**Appendix H – Survey of CDBG-DR recipients**

OMB Control Number: (OMB# 2528-NEW)

**INSTRUCTIONS**

Targeted Grantees: All CDBG-DR Grantees

Role for Respondent: someone with institutional memory that can give insight into process and program(s) development

Expected Time for Completion: 30 minutes

Required IRB, OMB Language:

Option to have copy of responses @ end

all be submissions will remove any identifying information

Surveys are confidential (IRB verbiage)

**INDIVIDUAL INFORMATION**

1. Which of the following describes your current position [check all that apply]:
   1. Program/Area/Unit Manager
   2. Area/Team Lead
   3. Program/Area/Unit Director
   4. Administrator
   5. Other: [enter text]
2. Which best describes your team or unit [check all that apply]:
   1. IT / System of Record / GIS Coordination
   2. Environmental Review and Management
   3. Communications
   4. Intake for Individuals/Services for Vulnerable Populations
   5. Grant Compliance and Government Affairs
   6. Program (Policy Development and Action Plans)
   7. Program (Implementation / Project Management)

Other: [enter text]

1. How many other individuals are a part of your disaster recovery program team [select one]:
   1. 0-10
   2. 11-20
   3. 21-30
   4. 31-40
   5. 41-50
   6. 51+
2. Please enter in the table below the # of years served in roles pertinent to disaster recovery and affordable housing. Distinguish, if applicable, your entries by the area of the life of a program: [enter #]

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Current Position | Disaster Recovery (current role and others) | Affordable Housing (current role and others) | Total # of years |
| Policy + Program Development |  |  |  |  |
| Implementation |  |  |  |  |
| Both |  |  |  |  |

**INSTITUTIONAL INFORMATION**

1. Which of the following best describes your current employer [select all that apply]:
   1. State Pass Through Agency – Housing
   2. State Pass Through Agency – Disaster Recovery
   3. State Pass Through Agency – Economic and Work Force Development
   4. State Pass Through Agency – Environmental Quality and Monitoring
   5. Unit of Local/County Government
   6. Regional Consortium
   7. Other: [enter text]
2. How long have you been with this organization [select one]:
   1. 0-1 year
   2. 2-3 years
   3. 4-5 years
   4. 6-9 years
   5. 10+ years
3. Please enter the number and types of current housing and/or disaster recovery programs of your organization/agency:

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Multifamily (MF) Home-owner | Single Family (SF) Home- owner | MF Rental Housing | SF Rental Housing | Public Housing | Buyout | Elevation | Affordable Rental | Mortgage Assistance |
| Disaster Recovery |  |  |  |  |  |  |  |  |  |
| Housing |  |  |  |  |  |  |  |  |  |
| Total # of Programs |  |  |  |  |  |  |  |  |  |

1. Please enter how many of your current programs target direct assistance to the following categories:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Program Target | Renters | Homeowners | Developers/ Landlords | Non-Profits | Local governments/ other agencies |
| # of Programs |  |  |  |  |  |

1. Please describe any other renter programs not captured above, current or prior. For those that are not currently active, please include why the program(s) no longer active? [enter text]
2. Does your organization procure additional resources for grant administration to implement these Programs [select one]:
   1. Yes
      1. If Yes, which Programs: [enter text]
   2. No

**Policy Making and Implementation Processes**

1. Policy Making – If you are or were involved in **Action Plan** and **Program Development**:
2. Who did you interact with in some capacity while developing Action Plan(s)? [check all that apply]:
   1. Homeowners
   2. Renters
   3. Landlord/Property Owner
   4. Housing Authority
   5. Non-Profit Organizations
   6. General Public
   7. Subrecipients
   8. HUD / FEMA
   9. Other Federal Agencies (DOL, etc.)
   10. Contractors / Developers
   11. Other Grantees
   12. Other: [enter text]
3. What datasets for required assessments for Action Plan development was most helpful? (select all that apply)
   1. FEMA IA
   2. FEMA PA
   3. SBA
   4. SOVI or other socioeconomic data
   5. Other: [enter text]
4. What should the ideal datasets be?  [enter text]
5. What methodologies for required assessments are the most indicative of a successful program? This can be for both, or either Unmet Needs Assessments or site damage assessments.  [enter text]
6. What would be the ideal assessments and methodologies for Action Plan and Program Development?  [enter text]
7. What have been good improvements in federal requirements for rental housing programs? Specify if these improvements were observed while you were working in the field or position you are in, or if these changes happened prior. [enter text]
8. What have been unhelpful changes in federal requirements for rental housing programs? (e.g., no longer requiring grantees to address housing first) [enter text]
9. If your renter housing program changed throughout the grant period, what was the reason for the change(s)? [select all that apply]
   1. Budget Reallocation(s)
   2. Federal Register Requirements
   3. Eligibility Requirements
   4. Response to Public Comment
   5. Other: [enter text]
10. Program Implementation – If you are or were involved in **Program Implementation**, **Oversight** and **Compliance**:
11. What were the best practices performed or key tasks executed to implement successful renter programs? [enter text]
12. What were the key barriers to implementing successful renter programs? [select all that apply]
    1. Time to Implement
    2. Federal Compliance/Requirements (DOB, Labor, 2 CFR, Unmet Need Identification, etc.)
    3. Eligibility Requirements for Beneficiaries, Housing Types (National Objective, etc.)
    4. Inadequate Cost and Resources
    5. Language, ADA, or Other Specialized Population /Protected Class Requirements
    6. Internal Capacity
    7. Local/Partner Capacity
    8. Applicant Responsiveness or Inaction to Program/Agency
    9. Administrative Burden
    10. Inter-agency Coordination
    11. Federal, State, Local Politics – Elected Officials
    12. Federal, State, Local Politics – Administration Changes
    13. Federal, State, Local Politics – Advocacy and/or Public Engagement
    14. Other: [enter text]

For those selected above, which do you feel is the **most detrimental** to program success?   [enter text]

1. General
2. What are the **critical points** in the program development and implementation process to successful participation and completion of renter programs?
3. Where along the process do we lose renters or, more broadly, renter assistance funding?  [enter text]
4. What would you change about the entire **process**, if any, from program design to closeout, to improve experience or results of performing your role within implementation? [enter text]
5. What would you change about the **tools and other resources** available to you, if any, from program design to closeout, to improve experience or results of performing your role within program implementation? [enter text]
6. If you could give advice to another grantee about implementing a **rental program**, what would it be? (**best practices**) [enter text]

**Outcomes and Metrics**

1. What should the broad goals of renter programs be?   [enter text]
2. How should eligibility for renter assistance be defined?   [enter text]
3. What is the appropriate metric to determine a successful outcome and how should we measure that? [enter text]
4. Aside from HUD, who else *should* be a part of the conversation for developing appropriate metrics? [enter text]
5. What would you change about the measurement of outcomes, including tools/data used, to reflect the overall goals of the Program?  [enter text]

**Engagement**

1. For each of your current Renter Programs, please indicate the level of engagement you or your team have with each of the potential beneficiaries, partners, or stakeholders as listed below. You may add a Program by [add a table /x] if you have more than one.

**Levels of engagement – 1 – 5**

1 – None; Could have been more.

2 - Informative Meetings

3 – Public Hearing

4 – Stakeholder Meetings

5 – Participatory Activities – e.g., Charettes

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  | Level 1 | Level 2 | Level 3 | Level 4 | Level 5 |
| Renter Program 1 | Renter | |  |  |  |  |  |
| Contractor / Developer | |  |  |  |  |  |
| Owner / Landlord | |  |  |  |  |  |
| Non-Profit Orgs | |  |  |  |  |  |
| Subrecipient and/or Local gov | |  |  |  |  |
| Taxing and Other Local/Regional Land Use/Governance or Permitting Agencies | |  |  |  |  |  |
| HUD/FEMA | |  |  |  |  |  |
| Other Federal Agencies | |  |  |  |  |  |

1. For your current renter programs, do you believe the level of engagement with the above groups is adequate? [enter text]
2. What should the ideal engagement activities or requirements for renter programs be? Who should be involved?  [enter text]
3. Are there any changes you would propose in federal public participation requirements for different elements of the rental housing program design and/or implementation ? Please describe. [enter text]