

SUPPLEMENTAL MATERIALS *for*

A New Approach to Fair Housing Community Engagement

Report by



Prepared for



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VOLUNTARY COMPLIANCE AGREEMENT

BETWEEN

**THE UNITED STATES DEPARTMENT OF HOUSING
AND URBAN DEVELOPMENT**

AND

THE CITY OF ST. Paul

AND

THE METROPOLITAN INTERFAITH COUNCIL ON AFFORDABLE HOUSING

**HUD CASE NUMBERS:
05-15-0006-6 (TITLE VI)
05-15-0006-9 (SECTION 109)**

I. INTRODUCTION

- A. In 2015, the Metropolitan Interfaith Council on Affordable Housing ("MICAHA" or "complainant") filed two complaints with the United States Department of Housing and Urban Development ("HUD") alleging that the City of St. Paul, Minnesota ("recipient"), a recipient of HUD Community Development Block Grant funds and HOME Investment Partnerships Program funds and the Minneapolis/St. Paul Housing Board ("Joint Board"), discriminated on the basis of race, color, and national origin, and failed to affirmatively further fair housing, in its operation of housing and community development programs. HUD initiated an investigation of the recipient under Title VI of the Civil Rights Act of 1964, as amended, and Section 109 of the Housing and Community Development Act of 1974, as Amended.
- B. Recipient provided a response to the complaints, denying all allegations of discrimination and failure to affirmatively further fair housing and outlining recipient's efforts to provide needed housing to meet the needs of all citizens.
- C. The purpose of this Voluntary Compliance Agreement ("agreement") is to resolve and close the complaints prior to an investigation or the issuance of findings in order to avoid the burdens and expenses of investigation and possible litigation. Nothing herein constitutes a finding of fact or noncompliance by recipient.
- D. The term "parties" as used in this agreement refers to the recipient and the complainant as identified in Section I.A of the agreement.
- E. The parties, having agreed to settle and resolve voluntarily the complainant's allegations hereby agree and consent to the terms of this agreement.
- F. The parties and HUD recognize that there has been no investigation, evaluation of evidence, or findings regarding the allegations in the complaints. Recipients are undertaking this agreement voluntarily due to a desire to further address integration and segregation in the region. HUD regulations allow for settlement of these matters at this early stage and state that in the absence of the issuance of any findings by HUD, the agreement is consistent with 24 CFR 1.4 (6)(b)(ii) which states, "Even in the absence of prior discrimination, a recipient in administering a program should take affirmative action to overcome the effects and conditions which resulted in limiting participation by persons of a particular race, color or national origin." See also 24 CFR Part 6.4 (a)(3)(ii), "In the absence of discrimination, a recipient, in administering a program or activity funded in whole or in part with community development funds, may take any

affirmative action necessary to ensure that the program or activity is available to all without regard to race, color, national origin, religion or sex."

II. GENERAL PROVISIONS

- A. The parties acknowledge that, should the recipient comply with the terms of this agreement, this agreement will provide for a voluntary and full settlement of the complainant's claims and allegations against both the recipient and the Joint Board. The parties affirm that they have read and fully understand the terms set forth herein.
- B. The parties agree that nothing contained in this agreement shall be construed to be a finding or determination by HUD or admission by recipient or the Joint Board that recipient, the Joint Board or any of their respective agents, employees, or elected or appointed officials engaged in practices that may directly or indirectly have had the effect of illegally discriminating on the basis of race, color, national origin.
- C. The parties agree that nothing contained in this agreement shall be construed to be a finding or determination by HUD or admission by the recipient or the Joint Board that recipient, the Joint Board or any of their respective agents, employees or elected or appointed officials failed to affirmatively further fair housing in its operation of housing or other programs.
- D. The parties agree that the Analysis of Impediments was developed by and on behalf of an organization of the 13 entitlement jurisdictions in the region and not solely by or on behalf of recipient.
- E. HUD agrees that all issues related to recipient's or the Joint Board's obligation to affirmatively further fair housing as challenged in the complaint are fully and finally addressed by this VCA.
- F. Pursuant to Department of Justice guidelines,⁽¹⁾ HUD agrees that it will not for a period of eighteen months following the completion of the AI discussed in Section III accept, process, or investigate any complaint against recipient or the Joint Board that HUD determines is a continuation of complainant's complaints or that alleges similar circumstances or involves the same or similar claims that are sufficiently similar to issues as those raised in the complaint as to render them effectively identical to those alleged by complainants. Further, HUD agrees that it will not accept, process, or investigate any complaint against recipient or the Joint Board relating to recipient's or the Joint Board's actions prior to the signing of this agreement that HUD determines is a continuation of complainant's complaints or that alleges similar circumstances or involves the same or

⁽¹⁾ See Investigation Procedures Manual for the Investigation and Resolution of Complaints Alleging Violations of Title VI and Other Nondiscrimination Statutes
<https://www.justice.gov/sites/default/files/crt/legacy/2010/12/14/complain.pdf>

similar claims that are sufficiently similar to issues as those raised in the complaints as to render them effectively identical to those alleged by complainants.

- G. The parties acknowledge that this agreement does not increase or diminish the ability of any person or class of persons to exercise their rights under Section 109 of the Housing and Community Development Act of 1974, Title VI of the Civil Rights Act of 1964, the Fair Housing Act, or any other Federal, State, or local civil rights statute or authority with respect to any future actions, except for the limitation in Section II F of this agreement and the releases specified in Section I.E and Section III (B)(2) of this agreement.
- H. This agreement does not create any private right of action for any person or class of persons.
- I. This agreement shall be made available to members of the public upon request.
- J. HUD's failure to enforce the entire agreement or any provision thereof with respect to any deadline or any other provision therein shall not be construed as a waiver of HUD's right to enforce other deadlines and provisions of the agreement.
- K. HUD may conduct a review of the recipient's compliance with the provisions of this agreement at any time, and the recipient will grant HUD's employees access to its premises, records, and personnel with reasonable notice during normal business hours, during the duration of this agreement.

III. SPECIFIC PROVISIONS

A. Revision of Analysis of Impediments:

By no later than May 15, 2017, the recipient shall complete a revision to its current Analysis of Impediments to Fair Housing Choice (AI) informed by the instructions and tools provided with HUD's Affirmatively Furthering Fair Housing rule published on July 16, 2015 (including the Assessment Tool for local governments published on December 31, 2015, the HUD AFFH Data and Mapping tool, and the AFFH Rule Guidebook). The AI is a review of impediments or barriers that affect the rights of fair housing choice. It covers public and private policies, practices, and procedures affecting housing choice. The revised Analysis of Impediments shall focus on integration and segregation in the region.

- (1) This deadline can be extended by HUD upon a good cause showing by the Recipient. HUD agrees to delays reasonably outside the control of the Recipient. The granting of any such extension is at the sole discretion of HUD, however, HUD shall grant any extension caused by a delay by HUD or others within HUD's control in providing Recipient the data necessary to perform the analysis.

- (2) In order to ensure that there is maximum stakeholder involvement in the development of the AI, the parties shall participate in a HUD-directed regional fair housing planning process (the "planning process") and shall retain a consultant to conduct the revised AI. The planning process shall be funded by HUD through a Community Compass Technical Assistance Grant. Specific components of the planning process shall include:
- a. The establishment of an advisory committee to assist HUD and the recipient in ensuring that the AI process is conducted consistent with this agreement and HUD instructions. The advisory committee shall be composed of the representatives of various community stakeholders. HUD will determine the number of individuals that will participate on the advisory committee with the goal of creating an advisory committee that reflects a balance of interests;
 - b. The recipient shall be a member of the advisory committee;
 - c. At least three representatives of other metropolitan entitlement jurisdictions, designated by the Fair Housing Implementation Council, shall be members of the advisory committee;
 - d. The Fair housing Implementation Council will be a member of the advisory committee in its own right.
 - e. The complainant, or its designee, will be a member of the advisory committee;
 - f. HUD has sole discretion to determine the individuals who will participate on the advisory committee.
- (3) The advisory committee will provide recommendations concerning input into the scope of the AI consultant's analysis, common definitions, and evaluation of data sets to be used in revising the AI, which recommendations the recipient agrees to consider in developing the contract and work plan for the AI consultant;
- (4) The advisory committee will have input into the selection of any consultant or contractor that the recipient may select to complete the AI, however the final selection decision shall be made by recipient;
- (5) The advisory committee will provide recommendations to HUD and to the recipient on the development of specific strategies to overcome any impediments to fair housing choice and to foster inclusive communities free from discrimination both within and outside of racially and ethnically identified areas of poverty throughout the Twin Cities metropolitan area, which recommendations the recipient agrees to consider in formulating such strategies;
- (6) Final strategies to address any identified impediments will be determined by Recipient.

- (7) The AI shall:
- a. Be used in the 2015-2019 Consolidated Plan to demonstrate the recipient's commitment to affirmatively further fair housing;
 - b. Be developed as part of a regional AI in conjunction with other entitlement communities in the Twin Cities Region under the planning process as set forth above and in the Road Map to Revise Analysis of Impediments (attached as Appendix A);
 - c. If for any reason the other entitlement jurisdictions fail to complete the AI, Recipient shall continue to complete the local and regional analysis as they relate to St. Paul;
- (8) Through the Regional AI, commit to identifying and analyzing the fair housing issues within the recipient's jurisdiction and Region, including patterns of integration and segregation, racially or ethnically concentrated areas of poverty, disparities in access to opportunity, and disproportionate housing needs as defined in HUD's Affirmatively Furthering Fair Housing rule and Assessment Tool;
- (9) Through the Regional AI, commit to undertaking actions necessary to overcome the impediments identified in the analysis, and otherwise facilitate the implementation of this Agreement; and
- (10) To demonstrate its commitment to affirmatively further fair housing, incorporate into each Annual Action Plan submitted to HUD the impediments through the AI and the actions the recipient commits to taking to overcome those impediments.
- (11) In addition to addressing the issues identified above, the AI will specifically address:
- a. The distribution of affordable housing through the Twin Cities metropolitan area;
 - b. The extent to which the recipient's administration of its Low Income Housing Tax Credit (LIHTC) allocations reinforces existing racial or ethnic concentrations of poverty or perpetuates racial or ethnic segregation;
 - c. The extent to which the administration of the recipient's current zoning ordinances reinforces existing racial or ethnic concentrations of poverty or perpetuates racial or ethnic segregation;
 - d. The extent to which the recipient's other housing-related activities and policies affecting affordable housing reinforces existing racial or ethnic concentrations of poverty or perpetuates racial or ethnic segregation.
 - e. The appropriate balance of investment in place and investment in new construction.

B. Relief for Complainant and Release of Complainant's Claims:

- (1) The recipient agrees to pay complainant the sum of \$10,000.00. The recipient shall deliver a check made payable to Metropolitan Interfaith Council on Affordable Housing within 20 days after the effective date of this agreement.
- (2) The complainant agrees to release the recipient, the Joint Board and their respective agents, employees, elected and appointed officials and hold them harmless from any and all claims, demands, actions, causes of action, costs, expenses and attorney fees, that arise out of or in any way relate to the complaints which complainant has now or may have through the effective date of this agreement.
- (3) 24 CFR 1.7(b) states, "A complaint must be filed no later than 180 days from the date of the alleged discrimination, unless the time for filing is extended by the responsible department official or his designee." 24 CFR 6.11(a) states, "Complaints shall be filed within 180 days of the alleged act of discrimination, unless the responsible official waives the time for good cause shown." The responsible department official for the purpose of these regulations is the Regional Director of HUD's Region V Office of Fair Housing and Equal Opportunity.
- (4) The Department of Justice defines what circumstances a department official should consider when making a determination to grant a waiver to the limitations period for filing complaints under either Title VI of the Civil Rights Act of 1964, as amended, and Section 109 of the Housing and Community Development Act of 1974, as amended.
- (5) Upon a finding by HUD that the recipient has failed to comply with the agreement, complainants may request a waiver of the limitations period for filing complaints as referenced above. At that time, the HUD will determine whether granting such a waiver conforms to department of Justice guidelines and make a determination accordingly.

IV. SUBMISSION OF REPORTS AND DOCUMENTATION

All reports, certifications and other documents identified for submission to HUD in the preceding sections are to be submitted to the following address:

Maurice McGough, Regional Director
Office of Fair Housing and Equal Opportunity, Region V
U.S. Department of Housing and Urban
Development Ralph Metcalfe Federal Building
77 West Jackson
Boulevard
Chicago, Illinois 60604

V. EFFECTIVE DATE AND DURATION

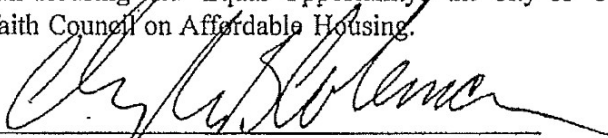
- A. The agreement shall become effective on the date of the approving signature below.

This agreement shall remain in effect until the completion and submission to HUD of the revision of the current Analysis of Impediments to Fair Housing Choice provided the assurances of HUD in Section II F and the release in Section III (B)(2) shall remain in effect.

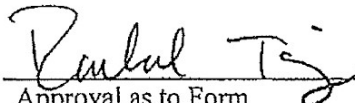
- B. Failure to carry out the terms of this agreement will result in HUD opening a compliance review of the recipient's various housing and community development programs pursuant to its authority under Title VI of the Civil Rights Act of 1964, as amended, and Section 109 of the Housing and Community Development Act of 1974, as amended.
- C. Upon a finding of non-compliance, HUD will provide recipient with a written statement specifying the facts of the alleged non-compliance and a reasonable opportunity to resolve or cure the alleged non-compliance; or, in the alternative, an opportunity to negotiate in good faith HUD's findings of non-compliance.
- D. Completion of the planning process by the recipient as detailed within this agreement, in and of itself does not indemnify the recipient from subsequent, separate enforcement action by HUD if the recipient refuses or fails to address any policies or practices identified by way of the planning process that violate any provision of Title VI of the Civil Rights Act of 1964, as amended, and/or Section 109 of the Housing and Community Development Act of 1974, as amended.

VI. Signatures

This agreement for voluntary compliance with Section 09 and Title VI, consisting of 8 pages, is entered into by the U.S. Department of Housing and Urban Development, Office of Fair Housing and Equal Opportunity, the City of St. Paul, and the Metropolitan Interfaith Council on Affordable Housing.


[Mayor, City of St. Paul]


5/25/2016
Date


Approval as to Form
[Assistant City Attorney, St. Paul]

5/25/16
Date

Sue Was Pugh
[for Metropolitan Interfaith Council on Affordable Housing]

5/16/16
Date


Maurice McGough
Region V Director
Office of Fair Housing and Equal Opportunity
U.S. Department of Housing and Urban Development

5/25/16
Date



U. S. DEPARTMENT OF HOUSING AND URBAN
DEVELOPMENT

FHEO Region V
Ralph H. Metcalfe Federal Building
77 West Jackson Boulevard – Room 2101
Chicago, Illinois 60604-3507

Office of Fair Housing and Equal Opportunity

February 26, 2016
Mr. Karl Batalden
Housing and Economic Development Coordinator
8301 Valley Creek Road
Woodbury, Minnesota 55125

Dear Mr. Batalden:

This letter is in reference to discussions our offices have had about potential revisions to the 2014 Minneapolis-St. Paul regional analysis of impediments (herein, "AI") prepared by the Fair Housing Implementation Council (FHIC) on behalf of 13 entitlement communities – Anoka County, Dakota County, Hennepin County, Ramsey County, Washington County, the City of Bloomington, the City of Coon Rapids, the City of Eden Prairie, the City of Minneapolis, the City of Minnetonka, the City of Plymouth, the City of St. Paul, and the City of Woodbury – in the Twin Cities metro area. We greatly appreciate your dedication to enhancing the AI and developing innovative strategies to affirmatively further fair housing in the region.

In a conversation with the Department, members of the FHIC acknowledged potential concerns regarding their AI, including the need to adequately analyze pertinent issues relating to residential racial segregation. I was pleased that members of the FHIC expressed their willingness to collaboratively revise the AI to address these concerns.

The Department believes that this collaborative effort presents a valuable opportunity for the Twin Cities region to utilize the tools offered under the Department's new Affirmatively Furthering Fair Housing rule to revise and improve the AI. I am optimistic that a broad regional fair housing planning process, supported by cutting-edge analytical tools and informed by meaningful community outreach and participation, will result in an AI that addresses fair housing issues and sets constructive goals for the Minneapolis-St. Paul region.

Toward this end, in lieu of a 2016 revision to the current AI to support your jurisdictions' certifications to affirmatively further fair housing, the Department will accept your jurisdictions' assurances that you will revise the AI by no later than April 15, 2017, and in accordance with the Road Map set forth below. Upon receipt of such assurances, the Department will defer its review of your AI for a year in view of our mutual expectation that, subject to delays beyond your control, you will submit a revised AI before April 15, 2017.

Road Map to Revise Analysis of Impediments

Agreement by members of the FHIC to the following principles for revising the AI will assure the Department of the members' commitment to affirmatively further fair housing:

- That, in light of the release of HUD's Affirmatively Furthering Fair Housing (AFFH) rule on July 16, 2015 and the new data analysis tools made available thereunder, members of the FHIC will conduct an addendum to the existing Analysis of Impediments (herein, "AI") informed by the instructions and tools provided with the new rule (including the Assessment Tool for local governments published December 31, 2015, the HUD AFFH Data and Mapping tool, and AFFH Rule Guidebook), to be completed by April 15, 2017, subject to delays beyond reasonable control;
- That such addendum to the existing AI will consider, both regionally and specific to each jurisdiction, the fair housing issues of segregation, racially or ethnically concentrated areas of poverty, access to opportunity and disproportionate housing needs (as defined in the rule and Assessment Tool), and will consider, in particular, the distribution of affordable housing resources in the region;
- That the process for completing the addendum to the existing AI will provide for robust community participation;
- That the AI process will seek to develop innovative regional strategies that may serve as best practices for entitlement communities going forward.

The Department welcomes further discussions with the FHIC and its entitlement communities to clarify the exact parameters of this process.

Your jurisdictions may provide the requested assurances by signing the attached statement and submitting it with your 2016 Annual Action Plan certifications. To facilitate this process, each jurisdiction may sign a separate copy of the statement.

Please note that this letter does not in any way impact any authority the Department may have to investigate any complaint involving the entitlement communities made pursuant to the Fair Housing Act, or any other legal authority within the Department's jurisdiction.

The Department appreciates your continued commitment to working on these issues. If you have any questions or concerns about the contents of this letter, please do not hesitate to contact me at (312) 913-8400 or at maurice.j.mcgough@hud.gov.

Sincerely,


Maurice J. McGough
FHEO Region V Director

Attachment

Road Map to Revise Analysis of Impediments

Pursuant to a mutual commitment to affirmatively further fair housing, members of the Fair Housing Implementation Council (FHIC) – Anoka County, Dakota County, Hennepin County, Ramsey County, Washington County, the City of Bloomington, the City of Coon Rapids, the City of Eden Prairie, the City of Minneapolis, the City of Minnetonka, the City of Plymouth, the City of St. Paul, and the City of Woodbury – pledge the following:

- That, in light of the release of HUD’s Affirmatively Furthering Fair Housing (AFFH) rule on July 16, 2015 and the new data analysis tools made available thereunder, members of the FHIC will conduct an addendum to the existing Analysis of Impediments (herein, “AI”) informed by the instructions and tools provided with the new rule (including the Assessment Tool for local governments published December 31, 2015, the HUD AFFH Data and Mapping tool, and AFFH Rule Guidebook), to be completed by April 15, 2017;
- That such addendum to the existing AI will consider, both regionally and specific to each jurisdiction, the fair housing issues of segregation, racially or ethnically concentrated areas of poverty, access to opportunity and disproportionate housing needs (as defined in the rule and Assessment Tool), and will consider, in particular, the distribution of affordable housing resources in the region;
- That the process for completing the addendum to the existing AI will provide for robust community participation;
- That the AI process will seek to develop innovative regional strategies that may serve as best practices for entitlement communities going forward.

Date:

Signed:



**U.S. DEPARTMENT OF HOUSING AND URBAN
DEVELOPMENT**

Midwest Regional Office, Region V
Ralph H. Metcalfe Federal Building
77 West Jackson Boulevard – Room 2101
Chicago, Illinois 60604-3507

Office of Fair Housing and Equal Opportunity

Karen Skepper
Director of Community and Government Relations
Anoka County
2100 3rd Ave.
Anoka, MN 55303

Dear Ms. Hodges:

SUBJECT: Letter of Determination of Compliance under Voluntary Compliance Agreement
HUD Case Numbers: 05-15-0007-6, 05-15-0008-6 (TITLE VI)
05-15-0007-9, 05-15-0008-6 (SECTION 109)

The U. S. Department of Housing and Urban Development ("the Department") through its Office of Fair Housing and Equal Opportunity ("FHEO") conducted an investigation of the City of Minneapolis and City of St. Paul ("City" or "Recipient") under the authority of Title VI of the Civil Rights Act of 1964 ("Title VI") and Section 109 of Title I of the Housing and Community Development Act of 1974 ("Section 109").

As a result of the Department's investigation, the Cities of Minneapolis and St. Paul entered into a Voluntary Compliance Agreement ("the Agreement") with the Department, which was executed on June 14, 2016. In addition, the entitlement communities of: Anoka County, Dakota County, Hennepin County, Ramsey County, Washington County, the City of Bloomington, the City of Coon Rapids, the City of Eden Prairie, the City of Minnetonka, the City of Plymouth and the City of Woodbury agreed to take steps outlined in the "Road Map to Revise Analysis of Impediments" dated February 26, 2016. The road map essentially incorporated many elements of the VCA.

A. Revision of Analysis of Impediments:

By no later than May 15, 2017, the recipient shall complete a revision to its current Analysis of Impediments to Fair Housing Choice (AI) informed by the instructions and tools provided with HUD's Affirmatively Furthering Fair Housing rule published on July 16, 2015 (including the Assessment Tool for local governments published on December 31, 2015, the HUD AFFH Data and Mapping tool, and the AFFH Rule Guidebook). The AI is a review of impediments or barriers that affect the rights of fair housing choice. It covers public and private policies, practices, and procedures affecting housing choice. The revised Analysis of Impediments shall focus on integration and segregation in the region.

B. Relief for Complainant and Release of Complainant's Claims:

The Department received verification from the Recipients on May 15, 2017 that the above-stated provisions of the Agreement have been satisfied. Accordingly, the Department hereby makes a formal written determination that the Recipients have resolved the issues of noncompliance under Title VI and Section 109 identified in the instant investigation, and will be accepting the amended Analysis of Impediments certification. The Recipients are still obligated to take specific actions to overcome the identified impediments to fair housing identified in the Analysis of Impediments in their annual action plans and CAPER.

If you have any questions regarding this correspondence, please feel free to contact Kimberly Nevels, Chicago FHEO Center Director/Acting Regional Director, at (312) 913-8429.

Sincerely,

A handwritten signature in black ink, appearing to read 'Maurice McGough', is written over the typed name.

Maurice McGough, Regional Director
Office of Fair Housing and Equal Opportunity, Region V

Proposed Schedule for Completion of the FHIC's Addendum to the Analysis of Impediments									
TASKS	2016			2017					
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
PHASE 1: RESEARCH and DATA GATHERING									
1. Review previous plans, including 2014 AI and comments, "Choice Place and Opportunity", Consolidated Plans, and others.									
2. Obtain and organize zoning ordinances, Comprehensive Plans, PHA policies, and other local policy documents.									
3. Develop feedback mechanism for receiving public input from community engagement events.									
4. Conduct community tour of key portions of the study area.									
5. Collect updated data from the Metropolitan Council's research team.									
6. Gather and organize into graphic form demographic, housing, land use, lending, and other relevant data using HUD's data and mapping tools and other sources.									
7. Collect fair housing complaint data from HUD's FHEO office, the MN Dept. of Human Rights, Minneapolis, Saint Paul, and from other authorities.									
Interim Deliverable 1: Draft Segregation and Equity Analysis Report									
PHASE 2: ANALYSIS and DRAFTING									
8. Analyze data collected in Phase I to identify R/ECAPs, housing need, concentrations of subsidized housing, and access to resources.									
9. Analyze the scope and impact of local policies on housing choice and segregation.									
10. Analyze quantitative and qualitative data collected in Phase I to identify factors contributing to fair housing issues.									
11. Compile and summarize public input received from community engagement efforts.									
Interim Deliverable 2: Community Engagement Compilation and Report									
12. Compile a comprehensive list of fair housing issues in the study area with recommended actions to address priority issues.									
Interim Deliverable 3: Preliminary discussion of impediments and recommendations with FHIC									
PHASE 3: PRESENTATION and APPROVAL									
13. Provide draft Addendum for review and comment by the FHIC. Revise document as needed based on input.									
14. Hold a public comment period and present findings to stakeholders as needed.									
15. Revise Addendum based on public comments and/or FHIC comments.									
16. Prepare appendices including raw data tables, public participation records, etc.									
17. Finalize the document for delivery to the FHIC.									
18. Respond as needed to questions arising during local approval process.									



**U.S. DEPARTMENT OF HOUSING AND URBAN
DEVELOPMENT**

Midwest Regional Office, Region V
Ralph H. Metcalfe Federal Building
77 West Jackson Boulevard – Room 2101
Chicago, Illinois 60604-3507

Office of Fair Housing and Equal Opportunity

May 23, 2016

Yusef Mgeni
1st UP St Paul NAACP
1084 Laurel Ave
St. Paul, MN 55104

Dear Mr. Mgeni:

The United States Department of Housing and Urban Development (“HUD”), in conjunction with the Fair Housing Implementation Council (FHIC), is establishing a FHIC Select Advisory Committee to assist the FHIC member communities to revise their existing Regional Analyses of Impediments to Fair Housing Choice (RAI). The purpose of the FHIC Select Advisory Committee is to maximize stakeholder involvement in all aspects of the fair housing planning process. It is anticipated that such an enhanced level of stakeholder involvement will result in the development of more effective fair housing strategies and greater community involvement in the efforts to ensure the availability of affordable housing resources throughout the metropolitan Twin Cities.

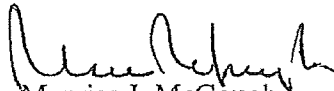
I am formally soliciting your participation as a member FHIC Select Advisory Committee. Your history of community involvement and demonstrated commitment to the principles of fair housing suggest that you are highly qualified for this position. The duties of the select FHIC Advisory committee over the next twelve months are:

1. Provide recommendations concerning input into the scope of the RAI consultant’s analysis, common definitions, and evaluation of data sets to be used in revising the RAI;
2. Provide input into the selection of any consultant or contractor that the FHIC member communities may select to complete the RAI; and
3. Provide recommendations to HUD and to the FHIC member communities on the development of specific strategies to overcome any impediments to fair housing choice and to foster inclusive communities free from discrimination both within and outside of racially and ethnically identified areas of poverty throughout the Twin Cities metropolitan area.

The FHIC Select Advisory Committee will receive staff support from the Minnesota Housing Partnership (MHP) by way of a HUD Technical Assistance Grant. MHP staff will be contacting you in the near future with more information regarding the FHIC Select Advisory Committee, including the date and location of the first meeting. In the interim, if you have any questions or require any additional details, contact Chip Halbach of MHP by email at chalbach@mhponline.org or by telephone at 651-925-5547.

Thank you for considering participating on the FHIC Select Advisory Committee. I believe that through this and other ongoing efforts, the Twin Cities can become a national model of effective and inclusive fair housing planning.

Sincerely,

A handwritten signature in black ink, appearing to read "Maurice J. McGough".

Maurice J. McGough
Office of Fair Housing and Equal Opportunity
Region V Director

Fair Housing Advisory Committee

Date: 5/17/17

Time: 9 am – 12 pm

Location: City of Richfield

Attendance

Members and Alternates Present

- Lael Robertson, Mid-Minnesota Legal Aid (MMLA)
- John Duffy, Duffy Development
- Owen Duckworth, Alliance for Metropolitan Stability (AMS)
- Margo Geffen, Hennepin County
- Kathy Kugel, Dakota County
- Joe Collins, City of St. Paul (alternate)
- Jennifer Arnold, Inqilixs Unidxs
- Alyssa Wetzel-Moore, City of St. Paul, Fair Housing Implementation Council (FHIC)
- Carl Warren, Webber-Camden and Folwell neighborhoods
- Tia Williams, Frogtown Neighborhood Association
- Laura Jean, Whittier Alliance (alternate)
- Andrea Brennan, City of Minneapolis
- Ethrophic Burnett, Urban Homeworks (alternate)
- Sue Watlov Phillips, Metropolitan Interfaith Council on Affordable Housing (MICAH)
- Gary Kwong, Metropolitan Interfaith Council on Affordable Housing (MICAH) (alternate)
- Kaying Thao, Catholic Charities
- Shannon Jones, Urban Homeworks
- Caty Royce, Frogtown Neighborhood Association (alternate)
- Debbie Goettel, City of Richfield
- Patty Lilledahl, City of St Paul
- Denise Beigbeder, FHIC/ Ramsey County (alternate)

TA Team / HUD Representatives in Attendance

- Kim Nevels, HUD Chicago Office
- Maury McGough, HUD
- Michele Smith, HUD Minneapolis Field Office
- Roslynn Pedracine, HUD
- Chip Halbach, Minnesota Housing Partnership
- Bill Vanderwall, Minnesota Housing Partnership
- Carolyn Szczepanski, Minnesota Housing Partnership
- Gabriela Norton, Minnesota Housing Partnership
- Abriana Myles, Minnesota Housing Partnership

I. Meeting convened at 9:10 a.m. by Bill Vanderwall (MHP)

II. Update on Undoing Racism training

- Tia Williams (Frogtown Neighborhood Association) shared that the group that attended the Undoing Racism workshop would convene for a follow-up the next day. Next steps would be conveyed after that among the attendees and organizations involved.

III. Discussion of Mosaic draft

- Chip Halbach (MHP) shared a copy of the recommendations and noted that Mosaic had provided a PowerPoint overview
 - Link to PowerPoint from Mosaic
- Alyssa Wetzel-Moore (FHIC) said that, in terms of the intervening process since the FHAC received its last update, the FHIC had received the second, mostly final draft, and understood that Mosaic was preparing appendices as a separate document. Once that's done, Wetzel-Moore said, it would be considered final. The FHIC also requested a streamlined presentation about the process and recommendations for city officials so they could easily brief them on how the AI fits into decision-making processes.
- Michele Smith (HUD) shared the timelines for how the recommendations are integrated into jurisdictions reporting to HUD. She explained that all the formula grantees — the 20 recipients of CDBG funds in Minnesota — are responsible for submitting a consolidated plan every five years and an annual action plan typically due in May or June. With that, jurisdictions need to submit certification citing that they will be affirmatively furthering fair housing; and the manner in which they do that is by conducting an AI and then taking appropriate actions to overcome those impediments and retain documentation of what they're doing. Those certifications must be signed by an authorized official. Jurisdictions identified in the VCA must submit their AI Addendum to resolve complaints that initiated this process. The new AFFH rule has changed and improved the process, and will include a more formal approval and rigorous process.
 - Maury McGough (HUD) noted that the increased community engagement required by the VCA was a key component of HUD's interest in this process as a potential model, and may suggest mechanisms for improving and expanding the process. He noted that HUD was very interested to hear what lessons have been learned and what can be replicated in other places.
- Alyssa Wetzel-Moore (FHIC) then asked member of the FHIC to share the opportunities for community to weigh in in their local process related to the AI addendum
 - Kathy Kugel (Dakota County CDA) said that the the current action plan coverage period begins on July 1 and the CDA is currently at the finalizing that plan. However, they were waiting for the final HUD numbers and they would include language on the AI Addendum process. She said that the CDA's hope and goal is that over the summer, staff would take the AI Addendum and break it down to see what action could be taken. She emphasized that administering federal funding is just one portion of what the organization does and they would also consider Addendum recommendations for their internal processes. To that end, the CDA would take the Mosaic PowerPoint and present it to its board, as well as its subrecipient cities in Dakota County. Within that process, they hoped to engage community, and once that was done the CDA would be able to take that into account in planning for next year. But, she emphasized, the CDA wouldn't be waiting for next year's action plan, because a lot of the Addendum recommendations are outside of HOME and CDBG as well.
 - Michele Smith (HUD) reiterated that HUD requires a minimum citizen participation process of at least one public hearing, and the publication of a notice and how one can access and submit comments. That's in the regulations.
 - Joe Collins (City of St. Paul, alternate) shared that last year the Planning and Economic Department started doing an evaluation of what to do differently and created a tool now they're now implementing such that, if there's a new housing project, they have to fill out an evaluation

tool as to how the project would affect fair housing, and do this before money is allocated. Whereas in the past, projects would just be taken as they came in the door. Separate from housing, the city also has the Mayor's Racial Equity Change Team — which oversees a mandate to all departments to evaluate how to improve or reduce racial inequities. The Department of Safety and Inspections has made changes in some ways it's doing its work. For public comment, a lot of decisions come down to money, and there's the budget process in the fall of each year the City Council goes through. For that process, there are public hearings, so that's one place any citizen can have input on how the city spends its money — the city or HRA money. Collins also applauded the community engagement in the FHAC process and noted that there are efforts to integrate such processes for the Comprehensive Plan in 2019 / 2020. While that could be a budget issue, he emphasized that the PED thought it was a very good process and would advocate for the city council to allocate money to do engagement.

- Andrea Brennan (City of Minneapolis) noted that the city council would not be asked to approve this AI Addendum and that staff hadn't determined how to present the information to them and when. She anticipated June or July, and that it would be a "receive and file" type of action. But staff are reviewing this document internally at various departments at the city, as well as reviewing policies and how to incorporate some of the recommendations. The timing was not good, however, for the current Consolidated Plan which was approved last Friday.
 - Matt (City of Minneapolis) confirmed that the city had just concluded the action plan process for 2017 but that, later this summer, the city would be doing a performance report for 2016. In that report, he noted, one of requirements would be an update on fair housing actions taken and in progress, and insight from this AI Addendum would be included. It will be the first document from the city that will provide some scorecard reflecting this process and will be open for comment. Like St. Paul, he added, budget hearings happen in the fall and provide an opportunity for resident input in terms of where priorities should be. Next year's action plan process will reflect these internal discussions in departments, as well as any city council direction we may receive out of what we do present to the council.
- Sue Watlov Phillips (MICAH) asked whether it would be possible to get dates for when each city's plan would come forward. She noted concern that HUD had provided some flexibility in jurisdictions not using the full recommendations as required by the VCA. She stressed the incredible amount of time and energy expended to provide input to the AI and that it would be critical for folks to continue to be involved as the process moves into implementation stages so people are able to see where dollars going and how it's impacting each jurisdiction.
 - Alyssa Wetzel-Moore (FHIC) committed to work with FHIC members to come up with a document that would be helpful.

[After review of the draft minutes Sue Watlov Phillips submitted the following clarification; her remarks should have been recorded as stating: Sue Watlov Phillips (MICAH) indicated she had previously asked for the dates of each City's/jurisdiction's plan and had not received them and asked again whether it would be possible to get dates for when each city's plan would come forward for public comment and approval. She noted concern that HUD had provided some flexibility in timelines for jurisdictions but that entitlement communities were still required to fulfill the obligations and use the full recommendations as required by the VCAs. She stressed the incredible amount of time and energy expended to provide input to the AI and that it would be critical for folks to continue to be involved, comment on plans, be involved as the process moves into implementation stages so people are able to see where dollars are going and evaluate how it's impacting each jurisdiction.]

- Chip Halbach (MHP) to clarify, noted that the one place where the communities are required to say they are affirmatively furthering fair housing, which relates back to AI and what they will do about the impediments, is in the annual action plan that's submitted to HUD.
 - Michele Smith (HUD) confirmed that is correct and the date of submission varies by city. She said she could provide a list of dates but that it depends on when jurisdictions get their HUD allocations, so it depends on when the federal numbers are ready.
 - Maury McGough (HUD) said that in the Twin Cities it's June 1.
- Chip Halbach (MHP) asked whether HUD requires an elected body to sign off on the action plan or just requires that a chief administrative officer sign the document.
 - Maury McGough (HUD) said the chief administrative officer has to sign all annual action plans or comprehensive plans, and it's usually the mayor.
- Maury McGough (HUD) circled back to Sue Watlov Phillips' point, noting that HUD had reviewed the Addendum to the AI for conformity with the requirements of the VCA and determined that the Addendum as drafted meets the requirements. But, he added, it's still incumbent upon Minneapolis to adopt provisions that conform to the VCA, specifically issues in the VCA that concern zoning and tax credit programs.
 - Patty Lilledahl (City of St. Paul) suggested that, because the recommendations of Mosaic are over a series of years, that the year of adoption would be based on the year in that particular recommendation.
 - Maury McGough (HUD) emphasized that a lot of areas in the addendum are beyond the scope of the VCA and cities aren't required to adopt everything to be compliant. But in the places where the VCA itself requires, for instance, examining zoning practices, those specific issues are ones cities must commit to address. So it doesn't apply to everything — they don't have to adopt the whole Addendum. They can take from it what they find useful but they do have to, at a minimum, take what's required in the VCA.

[After review of the draft minutes Maury McGough submitted the following clarification: To be clear, as stated in your notes, neither Minneapolis nor St. Paul are required to adopt any of the specific recommendations contained in the Addendum. However, both cities are required by the VCA to examine their respective land use and zoning policies, including the administration of their LIHTC programs in light of the Addendum's findings, and to take appropriate actions to ensure that said policies affirmatively further fair housing. What I also meant to say was that all FHIC participants, including Minneapolis and St. Paul, are required to take meaningful action to overcome the impediments identified in the Addendum consistent with all relevant statutory and regulatory program requirements (and with the "Road Map to Revise Analysis of Impediments" signed by all FHIC participants). I am preparing a letter to the FHIC participants on this point and hope to have it out by the end of next week.]

- Alyssa Wetzel-Moore (FHIC) committed that the FHIC would discuss streamlining the notification process in its next meeting.

IV. Next steps for the FHAC

- Chip Halbach (MHP) said that the group had already discussed some next steps, like the getting out information and clarity about the action plan process, but suggested that other ideas had surfaced in this group; for instance having some openness in the FHIC for community members to participate in

meetings. Halbach opened the discussion for people to raise any other ideas on next steps for the group, given the impending end of the official FHAC process.

- Alyssa Wetzel-Moore (FHIC) said that the FHIC recognized that it is beneficial to have everyone around the table all year, ensuring that everyone is on the same page about the complex AI process. She noted that the FHIC hadn't done an up or down vote on exactly what community participation will look like in the future but they are interested in opening up their meetings and process. She acknowledged that the group has to catch its breath on this process, but that, maybe at the next meeting in July, they would figure out how to include community.
- Lael Robertson (MMLA / now Housing Justice Center) said HJC sees its role as a facilitator of this conversation and, understanding that community organization representatives may not be able to continue to go to FHIC meetings all the time, HJC could serve as a connection to what is happening; making sure communities know what is happening at the FHIC and *vice versa*. This connection, she emphasized, is so important and she expressed concern that it's going to dissipate when FHAC members aren't being forced in a room together. She noted she and HJC would like to be part of continuing the connection.
- Michele Smith (HUD) suggested that FHIC try hosting community meetings quarterly or twice per year, so even if people can't meet every month, maybe they could come once per quarter and could present and FHIC could get community input. And, in terms of continuing this work, the Undoing Racism training was incredibly valuable.
- Owen Duckworth (AMS) shared that Equity in Place, especially coming out of the Undoing Racism training, has been talking about people of color in decision-making spaces like the FHIC. Currently, the FHIC is all white people making decisions on and identifying fair housing issues that disproportionately affect communities of color. That dynamic is institutional racism and this is an example of a very needed next step in terms of having the FHIC actually be more representative or clearly accountable to people impacted by the decisions being made. In terms of next steps, Duckworth said that something that has to be on the table is figuring out how to resource investing in that participation, which is both a moral and budgetary question.
 - Maury McGough (HUD) noted that the membership of the FHIC is made up of municipal governments. To change the composition of the FHIC you have to engage those communities individually and demonstrate to them the value of having a more diverse municipal workforce because that's where these folks come from.
 - Caty Royce (FNA) emphasized that the community doesn't need to prove anything to anybody. The institutions need to make a change.
- Shannon Jones (Urban Homeworks) shared that what she hoped this process could do is set the agenda of what is needed — what the community wants versus what the government is telling the community they need. It should come from the ground up.
- Lael Robertson (MMLA, HJC) posed that the FHIC is a voluntary collaboration of cities that come together to share money to do fair housing work, so the FHIC doesn't have a mandate as to who sits at that table. Right now, they are the government representatives who have the CDBG money but I think what's important is to say that the FHIC is a bunch of white bureaucrats that make up the city staff, not the voices this work should be coming from. That says to me that representation at the FHIC table needs to be broadened beyond just the government — not just who has the money, but who the money is supposed to cater to. The FHIC through its bylaws can expand itself to say the people at the table are not only the government that regulates the money but also community organizers and tenant advocates.

- Sue Watlov Phillips (MICAHA) said her organization would agree with that last comment.
- Denise Beigbender (Ramsey County, alternate) said that previously the FHIC did have community representatives who used to do work and study the issues — and there was a lot of exchanging of information that went on at that time. She suggested that the FHIC could work toward something like that again because it has been circumstances more than anything else that has limited participation to jurisdictional governments.
- Alyssa Wetzel-Moore (FHIC) said that there is agreement that the FHIC needs to be much more dynamic and interactive in its work, and in July they can look at figuring out what they can do in this next phase.

VI. Review of FHAC

To debrief the FHAC process and identify potential lessons learned, time was allowed for the three different interest groups within the FHAC — Equity in Place, FHIC, and the complainants — to meet and discuss key questions related to the process and then report back.

Topic 1: Consultant selection process/work of Mosaic

- **Equity in Place:** Ethrophic Burnett (Urban Homeworks) commented that at the beginning the process was messy and felt potentially untrustworthy. She noted that Mosaic has few staff of color, and that there were few national consultant options with experience that inspired confidence that they could be inclusive. Also, there was not enough time given to engaging organizations of color. The positive for Mosaic was that they were very responsive compared to other respondents.
- **FHIC:** Kathy Kugel (Dakota County) noted that the condensed timeline was not ideal, and that learning the process and getting all members up to the same level of understanding took time. She also said it was difficult to meet procurement policies and procedures while being transparent. She shared that the FHIC was disappointed that there were no local responses to the RFP, though they suspected that had to do with the timeline.
- **Complainants:** Carl Warren (Webber-Camden and Folwell Neighborhoods) commented that the selection process was successful for the group's first choice, but were disappointed when they had to defer to the second choice. He noted that Mosaic did a good job of gathering data but lacked diversity in staffing and fair housing expertise, and he suggested that they cherry picked data for their report.
 - Sue Watlov Phillips (MICAHA) added that, potentially due to the lack of diversity of their staff, the interpretation of community input by Mosaic often did not reflect a community. Chip Halbach (MHP) asked for an example of this. Phillips responded that Mosaic lacked a historical perspective on the community and didn't understand local laws that have kept people in certain areas. She noted Mosaic didn't have a full enough understanding of the diversity of the population. Gary Kwong (MICAHA) noted that comments Mosaic made about Woodbury ignored social, economic or nativity factors.
 - Maury McGough (HUD) asked for an example that would exemplify the statement of cherry picking data or leaving data out because it didn't fit preconceived conclusions. Gary Kwong (MICAHA) noted that Mosaic didn't like a study by the University of Minnesota's Institute on Metropolitan Opportunity which looked at housing costs and housing concentration. Alyssa Wetzel-Moore (FHIC) commented that Mosaic referenced a MinnPost article in their initial report, which assumed conclusions before Mosaic had begun any data collection or analysis. She noted it wasn't about the nature of the data, but the article referenced assumed conclusions in

absence of objective data compilation or analysis by Mosaic — and, because it was just a newspaper article it was not appropriate for drawing conclusions in the AI Addendum.

- Owen Duckworth (AMS) added that the challenge had less to do with data but with narrative. Gary Kwong (MICA) suggested that Mosaic wasn't allowed to use that data though. Lael Robertson (MMLA) asked if Kwong knew for a fact that the original data was thrown out or if only the conclusions from the newspaper article were omitted? She noted that saying they cherry picked data is inaccurate.
- Andrea Brennan (City of Minneapolis) noted that there is a section in the report that specifically references data from the Institute for Metropolitan Opportunity (IMO). She said there is no question that the final report reviewed and incorporated the original IMO data. She emphasized that the FHIC hired Mosaic to perform an analysis first, so by quoting the MinnPost article they were putting the cart before the horse. She noted they welcomed the same conclusion but only after an analysis that pointed to that result.
- Lael Robertson (MMLA) also noted that some of that data was not complete, and it would be premature to say information was not used if that study was not cited.

Topic 2: AI Addendum (time allotted for review, document structure and contents)

- **Equity in Place:** Jennifer Arnold (Inquilinx Unidxs) commented that the initial AI felt a bit templated, as if it was plucked from a previous AI. Originally, a deep analysis of racism wasn't present, and there was never enough time to review. EIP continued to have issues with the language such as "high/low opportunity areas," which reinforces racist narratives rather than advancing equity. Arnold said that EIP did not see the urgency of community needs reflected in the document, and that the communities of color input should be seen as assets in the report. She also commented that gentrification was not addressed in the same way as segregation or integration, when it is a critical problem, and that the recommendations lack real accountability.
- **FHIC:** Kathy Kugel (Dakota County) agreed that the review time allotted was too short, but thought that with the time constraints, it went as well as it could. The group appreciated the zoning analysis review; though there were areas for improvement, it was good a comparative examination for the 7-county metro area, which also may be a helpful resource for others. She also shared that the overall process has created a better sense of internal expectations within the FHIC.
 - Sue Watlov Phillips (MICA) asked if the FHIC sees the AI Addendum being used in comprehensive planning, noting that sharing this information could assist other cities. Kugel agreed, adding that better communication across jurisdictions about processes is needed.
- **Complainants:** Carl Warren (Camden- Webber and Folwell Neighborhoods) agreed that there wasn't enough time, which affected many areas of process on the addendum work.

Topic 3: Participation in process – in and outside of the FHAC, community meetings, micro grant engagement

- **Equity in Place:** Tia Williams (Frogtown Neighborhood Association) voiced that at the start of the process, it felt as if the FHIC were doing community members a favor by allowing them space at the table, rather than feeling like community members were an asset to the process. Williams expressed appreciation at attendance of the Undoing Racism workshop, noting the group came together and can hopefully use that lens to examine how to work together in the future. She noted that the money distributed for engagement while helpful fell short of compensating groups for the amount of time, money and resources necessary to accomplish the work. Williams also commented that the frames of "areas of concentrated poverty," which are *still* being used, are offensive.

- Jennifer Arnold (Inquilinxs Unidxs) noted that the community engagement process could have been better focused to align with what specific organizations are already doing so that the processes could build solutions, rather than just highlighting deficiencies.
- **FHIC:** Kathy Kugel (Dakota County) commented that the FHIC was happy the second round of community engagement was conducted, to better round out jurisdictions that previously felt left out of the process. Kugel noted that expectations and the degree of involvement from other FHIC members could have been better communicated. Kugel added that the FHIC was nonetheless happy with the results in hearing many perspectives and voices, and would hope to continue to expand on that such that it wouldn't be a one-time process but ongoing.
 - Sue Watlov Phillips (MICAH) asked if the FHIC would be willing to invest money to continue a community engagement process. Maury McGough (HUD) asked for clarification regarding the source of the funding that had been used for engagement. Alyssa Wetzel-Moore (FHIC) said that FHIC funded equal amounts of money for the consultant and for community engagement. Chip Halbach (MHP) noted that HUD funded MHP's staffing of the grant making process. Halbach also added that foundation money was allocated to the Minneapolis-based community groups participating in FHAC, and for the Undoing Racism training.
 - Sue Watlov Phillips (MICAH) commented that CDBG dollars could be used to fund community groups to do this type of community engagement for consolidated planning. Maury McGough (HUD) explained that 20 percent of CDBG dollars can go toward administrative costs, while the other 80 percent goes towards programs. Under that 20 percent, the local government grantee has to cover the cost of its staff that administers the block grant program; but remaining funding can go to a wide range of activities, including a community engagement process or community initiatives.
- **Complainants:** Carl Warren (Camden - Webber and Folwell Neighborhoods) noted three areas of concern around engagement. He commented that the community feedback was good, but the group only saw the selected feedback not all of it. He noted that there is a tendency for the engagement to come from certain geographic areas, and suggested a statistical weighting of feedback from suburbs and inner city respondents. He added that there needed to be more time to review community feedback.

Topic 4: Mechanics of the FHAC: Structure of FHAC; roles of participants, other attendees, MHP, HUD; meeting agendas; materials provided; training sessions; Dropbox use structure; meeting frequency, location and food; facilitation style.

- **Equity in Place:** Owen Duckworth (AMS) said that rotating locations for meetings was a positive, and that the food, meeting minutes, and planning / announcement of meetings were satisfactory. He suggested the timeline was difficult for the first few meetings, but the meeting order and process became more efficient with time. Duckworth expressed disappointment with the presentation from GARE (Government Alliance on Race and Equity) participants, especially in light of the content of the Undoing Racism workshop. He highlighted the irony of GARE's presentation and the inherent lack of accountability in that process. He also noted that Dropbox was not helpful.
- **FHIC:** Kathy Kugel (Dakota County) said that the role of MHP and funding was crucial to the process, and agreed with Duckworth about the improvement of time efficiency during meetings. Kugel said that the agenda and meeting minutes were very helpful, but that the whole region could have been better represented in the process.

- **Complainants:** Carl Warren (Camden- Webber and Folwell Neighborhoods) noted his concern as to who was represented at the table and who was not. He suggested that other representatives should have been at the table, including those from religious communities, departments of education and school districts. He also reiterated that Dropbox didn't work well.
 - Gary Kwong (MICAH) added that refugee populations were not represented around the table, and that email seemed to be a better means to distribute information than Dropbox.

Discussion (including what would like to be seen in MHP Report on FHAC process)

Bill Vanderwall (MHP) thanked all for contributing to the process. Chip Halbach (MHP) shared that HUD requested that MHP write a report on the process, which will be part of the information HUD will review to examine potential participation processes elsewhere in the country. Halbach asked that FHAC members review the outline for the report and let MHP staff know of any clear omissions.

- Maury McGough (HUD) shared that, from the comments around the table, it was obvious that there are still tensions. He emphasized that this process was not designed to resolve all those tensions but to get people to talk and engage in the drafting of the AI Addendum. McGough commented that a number of cities are grappling with this issue and (for better or worse) Minneapolis/ Saint Paul are far ahead.
- Owen Duckworth (AMS) added that he hopes the issue of framing and language — such as areas of concentrated poverty, and high and low opportunity areas — are addressed in the MHP report. Duckworth also emphasized a hope that gentrification and displacement are taken as seriously as segregation and integration in the future.
- Kim Nevels (HUD) noted that HUD is not likely to open the AFFH process to allow for changes. Maury McGough (HUD) voiced concern around Owen's point about not seriously addressing gentrification. Andrea Brennan (City of Minneapolis) said that while the technical terms are defined in regulation and need to be reflected in the city's work, day-to-day vernacular is meaningful and impactful, as well. She noted that if those who work in government are using terms that are offensive, there needs to be a change in that language. Maury McGough (HUD) agreed.

VII. Adjourn

Meeting adjourned at 12:00 pm.

Review of Undoing Racism Training April 23-24, 2017 mhp 7/10/2017

The [Undoing Racism](#) training was a two-day workshop provided by three facilitators from the People's Institute for Survival and Beyond for approximately 40 community organizers, advocates and government officials affiliated with the Fair Housing Advisory Committee (FHAC). The impetus for the training came from organizers of color at the FHAC table who felt the language and lens used in the discussions and process of the FHAC was lacking a requisite understanding of systemic and structural racism — and that the work of the FHAC and the entities involved was limited in its immediate and ongoing impact to address fair housing issues if that knowledge gap was left unresolved. The workshop was multi-racial with approximately two-third white and one-third people of color participants.

Through the course of the two-day training participants were asked to investigate both their personal benefit and institutional investment in white privilege / white supremacy and the systems that uphold it as a means to identify the root causes for and effective solutions to address fair housing issues. The main goals and take-aways from the training included:

- Developing a common definition of racism and an understanding of its different forms: individual, institutional, linguistic, and cultural;
- Understanding each individual's own connection to institutional racism and its impact on his/her work;
- Understanding the role of institutions in exacerbating institutional racism, particularly for people and communities of color;
- Understand how all of us, including white people, are adversely impacted by racism every day, everywhere;
- Addressing the surface assumptions about how fair housing work is (or is not) affected by racism;
- Beginning to think about how to be more effective in work around fair housing in each individual participant's organization or institution;
- Understand the role of community organizing and building effective multiracial coalitions as a means for Undoing Racism.

According to a follow-up survey of participants, the training had a deep, lasting effect on attendees from both the government and nonprofit sectors. For both white and people of color participants, examining the linguistic and social creation of race as a tool to concentrate power and resources among the elite was cited as a significant revelation — and something that struck to the core of their beliefs around race. Many of the white participants shared that they previously had very little interaction with the notion of white privilege and even less experience relating that larger power dynamic to their work in government and/or housing. Many participants also resonated with the concept of a gatekeeper — someone who holds or allocates resources in ways that perpetuate the current systems — and found it a useful foothold for making change within their own purview or organization / institution.

Survey responses: What were the main take-aways or learnings from the workshop for you?

Whether we like it or not, institutional racism is alive and well and helps explain the racial inequities we see in Minnesota. Therefore, we must be proactive in fighting against institutional racism in the work we do.

The concept of gatekeeper was very powerful, as were the definition of racism and reflections on white privilege. The workshop eased some tensions between the community advocates and government staff. Listening to different points of view was insightful.

The gatekeepers conversation was really meaningful to me, and changed the way that I describe the communities that we work within. I also heard clearly the need to ensure the communities we're seeking to serve are at the table during our discussions/decisions.

Within the structures that we call racism, "We have all been duped." The fundamentals that people of color had to put together in order to be resilient because of oppression are the very fundamentals that non-POC had to leave behind in order to keep their privileges secure.

The sharing of personal stories and struggles, in addition to shared learning, also created new connections among the participants from different backgrounds and institutions. While there were several ideas related specifically to the FHAC process — for instance, a commitment to making sure the FHIC creates a more open meeting process and a proposal to convene a small group from the FHAC to investigate the use of common language (like “concentrations of poverty”) that is racially coded and frames communities of color through a deficit lens — ALL of the participants emphasized that, while they might not have the specific steps mapped out, they had a strong commitment to bring these concepts into their organizations.

Survey responses: How are you currently including these learnings in your work or organization — or how do you plan to in the future?

This workshop gave me a lot of language to be able to explain the structures of racism and also language that describes the impacts. I am able to interpret the impacts and history to community.

I intend to work with staff to help to see that racial prejudice is likely affecting the decisions they make regarding our constituents and that they need to make conscious efforts to ensure that people of color are indeed being treated equitably.

Policy and program staff recommendations are being looked at through an equity lens, much more so than in the past.

I modified how I do grant applications/use different language that's based more on describing community strengths/assets rather than framing entire communities as victims. I also am working toward strategies to be more collaborative about our policies/programs.

Virtually all participants — and other FHAC members who didn't participate — agreed that this workshop would have greatly benefited the FHAC even more had it been at the start of the process and mandatory for all participants at the table.

Community Engagement Request for Proposals

Introduction

The Fair Housing Implementation Council¹ is preparing an Addendum to its 2014 Analysis of Impediments (AI) to Fair Housing. The Analysis of Impediments is an important document to help policy-makers prioritize resources to promote fair housing and eliminate barriers to fair housing. An important part of this Addendum is a robust community engagement and information-gathering process that involves communities most likely to experience discrimination, but whose experiences with discrimination may have been underrepresented in previous AIs.

This Addendum is specifically focused on the protected classes of Race and National Origin and the experiences people of color may have with segregation, housing discrimination, displacement, gentrification, and housing choice in the seven county metro area (the counties of Anoka, Carver, Dakota, Hennepin, Ramsey, Scott, and Washington).

As a sub-recipient of the Fair Housing Implementation Council, the Minnesota Housing Partnership issues this Request for Proposals (“RFP”) from applicants meeting the qualifications outlined in this RFP to conduct a community engagement process to gather information about barriers to fair housing and solutions to overcome those barriers.

Specifically, applicants are asked to conduct a community engagement and information gathering process and coordinate subsequent feedback in which they:

1. Provide an overview of this AI Addendum process and its relevance to the community;
2. Develop questions about participants’ experiences with housing. Questions may be open-ended, but designed with the intent of gathering responses relevant to the impact of segregation, housing discrimination, displacement, gentrification, and barriers to housing choice on communities of color;
3. Provide notes, audio, and meeting summary of the engagement session;
4. Gather feedback from participants to relevant sections of Addendum drafts to ensure consistency with community input and report this feedback to the FHIC consultant.

Approximately 15 to 20 grants will be made available through this RFP up to \$4,500 (\$4,000 plus reimbursement for meeting costs up to \$500) and interpretation/translation if applicable.

¹ Funding members of the FHIC include the counties of Anoka, Dakota, Hennepin, Ramsey, and Washington, the Metro HRA (Metropolitan Council), the Community Development Agencies of Scott and Carver Counties, and the cities of Bloomington, Eden Prairie, Minneapolis, Minnetonka, Plymouth, Coon Rapids, Saint Paul, and Woodbury.

A. Scope of Work

1. Conduct a culturally appropriate community engagement process to reach 15 or more people (examples include: community meeting, listening circles, focus group, several one on one meetings, etc.) about housing opportunity, barriers to fair housing, and solutions to these barriers. Use the required tools provided (see Part E) in the session.
2. Communicate with the designated point of contact to finalize logistics of engagement session. This may be someone from the Fair Housing Implementation Council, Fair Housing Advisory Committee, Minnesota Housing Partnership, and/or the AI Consultant
3. Collect demographic information on those participating in the process. A standardized form will be provided upon award of the grant to collect data on participants who voluntarily choose to identify the following: race or ethnicity, income level, homeowner or renter, and community of residency. Names will not be collected.
4. Record the audio of the meeting (if an audio recording is not possible, please explain why not), take detailed notes, and create a meeting summary. Provide the audio, notes, and a summary of the engagement session to the contact person identified by the Minnesota Housing Partnership within ten business days of the meeting or no later than January 18, 2017 (whichever comes first).
5. Provide a summary to the participants of the engagement session and post on your organization's website, or another community-based website, and social media account(s).
6. Provide notice to MHP and the public of community meetings a minimum of 10 calendar days before the meeting, unless a valid exception is requested to publicize in less time.
7. Gather feedback from participants to relevant sections of the Addendum drafts to ensure consistency with community input and report this feedback to the FHIC consultant.

B. Qualifications

1. Applicant must have existing relationships with one or more communities of color.
2. Applicant must have experience engaging or organizing with one or more communities of color and documenting their community input as part of an engagement process for a funder, government entity or other community decision process.
3. Applicant must have the ability to explain government processes (guidance will be provided) and how these processes may impact a community.

C. Evaluation Criteria

1. Priority will be given to the engagement of those communities most impacted by fair housing violations, namely people of color, renters, and those with limited incomes.
2. Because of underrepresentation of communities of color in previous Analyses of Impediments, priority will be given to applicants whose leadership (Executive Director, Board of Directors, etc.) belongs to one or more communities of color.

3. Priority will be given to applicants that have connections to one or more of the following communities:
 - a. Communities of color
 - b. Limited English Proficiency individuals
 - c. Immigrants (any immigration status including refugees or undocumented persons (those with no immigration status)
 - d. Low-income
 - e. Displaced (from rentals and homeownership)
 - f. Housing Choice Voucher holders (including those that received a voucher but unable to place it)
 - g. Under-represented faith communities
 - h. Communities that are underrepresented in government processes
4. We need to collect information related to the geographic scope of the proposed engagement work. Contracts will be awarded to ensure a community engagement session in each of the FHIC jurisdiction cities and counties.

D. Timeline

Application Due*	October 14, 2016
Grants Awarded	October 21, 2016 (anticipated)
Engagement Session completed	No later than January 13, 2017
Meeting Summary Due	January 18, 2017

*This RFP may be subject to future solicitations in order to meet its objectives.

E. Tools Provided:

1. Educational information about the Analysis of Impediments.
2. A standard set of questions will be provided for each community engagement meeting, focus group, one on one, etc. The prepared questions are meant to help facilitate the meeting, collect aggregate demographic data, inform the participants of the issues to be addressed and to gather data and comments specific to AI Addendum. The applicant can determine how to best communicate these questions to the identified community(ies).
3. Background material and documents, maps, data.

F. Budget

1. Engagement session planning, coordination, reporting, and follow up: \$4,000.
2. Site rental, childcare, transportation and other costs associated with the session not to exceed \$500.
3. Interpretative and translation services if required.

Application

1. Identify community(ies) with which you have an established connection and relationship and why this community would fall within the scope of this grant. (Create check list)
 - a. Communities of color
 - b. Limited English Proficiency individuals
 - c. Immigrants (any immigration status including refugees or undocumented persons (those with no immigration status)
 - d. Low-income
 - e. Displaced (from rentals and homeownership)
 - f. Housing Choice Voucher holders (including those that received a voucher but unable to place it)
 - g. Under-represented faith communities
 - h. Communities that are underrepresented in government processes
2. Provide a list and titles of organizational leadership (e.g. executive director, board members) and the connection the organizational leadership has to communities of color.
 - a. Board
 - b. Staff
3. List the cities and/or counties the above community(ies) are connected to (live, work, worship, etc.).
 - a. Anoka, Dakota, Hennepin, Ramsey, and Washington, the Community Development Agencies of Scott and Carver Counties, and the cities of Bloomington, Eden Prairie, Minneapolis, Minnetonka, Plymouth, Coon Rapids, Saint Paul, and Woodbury.
4. Describe your organization or group's experience and philosophy with engaging the communities that you have identified above. Limit 500 words.
5. Describe the engagement strategy you intend to use to engage around these topics and why it is most effective within the community with whom you are connected. Limit 500 words.
6. Identify how many people you anticipate will participate in this engagement process.
7. Identify the proposed location(s) where you are considering conducting the engagement process. Any chosen location must be accessible for people with disabilities as required by federal, state, and local law. (We can provide guidance to assist in selecting an accessible location).
8. Identify any concerns beyond what is asked for in this RFP that Minnesota Housing Partnership may need to know in order for your organization to successfully deliver a community engagement session.

Provide a Budget of Meeting Costs:

1. Staff Costs
2. Administrative/Overhead Costs
3. Childcare
4. Site Rental
5. Interpretive/Translation Services
6. Other (please describe)

Please email your application to Chip Halbach at chalbach@mhponline.org. Also contact Chip Halbach with any questions about this application.



Community Engagement Toolkit

For the Fair Housing Implementation Council's AI Addendum



Mosaic Community Planning, LLC
195 Arizona Ave NE, Suite 123
Atlanta, Georgia 30307
404.831.1395
www.mosaiccommunityplanning.com

INTRODUCTION

The Fair Housing Implementation Council (FHIC) is preparing an addendum to its 2014 Analysis of Impediments (AI) to Fair Housing. The AI is an important document to help policymakers prioritize resources to promote fair housing and eliminate barriers to fair housing. An important part of this Addendum is a robust community engagement and information-gathering process that involves communities most likely to experience discrimination, but whose experiences with discrimination may have been underrepresented in previous AIs.

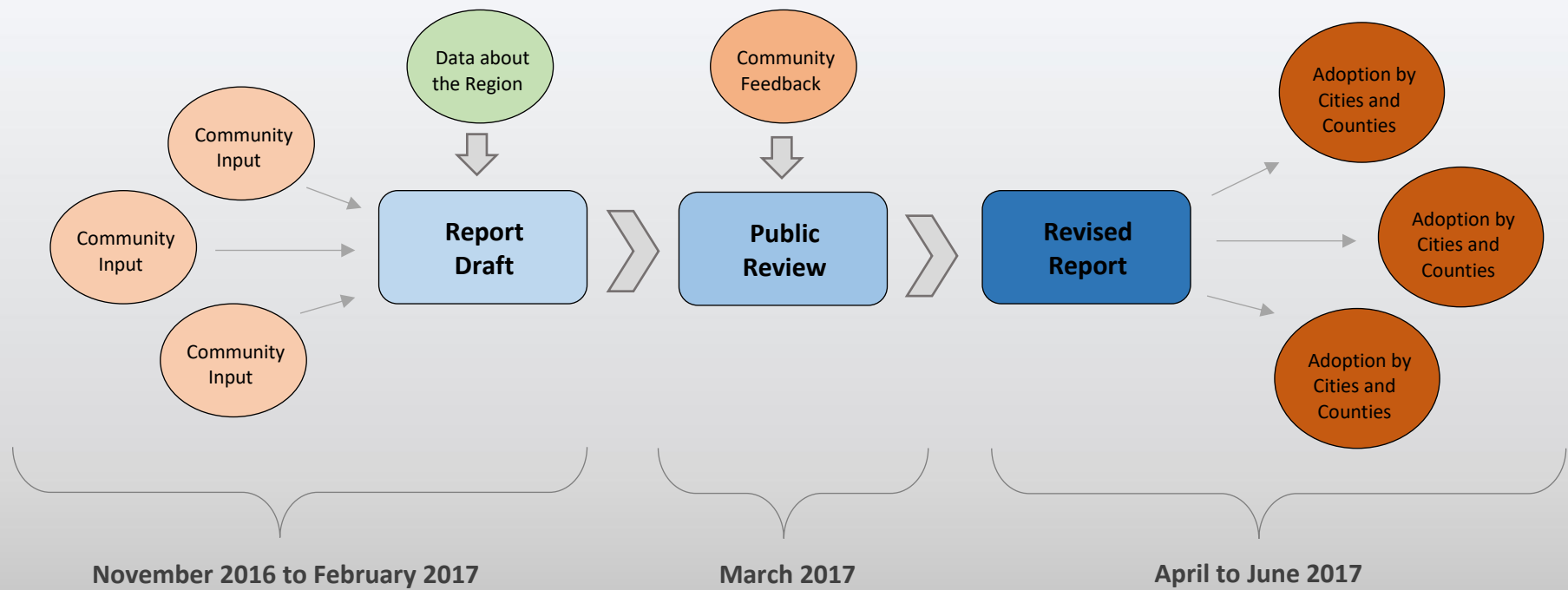
This toolkit contains resources for the people and organizations who will be conducting community engagement activities related to the AI Addendum. Use of the materials provided here should not only assist meeting facilitators with their work, but will ensure the input received from a variety of different engagement activities across the region is of a consistent format that can be properly incorporated into the AI.

THE PROCESS

The backbone of the FHIC's community engagement process will be meetings, listening sessions, and other events coordinated by existing local organizations through a microgrant program. The funded organizations have each proposed meeting formats that they believe will be most appropriate in reaching their intended audience; therefore, meeting type and format is not prescribed here. Rather, each funded organization will execute its own strategy for holding its requisite public engagement events. Other organizations are welcome to join the community engagement effort and, though not funded by a microgrant, are invited to use the tools here to collect and report input received from their respective constituencies.

At the conclusion of a scheduled community engagement event, whether held by a funded organization or another interested group, an audio recording, a completed Engagement Response Summary, and any other raw meeting data will be sent to the Minnesota Housing Partnership, a contractor to the FHIC, for processing. Minnesota Housing Partnership will assemble notes, summaries, and other engagement input for use by Mosaic Community Planning, the FHIC's consultant charged with developing the AI Addendum.

The figure below illustrates the process that the Twin Cities Region will use to complete the Addendum to its 2014 Analysis of Impediments to Fair Housing Choice.



THE QUESTION SETS

Community Meeting Questions

The following is a set of standard questions to be used in community meetings, focus groups, listening circles, forums, or other group interactions that will be held related to the AI Addendum. Questions and the question order may be varied at the meeting facilitator's discretion but should generally follow this outline.

1. Please share a little about the neighborhood where you live. What do you like or dislike about it? Why did you choose to live in your neighborhood?
2. Are there people in your neighborhood that you culturally identify with? How important is this to you?
3. How has your neighborhood changed over the last few years? Who is moving into your neighborhood? Who is leaving it? Why are these changes occurring?
4. What do you believe are some of the best neighborhoods in the Twin Cities region? If you could afford housing in these places, are there any other barriers that would keep you from moving there?
5. If you could afford to move elsewhere, would you?
 - a. If yes, why? What neighborhood would you choose to move to? What is attractive to you about this neighborhood?
 - b. If no, why would you choose not to move elsewhere?
6. Are people in the area segregated in where they live? What characteristics define the segregation? What causes it to occur?
7. Have you or people you know experienced housing discrimination since living in the Twin Cities? What type of discrimination occurred? How long ago? Where? By whom?
8. Who would you contact for help if you feel you have been discriminated against? Or do you not know who to contact?
9. What things do you think should be done to best improve the living conditions or provide more opportunities for you and your neighbors to improve their lives?

Informal One-on-One Questions

The following is a selection of standard discussion questions rephrased to be more conversational in tone. These can be used in informal interviews and interactions with residents outside of a traditional meeting setting.

1. If you could afford to live anywhere you wanted in the Twin Cities, would you want to move? If so, what neighborhood would you choose to move to? What is attractive about it? Assuming you could afford it, is there any reason you wouldn't be welcome in the neighborhood of your choice?
2. What things do you think should be done to best improve the living conditions or provide more opportunities for you and your neighbors to improve their lives?

Group Facilitator Questions

After facilitating any type of group discussion or dialogue around the standard question set, facilitators are asked to provide a brief meeting summary describing the common themes and the general atmosphere surrounding the group discussion. The following are questions that facilitators should consider as they create their summaries:

1. How would you describe the meeting overall: was it difficult to engage participants in the discussion? Did participants seem to understand the subject matter? Were participants passionate or reserved?
2. Was there consensus or were there strong differences of opinion? What were the major points of disagreement? Were participants' ideas generally consistent with one another or were there major differences of opinion? Were there significant demographic differences in positions (e.g. men tended to say ____; women tended to say ____)?
3. What were the most common themes to emerge from the discussion? What were the strongest areas of agreement? Describe the degree of consensus around these ideas.

FACILITATOR'S GUIDE

This guide restates the community meeting questions along with additional thoughts for facilitating discussion around them. By pointing out the role these questions play in the overall study, facilitators may be better able to tailor these questions or form follow-up questions for their specific meetings.

- 1. Please share a little about the neighborhood where you live. What do you like or dislike about it? Why did you choose to live in your neighborhood?**

This question provides the consulting team with names and information about the perceptions of specific neighborhoods throughout the study area. Some people may choose their neighborhood for certain characteristics it offers, others may settle for a neighborhood because no other or better choices were available. Some people may have lived in the same neighborhood all their lives; in this case, an alternative question may be to ask why they have not moved away.

- 2. Are there people in your neighborhood that you culturally identify with? How important is this to you?**

Neighborhood diversity is not a universal value; this question gets at the personal value participants place on identifying with the cultural traditions and customs of others in their neighborhoods.

- 3. How has your neighborhood changed over the last few years? Who is moving into your neighborhood? Who is leaving it? Why are these changes occurring?**

Gentrification and displacement are important aspects to understanding the current housing environment in the Twin Cities. Responses to this question will help provide context to other responses by indicating whether or not participants live in a transitional neighborhood. The perceptions from local residents as to what may be driving changes may raise subjects for additional study by the consulting team.

- 4. What do you believe are some of the best neighborhoods in the Twin Cities region? If you could afford housing in these places, are there any other barriers that would keep you from moving there?**

Here again, this question will provide the consulting team with names and information about the perceptions of specific neighborhoods throughout the study area, particularly those areas that may be said to have high opportunity. HUD data will indicate such areas, but the data may not square with public perception. The barriers asked about in this question could indicate discriminatory practices, but could also include general concerns or preferences (e.g. I wouldn't want my child to have to change schools; I wouldn't want to have to leave my neighbors; I would have to find a new job, etc.).

5. If you could afford to move elsewhere, would you?

- a. If yes, why? What neighborhood would you choose to move to? What is attractive to you about this neighborhood?**
- b. If no, why would you choose not to move elsewhere?**

This series of questions is important for determining participants' willingness to consider moving to new areas where opportunities may be greater. As with Question 4, some responses may help indicate perceptions about high-opportunity areas, but responses should also indicate what features of a community are most important to the participants. Again, HUD measures opportunity based on a set of factors including school quality and access to jobs. Responses here will indicate whether there may be additional factors that should be considered.

6. Are people in the area segregated in where they live? What characteristics define the segregation? What causes it to occur?

Bear in mind that segregation can occur along lines other than race or ethnicity. Are people segregated based on their national origin, religion, or whether or not they have children? Do people choose to live near people who look like themselves or with whom they share a cultural identity? Or are segregated living patterns more indicative of a lack of choice?

7. Have you or people you know experienced housing discrimination since living in the Twin Cities? What type of discrimination occurred? How long ago? Where? By whom?

Identifying common forms of discrimination is important to planning for ways to eliminate it. Was the discrimination perpetrated by a landlord, property manager, lender, real estate agent, government official? Patterns emerging from these responses may point to new areas for further study by the consulting team.

8. Who would you contact for help if you feel you have been discriminated against? Or do you not know who to contact?

If people know their fair housing rights and are able to detect when they are discriminated against, this is only the first step. With this question, responses will indicate the degree of need for greater publicity around fair housing enforcement.

9. What things do you think should be done to best improve the living conditions or provide more opportunities for you and your neighbors to improve their lives?

Whether programs, policy changes, or action steps, input from participants on what can be done to improve housing options and living conditions will be key to developing recommendations. Public and private sector involvement should be contemplated.

PARTICIPATION RECORD

The participation record is used to ensure input into the AI Addendum is broad and diverse, reflecting the diversity of the region. Facilitators should provide a half-page Participation Record for each participant and encourage them to complete the form anonymously. Note that the form does not require a name or any personally-identifiable information. Once completed, the facilitator should provide a drop box or other safe place where the forms can be collected. Individual participants may decline to complete the form, but microgrant recipients are required to offer these forms at each engagement session held.

Participation Record

*Please complete to the best of your ability. Note that this form does **not** require your name or other personally identifiable information.*

Community where you live:		ZIP Code:
Race: <div> <input type="checkbox"/> American Indian/ <input type="checkbox"/> Alaska Native </div> <div> <input type="checkbox"/> Black or African <input type="checkbox"/> American </div> <div> <input type="checkbox"/> Native Hawaiian/ <input type="checkbox"/> Pacific Islander </div> <div> <input type="checkbox"/> Asian </div> <div> <input type="checkbox"/> White </div> <div> <input type="checkbox"/> Other </div>		
Are you Hispanic/Latino?	Age:	Do you:
National Origin:	How long have you lived in the US?	<input type="checkbox"/> Own a home <input type="checkbox"/> Rent <input type="checkbox"/> Other: _____
Annual Household Income: <div> <input type="checkbox"/> Less than \$10,000 </div> <div> <input type="checkbox"/> \$10,000 - \$14,999 </div> <div> <input type="checkbox"/> \$15,000 - \$24,999 </div> <div> <input type="checkbox"/> \$25,000 - \$34,999 </div> <div> <input type="checkbox"/> \$35,000 - \$49,999 </div> <div> <input type="checkbox"/> \$50,000 - \$74,999 </div> <div> <input type="checkbox"/> \$75,000 - \$99,999 </div> <div> <input type="checkbox"/> \$100,000 or more </div>		

ENGAGEMENT RESPONSE SUMMARY

The Engagement Response Summary form is to be used as a standard way of capturing input collected through the community engagement process. Audio recordings and detailed notes may be collected in addition to this summary form. For each question on the form, respondents' individual answers should be listed in succinct, bulleted form as shown in the example that follows.

The comments noted need not be connected to a particular person, however, if for instance a mayor attends a meeting or someone else who speaks for a constituency larger than him or herself, it is helpful to note that person's position for the record. Otherwise, a simple bulleted list of each individual comment received is all that is needed. Because there is some consideration to be given the frequency of certain comments, the facilitator should not summarize or consolidate comments; it is helpful for the consulting team to see the different ways a particular comment is expressed and how often it is voiced. Therefore, a comment echoed by multiple participants should appear on the response summary multiple times.

At the end of the form is a section to be completed independently by the meeting facilitator summarizing some of the common themes and providing additional background on the meeting context.

Community Engagement Response Summary		
Meeting Date & Time:		Location:
Organization:		Facilitator: Number of Participants:
	Questions	Responses
1.	Please share a little about the neighborhood where you live. What do you like or dislike about it? Why did you choose to live in your neighborhood?	<i>Example:</i> <ul style="list-style-type: none"> • I live in Midtown, and I like it because it's a safe community where neighbors know one another • I like that the community is walkable and close to amenities like grocery stores • I chose to live intown because it's affordable and convenient to many areas • I chose to live in Highland Woods because I inherited my house, but dislike the neighborhood because the area is deteriorating and many properties are vacant
2.	Are there people in your neighborhood that you culturally identify with? How important is this to you?	•
3.	How has your neighborhood changed over the last few years? Who is moving into your neighborhood? Who is leaving it? Why are these changes occurring?	•
4.	What do you believe are some of the best neighborhoods in the Twin Cities region? If you could afford housing in these places, are there any other barriers that would keep you from moving there?	•
5.	If you could afford to move elsewhere, would you? <ul style="list-style-type: none"> a. If yes, why? What neighborhood would you choose to move to? What is attractive to you about this neighborhood? b. If no, why would you choose not to move elsewhere? 	•
6.	Are people in the area segregated in where they live? What characteristics define the segregation? What causes it to occur?	•
7.	Have you or people you know experienced housing discrimination since living in the Twin Cities? What type of discrimination occurred? How long ago? Where? By whom?	•

8.	Do you know who to contact or where to go for help if you feel you have been discriminated against? Or do you not know who to contact?	•
9.	What things do you think should be done to best improve the living conditions or provide more opportunities for you and your neighbors to improve their lives?	•
Group Facilitator Summary		
1.	How would you describe the meeting overall: was it difficult to engage participants in the discussion? Did participants seem to understand the subject matter? Were participants passionate or reserved?	•
2.	Was there consensus or were there strong differences of opinion? What were the major points of disagreement? Were participants' ideas generally consistent with one another or were there major differences of opinion? Were there significant demographic differences in positions (e.g. men tended to say _____; women tended to say _____)?	•
3.	What were the most common themes to emerge from the discussion? What were the strongest areas of agreement? Describe the degree of consensus around these ideas.	•

ADDITIONAL RESOURCES

Definitions of Key Terms and Concepts

Affordable Housing

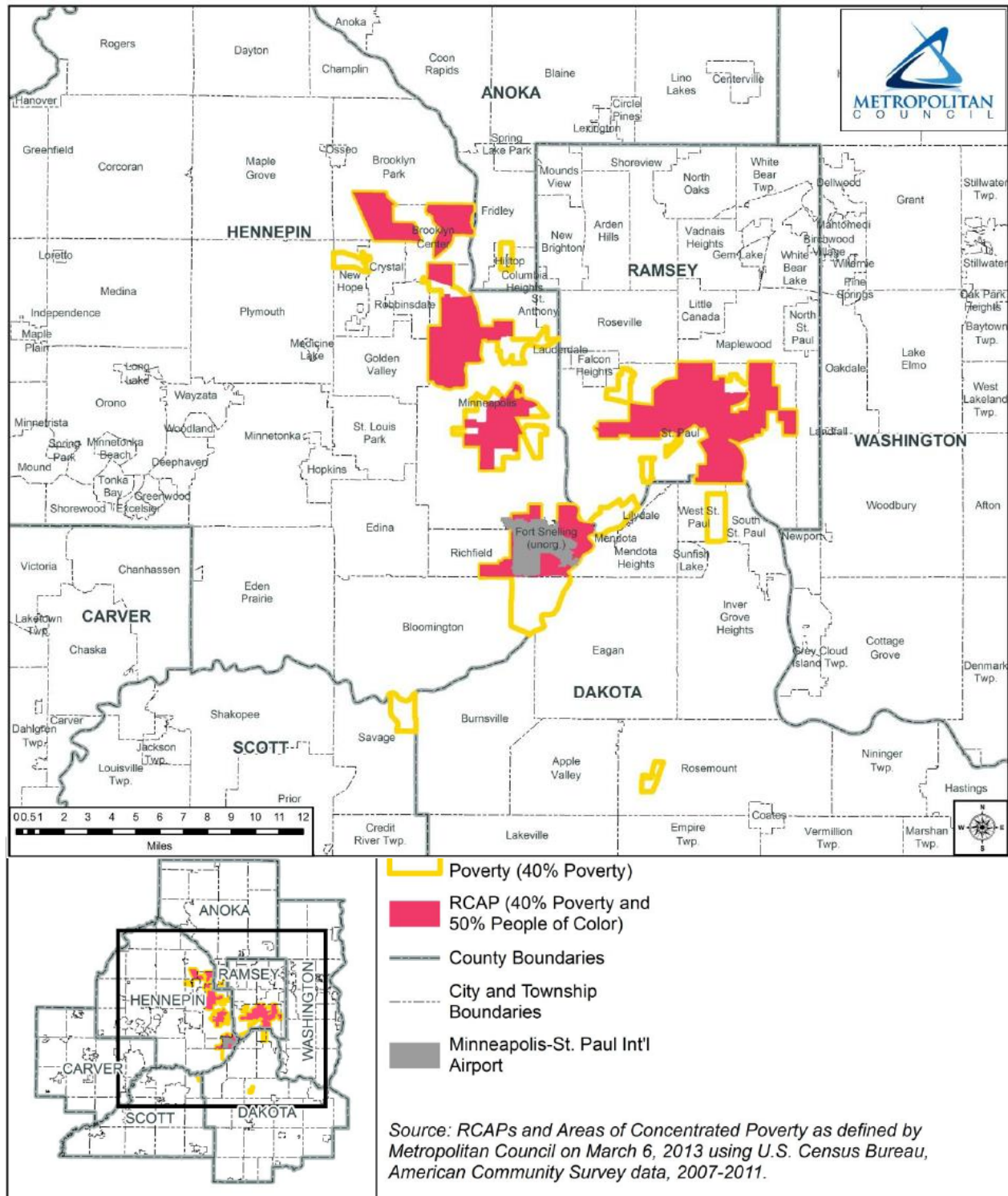
The U.S. Department of Housing and Urban Development defines affordable housing as housing that costs no more than 30% of a household's total monthly gross income. For rental housing, the 30% amount includes any utility costs paid by the tenant. For homeowners, the 30% amount includes the mortgage payment, property taxes, homeowners insurance, any homeowners association fees, and utilities.

Areas of Concentrated Poverty and Racially Concentrated Areas of Poverty (RCAPs)

The following map shows areas of concentrated poverty and racially concentrated areas of poverty (RCAPs), as identified in the Metropolitan Council's 2014 report, *Choice, Place and Opportunity: An Equity Assessment of the Twin Cities Region*. That report defines areas of concentrated poverty as those where 40% or more of residents have family incomes below 185% of the federal poverty line. An RCAP is defined as an area of concentrated poverty where more than 50% of residents are people of color.

According to the *Choice, Place and Opportunity* report: "The region's present-day RCAPs are located in Minneapolis, St. Paul and four suburban areas – Brooklyn Center, Brooklyn Park, Richfield and federal lands constituting Fort Snelling." Minneapolis neighborhoods with RCAP census tracts include North and South Minneapolis; St. Paul RCAP tracts are in Dayton's Bluff, Payne-Phalen, Greater East Side, North End, West Side, Frogtown and Summit-University.

Map of Areas of Concentrated Poverty and Racially Concentrated Areas of Poverty



The Fair Housing Act

The Basics

Purpose

The purpose of the Fair Housing Act is to protect a person's right to own, sell, purchase, or rent housing of his or her choice without fear of unlawful discrimination.

Who is Protected?

The Fair Housing Act is intended to allow *everyone* equal access to housing. Specifically, the Act prohibits discrimination on the basis of race or color, national origin, religion, sex, familial status, or disability; these categories are known as "protected classes." In addition to these federally protected classes, some state and local laws go further, including marital status, age, source of income, sexual orientation, ancestry, or others.

Which Forms of Discrimination are Prohibited?

The Fair Housing Act prohibits the following actions when based on race or color, national origin, religion, sex, familial status, or disability:

- Refusal to rent, sell, or negotiate housing or refusal to make a mortgage loan
- Setting different terms, conditions, or privileges for sale or rental of a dwelling
- Provision of different housing services or facilities
- Denial of access to or membership in a facility or service related to the sale or rental of housing
- Failure to provide information regarding loans

Does the Act Apply to All Housing?

Some forms of housing are exempt from compliance with the Fair Housing Act, including owner-occupied housing consisting of four or fewer units, single-family housing sold or rented without use of a broker, housing operated by organizations, and private clubs that limit occupancy to members.

What are the Responsibilities of Grantees?

Grantees must annually certify that they will Affirmatively Further Fair Housing (AFFH) as a condition of receipt of funds. In order to meet AFFH obligations, HUD requires grantees to, among other things, conduct an Assessment of Fair Housing, which uses local community input and HUD data to identify and address factors contributing to issues of segregation, concentrated poverty, housing needs, and access to opportunity.

What does it mean to "Affirmatively Further Fair Housing"?

In addition to combating outright housing discrimination, affirmatively furthering fair housing means taking meaningful actions to overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics. Grantees must take actions to:

- Address disparities in housing need;
- Replace segregated living patterns with integrated and balanced living patterns;
- Transform racially and ethnically concentrated areas of poverty into areas of opportunity; and
- Foster and maintain compliance with civil rights and fair housing laws.

What Should I do if I Experience Housing Discrimination?

If you believe your rights to fair housing have been violated, you can file a complaint and get help by calling HUD's Housing Discrimination Hotline at (800) 669-9777 or visiting www.hud.gov/complaints/housediscrim.cfm.

Answer key (from other side): 1. False 2. True 3. False 4. False 5. False 6. False 7. False 8. False 9. False 10. False

Fair Housing Quiz

How Much Do You Know?

True or False?

1. Under federal law, it is legal for an apartment building owner to assign families with younger children to one particular building.
2. An apartment building owner has the right to reject an applicant because of poor housekeeping habits.
3. Not allowing the construction of a wheelchair ramp on the apartment building owner's property is permissible, even if the tenant agrees to remove it at his/her own expense upon leaving.
4. Under federal law, indicating a preference based on religion in advertising an available apartment is legal.
5. An apartment building owner may legally reject an applicant with a history of mental illness, though he/she is not a danger to others.
6. A rental application may be rejected by the landlord because of the applicant's religion.
7. When using a real estate agent, a family may sell their house only to a white buyer.
8. A real estate agent is allowed to limit a home search to certain neighborhoods based on the client's race/ethnicity.
9. A loan officer may turn down a Black applicant because of the applicant's lack of steady job and income.
10. It is legal for a loan officer to require higher down payments from Hispanic families in order to get a mortgage.

This quiz is an adaptation of a national survey conducted by HUD in 2000-2001 in conjunction with HUD's "How Much Do We Know" study. The 1,001 respondents to the national survey correctly answered questions similar to these 63% of the time. Correct answers on reverse.



Are YOU challenged with getting safe, decent and accessible housing that you can afford.

A chair for you is waiting at our upcoming listening table so we can hear, directly from you, about your experiences in housing, rental or homeownership. What is your challenge for living in a safe, decent and accessible place to live?

WHAT: Renter's Forum

WHEN: December 31, 2016

TIME: 12pm-4pm

WHERE: North Regional Library 2nd Floor

1315 N Lowry Ave, Minneapolis, MN 55411

Food and Gift Cards for the first 10 people.

Please feel free to contact 1 Family 1 Community: 1fam1community@gmail.com

Queen 651 354 9855



Community Engagement Grantees Example Community Flyers



Please help us by sharing your views and experiences!

Interfaith Outreach will be conducting a listening session with adults about Fair Housing following tonight's community dinner.

6 pm- Dinner and gift card giveaway

6:30 pm- Adults move to another room for housing listening session; kids start movie with WCC volunteers

8 pm- Movie finishes and everyone heads home, Martha drives van shuttle

We hope you can come and share your valuable experiences!

You are invited to attend!

The New American Academy would like to invite you to our upcoming event:

East African Community Housing Conversation:

What is needed today?

Monday December 19th, 2016

6 – 8 pm

Hennepin County Library, Eden Prairie

The purpose of the meeting is to identify the key housing issues and challenges facing the East African/Somali community today, and what can be done to address our housing needs in Eden Prairie. What have we learned? Where is there need for more work? And how can the community participate in strengthening affordable housing efforts?

For more information, please contact:

Asad Aliweyd,
New American Academy
tothiye@gmail.com
952-212-7446



The session will begin with short presentations by the panelists, and then open up to questions from the audience. Please join us for this important conversation!





Legislation Details (With Text)

File #: RES 17-994 **Version:** 2 **Name:**
Type: Resolution **Status:** Passed
In control: City Council
Final action: 6/28/2017
Title: Directing the creation of a Fair Housing Workgroup.
Sponsors: Amy Brendmoen, Jane L. Prince, Russ Stark, Dai Thao, Rebecca Noecker, Chris Tolbert
Indexes:
Code sections:
Attachments: 1. Link to Addendum to 2014 Regional AI May 2017

Date	Ver.	Action By	Action	Result
6/29/2017	2	Mayor's Office	Signed	
6/28/2017	1	City Council		

Directing the creation of a Fair Housing Workgroup.

WHEREAS, the City of Saint Paul is committed to furthering fair housing, housing choice, and access to economic opportunity and has a longstanding practice of coordinating investments to achieve these goals; and

WHEREAS, safe and stable housing and commercial corridors are the bedrock upon which individuals, families, and a community can thrive; and

WHEREAS, demographic changes, historical practices, federal housing policies, and societal and economic conditions have all contributed to concentrating poverty and people of color in particular areas of the City of Saint Paul; and

WHEREAS, the City of Saint Paul recognizes that our vision of a vibrant, thriving community will be impeded as long as housing discrimination and disparities in education and employment persist; and

WHEREAS, the goal of the City of Saint Paul is to continue to, make community development investments through a lens of fair housing and racial equity, to lessen the impact of race on opportunities in education, employment, housing, health and safety; and

WHEREAS, the City of Saint Paul, together with our regional city, county, and community partners, has undertaken an extensive analysis of housing discrimination and fair housing issues, and provided recommended strategies to address those concerns in the recently completed Addendum to the 2014 Analysis of Impediments to Fair Housing ("AAI"); and

WHEREAS, the AAI contains historical narrative, demographic data, and a housing market profile; it reviews zoning codes, Low Income Housing Tax Credit policies, public housing and voucher use policies; and it reports on the geographic locations of subsidized housing and the effects of gentrification and displacement; and

WHEREAS, the AAI provides guidelines and recommendations to achieving a balanced approach to fair housing and access to opportunity which should be evaluated for implementation within the City of Saint Paul;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Council direct the formation of a Fair Housing

Workgroup to make policy and budget recommendations to the Mayor and Housing and Redevelopment Authority, with the goal of eliminating housing disparities, lowering barriers to affordable housing, and ensuring access to economic opportunity in the City of Saint Paul;

AND FURTHER BE IT RESOLVED that the Fair Housing Workgroup will be co-chaired by a representative of the City Council and a representative of the Mayor's office and will be composed of representatives including from the Departments of Planning and Economic Development, Safety and Inspections, Human Rights and Equal Economic Opportunity and the City Council;

AND FINALLY BE IT RESOLVED that the first meeting of the Fair Housing Workgroup will take place within 45 days of passage of this resolution.

Minnesota Housing Partnership (MHP) convenes, guides, and supports a diversity of partners working to improve conditions of home and community.

Learn more at www.mhponline.org

