

**FAIR HOUSING INITIATIVES PROGRAM WEB SURVEY IN TELEPHONE  
INSTRUMENT GUIDE FORMAT**

Please take a few minutes to complete this survey. DB Consulting is conducting a program evaluation of the Fair Housing Initiatives Program on behalf of the U.S. Department of Housing and Urban Development (HUD). This study is intended to provide HUD with an in-depth understanding of how fair housing agencies function and what role FHIP funds play in supporting their operation. This information may be used by HUD as part of future budget justifications for the program, design of new performance measures, and program changes. Your response to the survey is critical to the success and validity of this research.

Your participation in this survey is voluntary. The questions have been approved by the United States Office of Management and Budget, number xxxxxx. It is estimated that it will take you between 45 and 90 minutes to complete the survey. If you do not have time to complete the survey in one sitting, you can return to it at a later time.

Note that this is a survey of all FHIP agencies receiving grants between FY 2003 and FY 2005. Most of the questions are about your agency in 2006, whether or not you received a grant in FY 2005. This is intentional, as we are interested in how groups operate in years when they get funding as well as when they do not get funding. We think by asking about 2006, the information will be most fresh in your mind and we can analyze the data both by current grantees and former grantees.

To make responding to this survey easier for you, you may choose to use calendar year 2006 or your agency's fiscal year 2006, whichever you have better data on budget and program operations. Our objective is to have the best data possible for the most recently completed 12 month period.

**CONTACT INFORMATION**

In case we need to follow up with you to clarify any response, please provide the following contact information:

- A) Name of Primary Person Completing Survey: \_\_\_\_\_
- B) Title: .....\_\_\_\_\_
- C) Phone Number: .....\_\_\_\_\_
- D) Email: .....\_\_\_\_\_

**QUESTIONS**

Organizational Mission

As part of this evaluation, HUD is trying to understand the variety of models fair housing organizations use nationwide and in what context of the agency's mission does their fair housing work fall. The following questions asked about your organization's mission and structure:

1) What is the overall mission of your organization?

2) How does fair housing fit within your overall mission?

- Exclusive role.....
- Primary role.....
- Significant role among several.....
- Secondary role.....
- Minor role.....

Organization Structure

3) Which of the following describes your organization?

- Non-profit.....
- State government.....
- Local government.....

4a) Does your organization have a Board of Directors?

- Yes .....
- No.....

4b) If yes, what is the size of your organization’s Board of Directors (including vacancies) ? \_\_\_\_\_

4c) How many of the Board of Director positions are currently vacant? \_\_\_\_\_

4d) Does your Board of Directors include representatives from:

- (a) Other civil rights organizations Yes  No
- (b) Legal professionals.....Yes  No
- (c) Residents of the target service area Yes  No
- (d) Landlords or landlord organizations Yes  No
- (e) Real estate agents/organizations Yes  No
- (f) The lending industry (such as bankers) Yes  No
- (g) Government agencies.....Yes  No
- (h) Faith Based/Clergy.....Yes  No
- (i) Other non-profits.....Yes  No
- (j) Unions/Labor Organizations. Yes  No
- (k) Individuals representing themselves Yes  No

4e) How many board members have been on the board for:

- (a) 10 years or longer?.....\_\_\_\_\_
- (b) 5 to 10 years?.....\_\_\_\_\_
- (c) 2 to 5 years?.....\_\_\_\_\_
- (d) Less than 2 years?.....\_\_\_\_\_

5a) Is your agency an operating member of the National Fair Housing Alliance?

- Yes (skip to 6).....
- No.....

5b) If No, is your agency a supporting member of the National Fair Housing Alliance?

Yes.....

No.....

6) Is it a member of any civil rights organizations?

Yes.....

Specify \_\_\_\_\_

No.....

7) Is it affiliated with other organizations?

Yes.....

Specify \_\_\_\_\_

No.....

Organization History

As part of this evaluation, HUD wants to know about organization history and where and whom it generally serves. This information will help understand more about FHIP organization stability and the overall geographic coverage by FHIP agencies nationwide.

8) In what year was your organization founded (legally incorporated)? \_\_\_\_\_

9) In what year did it **first** become active in fair housing activities? \_\_\_\_\_

10a) Has your agency's involvement in fair housing activities been continuous since that time or has it been discontinuous (that is, stopped doing fair housing activities at some point and then restarted)?

Continuous (skip to 11).....

Discontinuous.....

10b) If discontinuous, why did it stop providing fair housing services?

10c) If discontinuous, in what year did it become active in fair housing activities for the most recent period of continuous activity?

\_\_\_\_\_



Service Area and Population

11a) Please describe your organization's fair housing primary service area? (That is, the area where you primarily market your program and where most of the clients you serve live).

- Targeted neighborhood(s).....
- A single city.....
- A single county.....
- A single metropolitan area.....
- Multiple cities and/or counties outside of a metropolitan area
- Statewide.....
- Multiple states (specify) \_\_\_\_\_
- Nationwide.....
- Other (specify) \_\_\_\_\_

11b) What is the approximate population of your fair housing primary service area? (That is, the number of people in the area where you primarily market your program and where most of the clients you serve live). \_\_\_\_\_

12a) In 2006, did your organization primarily market to a specific population or populations?

- Yes.....
- No (skip to 13) .....

12b) If yes, what population(s) did your organization primarily market to in 2006 (you may select more than one)?

- Persons with Disabilities.....
- Families.....
- Blacks or African Americans.....
- Hispanics or Latinos.....
- Asians.....
- American Indians or Alaskan Natives
- Native Hawaiians or Other Pacific Islanders
- Immigrants.....
- Low-Income.....
- Women.....
- Men.....
- Other .....
- Specify \_\_\_\_\_

12c) In 2006, did your group limit its fair housing services to only families below a specified income threshold (such as low-income)?

Yes .....

No.....



13) Please indicate whether or not your organization provided the following fair housing services in 2006 (you may select more than one)?

- Education and Outreach.....Yes  No
  - Investigations Involving Testing.....Yes  No
  - Non-Testing Investigations (such as interviewing friendly witnesses)      Yes   
No
  - Referrals to pro-bono or contingency attorneys Yes  No
  - Research Involving Testing.....Yes  No
  - Other .....Yes  No
- Specify \_\_\_\_\_

14) If your organization provided other services beyond fair housing in 2006, what were the three largest types of programs provided?

- (a) Largest: .....\_\_\_\_\_
- (b) Second Largest: ..... \_\_\_\_\_
- (c) Third Largest:.....\_\_\_\_\_

15a) How do you market your fair housing services? Check each activity you used in 2006.

- .....Yellow pages
  - .....Radio advertisement
  - .....Newspaper advertisement
  - .....Bus advertisement
  - .....Internet advertisement
  - Brochures.....
  - Newsletters.....
  - Presentations to organizations/civic groups
  - Other.....
- Specify \_\_\_\_\_
- Specify \_\_\_\_\_
- Specify \_\_\_\_\_

15b) Does your organization have a web page?

- Yes.....
- No.....

16a) Do you ask clients how they became aware of your fair housing services?

- Yes.....
- No (skip to 17).....



16b) Please indicate (by numbering 1,2,3), the three most common ways clients reported that they learned about your agency?

- .....Yellow pages \_\_\_\_\_
  - .....Radio advertisement \_\_\_\_\_
  - .....Newspaper advertisement \_\_\_\_\_
  - .....Bus advertisement \_\_\_\_\_
  - .....Internet advertisement \_\_\_\_\_
  - Internet search (Google, Yahoo, etc) \_\_\_\_\_
  - .....Friend, neighbor, or relative \_\_\_\_\_
  - Brochures..... \_\_\_\_\_
  - Newsletters..... \_\_\_\_\_
  - Presentations to organizations/civic groups \_\_\_\_\_
  - .....Referral from another agency \_\_\_\_\_
  - Other..... \_\_\_\_\_
- Specify \_\_\_\_\_

Technology

17a) In 2006, approximately how many of your regular staff had a working computer available for their exclusive use?

- “All”  “Most”  “Roughly Half”  “A few”  “None”

17b) In 2006, approximately how many of your regular staff had a working computer available for their exclusive use that also had access to the internet?

- “All”  “Most”  “Roughly Half”  “A few”  “None”

17c) In 2006, did your organization have a working fax machine?

- Yes  No

17d) In 2006, did your organization use audio recorders in its fair housing testing? (select only one)

- Yes, all of the time  Yes, some of the time  No  Not legal in our state  We do not do testing

17e) In 2006, did your organization use any of the following information services as part of its fair housing work?

- (a) Westlaw .....Yes  No
- (b) LexisNexis .....Yes  No
- (c) Census Data .....Yes  No
- (d) Other .....Yes  No

Specify \_\_\_\_\_  
 Specify \_\_\_\_\_  
 Specify \_\_\_\_\_

Employees

At the core of any organization are its employees. HUD wants to know about the characteristics of fair housing employees, their education levels, fair housing training and experience, and length of tenure in employment.

18) How many employees does your overall organization have?

(a) Full time (35-hour workweek - include volunteers who fill regular staff positions, exclude temporary staff and professional services conducted by third-parties such as accounting, bookkeeping, and legal counsel)? \_\_\_\_\_

(b) Part time (less than 35-hour work week - include volunteers who fill regular staff positions, exclude temporary staff and professional services conducted by third-parties such as accounting, bookkeeping, and legal counsel)? \_\_\_\_\_

18c) How many employees work on fair housing activities as a regular part of their job?

(a) Full time?..... \_\_\_\_\_

(b) Part time?..... \_\_\_\_\_

19a) How many of your fair housing staff (both full-time and part-time) provided the following fair housing services in 2006. Please distinguish between primary (more than 50%) responsibility and occasional responsibility (less than 50%):

<u>Responsibility</u>	<u>Primary</u>	<u>Occasional</u>	<u>Total</u>
(a) Intake?	_____	_____	_____
(b) Education and Outreach?	_____	_____	_____
(c) Investigation?	_____	_____	_____
(e) Testing?	_____	_____	_____
(f) Statistical Analysis/Research?	_____	_____	_____
(g) Legal Referrals?	_____	_____	_____
(h) Policy Issues?	_____	_____	_____
(i) Advocacy?	_____	_____	_____
(j) Other? Specify _____	_____	_____	_____

19b) How many of your fair housing staff (both full-time and part-time) belong to each of these racial/ethnic groups?

- (a) Non-Hispanic White?..... \_\_\_\_\_
- (b) Non-Hispanic Black or African-American? \_\_\_\_\_
- (c) Non-Hispanic Asian?..... \_\_\_\_\_
- (d) Non-Hispanic Native Hawaiian or Other Pacific Islander? \_\_\_\_\_
- (e) Non-Hispanic American Indian or Alaska Native? \_\_\_\_\_
- (f) Non-Hispanic Two or More Races?..... \_\_\_\_\_
- (g) Hispanic or Latino AND White?..... \_\_\_\_\_
- (h) Hispanic or Latino AND Black or African-American? \_\_\_\_\_
- (i) Hispanic or Latino AND Asian?..... \_\_\_\_\_
- (j) Hispanic or Latino AND Native Hawaiian or Other Pacific Islander? \_\_\_\_\_
- (k) Hispanic or Latino AND American Indian or Alaska Native? \_\_\_\_\_
- (l) Hispanic or Latino AND Two or More Races? \_\_\_\_\_

19c) How many of your fair housing staff (both full-time and part-time) are women, and how many are men?

- (a) Women?..... \_\_\_\_\_
- (b) Men?..... \_\_\_\_\_

19d) How many of your fair housing staff (both full-time and part-time) have the following as their highest level of education completed?

- (a) Less than high school graduate? \_\_\_\_\_
- (b) High school graduate only?. \_\_\_\_\_
- (c) 2-year college degree?..... \_\_\_\_\_
- (d) 4-year college degree?..... \_\_\_\_\_
- (e) Masters degree?..... \_\_\_\_\_
- (f) Law degree (J.D.)?..... \_\_\_\_\_
- (g) Doctorate (Ph.D.)?..... \_\_\_\_\_
- (h) Not Known?..... \_\_\_\_\_

19e) How many of your fair housing staff (both full-time and part-time) have worked for your agency..

- (a) More than 10 years?..... \_\_\_\_\_
- (b) 6 to 10 years?..... \_\_\_\_\_
- (c) 3 to 5 years?..... \_\_\_\_\_
- (d) 1 to 2 years?..... \_\_\_\_\_
- (e) Less than 1 year?..... \_\_\_\_\_

19f) How many of your fair housing staff (both full-time and part-time) have worked on fair housing issues, whether or not with your agency ...

- (a) More than 10 years?..... \_\_\_\_\_
- (b) 6 to 10 years?..... \_\_\_\_\_
- (c) 3 to 5 years?..... \_\_\_\_\_
- (d) 1 to 2 years?..... \_\_\_\_\_
- (e) Less than 1 year?..... \_\_\_\_\_

19gi) How many staff in 2006 had responsibility for coordinating tests? \_\_\_\_\_

19gii) If you had a test coordinator(s) in 2006, please describe the testing-related training the test coordinator(s) had received and when they received that training.

19hi) How many staff in 2006 had responsibility for doing complaint intake? \_\_\_\_\_

19hii) If you had intake staff in 2006, please describe the intake-related training that they have received and when they received that training.

20a) Over the past five years how many different Executive Directors have you had for your organization?

\_\_\_\_\_

20b) If different than the Executive Director, over the past five years how many different Fair Housing Program Directors have you had for your organization?

\_\_\_\_\_

21) How much did your organization spend in FY 2006 on fair housing related staff training and continuing education?

\$\_\_\_\_\_

Budget

One of the core goals of this evaluation is to understand the financial stability of fair housing organizations from year-to-year. The following questions ask about total budget, sources of funding for fair housing activities, and general budget stability from year-to-year.

22) What was your organization's TOTAL operating budget for its fiscal year 2006?

\$\_\_\_\_\_

23) What was your organization's FAIR HOUSING operating budget for its fiscal years:

(a) 2004?.....\$\_\_\_\_\_

(b) 2005?.....\$\_\_\_\_\_

(c) 2006?.....\$ \_\_\_\_\_



24) For the organization’s fiscal year 2006, please indicate the amount of dollars from each source that supported your FAIR HOUSING operations, please distinguish between enforcement activities and education and outreach activities (if unable to differentiate between activities, please provide the “Total” amount and indicate “DK” under “Enforcement” and “Education and Outreach”):

	<u>Enforceme nt</u>	<u>Education &amp; Outreach</u>	<u>Total</u>
(a) FHIP PEI	\$_____	\$_____	\$_____
(b) FHIP EOI	\$_____	\$_____	\$_____
(c) FHIP FHOI	\$_____	\$_____	\$_____
(d) CDBG from City, County, or State	\$_____	\$_____	\$_____
(e) Other funding from City, County, or State	\$_____	\$_____	\$_____
(f) HUD Housing Counseling Funds	\$_____	\$_____	\$_____
(g) Proceeds from fair housing settlement(s)	\$_____	\$_____	\$_____
(h) Realtors	\$_____	\$_____	\$_____
(i) Bankers/Mortgage Companies	\$_____	\$_____	\$_____
(j) Landlords or Associations	\$_____	\$_____	\$_____
(k) Foundations	\$_____	\$_____	\$_____
(l) Charitable Donations	\$_____	\$_____	\$_____
(k) Specify			
	\$_____	\$_____	\$_____
	\$_____	\$_____	\$_____

25a) Over the past five years, would you describe your funding FROM ALL SOURCES for fair housing activities to be:

- Generally increasing over time.....
- Relatively stable from year-to-year
- Up and down modestly from year-to-year
- Up and down significantly from year-to-year
- Generally decreasing over time.....

25b) Please explain what most affects the stability of your fair housing funding from year-to-year:

26a) In the past five years (since 2001), has your organization received funds from settlements as a result of lawsuits or administrative complaints?

- Yes.....
- No.....

26b) If yes, what is the total amount your organization has received from settlements in the past 5 years as a result of as a result of lawsuits or administrative complaints?  
\$

Enforcement Activities

Please answer the following questions if your organization conducted **any enforcement activities in 2006**, whether or not you received a PEI grant. Enforcement activities involve receiving, initiating, and/or investigating fair housing complaints.

27) Did your organization receive and/or investigate fair housing complaints in 2006?

- Yes.....
- No (skip to 60).....

*Inquiries*

28) How do you track and log fair housing inquiries (An inquiry is the initial request for assistance on an allegation of what appears to be unlawful housing discrimination)? (check all that apply)

- (a) Each inquiry is recorded in a database
- (b) Each inquiry is recorded in a paper file
- (c) Inquiry is noted in some other format
- (d) Inquiries are not tracked.....

29) Are any of the following items collected at time of initial contact?

- (a) Name.....Yes  No
- (b) Address .....Yes  No
- (c) Phone .....Yes  No
- (d) Nature of Inquiry ....Yes  No
- (e) Intake specialist response Yes  No

30a) From how many individuals or organizations (excluding your agency) did the

agency receive a fair housing inquiry in 2006? \_\_\_\_\_

30b) How many FAIR HOUSING investigations were “agency initiated” (for example, initiation of a systemic investigation based on renting patterns in a community)?  
\_\_\_\_\_

- 31) How many of the FAIR HOUSING inquiries and other investigations in 2006:
- (a) Led to fair housing complaints filed with HUD or FHAP? \_\_\_\_ or none
  - (b) Led to fair housing suits filed in court? ..... \_\_\_\_ or none
  - (c) Were resolved by your organization outside of HUD/FHAP or court? \_\_\_\_ or none
  - (d) Were investigated but no discrimination was confirmed? \_\_\_\_ or none
  - (e) Still under investigation? ..... \_\_\_\_ or none
  - (f) Led to evidence being referred to the Department of Justice? \_\_\_\_ or none
  - (g) Were referred to a state licensing agency? ... \_\_\_\_ or none
  - (h) Were referred to the State Attorney General? \_\_\_\_ or none
  - (i) Were referred to a state non-FHAP agency? ... \_\_\_\_ or none
  - (f) Resulted in some other outcome? .....
  - Other Outcome 1: \_\_\_\_\_ .....
  - Other Outcome 2: \_\_\_\_\_ .....
  - Other Outcome 3: \_\_\_\_\_ .....

32) What are the total number of FAIR HOUSING inquiries where the agency conducted some sort of an investigation in 2006 (an investigation is any proactive work by the fair housing agency to obtain evidence to validate the potential complaint)? .....

33a) How many of the FAIR HOUSING inquiries from individuals were investigated using FHIP PEI funds? ..... \_\_\_\_ or none

33b) How many of the "agency initiated" FAIR HOUSING investigation were conducted using FHIP PEI funds? ..... \_\_\_\_ or none

34) In 2006, of investigations undertaken, how many were:

	<u>Number</u>	<u>What proportion of inquiries investigated were investigated with PEI funds?</u>		
		<u>All</u>	<u>Some</u>	<u>None</u>
(a) Rental	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(b) Sales	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(c) Lending	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(d) Insurance	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(e) Other	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



35) In 2006, did your FHIP investigate any inquiries involving the following protected classes? If yes, were any investigated using PEI funds?

- (a) Race.....yes  no  ; With PEI? yes  no
- (b) Color .....yes  no  ; With PEI? yes  no
- (c) National Origin .....yes  no  ; With PEI? yes  no
- (e) Familial Status .....yes  no  ; With PEI? yes  no
- (f) Sex .....yes  no  ; With PEI? yes  no
- (g) Religion .....yes  no  ; With PEI? yes  no
- (l) Design and Construction yes  no  ; With PEI? yes  no
- (m) Disability (excluding design and construction) yes  no  ; With PEI?  
yes  no
- (h) Other \_\_\_\_\_ yes  no  ; With PEI? yes  no

36) Did you do any investigations in 2006 that used consultants or specialists?

- Yes.....
- No (skip to 38).....

37) For investigations that used consultants or specialists, what types of service did they provide?

- (a) Engineering/Architecture.....Yes  No
- (b) Statistical Analysis.....Yes  No
- (c) Other \_\_\_\_\_.....Yes  No

*Fair Housing Testing*

38) Does your organization conduct fair housing tests?

- Yes.....
- No (skip to 60).....

For organizations conducting fair housing tests:

39) Is there a staff person charged with coordinating tests?

- Yes.....
- No (skip to 41).....

40) If yes, approximately how much of that person's time in a year is dedicated to coordinating tests?

- "All" .....
- "Three-quarters" .....
- "Roughly Half" .....

“One-quarter or less”.....

41) Do you have documented tester training manual?

Yes.....

No (skip to 43).....

42) If yes, please describe how you developed the tester training manual (you may indicate more than one)?

Primarily locally developed.....

Primarily NFHA developed manual.....

Primary Housing Discrimination Study (HDS) manual

Other \_\_\_\_\_

43) Indicate if any testers were recruited in 2006 from the following methods:

Referrals from current testers.....Yes  No

Informal referrals from staff acquaintances.....Yes  No

Social service agencies.....Yes  No

Graduate school.....Yes  No

Actors guilds or similar.....Yes  No

Advertising in a public paper or posting flyers.....Yes  No

No testers recruited in 2006 .....

44) Of the testers conducting tests in 2006, about what proportion were NEW testers in 2006?

“All” .....

“Three-quarters” .....

“Roughly Half” .....

“One-quarter or less” .....

45) Of the testers conducting tests in 2006, about what proportion had attended a tester training session in 2006?

“All” .....

“Three-quarters” .....

“Roughly Half” .....

“One-quarter or less” .....

46) How did you compensate the majority of your testers in 2006?

Volunteers (no compensation).....

Paid an honorarium or stipend...

Paid staff (hourly or salary) .....



47) Approximately what proportion of your testing in 2006 was based on a complaint of discrimination from an individual complainant (excluding your own "agency initiated" tests or tests initiative at the request of HUD or a FHAP agency)?

"All"  "Most"  "Roughly Half"  "A few"  "None"

48) Approximately what proportion of your testing in 2006 was "agency initiated" (for example, initiation of a systemic investigation based on renting patterns in a community)?

"All"  "Most"  "Roughly Half"  "A few"  "None"

49) Were any tests conducted in 2006 in response to a request from HUD or FHAP agency?

Yes.....

No.....

50) Did your agency conduct any tests in 2006 for the housing industry as part of a "self-testing" program?

Yes.....

No .....

51) Did your agency conduct any tests in 2006 as part of a research project (such as to measure the level of discrimination in your community)?

Yes.....

No .....

52) Did your agency conduct any tests in 2006 for compliance testing in response to a settlement or court order?

Yes.....

No .....

53) How many TOTAL fair housing tests were conducted by the agency in 2006?

\_\_\_\_\_

54) How many TOTAL fair housing tests were conducted by the agency in 2006 that were funded with FHIP PEI funds? \_\_\_\_\_

55) Please indicate if in 2006 you conducted one or more of the following type of fair housing test:

(a) Rental.....yes  no

(b) Sales.....yes  no

(c) Lending.....yes  no

(d) Insurance.....yes  no

56) Please indicate if in 2006 you conducted one or more of the fair housing test for these protected classes:

- (a) Black or African American.....yes  no
- (b) Hispanic or Latino.....yes  no
- (c) Asian.....yes  no
- (d) American Indian or Alaskan Native.....yes  no
- (e) Native Hawaiian or Other Pacific Islander.....yes  no
- (f) Other Race.....yes  no
- (g) Other Color.....yes  no
- (h) Religion.....yes  no
- (i) Sex.....yes  no
- (j) National Origin.....yes  no
- (k) Familial Status.....yes  no
- (l) Design and Construction.....yes  no
- (m) Physical Disability (excluding design and construction) . yes  no
- (n) Sensory Disability (excluding design and construction)....yes  no
- (o) Mental Disability (excluding design and construction) .....yes  no
- (p) Other.....yes  no

57) Approximately what proportion of your testing is done through in-person visits?  
"All"  "Most"  "Roughly Half"  "A few"  "None"

58) Approximately what proportion of your testing based on individual (non "agency-initiated") complaints in 2006 resulted in some type of enforcement action?  
"All"  "Most"  "Roughly Half"  "A few"  "None"

59) Approximately what proportion of your agency initiated testing in 2006 resulted in some type of enforcement action?  
"All"  "Most"  "Roughly Half"  "A few"  "None"

Education and Outreach Activities

Please answer the following questions if your organization conducted **any education and outreach activities in 2006**, whether or not you received an EOI grant.

Education and outreach activities are activities that include developing education materials, analyzing local impediments to housing choice, providing housing counseling and classes, convening meetings that bring together the housing industry with fair housing groups, developing technical materials on accessibility, and mounting public information campaigns.

60) Did your organization undertake any FAIR HOUSING education and outreach activities in 2006?

Yes.....

No (skip to 70).....

61) Please indicate which of the listed fair housing education materials your organization uses in its education and outreach activities (please only indicate a brochure is used if 10 or more individuals received or used the material in 2006).

Fair Housing: Equal Opportunity for All (English/Spanish) - HUD.....

Fair Housing Act Design Manual - HUD.....

Fair Housing for HOME Participants - HUD.....

Fair Housing Planning Guide - HUD.....

Putting Your Home on the Loan Line is Risky Business (English/Spanish) - Federal Reserve.....

62) If you used other educational materials in 2006 created by an outside group, please provide the names and source of each (for example, a brochure developed by the National Fair Housing Alliance (NFHA), your state’s civil rights office, or another fair housing group):

i. Name: \_\_\_\_\_ Source: \_\_\_\_\_

\_\_\_\_\_  
ii. Name: \_\_\_\_\_ Source: \_\_\_\_\_

\_\_\_\_\_  
iii. Name: \_\_\_\_\_ Source: \_\_\_\_\_

63) Has your organization developed its own education materials (only indicate “yes” if the materials are currently used in your education and outreach activities)?

Yes.....

No (skip to 65).....

64) For educational material developed locally, please provide a title, purpose, target

audience, language, and if its development was paid for with the FHIP EOI grant (if more than three developed, list three used most often in 2006).

i. Title of locally developed material

\_\_\_\_\_  
Purpose (ie. How to spot a predatory loan)

\_\_\_\_\_  
Target Audience (ie. Hispanic homebuyers)

\_\_\_\_\_  
Language (ie. English)

\_\_\_\_\_  
Funded with current or past EOI grant: Yes  No

ii. Title:

\_\_\_\_\_  
Purpose:

\_\_\_\_\_  
Target Audience

\_\_\_\_\_  
Language :

\_\_\_\_\_  
Funded with current or past EOI grant: Yes  No

iii. Title:

\_\_\_\_\_  
Purpose:

\_\_\_\_\_  
Target Audience

\_\_\_\_\_  
Language :

\_\_\_\_\_  
Funded with current or past EOI grant: Yes  No

65) Please describe any fair housing education material that you think HUD should be developing and producing.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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66) What types of Education and Outreach activities did your organization undertake in 2006? For each, indicate if it was undertaken at all followed by whether or not it was funded all or partially with FHIP EOI funds.

(a) Develop education materials?yes  no  ; With EOI? yes  no

(b) Distribute education materials?yes  no  ; With EOI? yes  no

(c) Analyze local impediments to housing choice?yes  no  ; With EOI? yes   
no

(d) Provide housing counseling and classes?yes  no  ; With EOI? yes  no

(e) Convene meetings that bring together the housing industry with fair housing groups?  
.....yes  no  ; With EOI? yes  no

(f) Develop technical materials on accessibility?yes  no  ; With EOI? yes   
no

(g) Mount media campaign(s)?yes  no  ; With EOI? yes  no

(h) Training to landlords/management agencies?yes  no  ; With EOI? yes   
no

(i) Training to real estate agents?yes  no  ; With EOI? yes  no

(j) Training to lenders?.....yes  no  ; With EOI? yes  no

(k) Training to local government officials?yes  no  ; With EOI? yes  no

(l) Other (specify) \_\_\_\_\_yes  no  ; With EOI? yes  no

67) How many total people received direct fair housing education or training from your organization in 2006? \_\_\_\_\_

68) How many separate organization's did you provide fair housing training to their staff in 2006? \_\_\_\_\_

69) Do you undertake customer service survey of individuals after they receive training?

Yes.....  
 No.....

**FHIP Program Overall**

This final section of the survey is seeking information on challenges with current FHIP program implementation and your opinions on possible program changes.

70) To what extent have there been implementation problems, notable hardships, or significant costs associated with the administration of your FHIP grant?

- (a) Implementation Problems yes  no
- (b) Notable hardships .yes  no
- (c) Significant costs ....yes  no
- (d) If yes to any, please specify

71) What are the most significant challenges for organizations fair housing program?

	<u>Very significant</u>	<u>Somewhat significant</u>	<u>Not at all significant</u>
Consistent funding for enforcement operations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Consistent funding for education and outreach activities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Staff retention	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Staff expertise/training	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

72) Please rate your agreement with the following statements about HUD’s role in supporting private fair housing organizations with appropriation levels held constant?

	<u>Agree a lot</u>	<u>Agree a little</u>	<u>Disagree a little</u>	<u>Disagree a lot</u>
HUD should set standards for FHIP agency investigations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Standards for testing should be developed so FHIP agencies could have “certified testing programs”	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Make all PEI grants 3-year awards, but have fewer PEI and EOI grants each year	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Discontinue PEI 3-year awards and fund more EOI grants	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Discontinue PEI 3-year awards and fund more PEI grants	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reinstate the FHOI Program and have fewer overall PEI grants	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

73) In your own words, in what ways do the services your group provide add value to promoting and enforcing fair housing laws?

74) Please tell us what things you see as being problems with the FHIP program and what you think might be done to fix those problems.

75) Please use the following space to provide any further comments on either the challenges facing FHIP agencies, HUD’s role in supporting FHIP agencies, or concerns that were not captured in the survey.

Thank you very much for your participation in this survey. If you have any questions regarding the survey please contact the survey director, xxx of DB Consulting group, toll-free at 1-888-xxx-xxxx or email at xxx@DBConsulting.com.

**DRAFT HUD LETTER TO RESPONDENTS**

Dear Fair Housing Initiative Program Grantee:

The U.S. Department of Housing and Urban Development (HUD) has hired DB Consulting Group, Inc. to conduct an evaluation of the Fair Housing Initiative Program (FHIP). As part of this evaluation, DB Consulting is surveying all organizations that received a FHIP grant between FY 2003 and FY 2005, including your agency. The purpose of the survey is to better understand the diversity of FHIP recipients and how their programs are conducted. Results from this survey are a very important component of a larger evaluation that is intended to measure the contributions FHIP agencies play in supporting implementation of national, state, and local fair housing laws.

Your participation and cooperation in this survey is important. The report that will be produced will provide a picture of the FHIP program nationally. No responses will be attributed to an individual agency. HUD Policy Development and Research staff will use the information you provide solely for the purpose of the study.

The survey should take between 45 and 90 minutes, depending on the size of your program. To take the survey, please go to [www.xxx.xxx](http://www.xxx.xxx) and login (NEED TO PROVIDE THE LOGIN INFORMATION). If you have any difficulties with the survey or would prefer to answer the questions over the phone, please contact Tracy McCracken at DB Consulting at 1-800-xxx-xxxx. If you have any questions about the overall study, please contact Judson James from the Office of Policy Development and Research's Program Evaluation Division, 202-402-5707.

Thank you for your participation and attention to this matter.

Sincerely,

Bryan Greene  
Deputy Assistant Secretary  
Fair Housing Enforcement  
Monitoring

Kevin Neary  
Deputy Assistant Secretary  
Research, Evaluation, and



## **Federal Register Notice**

**DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

[Docket No. FR-5043-N-11]

**Notice of Proposed Information Collection for Public Comment: Survey of Agencies Receiving Funding Under HUD's Fair Housing Initiative Program (FHIP)**

**AGENCY:** Office of the Policy Development and Research, HUD.  
**ACTION:** Notice.

**SUMMARY:** The proposed information collection requirement described below will be submitted to the Office of Management and Budget (OMB) for review, as required by the Paperwork Reduction Act. The Department is soliciting public comments on the subject proposal.

**DATES:** *Comments Due Date:* February 9, 2007.

**ADDRESSES:** Interested persons are invited to submit comments regarding this proposal. Comments should refer to the proposal by name and/or OMB Control number and should be sent to: Report Liaison Officer, Office of Policy Development and Research, Department of Housing and Urban Development, 451 7th Street, SW., Room 8226, Washington, DC 20410-5000.

**FOR FURTHER INFORMATION CONTACT:** Todd M. Richardson, (202) 708-3700, extension 5706, (this is not a toll-free number) for copies of the proposed forms and other available documents.

**SUPPLEMENTARY INFORMATION:** The Department will submit the proposed information collection to OMB for review, as required by the Paperwork Reduction Act of 1995 (44 U.S.C. Chapter 35, as amended). This Notice is soliciting comments from members of the public and affected agencies concerning the proposed collection of information to: (1) Evaluate whether the proposed collection of information is necessary for the proper performance of the functions of the agency, including whether the information will have practical utility; (2) Evaluate the accuracy of the agency's estimate of the burden of the proposed collection of information; (3) Enhance the quality, utility, and clarity of the information to be collected; and (4) Minimize the burden of the collection of information on those who are to respond, including through the use of appropriate automated collection techniques or other forms of information technology (e.g., permitting electronic submission of responses).

This Notice also lists the following information:

**Title of Proposal: Survey of Agencies Receiving Funding Under HUD's Fair Housing Initiative Program (FHIP)**

*Description of the need for the information and proposed use:* This request is for the clearance of a survey instrument designed to provide a broad, statistically accurate picture of the activities of FHIP agencies nationwide. This survey would be based on the population of approximately 168 FHIP agencies. The purpose of the survey is to characterize the nature of the organizations that receive FHIP grants and the types of activities they undertake. The proposed survey includes questions on agency size, budget, mission, experience, governance/administrative structure, staff, and funding history. The proposed survey will also look specifically at the grantee's process of implementing its FHIP grant.

*OMB Approval Number:* Pending.  
*Agency form numbers:* None.  
*Members of Affected Public:* FHIP Agencies.

*Estimation of the total number of hours needed to prepare the information collection including number of respondents, frequency of response, and hours of response:* 168 FHIP agencies will be surveyed. Average time to complete the survey is 45 minutes. Respondents will only be contacted once. Total burden hours are 126.

*Status of the proposed information collection:* New.

**Authority:** Section 3506 of the Paperwork Reduction Act of 1995, 44 U.S.C. Chapter 35, as amended.

Date: December 1, 2006.  
 Darlene F. Williams,  
*Assistant Secretary for Policy Development and Research.*  
 [FR Doc. E6-20934 Filed 12-8-06; 8:45 am]  
**BILLING CODE 4210-67-P**

**DEPARTMENT OF THE INTERIOR****Bureau of Land Management**

[MT-039-1020-PK]

**Notice of Public Meeting, Dakotas Resource Advisory Council Meeting**

**AGENCY:** Bureau of Land Management, Interior.

**ACTION:** Notice of public meeting.

**SUMMARY:** In accordance with the Federal Land Policy and Management Act (FLPMA) and the Federal Advisory Committee Act of 1972 (FACA), the U.S. Department of the Interior, Bureau of Land Management (BLM), Dakotas

Resource Advisory Council will meet as indicated below.

**DATES:** A meeting will be held January 10 and 11, 2007, at the Holiday Inn, at I90 Exit 14, Spearfish, SD 57783, beginning at 1 p.m. The public comment period will begin at 8 a.m. on Thursday, January 11, 2007.

**SUPPLEMENTARY INFORMATION:** The 15-member Council advises the Secretary of the Interior, through the Bureau of Land Management, on a variety of planning and management issues associated with public land management in North and South Dakota. All meetings are open to the public. The public may present written comments to the Council. Each formal Council meeting will also have time allocated for hearing public comments. Depending on the number of persons wishing to comment and time available, the time for individual oral comments may be limited. Individuals who plan to attend and need special assistance, such as sign language interpretation, or other reasonable accommodations, should contact the BLM as provided below. The Council will hear updates to Recreation Resource Advisory Committee roles, Sage Grouse Conservation, and upcoming resource management planning efforts.

**FOR FURTHER INFORMATION CONTACT:** Marian Atkins, Field Manager, South Dakota Field Office, 310 Roundup St., Belle Fourche, South Dakota, 605-892-7000, or Lonny Bagley, Field Manager, North Dakota Field Office, 99 23rd Ave., W. Suite A, Dickinson, North Dakota, 701-227-7700.

Dated: December 5, 2006.  
 Michael A. Nash,  
*Acting, Field Manager.*  
 [FR Doc. E6-20972 Filed 12-8-06; 8:45 am]  
**BILLING CODE 4310-40-P**

**DEPARTMENT OF THE INTERIOR****Bureau of Land Management**

[MT-060-01-1020-PG]

**Notice of Public Meeting; Central Montana Resource Advisory Council**

**AGENCY:** Bureau of Land Management, Interior.

**ACTION:** Notice of public meeting.

**SUMMARY:** In accordance with the Federal Land Policy and Management Act and the Federal Advisory Committee Act of 1972, the U.S. Department of the Interior, Bureau of Land Management (BLM) Central Montana Resource Advisory Council (RAC) will meet as indicated below.