year 2004 (CFY04) CD-funded activities, which began July 1, 2003.

Therefore, City Agencies and not-for-profit organizations who intend to request CD monies to fund area wide activities which will be undertaken in the current and future City Fiscal Years should begin using the new 2000 Census Tract Eligibility data to determine their respective programs’ area eligibility.

#### **2. Minority Population**

The attached Minority Population maps depict the percentages of the City’s minority population<sup>1</sup> within 2000 census tracts by three (3) intervals: 1) greater than or equal to 85 percent minority population; 2) 65 to 84.9 percent; and 3) Less than 65 percent.

The percentage of minority population within the census tracts was computed by dividing the balance of the respective tract’s non-White population (total number of persons of all races less White, non-Hispanic persons) by its total population.

In addition to enumerating persons as White, non-Hispanic for the 2000 Census, the U.S. Census Bureau expanded and refined its previously existing race categories to enumerate persons as: American Indian or Alaska Native; Asian; Black or African-American, Native Hawaiian or Other Pacific Islander; some other (single) race not previously reported; two or more races; and, persons of Hispanic origin (of any race). The data depicted represents persons who comprise these categories.

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<sup>1</sup>Minority Population excludes White, non-Hispanic persons.



# Community Development Eligible Census Tracts\*

## The Bronx, 2000



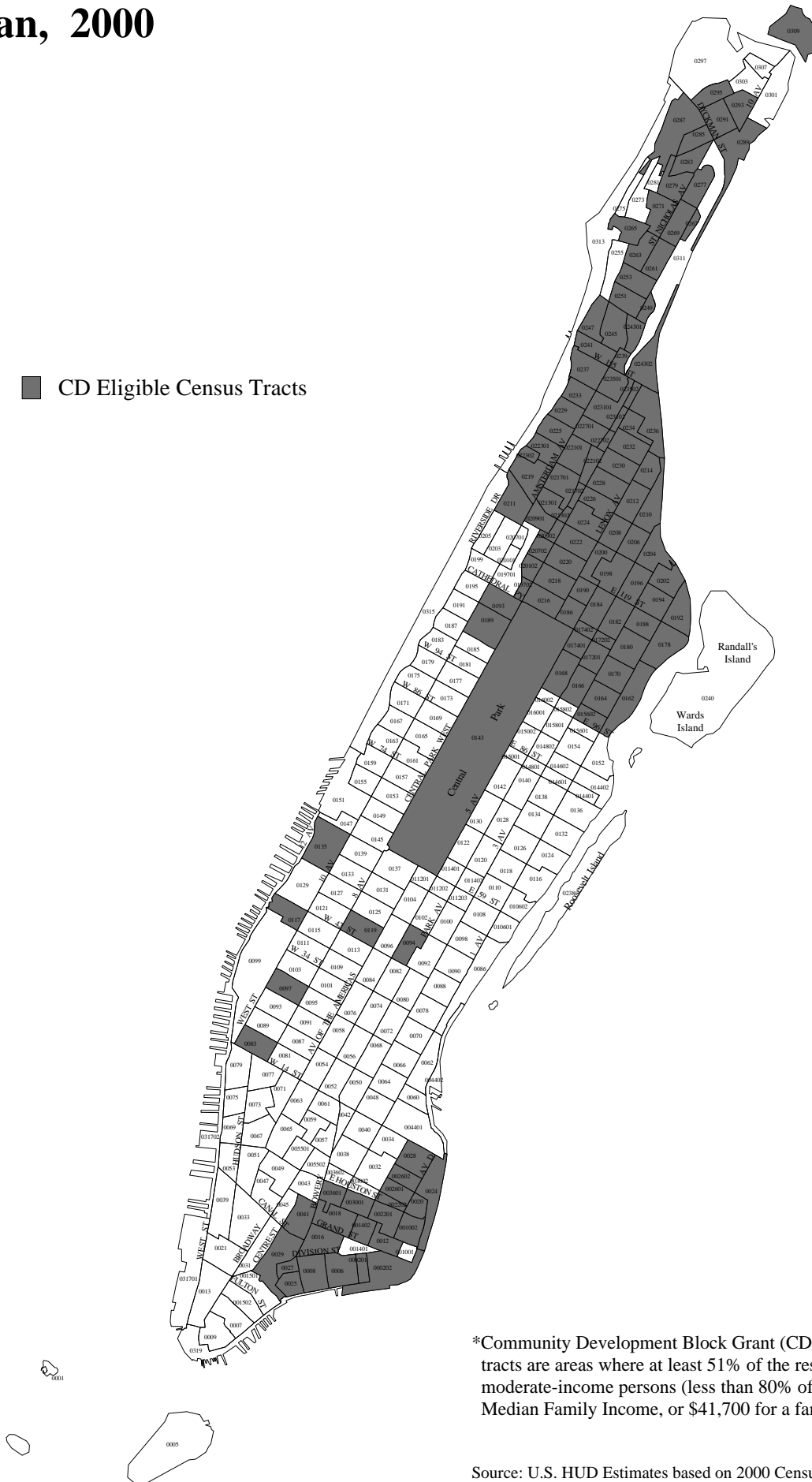
\*Community Development Block Grant (CDBG) eligible census tracts are areas where at least 51% of the residents are low- and moderate-income persons (less than 80% of the 2000 Census Median Family Income, or \$41,700 for a family of four).



# Community Development Eligible Census Tracts\*

## Manhattan, 2000

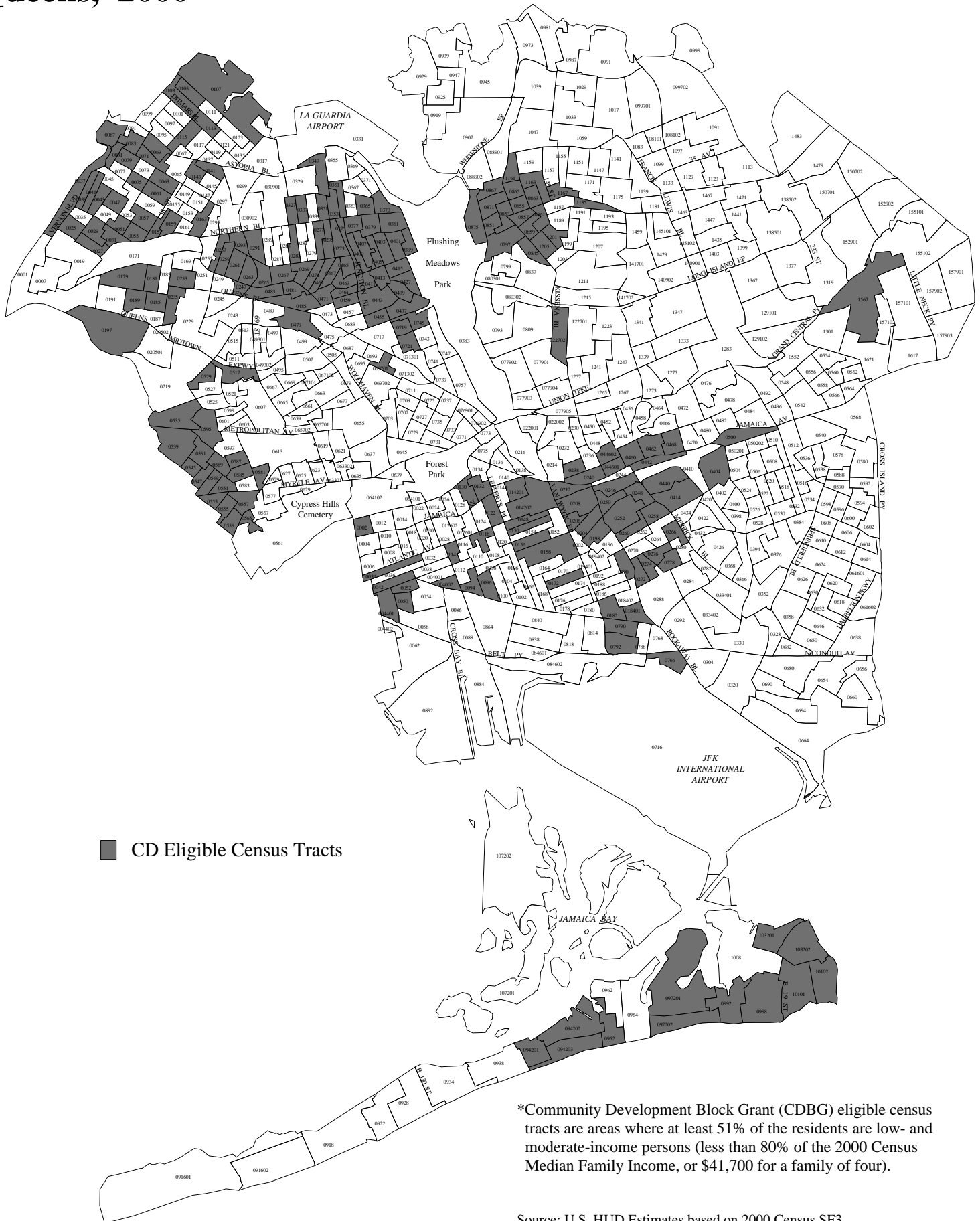
■ CD Eligible Census Tracts



\*Community Development Block Grant (CDBG) eligible census tracts are areas where at least 51% of the residents are low- and moderate-income persons (less than 80% of the 2000 Census Median Family Income, or \$41,700 for a family of four).

# Community Development Eligible Census Tracts\*

## Queens, 2000

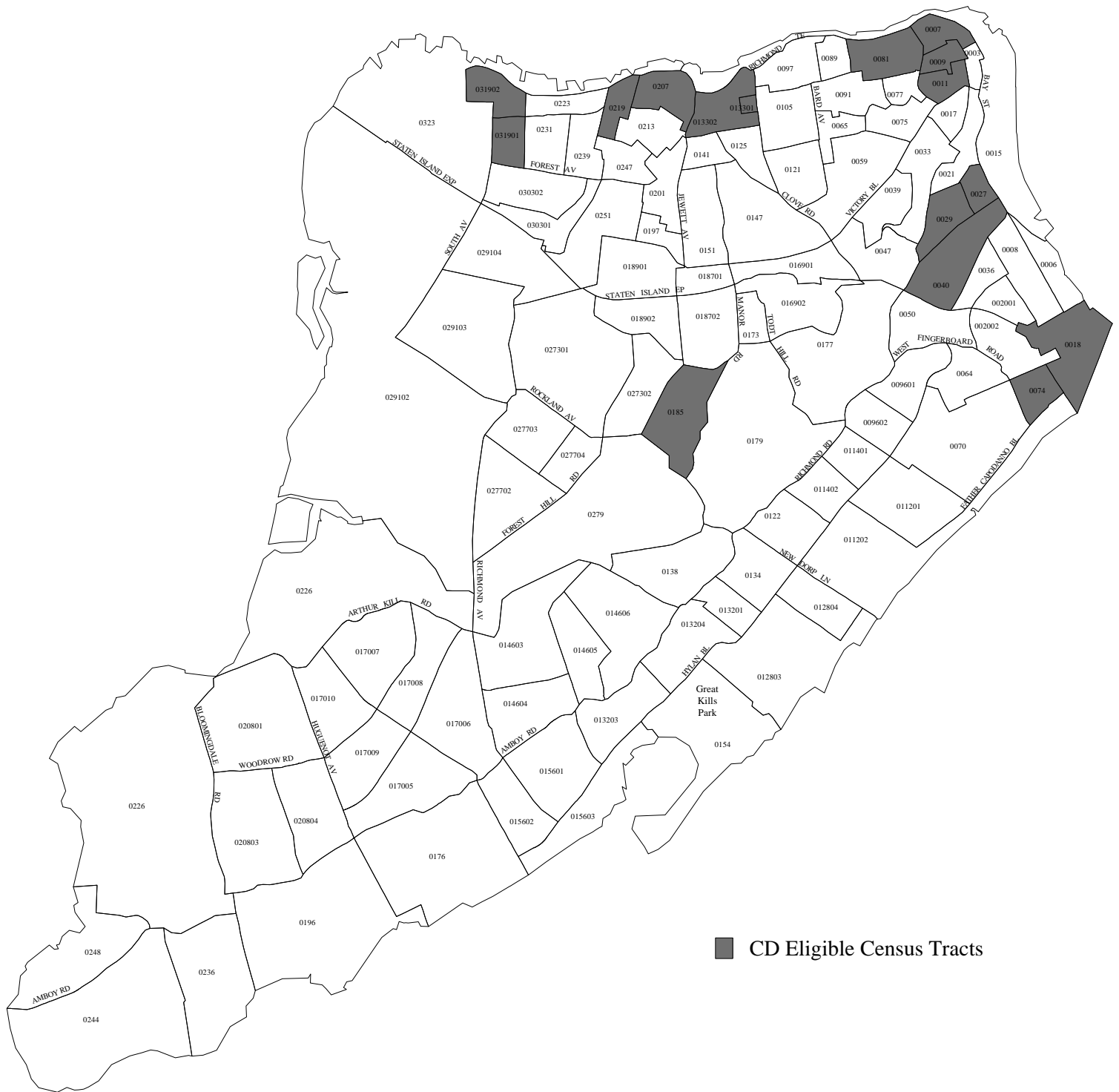


\*Community Development Block Grant (CDBG) eligible census tracts are areas where at least 51% of the residents are low- and moderate-income persons (less than 80% of the 2000 Census Median Family Income, or \$41,700 for a family of four).

Source: U.S. HUD Estimates based on 2000 Census SF3  
Population Division - New York City Department of City Planning

# Community Development Eligible Census Tracts\*

## Staten Island, 2000

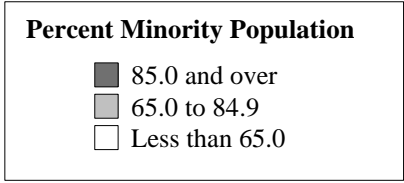


\*Community Development Block Grant (CDBG) eligible census tracts are areas where at least 51% of the residents are low- and moderate-income persons (less than 80% of the 2000 Census Median Family Income, or \$41,700 for a family of four).

# Minority Population\*

## As a Percent of Total Population by Census Tracts

### The Bronx, 2000



\* Excludes white alone nonhispanic persons



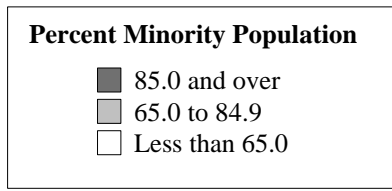
NEITHER THE NEW YORK CITY DEPARTMENT OF CITY PLANNING NOR ANY OTHER AGENCY OR DEPARTMENT OF THE CITY OF NEW YORK SHALL BE RESPONSIBLE FOR ANY DAMAGES CONSEQUENTIAL OR ACTUAL, ARISING OUT OF OR IN CONNECTION WITH THE USE OF THIS MAP.

# Minority Population\*

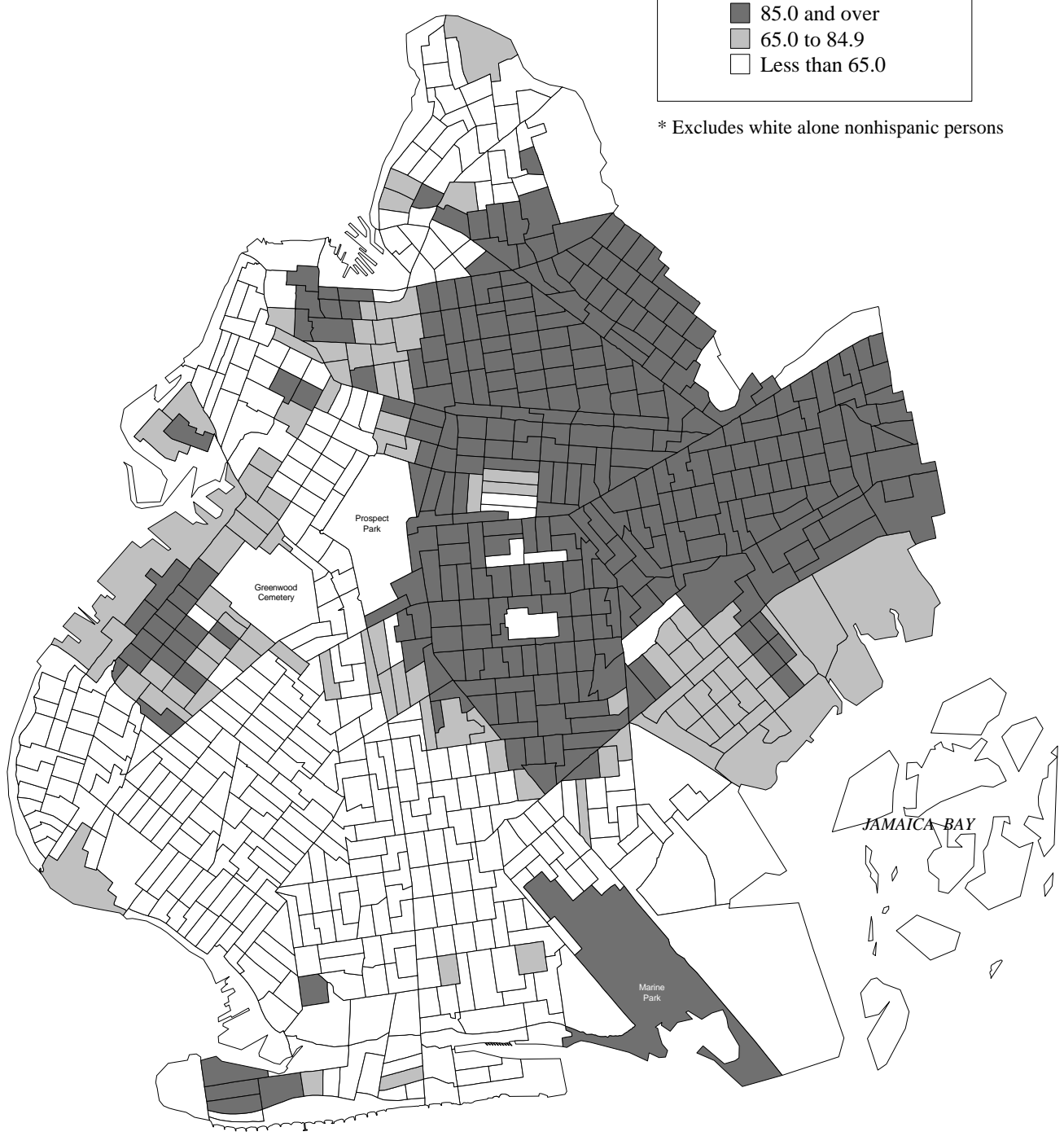
## As a Percent of Total Population

### by Census Tracts

### Brooklyn, 2000



\* Excludes white alone nonhispanic persons



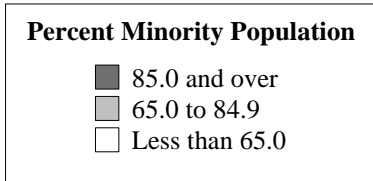
NEITHER THE NEW YORK CITY DEPARTMENT OF CITY PLANNING NOR ANY OTHER AGENCY OR DEPARTMENT OF THE CITY OF NEW YORK SHALL BE RESPONSIBLE FOR ANY DAMAGES CONSEQUENTIAL OR ACTUAL, ARISING OUT OF OR IN CONNECTION WITH THE USE OF THIS MAP.

# Minority Population\*

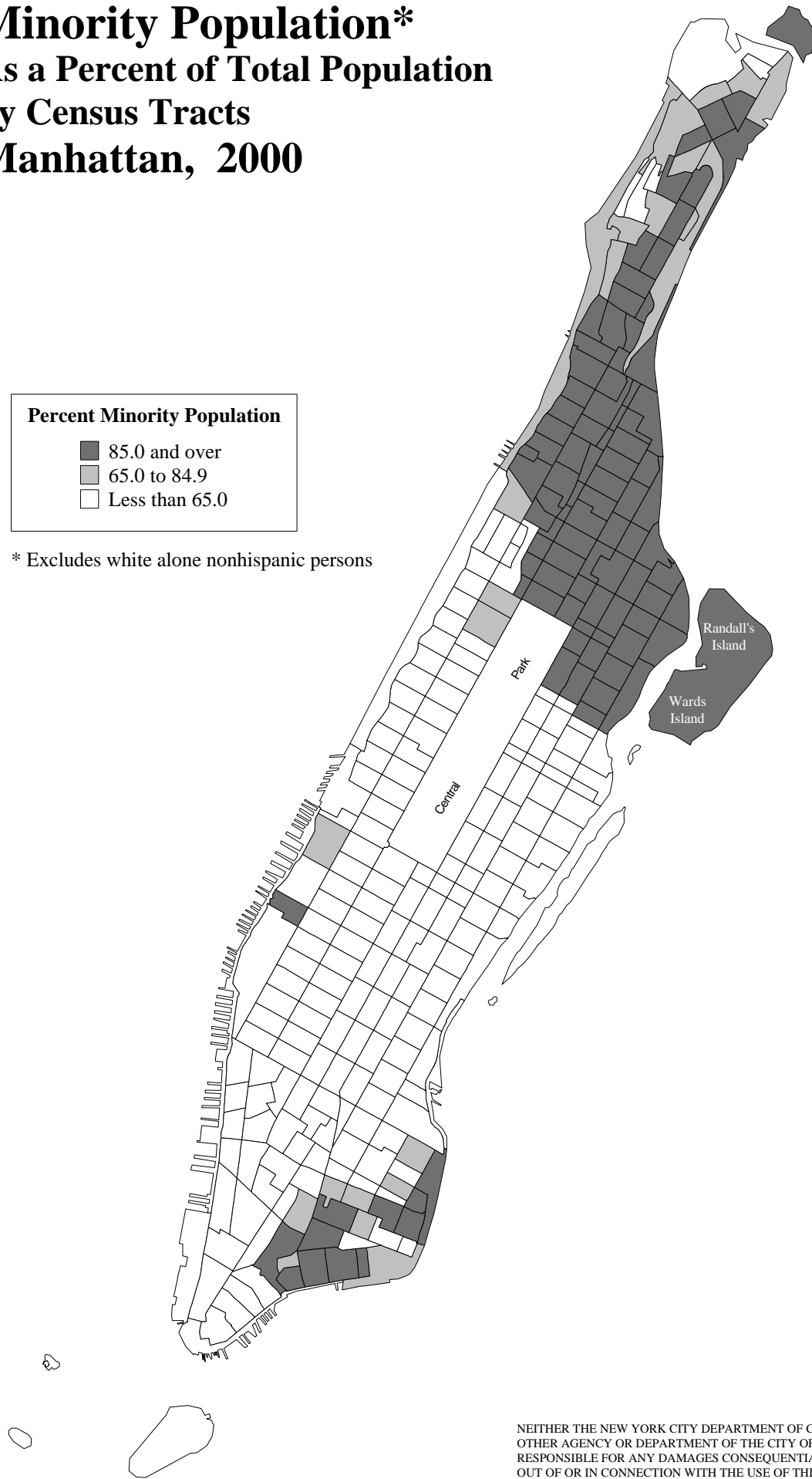
## As a Percent of Total Population

### by Census Tracts

### Manhattan, 2000



\* Excludes white alone nonhispanic persons



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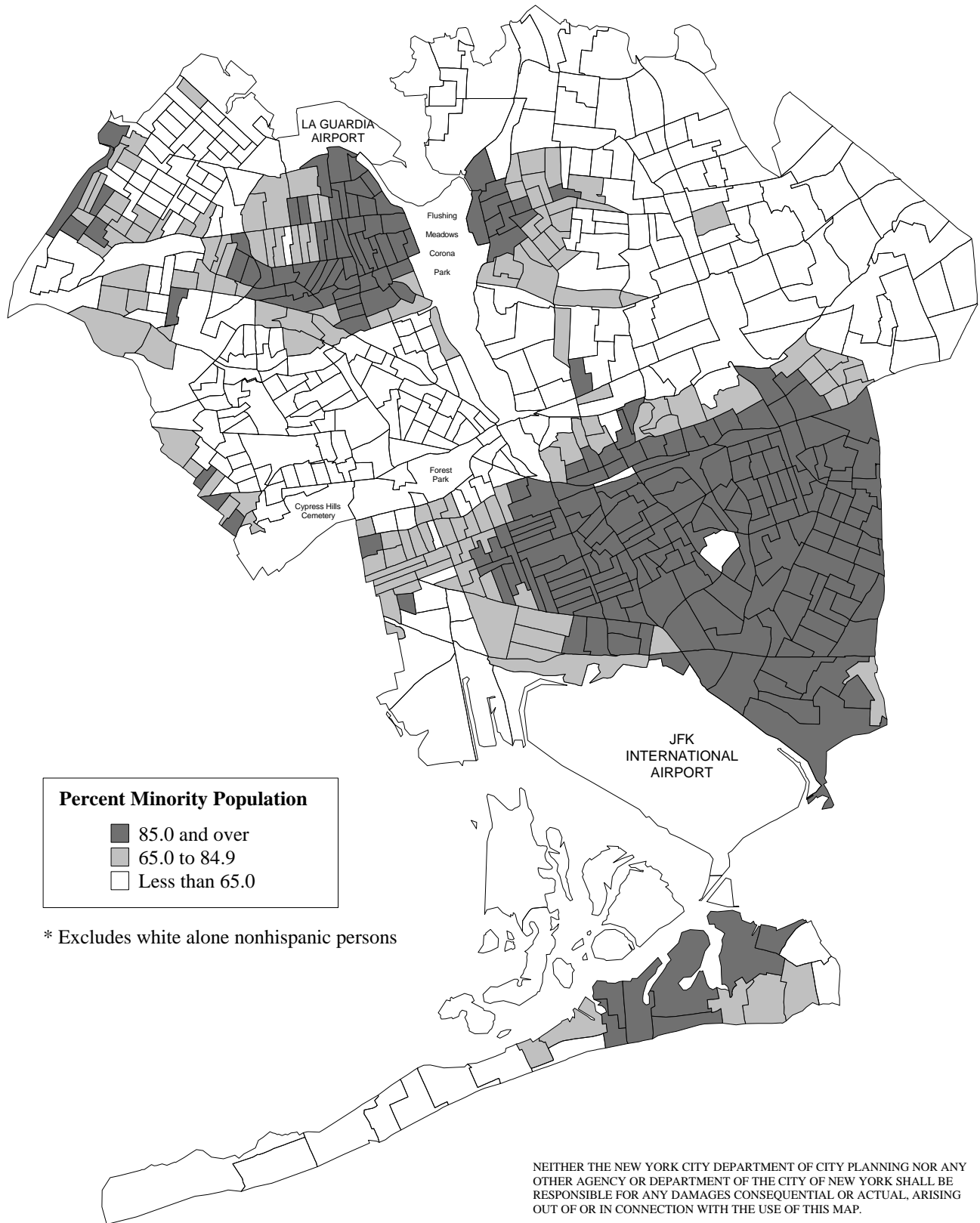


# Minority Population\*

## As a Percent of Total Population

### by Census Tracts

### Queens, 2000

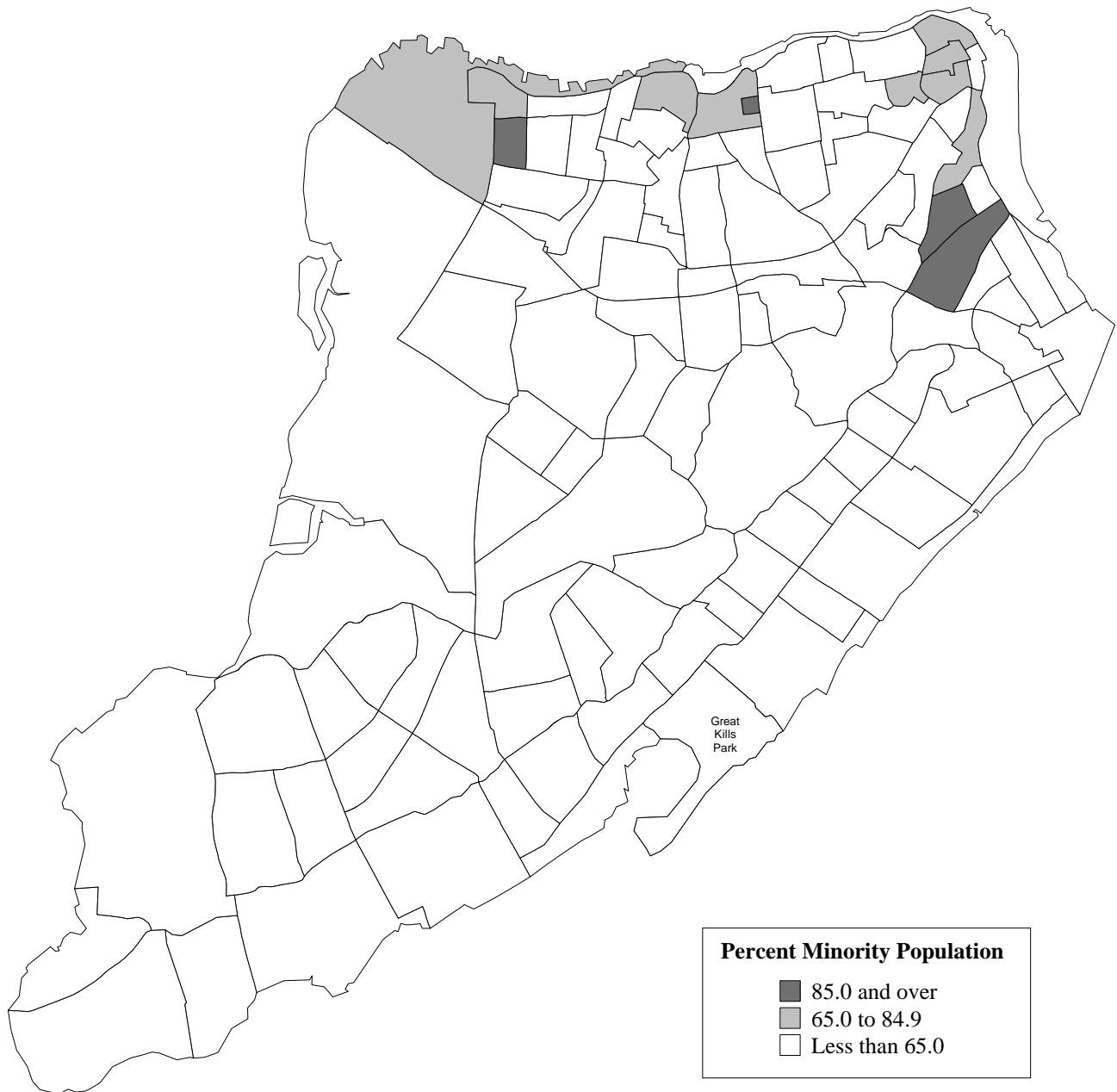


# Minority Population\*

## As a Percent of Total Population

### by Census Tracts

### Staten Island, 2000



\* Excludes white alone nonhispanic persons

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## **APPENDIX 4:**

### **DICTIONARY OF PROGRAM DESCRIPTION VARIABLES**

This dictionary defines the required HUD variables found in the Action Plan. These required HUD elements include: the administering agency, funding sources, type of accomplishment, program activities, household type, and income level.

**FUNDING PREFIX** -- Activity is funded by one of the four United States Department of Housing and Urban Development Entitlement/Formula Programs.

- C Community Development Block Grant (CDBG) funded.
- E Emergency Shelter Grant (ESG) funded.
- H HOME Investment Partnerships (HOME) funded.
- P Housing Opportunities for Persons with AIDS (HOPWA) funded.

**AGENCY** -- the City agency responsible for administering the program is as follows:

- ACS Agency for Children's Services
- BOE Board of Education
- CHA New York City Housing Authority
- CHR Commission on Human Rights
- DBS Department of Business Services
- DCA Department of Cultural Affairs
- DCAS Department of Citywide Administrative Services
- DCP Department of City Planning
- DDC Department of Design and Construction
- DFA Department for the Aging
- DGS Department of General Services
- DJJ Department of Juvenile Justice
- DHS Department of Homeless Services
- DHMH Department of Health and Mental Hygiene
- DOE Department of Employment
- DOS Department of Sanitation
- DOT Department of Transportation
- DPR Department of Parks and Recreation
- DYCD Department of Youth and Community Development
- EDC Economic Development Corporation
- HPD Department of Housing Preservation and Development
- HRA Human Resources Administration Department of Social Services
- LPC Landmarks Preservation Commission
- MAY Mayor's Office, please refer to program description.
- NFP Not-for-Profit Organization, please refer to program description.
- NYPD New York Police Department
- NYCHA New York City Housing Authority
- OMB Office of Management and Budget
- OTR Please refer to program description.

VARIOUS Please refer to program description.

**FUNDING SOURCE** - Each program is funded by either one or more of the following levels of government and/or a not-for-profit, or private entity. If other is listed refer to the program description.

**FEDERAL** - The following programs are primarily funded by the United States Department of Housing and Urban Development, unless otherwise stated, refer to the program description for the federal agency:

Entitlement/Formula Programs - Please refer to program description for additional information.

Community Development Block Grant (CDBG)

Emergency Shelter Grant (ESG)

HOME Investment Partnerships (HOME)

Housing Opportunities for Persons with AIDS (HOPWA)

New York City Housing Authority - Please refer to program description for additional information.

Public Housing Capital Fund Program

Public Housing Drug Elimination Program

HOPE VI

Competitive Programs - Please refer to program description for additional information.

Homeless Continuum of Care SuperNOFA

Supportive Housing

Section 8 Moderate Rehabilitation SRO

Shelter Plus Care Program

Brownfields Economic Development Initiative (BEDI)

Section 108 Loan Program

Hope II - HPD Mutual Housing Assistance Program

Mainstream Housing Opportunities for Persons with Disabilities Program

Section 202 Supportive Housing for the Elderly

Section 811 Supportive Housing for the Disabled

Section 8 Certificates and Vouchers

(Section 8) Mainstream Housing Opportunities for Persons with Disabilities Program

Section 8 Welfare to Work-Rental Voucher

Family Unification Program (FUP)

Youthbuild

Housing Opportunities for Persons with AIDS (HOPWA Program) - SPNS

**STATE** - Please refer to program description for additional information.

Affordable Homeownership Development Program

Homeless Housing and Assistance Program

Low Income Housing Tax Credit

Low Income Housing Trust Fund Program

Public Housing Modernization

RESTORE Program

**CITY** - The City of New York funds housing programs with City funds in the following ways:

Article 8, 8A, & 11 of Private Finance Law

City Capital

City Expense  
City Property Tax Abatement  
City Property Tax Exemption  
City Tax-Exempt Bond

**PRIVATE/NFP** - For programs funded with Private or Not-for-Profit, please refer to program description for the name of the organization.

Not-for-Profit  
Private Capital  
Private Expense

**ACCOMPLISHMENTS** - The categories of HUD eligible accomplishments are as follows:

People (Used for Public Service activities)  
Youth  
Elderly  
Households (Used for Housing Activities)  
Large households  
Small Households  
Elderly Households  
Businesses  
Organizations  
Housing Units  
Public Facilities (Used for Public Facilities and Public Improvements)  
Feet of Public Utilities  
N/A (Not Applicable)

**PROGRAM ACTIVITIES** (Activity Code/Name) - The HUD eligible activities that a program can perform are as follows: (Please note that the HUD codes are often not sequential.)

### **Acquisition and Disposition**

#### **01 Acquisition**

Acquisition is frequently used for the acquisition of property on which a public facility or public improvement will be constructed using other funds.

#### **02 Disposition**

Disposition can occur through the sale, lease, or donation of property acquired with CDBG funds or under urban renewal. This term is used to describe costs that are incidental to disposing or transferring real property acquired with CDBG funds, and to describe the costs of temporarily maintaining properties pending disposition (for example, legal service, financial service, appraisal survey, and transfer of ownership costs).

### **Public Facilities and Improvements**

**This category allows the acquisition of real property and construction or rehabilitation of the following public facilities and improvements to those facilities.**

#### **03 Public Facilities and Improvements**

This activity should be used, unless the activity falls under a more specific category, listed below.

**03A Senior Centers**

Construction or rehabilitation of senior citizen centers. A facility described as serving "senior citizens and the disabled" may be classified under this category.

**03B Centers for the Disabled/Handicapped**

Construction or rehabilitation of group homes or centers for the disabled.

**03C Homeless Facilities (Not Operating Costs)**

Construction, conversion, renovation, or rehabilitation of shelters for the homeless, including shelters for battered spouses. This includes transitional housing and SROs (single room occupancy units) for the homeless that are funded by CDBG.

**03D Youth Centers/Facilities**

This refers to facilities that will be used primarily to provide services for teenage youth (ages 13 to 19). This includes playground and recreation facilities that are a part of youth centers/facilities.

**03E Neighborhood Facilities**

Structures that will be used for social services or for multiple purposes, including recreation, and that are principally designed to serve a neighborhood. Such facilities may include libraries and public schools.

**03F Parks, Recreational Facilities**

The activity involves developing an open space area or a facility to be used principally for recreation purposes.

**03G Parking Facilities**

This category is used for off-street parking lots and parking garages.

**03H Solid Waste Disposal Facilities**

Any activity that describes the construction and/or rehabilitation of solid waste disposal facilities.

**03I Flood and Drainage Facilities**

Flood control or irrigation (e.g., retention ponds or catch basins) activities do not include storm sewers, street drains, or storm drains.

**03J Water/Sewer Improvements**

Water/Sewer Improvements include installation or replacement of water lines, sanitary sewers, storm sewers, and fire hydrants.

**03K Street Improvements**

A street improvement project may include street drains, storm drains, curb and gutter work, tunnels, bridges, and the installation of street lights or signs.

**03L Sidewalks**

This activity is for the purpose of sidewalk improvements. Sidewalk improvements that include the installation of trash receptacles, trees, benches, and lighting are also included.

**03M Child Care Centers/Facilities for Children**

Examples of these include daycare centers and Head Start pre-school centers.

**03N Tree Planting**

Activities limited to tree planting (sometimes referred to as "beautification").

**03O Fire Station/Equipment**

In addition to the construction or rehabilitation of a fire station, this category includes the purchase of fire trucks, ambulances, and rescue equipment.

**03P Health Facilities**

This activity includes both physical and mental health facilities.

**03Q Abused and Neglected Children's Facilities**

This category includes daycare, treatment, or temporary housing for abused and neglected children.

**03R Asbestos Removal**

The primary goal of this category is to remove asbestos.

**03S Facilities for AIDS Patients (Not Operating Costs)**

Construction or rehabilitation of buildings for treatment or temporary housing for people who are HIV positive or who have AIDS. Note: "AIDS Patients" is a term required by HUD's National Objectives definitions. The City of New York prefers to use the term "Persons living with HIV/AIDS" to describe individuals who receive HOPWA-funded services.

**03T Operating Costs of Homeless "and/or" AIDS Patients Programs**

This category funds the operating expenses of ESG-funded emergency shelters. This category includes all costs associated with the operation of facilities (such as utilities, maintenance, and insurance) for homeless persons and/or AIDS patients. Note: "and/or" has been added to HUD's National Objectives definition because the City of New York houses AIDS patients in more appropriate housing arrangements than ESG-funded emergency shelters in order to accommodate their medical needs.

**Public Services**

**Public service activities are the essential supportive services provided to special needs populations and very-low and low-income persons.**

**05 Public Services (General)**

Public service activities include housing referral and counseling services, neighborhood cleanup, homeownership counseling, food distribution (food bank services), health education, or rape prevention education. General or unspecified homeless services, including those described as essential or supportive services, may also be assigned this activity.

**05A Senior Services**

Services that will be provided to elderly persons (e.g., meals-on-wheels, dial-a-ride) and for services provided for victims of Alzheimer's disease. (Senior Services or Services for the Disabled, may be used for activities that will provide services for both senior citizens and persons with disabilities if the activity is not intended primarily to serve one group rather than the other.)

**05B Services for the Disabled (Previously Referred to as Handicapped Services)**

Indicate services for persons with disabilities, regardless of age.

**05C Legal Services**

Includes programs that provide legal aid to low-and moderate-income persons.

**05D Youth Services**

Services for teenagers (ages 13 to 19) that include, for example, recreational services limited to teenagers or a teen counseling program. If a counseling program is targeted for youth but includes counseling for the family as well, it may still be classified as a youth service if the focus is on counseling for youth.

**05E Transportation Services**

Transportation services for a specific client group should be classified under this category for that client group; for example, use Senior Services, for transportation services for the elderly.

**05F Substance Abuse Services**

This program funds substance abuse recovery programs as well as prevention/education activities.

**05G Battered and Abused Spouses**

This category is for programs serving abused and neglected children, adults or families.

**05H Employment Training**

This program provides assistance that increases self-sufficiency. This category includes literacy, independent living skills, job training, and employment service activities.

**05I Crime Awareness/Prevention**

Programs promoting crime awareness and prevention, including crime prevention education programs and paying for security guards.

**05J Fair Housing Activities**

Fair housing services include counseling on housing discrimination.

**05K Tenant/Landlord Counseling**

Counseling provided to help prevent or settle disputes that occur between tenants and landlords.

**05L Child Care Services**

Services that children (generally under age 13) will benefit from, including parenting skill classes. However, services exclusively for abused and neglected children should be classified Abused and Neglected Children.

**05M Health Services**

Health services activities include operation of neighborhood clinics, post-rape counseling, vermin abatement services (also known as "vector control"), and other activities designed to serve the health needs of the residents. (Exception: Mental health services, which should be classified under Mental Health Services.)

**05N Abused and Neglected Children**

Daycare or other services are exclusively for abused and neglected children.

**05O Mental Health Services**

Activities designed to address the mental health needs of residents of the community.



**05P Screen for Lead-Based Paint/Lead Hazards Poisoning**

Activities designed primarily to provide screening for (not removal of) lead-based paint and other lead poisoning hazards.

**05Q Subsistence Payments**

This activity should only be used for activities designed to provide one-time or short-term (no more than three months) emergency grant payments on behalf of an individual or family, generally for the purposes of preventing homelessness. Examples include use of CDBG funds to prevent the loss of utilities, or payment of rent/mortgage to prevent eviction.

For other programs, this activity may be used for activities that provide tenant subsidies and other payments for expenses other than rent or security deposits.

**05R Homeownership Assistance (Not Direct)**

Homeownership, under this category, is limited to only homebuyer downpayment assistance.

**05S Rental Housing Subsidies (HOME Tenant-Based Rental Assistance)**

Tenant subsidies are exclusively for rental payments, including HOME tenant-Based Rental Assistance.

**05T Security Deposits**

This category is exclusively for providing security deposits as a form of tenant subsidy.

**Housing**

**Housing includes a variety of categories from new construction to rehabilitation.**

**12 Construction of Housing**

This activity indicates the construction of new housing.

**13 Direct Homeownership Assistance**

Homeownership assistance provided under the HOME program.

Under the CDBG program, assistance provided to facilitate homeownership may be in the form of subsidizing interest rates and mortgage principal amounts, payment of closing costs and downpayment assistance for low- and moderate-income homebuyers, acquiring guarantees for mortgage financing from private lenders, and financing the acquisition by low- and moderate income persons of housing they already occupy.

**14A Rehabilitation: Single-Unit Residential**

This category includes loans and grants for the rehabilitation of privately owned one-unit homes.

**14B Rehabilitation: Multi-Unit Residential**

This category includes the rehabilitation of buildings with two or more residential units.

**14C Public Housing Modernization**

This type of activity includes the rehabilitation of housing units owned/operated by a public housing authority (PHA) or an Indian housing authority (IA).

**14D Rehabilitation: Other Publicly Owned Residential Buildings**

This type of activity includes housing that is owned by a public entity other than a PHA. This category may include SROs that are owned by a public entity other than a PHA.

**14F Energy Efficiency Improvements**

This activity is the rehabilitation for the sole purpose of promoting energy efficiency (e.g., a weatherization program).

**14G Acquisition For Rehabilitation**

This category is to acquire property in order to rehabilitate for housing. This category may be used to reflect the cost of only the acquisition if the rehabilitation costs will be paid from another source, or it may also include both the costs of acquisition and rehabilitation.

**14H Rehabilitation Administration**

Indicates administrative activities for the delivery costs (including staff, other direct costs, and service costs) directly related to carrying out housing rehabilitation activities. Examples of these include architectural, engineering, appraisal, and other professional services; preparation of work specifications and work write-ups; loan processing and loan origination fees; surveys, site, and utility plans; application processing; and other fees involving housing rehabilitation.

**14I Lead-Based Paint/Lead Hazard Test/Abatement**

This category applies when the primary goal is housing rehabilitation for lead-based paint and hazard evaluation and reduction.

**16A Residential Historic Preservation**

This activity should only be used for the rehabilitation of historic residential structures.

**Commercial/Industrial Improvements by Grantee or Non-Profit**

**This list of activities is primarily used to address special economic development activities.**

**17A Commercial/Industrial Land Acquisition/Disposition**

This activity indicates acquiring land, clearing structures, or packaging commercial or industrial property for a special economic development activity, such as creating an industrial park.

**17B Commercial/Industrial Infrastructure Development**

This activity indicates street improvements, water improvements, parking additions, rail transport improvements, or other improvements to a site for a special economic development activity. This activity may include installation of public improvements in an industrial site or construction of streets/roads to and through commercial/industrial areas.

**17C Commercial/Industrial Building Acquisition, Construction, Rehabilitation**

This activity indicates the following objectives: to acquire, to construct, or to rehabilitate a commercial/industrial building for a special economic development activity.

**17D Other Commercial/Industrial Improvements**

Other commercial and industrial improvements undertaken for a special economic development activity that is not covered by Commercial/Industrial Land Acquisition/Disposition, Commercial/Industrial Infrastructure Development, or Commercial/Industrial Building Acquisition, Construction, Rehabilitation.

**Direct Economic Development Assistance to Private For-Profits**  
**All activities in this category provide direct**  
**assistance to a for-profit entity.**

**14E Rehabilitation: Publicly or Privately Owned Commercial/Industrial**

This rehabilitation will be limited to improvements to the exterior of a commercial building (generally referred to as "facade improvements") or to the correction of code violations.

**18A ED Direct: Direct Financial Assistance to For-Profit Business**

Financial assistance will be provided to a for-profit business. Examples may include loans, loan guarantees, or grants to acquire property, clear structures, construct or rehabilitate a building, and/or purchase equipment.

**18B ED Direct: Technical Assistance**

Technical assistance will be provided to for-profit businesses. This includes workshops, marketing, or referrals.

**18C Micro-Enterprise Assistance**

Financial assistance, technical assistance, or general support services/programs will be provided to owners of and persons developing micro-enterprises. (A micro-enterprise is a business with five or fewer employees, including the owner(s).)

**General Administrative and Planning Costs**

**20 Planning**

Planning activities include planning and capacity building, development of comprehensive plans (for example, a consolidated plan), energy strategies, community development plans, environmental studies, area neighborhood plans, and functional plans.

**21A General Program Administration**

This category includes overall program management, coordination, monitoring, and evaluation. The activities in this category may include (but are not limited to) salaries, wages, and related costs of the recipient's staff or other staff engaged in program administration, which includes (but is not limited to) providing information about the program, preparing program budgets and schedules, preparing reports, and other costs for goods or services needed for administration of the program. This category is used to administer a federally designated Empowerment Zone or Enterprise Community, or to administer the HOME program.

**21B Indirect Costs**

This activity can indicate costs charged to a program under an indirect cost allocation plan.

**21C Public Information**

This activity is used for the provision of information and other resources to residents and citizen organizations participating in the planning, implementation, or assessment of activities.

**21D Fair Housing Activities**

Fair housing activities include General Program Administration activities.

### **21E Submissions or Applications for Federal Programs**

These activities allow for the preparation of documents required for submission to HUD to receive funds under the CDBG program and to prepare applications for other federal programs when the grantee has determined that such activities are necessary to achieve its community development objectives.

### **21H HOME Administrative/Planning Costs of Participating Jurisdiction**

This category includes the administration and planning costs of the HOME grant. It may include program management, coordination, planning, monitoring, and evaluation activities.

### **21I HOME CHDO Operating Expenses**

This category allows for the expenses incurred for operating costs associated with a CHDO carrying out its activities.

### **Other**

### **04 Clearance and Demolition**

These activities involve the clearance or demolition of buildings and improvements, or the movement of structures to other sites.

### **04A Clean-up of Contaminated Sites/Brownfields**

These activities are designed primarily for cleaning toxic/environmental waste or contamination from a site.

### **06 Interim Assistance**

There are two circumstances under which the Interim Assistance code may be used:

- a. When making limited improvements (e.g., repair of streets, sidewalks, or public buildings) to areas with determinable signs of physical deterioration when the improvements are intended to arrest deterioration prior to permanent improvements being made.
- b. When the activity will alleviate an emergency condition threatening public health and safety, such as emergency removal of tree limbs or other debris after a major storm.

### **07 Urban Renewal Completion**

This activity should be used only if the assistance will be used for the completion of urban renewal projects. (This activity refers to the close-out of the urban renewal categorical grant program that preceded CDBG; active urban renewal projects that are now being completed are generally located in large cities.)

### **08 Relocation**

Funds may be used for relocation payments and assistance to displaced persons, including individuals, families, businesses, non-profit organizations, and farms.

### **09 Loss of Rental Income**

This activity involves the use of funds to pay housing owners for the loss of rental income incurred by holding (for temporary periods) housing units to be used for the relocation of individuals and families displaced by CDBG-assisted activities.

### **10 Removal of Architectural Barriers**

This category should be used for public facilities, buildings, or private residences where CDBG funds are used to remove barriers for increasing handicapped accessibility.

**11 Privately Owned Utilities**

An activity that involves the use of CDBG funds to acquire, reconstruct, rehabilitate, or install the distribution lines and facilities of privately owned utilities, including placing new or existing distribution facilities and lines underground.

**15 Code Enforcement**

Code enforcement involves the payment of salaries and overhead costs directly related to the enforcement of local codes.

**16B Non-Residential Historic Preservation**

This activity should be used for any non-residential historic building that will be rehabilitated. Examples include the rehabilitation of an historic building for use by a historic preservation society, the renovation of a historic building for use as a museum, or the renovation of a historic building for use as a neighborhood facility.

**19C CDBG Non-Profit Organization Capacity Building**

Activities funded under the CDBG program that increase the capacity of non-profit organizations to carry out eligible neighborhood revitalization or economic development activities. Activities that strengthen non-profits may include providing staff with specialized training and technical assistance.

**19D CDBG Assistance to Institutions of Higher Education**

Use this activity when assistance is provided to institutions of higher education that have demonstrated a capacity to carry out eligible activities.

**19E CDBG Operation and Repair of Foreclosed Property**

Activities that use CDBG funds to make essential repairs and to pay operating expenses necessary to maintain the habitability of housing units acquired through tax foreclosure in order to prevent abandonment and deterioration of such housing primarily in low-and moderate-income neighborhoods.

**19F Repayments of Section 108 Loan Principal**

Indicates repayment of principal for a Section 108 Loan Guarantee.

**22 Unprogrammed Funds**

Identify funds that have not been programmed for use. This category may include funds identified as reserve or contingency funds.

**HOUSEHOLD TYPES** (Households) - The HUD defined eligible household categories are as follows:

Renter Households

**RENTER ELDERLY**

A one or two person household in which the head of household or spouse is at least 62 years of age and rent their housing unit.

**RENTER SMALL RELATED**

A two to four person household including at least 1 person related to the householder by birth, marriage or adoption and rent their housing unit.

**RENTER LARGE RELATED**

A five or more person household including at least 1 person related to the householder by birth, marriage or adoption and rent their housing unit.

**ALL OTHER RENTER HOUSEHOLD TYPES**

1 or more non-elderly, single person household that does not meet the above renter definitions.

### Homeless Households

A qualifying homeless family, individual or youth is identified as: a) without a place of residence and/or sleeps in public spaces; and b) is found eligible for temporary housing by the Department of Homeless Services.

#### **HOMELESS FAMILY WITH CHILDREN**

A qualifying homeless family includes at least one parent or guardian and one child, a homeless pregnant woman, or a homeless person in the process of securing legal custody of a person under the age of 18.

#### **HOMELESS FAMILY WITHOUT CHILDREN**

A qualifying homeless family with 2 or more persons.

#### **HOMELESS INDIVIDUAL**

A qualifying homeless individual is an unaccompanied adult (18 years or older) without children.

#### **HOMELESS YOUTH**

A qualifying homeless youth is an unaccompanied person 17 years of age or younger.

### Homeowner Households

#### **HOMEOWNER EXISTING**

An owner-occupant who holds legal title to the property and who uses the property as principal residence.

#### **HOMEOWNER FIRST-TIME**

An individual or family who has not owned a home during the three-year period preceding the HUD-assisted purchase of a home for principal residence.

#### **SPECIAL NEEDS POPULATIONS**

Please refer to program description for details, a special needs household can include a person or persons in any of the following categories: Female headed household with children; Mentally Impaired Persons; Physically Disabled Persons; Substance Abusers; Persons with Tuberculosis; Persons with AIDS/HIV related Diseases; and Survivors of Domestic Violence.

#### **OTHER**

Please refer to program description.

#### **N/A**

Not Applicable

**INCOME TYPES** (Income) - A household's income as defined by HUD for New York City, including the five boroughs, adjusted for family size is as follows:

(Income definitions are based on Federal Fiscal Year 2003 Section 8 Median Family Income (MFI) for New York City which is \$51,900.)

#### **VERY LOW** ( 0 to 50% MFI) [Equivalent to CDBG's low-income category]

A household with an income less than or equal to 50 percent of the area's median family income (Defined as less than or equal to \$31,400 for a family of four, or less than or equal to \$22,000 for a single person household.)

#### **LOW** (51 to 80% MFI) [Equivalent to CDBG's moderate-income category]

A household with an income greater than 50 percent and less than or equal to 80 percent of the City's median family income. (Defined as greater than \$31,400 and less than or equal to \$50,250 for a family of four; and greater than \$22,000 and less than or equal to \$35,150 for a single person household.)

**MODERATE** (81 to 95% MFI)

A household with an income greater than 80 percent or less than or equal to 95 percent of the City's median family income. (Defined as greater than \$50,250 or as less than or equal to \$59,650 for a family of four.)

**OTHER MODERATE** (96 to 133% MFI)

A household with an income greater than 95 percent or less than or equal to 133 percent of the City's median family income. (Defined as greater than \$59,650 or as less than or equal to \$83,525 for a family of four.)

**ABOVE MODERATE** (Greater than 134% MFI)

A household with an income greater than or equal to 134 percent of the City's median family income. (Defined as greater than \$83,525 for a family of four.)

**LIMITED CLIENTELE**

An activity which benefits a limited clientele, at least 51 percent whom are, or are presumed to be, low and moderate income persons.

**SLUMS AND BLIGHT AREA**

An activity will be considered to address prevention or elimination of slums or blight in an area if:

- a) The area, delineated by the recipient, meets a definition of a slum, blighted, deteriorated or deteriorating area under State or local law;
- b) Throughout the area there is a substantial number of deteriorated or deteriorating buildings or the public improvements are in a general state of deterioration;
- c) Documentation is maintained by the recipient on the boundaries of the area and the condition which qualified the area at the time of its designation; and
- d) The assisted activity addresses one or more of the conditions which contributed to the deterioration of the area. Rehabilitation of residential buildings carried out in an area meeting the above requirements will be considered to address the area's deterioration only where each such building rehabilitation is considered substandard under local definition before rehabilitation, and all deficiencies making a building substandard have been eliminated if less critical work on the building is undertaken. At a minimum, the local definition for this purpose must be such that buildings that it would render substandard would also fail to meet the housing quality standards for the Section 8 Housing Assistance Payments Program-Existing Housing.

**LOW/MODERATE AREA**

At least 51 percent of the residents in a defined geographic area are low and moderate income persons.

**LOW/MODERATE HOUSING**

At least 51 percent of the units in a building are occupied by low and moderate income persons.

**LOW/MODERATE JOBS**

Greater than 51 percent of the jobs are held by persons from low and moderate income households.

**SLUM/BLIGHT URBAN RENEWAL**

An activity will be considered to address prevention or elimination of slums or blight in an urban renewal area if the activity is:

- i) Located within an urban renewal project area or Neighborhood Development Program (NDP) action area; i.e., an area in which funded activities were authorized under an urban renewal Loan and Grant Agreement or an annual NDP Funding Agreement, pursuant to Title 1 of the Housing Act of 1949; and
- ii) Necessary to complete the urban renewal plan, as then in effect, including initial land redevelopment permitted by the plan.

Note: Despite the restrictions in (b)(1) and (2) of this section, any rehabilitation activity which benefits low and moderate income persons pursuant to paragraph (a)(3) of this section can be undertaken without regard to the area in which it is located or the extent or nature of rehabilitation assisted.

**SLUM/BLIGHT SPOT**

Acquisition, clearance, relocation, historic preservation and building rehabilitation activities which eliminate specific conditions of blight or physical decay on a spot basis not located in a slum or blighted area will meet this objective. Under this criterion, rehabilitation is limited to the extent necessary to eliminate specific conditions detrimental to public health and safety.

**URGENT NEED**

Recent activities performed to alleviate existing conditions which pose a serious and immediate threat to the health or the welfare of the community.

**N/A**

Not Applicable



## **APPENDIX 5:**

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## **Appendix 6:**

### **Resources for Prospective Homebuyers**

The City of New York offers many opportunities for homeownership throughout the five boroughs. The City has created an informative Internet web site:

<http://www.nychome.org>

The web site is designed to assist all persons interested in homeownership, financing, counseling and equal access to housing. From deciding on a neighborhood to figuring out how much you can afford to pay, this site is a guide to assist New Yorkers through the steps to becoming a New York City homeowner.

A summary of the topics covered on the web site include the following useful information and resources:

#### **Investing in NYC**

##### **Tax Advantages**

##### **Building Wealth**

##### **Why New York City?**

##### **What New York City Offers**

- Culture and Leisure
- Education
- Hospitals and Healthcare
- Transportation
- Neighborhood Living

##### **What Can I Afford?**

##### **Neighborhoods**

###### Manhattan

- Harlem

###### The Bronx

- Melrose
- Bedford Park
- Belmont

###### Brooklyn

- Bedford-Stuyvesant
- Sunset Park
- Bath Beach
- Red Hook

- East New York
- Madison
- Kensington
- Boerum Hill
- Prospect Heights
- Gerritsen Beach

### **Queens**

- Forest Hills/Rego Park
- Kew Gardens/North Richmond Hills
- The Rockaways
- Cambria Heights
- Broadway-Flushing
- College Point
- Jackson Heights
- Ozone Park

### **Staten Island**

- Port Richmond
- Manor Heights

### **The Buying Process**

- Job History, Credit, and Savings
- Homeownership Expenses
- What Type of Property?
- Finding Available Properties
- Questions to Ask
- Mortgages
- Mortgage Brokers
- Online Mortgages
- Mortgage Costs
- Predatory Lenders
- What Lenders Look For
- Mortgage Applications
- Finding an Attorney
- Homeowner's Insurance
- Engineer's Report
- Signing the Contract

### **Buyer Resources**

- Tax Benefits
- NYC HPD
- Fannie Mae
- Veterans Administration
- NYPD Home

- Neighborhood Housing Services
- Mortgage Coalition
- Habitat for Humanity

### **HUD**

- Additional Resources

### **Owner Resources**

- NYC HPD
- Fannie Mae
- Neighborhood Housing Services
- HUD
- Additional Resources

### **Property Listings**

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