

COUNCIL ON HOUSING  
Public Session via Conference Call  
September 13, 2023

**Motions**

- June 14, 2023 Minutes
- Resolution NO. 644 Continuum of Care Support Grant

Doug Motley, Chair, called to order the public session of the Council on Housing meeting at 2:06pm, Wednesday, September 13, 2023. In addition to Mr. Motley, the following Council members were present:

Amy Walls	Barbara Cool	Francis Julian	Connie Harrington
Dianne Casey	Lillian Harris		

Doug Motley and Dianne Casey were present in person at Huling Cove, Lewes, DE which served as the anchor location for the meeting. All other members of Council appeared via video.

The following council members were absent from the meeting:

Vincent White

**Also attending:**

Eugene Young, DSHA	Melissa Ziegler, DSHA
Stephanie Griffin, DSHA	Candace Collins, DSHA
Javier Horstmann, DSHA	
Alice Davis, DSHA	
Dawn Favors-Jopp, DSHA	

**MODIFICATION IN AGENDA**

Mr. Motley requested to postpone the DSHA report due to Director Young joining later during the meeting. No objections to reordering the meeting.

**APPROVAL OF MINUTES**

Mr. Julian moved and Ms. Harrington seconded that the Minutes of the June 14, 2023 meeting be approved as submitted. For clarification there is a typo on last page under old/new business. Change MARCO-HAHRO to MARC-NAHRO (Middle Atlantic Council of the National Association of Housing and Redevelopment Officials). The motion passed.

## COMMITTEE REPORTS

### OPERATIONS – Ms. Walls

- Present the Slate of Office for 2024 at the July 12<sup>th</sup> meeting.
  - Doug Motley, President – 1 year term
  - Connie Harrington, Vice President – 1 year term

Ms. Walls moved and Mr. Julian seconded the motion to approve Doug Motley, President for a 1 year term and Connie Harrington, Vice President for a 1 year term. The motion passed.

### COMMUNICATIONS – Ms. Casey

- The committee is getting ready to work on the Annual Report along with the Policy Committee.

### POLICY – Mr. Hortsmann

- The goal of the policy committee is to generate recommendations for the Annual Report. We will do the report differently this year. Everyone will receive an invitation to participate in the meetings and voice their concerns prior to bringing the annual report before the full council to vote. Hopefully, the report will be done in the November/December timeframe.

### LOAN REVIEW:

The committee met September 5, 2023 and reviewed one funding request for consideration by Loan Review. After due discussion, Loan Review made the following recommendations to Council:

- **Housing Alliance Delaware (“HAD”) Continuum of Care Support Grant**
  - The Housing Alliance Delaware (“HAD”) is an independent statewide nonprofit that works to strengthen the support system for people who are homeless. Through collaboration with stakeholders, data collection, and coordination of funding, HAD serves as the state lead agency in coordinating the Delaware Continuum of Care (DE COC) and submitting the collaborative application to HUD. Last year the application resulted in \$8.9 million in federal funds awarded to Delaware to maintain and expand housing and services for homeless individuals and families in Delaware.
  - HAD is requesting a total of \$230,031 in funding, which is an increase of \$30,000 of funding from FY22. DSHA has funded the agency in three areas: Administration, which includes the Community Management Information System; Centralized Intake which is funded in large part by HUD, with HDF supporting cost that the HUD grant does not cover; and support of the DE COC.
  - *Centralized Intake*
  - Responded to an average of 2,541 calls/emails/requests for housing and homeless help each month, from an average of 1,000 unduplicated households each month.
  - Sent an average of 190 emergency shelter referrals each month vs. 140 in 2021
  - Sent an average of 11 TH referrals each month

- Sent an average of 66 RRH referrals each month vs. 10 in 2021
- Sent an average of 4 PSH referrals each month vs. 2,541 in 2021 during the height of the pandemic
- Approved 200+ homeless households in Delaware to apply to PHAs for Emergency Housing Vouchers
- Implemented changes to CI's prioritization process, resulting in faster housing referrals, and ensuring all referrals for housing are eligible.
- Maintained the use of Call Point and began publishing monthly data dashboard about need for homeless help on HAD's website in January 2023: <https://www.housingalliance.org/>
- Based on the information provided in the synopsis and during the discussion, the members of Loan Review agreed to present for the full Council's approval the funding request for: HDF grant in the amount of \$230,031 to fund eligible activities of Housing Alliance Delaware as the lead COC agency for the State of Delaware.

Mr. Julian moved and Ms. Casey seconded Resolution NO. 644, Continuum of Care Support Grant to be approved. The motion was passed with seven (7) votes in favor and no abstentions.

### **DSHA REPORT – Director Young**

#### **Homeowner Assistance Fund (DMRP)**

- To date, we have provided \$ \$29,724,192 in assistance to 2,448 households with an average of \$12,142. In addition to the assistance paid, we have allocated \$667,643 for receiving future monthly assistance payments. DSHA has set aside \$3,000,000 to provide \$20,000 grants for home rehabilitation to Households with incomes at or below 80% Median Income. Applicants can apply through the website ([www.demortgagehelp.com](http://www.demortgagehelp.com)) or through their local habitat for humanity. To date we have 86 applicants ready for home inspections.
- Our agency launched two new down payment assistance programs on June 15th. We allocated \$5 million dollars to these programs using the FY24 budget funds. The Home Sweet Home Program is designed to help homebuyers purchasing a home with a sales price of less than \$285,000. The Delaware Diamonds Program is designed to help Delaware essential workers with occupations such as first responders, state employees, medical workers, and teachers.
- To date, 125 households have been approved through Delaware Diamonds Program for \$1.87 million in down payment assistance. 182 loans have been approved for The Home Sweet Home Program for \$2.18 million in down payment assistance. In total, 307 loans have been approved for \$4.05 million in down payment assistance.

#### **Emergency Rental Assistance**

- DSHA has awarded \$883,000 Housing Stability Services ERA funds to create the Housing Outreach and Stability Services (HOSS) program. The funding was provided to five community partner organizations: Central Delaware Habitat for Humanity, Latin American Community Center, Lutheran Community Services, NeighborGood Partners, and West End Neighborhood House. The overarching goal of HOSS is to support individuals and families in maintaining their housing and achieving housing

stability. HOSS does this by providing education on and connection to short- and long-term services as needed. Each HOSS partner organization will have dedicated staff to provide community outreach, case management, and other wraparound supports--including referrals to legal aid, employment or education resources, and financial literacy and housing counseling--to eligible households experiencing housing instability.

### **Housing Needs Assessment**

- Our HNA release event is scheduled for October 10<sup>th</sup>. Additionally, over 200 people have registered for the event. Participants can attend virtually or in person, with the majority choosing to attend virtually. Senator Carper and Regional Administrator Matt Heckles are confirmed to provide remarks.

### **ARPA Programs**

- Rent Reporting Pilot - We currently have 132 renters participating in the program. 63% of participants have had a positive score change since enrolling; of those, the average score increase is 45 points. We continue to advertise the program widely in conjunction with program partner NeighborGood Partners.
- Catalyst Fund launched and several applications are in the preliminary review stage. Cinnaire anticipates these applications will be submitted to underwriting by the end of the month. The construction loan fund was established at \$6MM and the current pipeline exceeds that allocation.
- Market Rate Accelerator fund is in the final development stages. We have received positive feedback and program suggestions from our internal stakeholder sessions, next steps are final program design guidelines to be released, scheduling a public information session, and full program launch. It is anticipated that the program will be accepting applications by mid-October.

### **Low Income Housing Tax Credit (LIHTC) Applications**

- Since our last meeting in July, DSHA announced the 2023 competitive round allocations of Low Income Housing Tax Credits (LIHTC). Three applicants received an allocation of 9% LIHTCs - a 42-unit new creation in Lewes, a substantial rehab in Newark, and a 59-unit new creation senior site in Georgetown.
- DSHA has also announced a special 4% LIHTC competitive allocation round with a focus on the use of the ARPA dollars set aside for preservation and new creation of low income housing tax credit developments. Applications are due by October 13, 2023 at 3pm. All applicants must demonstrate an ability to achieve construction closing by September 30, 2024 to comply with the ARPA commitment deadlines. As part of this special round, DSHA offered a one-time waiver for the active project threshold limit. Developers who are currently at or above the threshold limit will be permitted to apply for this special round and any allocation made under this special round will not count toward future active project counts.

### **OLD / NEW BUSINESS:**

- Ms. Casey discussed another round of Federal Home Loan Bank of Pittsburgh funding in

partnership with DSHA’s HDF for programs to prevent homelessness. The applications for funding proposals have been submitted 6 weeks ago. The evaluation team will meet September 15, 2023 to discuss the 14 applications. Announcements will be sent out to successful applicants.

- Ms. Harrington wanted to thank Ms. Griffin and Mr. Hortsmann for the planning meeting in August. It was a good meeting, and we should continue to have once a year.
- Mr. Motely discussed the strategic plan and extending the current one. We have a strategic plan from 2018 – 2022 that should be extended due to Covid. We need to formalize the strategic plan now through June 2024. Mr. Motley motioned Ms. Casey seconded to extend the existing strategic plan through fiscal year 2024. The motion was passed seven (7) votes, no abstentions.

### **SCHEDULING OF NEXT MEETING**

- The next meeting is scheduled for Wednesday, October 11, 2:00 p.m. via conference call with the anchor location will be the offices of the Delaware State Housing Authority, the conference room of 18 The Green, Dover DE.

### **ADJOURNMENT**

There being no further business to come before the Council, the meeting was adjourned at 2:43 p.m.

Respectfully submitted,

*Candace Collins*

Candace Collins

Note: Copies of materials referenced as “attached” in these Minutes are available upon request.