

Housing Policy Task Force Structure and Process for Notice of Funding

Housing & Homelessness
Solutions Committee
February 4, 2020

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Neighborhood Revitalization



Summary

- Background
- Single Family NOFA Evaluation Criteria
- Housing Policy Task Force (Task Force) & Steering Committee
- Stakeholder Input

Background

- The Comprehensive Housing Policy was adopted May 9, 2018
 - The task force and steering committee were established at this time to serve as a sounding board for staff as we worked through policy implementation.
- The Notice of Funding Availability was issued May 9, 2019
 - Housing worked with procurement in accordance of administrative directives and state law
 - NOFA process was in adopted CHP
- The CHP was modified December 11, 2019 to align the task force with the CHP.
 - In lieu of committees, the task force would provide feedback on initiatives grouped by focus areas

Background

- The portion of the Comprehensive Housing Policy that guides the single-family NOFA process has remained unchanged since the original approval in May 2018.
- Public information sessions about the NOFA were held in May 2019.
 - There was no other communication with prospective applicants about the NOFA outside of these public meetings.
- Once the NOFA was issued, all communication with the applicants was directed through the Office of Procurement Services
- NOFA scoring presentations was a multi-department effort—August 7-9, 2019
- Independent scoring by the NOFA review panel was August 12 - September 5, 2019.
- NOFA scoring was announced to Council via Friday Memo September 6, 2019
- NOFA presentation to City Council occurred December 10, 2019

Single Family NOFA Evaluation Criteria

- Evaluation Criteria

1. Development Team Experience

2. Leveraging of Funds

3. Consistency with Comprehensive Housing Policy

4. Consistency with City's Business Inclusion & Development Plan

5. Project and Site Factors

6. Financial Feasibility (Underwriting)

HPTF & Steering Committee

- Although the Task Force & Steering Committee was approved by City Council, the task force is not a city board because it was not created by ordinance or by the city's charter
- Boards that are created by City Council ordinance are codified in the Dallas City Code.
 - Codified boards and commissions act as advisory bodies to the city manager and the city council and provide recommendations as prescribed in the code
- The Task Force & Steering Committee were created by City Council resolution
 - Their functions are specified in the Comprehensive Housing Policy

HPTF & Steering Committee

- The Steering Committee meets with Housing Staff to discuss new initiatives and provides advice on who to speak with, precedents from other cities and their own knowledge on the topic. They do not vote on anything.
- Staff present initiatives including input from the Steering Committee to The Task Force (currently over 500 participants) to receive a wide variety of unofficial feedback
- It is likely that members of the Task Force & Steering Committee will seek to do business with the City or use City programs
 - Members of the Task Force & Steering Committee must follow standard application, review, and procurement processes, the same as any other member of the public.
- These members are not made subject to the Chapter 12A Code of Ethics merely by serving on the task force because they are not city officials for purposes of Chapter 12A.
- The Steering Committee has advised on the Low-Income Housing Tax Credit guidelines, the Dallas Homebuyer Assistance Program, the Home Improvement and Preservation Program, the Title Clearing Program, the Community Land Trust Program, and the Neighborhood Empowerment Zone Program

Stakeholder Input

- Public input is essential to the Department of Housing & Neighborhood Revitalization
 - That input may come from people who also seek to do business with the Department
 - There is no direct conflict as public input is one of many research techniques utilized by staff to craft well informed publicly vetted policy
 - The input received is taken into consideration by staff but is not mandated that this input becomes action

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