

**Volume 27, Issue 38**  
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## **HoUsed Campaign for Universal, Stable, Affordable Housing**

### **NLIHC Attends White House Meeting on Housing Supply and Affordability**

NLIHC President and CEO Diane Yentel participated last week in a White House meeting on housing supply and affordability. Held in the Roosevelt Room of the White House's West Wing, the meeting included White House officials Brian Deese (director of the National Economic Council), Marcia L. Fudge (secretary of HUD), Sandra Thompson (director of the Federal Housing Finance Agency), and Gene Sperling (senior advisor to the president). Other attendees included the CEOs of the National Association of Realtors, National Multifamily Housing Council, Mortgage Bankers Association, National Association of Home Builders, National Fair Housing Alliance, Center for Budget and Policy Priorities, and National Housing Conference. The meeting focused on legislative and administrative housing priorities for the remainder of this year.

Diane highlighted the pronounced struggles that low-income renters face with increasing inflation and skyrocketing rents. She noted that if left unchecked, higher rents will increase homelessness, with all its associated costs to children, families, and communities across the country. The U.S. Government Accountability Office (GAO) has found that an increase of \$100 per month in median monthly rent is associated with a 9% increase in homelessness. Last year, rents increased by nearly \$200 per month. Diane noted that increased homelessness can be visible and countable – in growing encampments and increased requests for shelter – but also invisible, as suggested by the case of a mother who emailed NLIHC last week and who is sleeping in a storage unit with her disabled son after their landlord raised rents and evicted them.

To increase affordable housing supply, NLIHC is urging that a year-end tax extenders bill include an expansion of the Low-Income Housing Tax Credit program as well as essential reforms to ensure the deeper affordability of new units. The Biden administration should also continue to tie new infrastructure funding to local zoning reform.

At the same time, Diane explained, it must be recognized that building our way out of the housing supply hole we have dug for ourselves will take years. For this reason, the Biden administration must act now to prevent increased evictions and homelessness by:

- Urging Congress to provide the highest possible funding for new incremental Housing Choice Vouchers.
- Tying key renter protections to government-backed mortgages.
- Holding institutional investors accountable for predatory and egregious actions against tenants.
- Continuing to encourage the enactment of state and local tenant protections with accelerant funding through Emergency Rental Assistance, State and Local Fiscal Relief Funding, and other means.
- Continuing the 100% federal reimbursement for Non-Congregate Sheltering of people experiencing homelessness.

NLIHC appreciated the opportunity to share these priorities with senior officials from the Biden administration and looks forward to a continuing partnership with the White House to increase housing supply and affordability and protect low-income renters and people experiencing homelessness.

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### **Register Now to Join Next Homelessness and Housing First Webinar on September 28!**

NLIHC, the National Alliance to End Homelessness (NAEH), and the Center on Budget and Policy Priorities (CBPP) invite advocates nationwide to register for “How to Address Unsheltered Homelessness,” the final webinar in our four-part series on homelessness and Housing First. Decades of learning, experience, and research have proven that [Housing First](#) is the most effective approach for ending homelessness. Housing First

recognizes that affordable and accessible homes are the foundation on which people thrive, and by combining housing with access to supportive services, Housing First can help people exit homelessness and live stably in their communities. The webinar will be held on Wednesday, September 28, at 2:30 pm ET. Register at: <https://bit.ly/3vIbn5o>

Urgent action is needed at all levels of government to end America's housing and homelessness crisis. In communities across the nation, however, some misguided policymakers are responding to this crisis by advancing dangerous rhetoric and harmful, dehumanizing measures that will make it even harder for people to exit homelessness.

The next webinar, "How to Address Unsheltered Homelessness," will feature opening remarks from Ann Oliva, CEO of NAEH; a discussion of homelessness as a public health challenge with Debbie Thiele, managing director for the Corporation for Supportive Housing (CSH) in the Western U.S., and Marcella Maguire, director for health systems integration at CSH; remarks on federal guidance concerning encampments from Jeff Olivet, executive director of the U.S. Interagency Council on Homelessness; a discussion about emerging threats to Housing First in Georgia with Dr. Bambie Hayes-Brown, president and CEO of Georgia ACT; and an overview of emerging threats and their impact on youth experiencing homelessness from Marcella Middleton, co-director of A Way Home America.

Advocates can view recordings and presentations slides from all previous Homelessness and Housing First webinars at: <https://tinyurl.com/57bk25j3>

Register for the final webinar in the series at: <https://bit.ly/3vIbn5o>

Read more about Housing First at: <https://bit.ly/3vHf8YR>

Take action using this toolkit: <https://bit.ly/3d8XNSd>

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## **Disaster Housing Recovery Updates**

### **Major Disaster Declared after Hurricane Fiona Strikes Puerto Rico**

Almost five years to the day after Hurricane Maria brought [catastrophic damage](#) to Puerto Rico, Hurricane Fiona upended lives across the island when it came ashore on September 18. Over the next several days, torrential rainfall drenched the island, with some areas receiving over 30 inches of rain. Storm surge from the hurricane inundated coastal regions, and winds gusted to as high as 113 mph. Power service to the entire island was quickly lost after the storm made landfall, with water service cut off for over one-third of the island's population. Bridges and roads became impassable as landslides and swollen rivers impacted infrastructure and damaged homes throughout the mountainous interior. While damage assessments are currently ongoing as officials work to [gain access](#) to now-isolated areas and neighborhoods, aerial views and reports from municipal officials indicate that damage has been catastrophic in many areas. In addition to the physical turmoil created by Hurricane Fiona, the storm has brought significant emotional trauma to those who witnessed Hurricane Maria and its aftermath, as they must once again confront what is sure to be a lengthy recovery process.

President Biden, who declared a state of emergency in Puerto Rico prior to the hurricane making landfall, vowed to provide whatever assistance was needed during the response and recovery from the storm. FEMA – mindful of the criticism it received for its response to Hurricane Maria – had prepositioned hundreds of personnel on the island prior to Hurricane Fiona's arrival. Immediately following the storm, FEMA Administrator Deanne Criswell arrived on the island and remained for several days, assisting in the coordination of the initial stages of the response.

Despite these preparations, several of the most vulnerable communities on the island – mostly households with low incomes and immigrant populations – were left off the list of municipalities recommended for FEMA Individual Assistance (IA) approval, which allows disaster survivors to directly apply to FEMA for assistance. While additional amendments are expected to expand the number of municipalities on the list, many on the island view the omission as a sign that the federal government has not improved since the days immediately following Hurricane Maria. NLIHC and its Disaster Housing Recovery Coalition (DHRC) partner Ayuda Legal Puerto Rico co-signed a [letter](#) sent immediately following the initial announcement urging FEMA to expand the scope of the declaration.

Given Puerto Rico’s relatively recent experience of the barriers created by the country’s disaster recovery system, Ayuda Legal Puerto Rico drafted a letter requesting that HUD and FEMA take action to avoid those barriers as the recovery to this new disaster begins. That [letter](#), co-signed by over 30 national, state, and Puerto Rican organizations, was sent on September 23. Specifically, the letter demanded that the agencies:

- Include municipalities deeply affected by the disaster in the Major Declaration of Disaster.
- Launch a large-scale educational campaign to make residents aware of the availability of FEMA assistance, including eligibility for homeowners without formal title.
- Ensure that eligible Immigrant Households can apply for FEMA assistance.
- Ensure that disaster assistance reaches affected families in a timely and equitable manner.
- Provide clear and accurate information regarding the rights of people living in flood zones to apply and obtain disaster assistance.
- Activate the Disaster Housing Assistance Program to ensure Puerto Rican survivors displaced to the continental United States have an affordable place to call home while they get back on their feet.
- Require the local governments to create and develop displacement minimization strategies and ensure that necessary relocations prioritize climate and environmental justice, community social issues, and adequate access to essential services.
- Request that the DHS Office of the Inspector General, along with the HUD Office of the Inspector General, investigate the failure to make progress on Hurricane Maria-related long-term recovery goals.
- Implement a community oversight and monitoring structure for Hurricane Fiona response and recovery.
- Suspend all Hurricane Maria-related recoupment payments while the Hurricane Fiona period of assistance is in effect.

Read the Ayuda Legal Puerto Rico and NLIHC letter on the disaster declaration at: <https://bit.ly/3SKsWuT>

Read the sign-on letter with demands to remove barriers for Hurricane Fiona recovery at: <https://bit.ly/3LCFpOB>

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## **Community-Based Organizations in Puerto Rico Offer Support in Aftermath of Hurricane Fiona**

As many disaster-stricken areas have discovered, the recovery process is often a years-long effort, requiring the experience and connections of community-based non-profits to be fully successful. For years, Puerto Rico has experienced a halting recovery from Hurricane Maria that has been worsened by delays at the federal level and a lack of public participation by communities impacted by the disaster. Given these impediments, one of the best ways to give help now to those affected by Hurricane Fiona in Puerto Rico is by supporting community-based organizations in the area.

Here is a list of community-based organizations to consider supporting:

- Ayuda Legal Puerto Rico: <https://ayudalegalpr.org/>
  - PayPal: [info@ayudalegapr.org](mailto:info@ayudalegapr.org)
  - ATH Móvil: Donate /Ayuda Legal Puerto Rico
  - Global Giving: Ayuda Legal Puerto Rico
- Brigada Solidaria Del Oeste: <https://www.bsopr.com/>
  - PayPal: [brigadasolidariaeste@gmail.com](mailto:brigadasolidariaeste@gmail.com)
  - ATH Móvil: /brigadasolidaria
- Casa Pueblo: <https://casapueblo.org/>
  - PayPal: [casapueblodeadjuntas@gmail.com](mailto:casapueblodeadjuntas@gmail.com)
- Coalición de Coaliciones: <https://coaliciondecoaliciones.org/>
  - PayPal: <https://coaliciondecoaliciones.org/donaciones/>
- Comedores Sociales de Puerto Rico: <https://www.comedoresocialespr.org/>
  - PayPal: [comedores.socialespr@gmail.com](mailto:comedores.socialespr@gmail.com)
  - ATH Móvil: /ComedoresSocialesPR
- La Fondita de Jesús: <https://lafonditadejesus.org/>
  - PayPal: @LaFonditadeJesus
  - ATH Móvil: /LaFonditaDeJesus
- Fundación Fondo de Acceso a la Justicia: <https://fundacionfondoaccesoalajusticia.org/>
  - PayPal: [@EmergenciaFFAJ](https://www.paypal.com/merchot/?xof=PS&source=merchot)
- Fundación Sin Limites: <https://www.sinlimitespr.org/>
  - PayPal: [sinlimites.nonprofit@gmail.com](mailto:sinlimites.nonprofit@gmail.com)
  - ATH Móvil: /sinlimitespr
  - Venmo: sinlimitespr
- Taller Salud: <https://en.tallersalud.com/>
  - PayPal: [shorturl.at/dmuxY](https://shorturl.at/dmuxY)
- Techos Pa' Mi Gente: <https://www.tpmgcorp.org/>
  - PayPal: @TechosPaMiGente
  - ATH Móvil: /TPMGC Corp
  -
- True Self Foundation: <https://www.trueselffoundation.org/>
  - PayPal: [info@trueselffoundation.org](mailto:info@trueselffoundation.org)
  - ATH Móvil: /TrueSelf
- Waves Ahead Puerto Rico: <https://wavesahead.org/>
  - PayPal: [wavesaheadcorp@gmail.com](mailto:wavesaheadcorp@gmail.com)
  - ATH Móvil: /Wavesahead
  - Venmo: [wavesaheadcorp@gmail.com](https://www.paypal.com/merchot/?xof=PS&source=merchot)



## **NLIHC and Other National Housing and Civil Rights Organizations Send Letter to HUD Demanding Action on Texas Discrimination Finding**

NLIHC and 10 other national housing and civil rights organizations sent a [letter](#) to HUD Secretary Marcia L. Fudge on September 21 requesting that the agency suspend funding for Texas’s disaster mitigation program following the state’s failure to enter into negotiations after a finding of discrimination by HUD’s Office of Fair Housing and Equal Opportunity (FHEO). The letter recommends that funds be withheld until the state enters into a Voluntary Compliance Agreement (VCA) with HUD. The letter also recommends that the case be referred to the U.S. Department of Justice for further action.

HUD’s civil rights determination was made in response to one of four complaints about a program undertaken by the Texas General Land Office (GLO) filed with HUD’s FHEO. The determination found that the state had discriminated against non-white communities in Southeast Texas when distributing mitigation funds for areas impacted by Hurricane Harvey. The funds were part of the \$2.1 billion in disaster mitigation funding provided to the state and were distributed through a GLO-established competition that penalized areas with larger overall and larger non-white populations and that directed funds to rural counties with larger white populations. HUD’s determination that the Texas GLO’s program was discriminatory was the result of an [administrative complaint](#) filed in June 2021 by NLIHC partners Texas Housers and the Northeast Action Collective. NLIHC issued a [statement](#) in March 2022 following the announcement of HUD’s determination calling it a “historic decision.” NLIHC and nine national organizations also sent a [letter](#) in May 2022 thanking the agency for the decision.

The new letter also makes reference to a similar fight occurring in Chicago, where HUD found that the city had utilized federal funds to move polluting industries into a single Black and Latino neighborhood. Like the situation in Texas, the city has not indicated that it would enter into negotiations to find a voluntary solution.

“The Biden-Harris administration has made racial equity a key focus. HUD’s failure to enforce civil rights law would directly undermine the administration’s mandate to increase equity, however, if the agency does not respond to this clear challenge in Southeast Texas,” reads the letter. “By moving decisively to uphold civil rights requirements within its programs, HUD can ensure that essential funding reaches those communities often left behind by America’s disaster recovery framework.”

Read the text of the letter at: <https://bit.ly/3BDtGLl>

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## **Commission on Civil Rights Releases Report on Federal Response to Hurricanes Maria and Harvey**

The U.S. Commission on Civil Rights (USCCR) released a landmark report detailing the federal response to Hurricanes Harvey and Maria, “[Civil Rights and Protections during the Federal Response to Hurricanes Harvey and Maria](#).” The 900-page report is the first examination by the commission of the civil rights implications of federal disaster response. The report extensively cites testimony by NLIHC President and CEO Diane Yentel, as well as numerous statements and documents created by members and partners of the NLIHC-led Disaster Housing Recovery Coalition (DHRC), including Ayuda Legal Puerto Rico, Disability Rights Texas, Fundacion Fondo de Acceso a la Justicia, FURIA Inc., Texas Appleseed, the H.O.M.E. Coalition, Partnership for Inclusive Disaster Strategies, Planners for Puerto Rico, Texas Housers, and Texas Rio Grande Legal Assistance.

“In the days following a disaster, there is an expectation that the federal government, along with state and local governments, will come to the aid of affected residents,” explains the executive summary of the [report](#). “There is also the expectation that assistance will be prompt and ameliorate any unnecessary suffering. As in all

government services, there is also a need to ensure fairness and equality. Natural disasters are often thought of as ‘leveling agents’ that affect all individuals equally; however, research has shown that disasters can exacerbate existing disparities and have more lasting impacts on communities that were disadvantaged prior to the disaster.”

Among the report’s recommendations are the following:

- Clearer guidelines for the aid application process should be established, including a more streamlined portal for the intake of federal disaster assistance applications and a process for sharing data across all responding agencies at the federal, state, and local levels.
- Federal agencies, local governments, and aid organizations should work to collaborate more closely. Disaster recovery experts assert that public engagement with stakeholders should begin with emergency planning and response and continue through the closeout of recovery and mitigation programs.
- The recovery and mitigation process should focus on survivors with the greatest needs, particularly people of color, low-income people, people with disabilities, immigrants, members of LGBTQ communities, and other marginalized individuals.
- FEMA should provide disability training to all shelter personnel, including registration, medical, and security workers. FEMA should work with state and local partners to find and locate persons with disabilities who will have trouble evacuating to shelters. The agency should also ensure that such shelters have electricity for electric-dependent persons (i.e., those who rely on ventilators and similar medical equipment, as well as those who need access to refrigeration, such as people with diabetes).
- FEMA should hire and train staff fluent in the languages spoken in disaster areas and ensure information and applications for all assistance programs are available in relevant languages and can be submitted in such languages.

Read the text of the report at: <https://bit.ly/3dxKDyP>

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## **Budget and Appropriations**

### **Congress Takes Steps toward Enacting Continuing Resolution as End-of-Week Deadline Looms – Take Action!**

Congressional leaders and appropriators spent the weekend hashing out the details of a continuing resolution (CR) that would extend funding for the federal government until December 16, buying lawmakers more time to reach a final deal on a fiscal year (FY) 2023 budget. With the new fiscal year beginning October 1, time is quickly running out for Congress to enact a CR. Failure to do so would result in a partial shutdown of the federal government.

Despite the tight timeline, Congress is expected to enact a CR by September 30. Senate Majority Leader Chuck Schumer (D-NY) took on September 22 the first steps required for a vote in the Senate and is expected to release the text of the CR as soon as tomorrow. The CR will likely contain provisions providing aid to Ukraine, funding anomalies, and an energy infrastructure permit-streamlining proposal from Senator Joe Manchin (D-WV). Whether Senator Manchin’s proposal will be able to muster the 60 votes required to pass the Senate remains to be seen, and the legislation faces broad opposition from progressives in the House.

After the CR is finalized and has passed out of both Congressional chambers, FY23 negotiations between appropriations committee staff will pick up again in earnest. Both the House and Senate have released draft spending bills written with little or no Republican input, raising concerns that a final spending package will offer significantly less funding than either the House or Senate drafts. The House bill for Transportation,



Housing, and Urban Development (THUD) would provide roughly \$3 billion more for HUD's vital affordable housing, homelessness, and community development programs than the Senate's proposal. See NLIHC's analysis of the [House](#) draft and the [Senate](#) draft, as well as our [updated budget chart](#), for more information.

### **Take Action Today!**

The FY2023 spending bill likely represents the last opportunity this year for Congress to make robust investments in affordable housing and homelessness programs. Congress must not pass up the chance to provide the significant funding needed to ensure the nation is moving towards safe, affordable, and accessible housing for all.

NLIHC and our partners in the Campaign for Housing and Community Development Funding ([CHCDF](#)) are leading a National Call-In Day on October 12 for advocates to [contact their members of Congress](#) and demand the highest possible level of funding for affordable housing, homelessness, and community development resources in FY23. Advocates should contact their members of Congress and urge them to support significant funding for NLIHC's top priorities:

- \$32.13 billion for the Tenant-Based Rental Assistance (TBRA) program to renew all existing contracts and expand housing vouchers to an additional 200,000 households.
- \$5.125 billion for the Public Housing Capital Fund to preserve public housing, and \$5.06 billion for the Public Housing Operating Fund.
- \$3.6 billion for HUD's Homeless Assistance Grants program to address the needs of people experiencing homelessness.
- \$100 million for legal assistance to prevent evictions.
- \$300 million for the competitive tribal housing program, targeted to tribes with the greatest needs.

Additionally, Congress is expected to enact a tax extenders package before the end of the year. Many tax provisions are only authorized for a set number of years, forcing Congress to periodically reevaluate and decide whether to extend expiring tax provisions. With a number of tax provisions up for extension at the end of the year, the tax extenders package represents an opportunity to make [needed legislative changes](#) to the Low-Income Housing Tax Credit (LIHTC) program so that it better serves households with the lowest incomes. NLIHC is urging Congress to include the following LIHTC reforms in any tax extenders package:

- Provide incentives to serve extremely low-income households and people experiencing homelessness, as well as reforms to encourage affordable housing development in tribal nations and rural areas so that LIHTC better serves communities with the greatest affordable housing needs.
- Eliminate the "Qualified Contract" loophole, ensure data transparency, and clarify and strengthen nonprofits' right of first refusal to ensure long-term affordability.
- Extend vital renter protections to tenants living in LIHTC properties.

Learn more about key reforms needed to ensure LIHTC is serving households with the lowest incomes [here](#).

In addition to pushing Congress for robust funding for affordable housing and homelessness programs in FY23, advocates should continue contacting their members of Congress to urge them to include these provisions in any tax extender package moving forward. Use NLIHC's [August recess advocacy toolkit](#) to help create your message to Congress, and visit our [Take Action page](#) for more ways to get involved!

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**Join NLIHC and CHCDF Partners for a National Call-In Day on October 12 to Demand Significant Affordable Housing Investments in FY23!**

NLIHC and our partners at the Campaign for Housing and Community Development Funding ([CHCDF](#)) are hosting a National Call-In Day on October 12 for advocates to contact their members of Congress and urge them to make significant investments in affordable, accessible housing, homelessness, and community development programs in the fiscal year (FY) 2023 budget. NLIHC will be releasing an updated advocacy toolkit in the coming days that can be used by advocates to craft their talking points to Congress.

### *FY23 Appropriations*

Both the U.S. House of Representatives and Senate released draft FY23 spending bills earlier this year written with little or no Republican input, raising concerns that a final spending package will offer significantly less funding than either draft. The House bill for Transportation, Housing, and Urban Development (THUD) would provide roughly \$3 billion more for HUD's vital affordable housing, homelessness, and community development programs than the Senate's proposal. See NLIHC's analysis of the [House](#) draft and the [Senate](#) draft, as well as our [updated budget chart](#), for more information.

The FY2023 spending bill likely represents the last opportunity this year for Congress to make robust investments in affordable housing and homelessness programs. Congress must not pass up the chance to provide the significant funding needed to ensure the nation is moving towards safe, affordable, and accessible housing for all.

Advocates can help ensure that affordable housing programs receive robust funding by contacting their members of Congress and urging them to support the highest level of funding possible for affordable housing, homelessness, and community development programs, including for NLIHC's top priorities:

- \$32.13 billion for the Tenant-Based Rental Assistance (TBRA) program to renew all existing contracts and expand housing vouchers to an additional 200,000 households.
- \$5.125 billion for the Public Housing Capital Fund to preserve public housing, and \$5.06 billion for the Public Housing Operating Fund.
- \$3.6 billion for HUD's Homeless Assistance Grants program to address the needs of people experiencing homelessness.
- \$100 million for legal assistance to prevent evictions.
- \$300 million for the competitive tribal housing program, targeted to tribes with the greatest needs.

Organizations can also join CHCDF's [annual 302\(b\) letter](#) to demand that Congress provide the highest possible level of funding for affordable housing, homelessness, and community development resources in FY23.

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## **Rental Assistance Demonstration**

### **NLIHC and NHLP Send Letter Opposing Lifting Cap on RAD Conversions to Congressional Appropriators**

NLIHC and the National Housing Law Project (NHLP) sent a [letter](#) to leaders of the U.S. Senate and the House of Representatives Subcommittees on Transportation, Housing, and Urban Development (THUD) opposing a provision in the Senate's fiscal year (FY) 2023 appropriations bill that would remove the 455,000-unit cap on the number of public housing units eligible for conversion under the Rental Assistance Demonstration (RAD). When RAD was established by the FY12 appropriations act, the demonstration limited to 60,000 the number of public housing units that could convert to either Project-Based Vouchers (PBVs) or Project-Based Rental Assistance (PBRA). Since then, successive appropriations acts have increased the cap without a serious evaluation of the demonstration's impact on residents, as required by the original appropriations act.

[HUD requirements](#) include a number of resident protections that were sought by many of the resident leaders convened by HUD during the RAD drafting process. These protections include opportunities for residents to comment on proposed RAD conversion plans; the one-for-one replacement of former public housing units; the prohibition of permanent, involuntary resident displacement; the right to return to a property after renovation or new construction; the prohibition of resident rescreening upon return; a rule permitting eviction only for “good cause”; continuation of \$25 per occupied units for tenant participation; and the right to have resident organizations and the right to organize. However, despite these resident involvement and protection provisions, residents have told HUD that some public housing agencies, developers, and HUD itself are not complying with or enforcing resident protection provisions.

NLIHC and NHLP support RAD and its intended goals of preserving affordable housing and addressing the backlog of public housing capital needs, estimated at more than \$70 billion. However, the lifting of the cap should only be considered after a rigorous evaluation of RAD’s impact on residents, the inclusion of additional protections for residents in further legislation, and greater HUD oversight and enforcement.

Read the NLIHC/NHLP letter at: <https://bit.ly/3r5YvTL>

Read more about RAD on [page 4-42](#) of NLIHC’s *2022 Advocates’ Guide* and on NLIHC’s [public housing webpage](#)

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## Low-Income Housing Tax Credit

### NLIHC Joins Letter Urging Congress to Make LIHTC Reforms and Releases New LIHTC Fact Sheet

NLIHC signed on to a letter submitted to Congress by the [National Coalition for Housing Justice](#) (NCHJ) – of which NLIHC is a member – urging leaders to ensure that any expansion of the Low-Income Housing Tax Credit (LIHTC) is paired with reforms to the program in an end-of-year tax extenders package. While LIHTC is the primary source of financing for the construction and preservation of affordable housing, the program by itself rarely supports the construction or preservation of homes affordable to households with the lowest incomes, who face the greatest and clearest needs. NLIHC also released a [fact sheet](#) summarizing the proposed reforms to LIHTC.

The reforms proposed in the letter would ensure that the tax credit (1) better addresses the housing needs of extremely low-income (ELI) households, including those experiencing homelessness; (2) preserves long-term affordability; and (3) ensures renter protections. The letter proposes that Congress:

- **Expand the ELI basis boost to 50%** for housing developments when at least 20% of units are set aside for households with extremely low incomes or people experiencing homelessness.
- **Set aside 10% of tax credits** to help offset the cost of building ELI developments, in which at least 20% of units are reserved for households with extremely low incomes or those experiencing homelessness.
- **Designate tribal and rural communities as “Difficult to Develop Areas” (DDAs)** to make any development in these areas automatically eligible for a 30% basis boost and make building affordable homes in these communities more financially feasible for developers.

Read the NCHJ letter at: <https://bit.ly/3DJKyCK>

Read NLIHC’s LIHTC reform fact sheet at: <https://bit.ly/3xIEVRt>

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## HUD

### HOME Final Rule Retains Interim Rule Regarding Compliance with 24-Month Commitment Requirement

HUD's Office of Affordable Housing Programs (OHAP) issued a [final rule](#) on September 22, implementing without change a December 2, 2016, interim rule that altered the method by which OHAP determines a participating jurisdiction's (PJ) compliance with the statutory requirement to "commit" HOME Investment Partnerships (HOME) program funds within 24 months. Since 2017, every appropriations act has suspended the 24-month requirement, but OHAP issued the final rule to address possible future cases in which an appropriations act does not continue the 24-month suspension.

The HOME regulations have long defined "commit" to mean that, in general, a PJ has a legally binding written agreement with an owner for a specific local project for which construction is scheduled to start within 12 months. The HOME statute also requires a PJ to "reserve" 15% of its annual HOME allocation for Community Housing Development Organizations (CHDOs). A PJ also has 24 months to reserve its 15% CHDO set-aside. A PJ will lose its regular HOME funds and/or CHDO set-aside HOME funds if those funds are not committed or reserved by the 24-month deadline.

Prior to fiscal year (FY) 2015, OHAP measured compliance with the 24-month commitment and reservation requirements using a cumulative methodology. OHAP also used a cumulative method to measure a PJ's requirement to "expend" HOME funds within five years. The cumulative method entailed a "first-in, first out" approach to a PJ's use of HOME funds from various years' HOME allocations. This method did not require a PJ to specify which HOME grant year's funds it was committing to a specific project.

On December 2, 2016, OHAP published an [interim rule](#) to implement a grant-specific method for determining compliance with the 24-month commitment and 24-month CHDO set-aside reservation deadlines. As was the case with the interim rule, the final rule requires a PJ to indicate a specific HOME grant year that will fund a specific project or activity. In addition, the final rule eliminates the five-year expenditure deadline for FY15 and subsequent allocations, as was provided by the interim rule.

The interim rule also established a method of administering "program income" (funds repaid to a PJ – for example, from repayment of homeowner loans) that would prevent a PJ from losing such funds. The final rule, consequently, establishes the deadline for committing program income received during a program year as the date of a PJ's commitment deadline for the next year's grant allocation, rather than the grant year allocation from which a HOME project or activity was originally assisted.

The FY17 appropriations act suspended the 24-month commitment requirement through FY23. The FY19 and subsequent appropriations acts suspended the 24-month reservation requirement for CHDOs through FY24. Consequently, OHAP has not been enforcing the 24-month requirements. However, OHAP is finalizing the unchanged provisions of the 2016 interim rule because appropriations act suspensions might lapse in the future.

Read the final rule at: <https://bit.ly/3UuQBRO>

Read more about the HOME program on [page 5-1](#) of NLIHC's *2022 Advocates' Guide*.

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## HUD Releases Updated CHAS Data

HUD released its latest [Comprehensive Housing Affordability Strategy](#) (CHAS) data on September 9. State and local governments use CHAS data to examine their housing needs, make spending decisions, and draft their Five-Year Consolidated Plans and Annual Action Plans, which are required if they are to receive Community Development Block Grant (CDBG), HOME, and other HUD funding. The data are available for states, counties, places, and census tracts. Users can either download raw data files or use the CHAS data query tool to access data. The query tool provides data on the number of low- and moderate-income households and the number of households with housing cost burdens and severe housing cost burdens, and data are disaggregated by tenure. The raw data files provide additional data disaggregated by race and ethnicity, disability status, elderly status, presence of children, and overcrowding. The CHAS data can be found at: <https://bit.ly/3BVQkzH>

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## Emergency Rental Assistance

### Treasury Publishes Resource on Upcoming Closeout of ERA1 Awards

The U.S. Department of the Treasury (Treasury) published a [resource](#) on September 16 regarding the upcoming closeout of emergency rental assistance funds provided through the “Consolidated Appropriations Act of 2021” – referred to as “ERA1” funds – that have a period of performance that ends on September 30, 2022. The resource outlines closeout information and provides additional guidance to help grantees comply with ERA1 terms and conditions.

**Closeout Overview and Timeline:** The first section of the ERA1 closeout resource details the basic closeout requirements and timeline. Grantees must close out their ERA1 awards after the period of performance ends on September 30, 2022. Grantees that received reallocated funds may choose to begin closeout after September 30 or to delay closeout until after December 29, 2022. After grantees submit the final report, Treasury will conduct a closeout review of ERA1 funds. This may include asking grantees to verify closeout information, sending repayment instructions to grantees, engaging grantees to resolve issues, and initiating remediation actions. See page 2 of the resource for closeout deadlines.

**Closeout Activities:** The end date of the award period of performance is the final day for a grantee to obligate funds for ERA1 activities. All program activities and services must be provided by September 30 (or December 29, in the case of reallocated funds). Funds available for administrative costs are not considered to be “automatically obligated,” so grantees must obligate funds by the end of the period of performance to cover their administrative costs for closeout activities. Obligated funds may be expended by grantees for up to 120 calendar days after the end of the award period of performance for eligible administrative activities; subrecipients may expend obligated funds up to 90 days after the end of the period of performance for allowable administrative activities.

If a grantee has obligated funds for administrative activities by the end of the period of performance, it may use the funds to cover certain allowable operational activities. The ERA1 closeout resource outlines a non-exhaustive list of allowable operational activities, such as administrative expenses to support closeout activities, payment processing for approved ERA1 applicants, and single or program-specific audits, among others.

After the end of the award period of performance, ERA1 grantees cannot provide prospective rental or utility assistance or cover costs for other expenses related to housing or housing stability services for any period beyond September 30 (or December 29, in the case of reallocated funds). Additionally, after the period of performance ends, ERA1 grantees cannot obligate new funds to support administrative activities or use funds to assess applicant eligibility for ERA1 services.

**Reports and Repayment:** Under certain circumstances, Treasury may accept the return of ERA1 funds on a voluntary basis prior to the end of the award period of performance to reallocate those funds to other grantees.



The closeout resource provides additional information on regular quarterly reports and the final report that ERA1 grantees must submit. After receiving the grantee’s final report, Treasury will send repayment instructions and deadlines for previously obligated funds that were not fully expended by the grantee by the end of the closeout period. Additionally, Treasury will send repayment instructions and deadlines if a grantee owes money due to excess funds, penalties, improper use of funds, or other non-compliance.

**Internal Controls and Compliance Reminders:** Treasury outlines a non-exhaustive list of internal controls and compliance requirements for federal awards that ERA grantees must meet. Each grantee, for example, must comply with Uniform Guidance regulations on financial management ([2 CFR 200.302](#)), records retention and document requirements in the [ERA1 Award Terms](#), and the [statutory requirements](#). Further, grantees must comply with federal civil rights statutes and regulations, including Title VI of the “Civil Rights Act of 1964,” Section 504 of the “Rehabilitation Act of 1973,” the “Age Discrimination Act of 1975,” and the “Fair Housing Act” (Title VIII of the “Civil Rights Act of 1968”). Grantees can learn more about their civil rights obligations in the [Treasury Civil Rights Toolkit](#). Additionally, ERA1 grantees must ensure their program policies and procedures align with [Treasury’s ERA program guidance](#).

**Audit Requirements:** Treasury highlights basic information about audit requirements in the closeout resource but directs grantees to [2 CFR 200.508](#) for more detailed information. Grantees may use ERA1 award funds towards audit costs as long as the costs are obligated before the end of the period of performance and expended within 120 calendar days (or 90 days in the case of subrecipients) after the period of performance. Grantees that expend \$750,000 or more from all federal awards received within the fiscal year must undergo a single audit or program-specific audit at the end of each fiscal year. Grantees with audit findings must work with Treasury, as appropriate, to resolve those findings. Treasury directs grantees to check Treasury’s ERA Guidance webpage for additional compliance resources, such as the [2022 ERA Compliance Supplement](#).

**FAQ References:** The closeout resource includes a non-exhaustive list of Treasury FAQs that refer to various documentation requirements, administrative flexibilities, and program integrity measures. For example, ERA grantees can find information on data collection requirements in [FAQ 14](#) and learn about ERA recoupment in [FAQ 25](#).

Read the ERA1 Program Closeout Resource at: <https://bit.ly/3Lt6MdT>

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## **Virtual Registration Now Open for “Emergency Rental Assistance: The Path to a Permanent Program”**

[Virtual registration is now open](#) for the livestream of “Emergency Rental Assistance: The Path to a Permanent Program,” a national convening that will be held by NLIHC on October 17 from 8:30 am to 5 pm at the National Press Club in Washington, D.C. In-person attendance has reached capacity.

End Rental Arrears to Stop Evictions (ERASE) is NLIHC’s national effort to ensure that the historic \$46.6 billion in emergency rental assistance (ERA) enacted by Congress reaches the lowest-income and most marginalized renters it is intended to help. Over the last 18 months, NLIHC has identified, analyzed, and researched more than 500 emergency rental assistance programs created or extended by states and local jurisdictions. During the same time, we have tracked more than 150 new federal, state, and local tenant protections advanced by our state and local partners. Early research indicates that the unprecedented investment in rental assistance, coupled with new local, state, and federal tenant protections, have resulted in increased housing stability for millions of renter households.

On October 17, NLIHC will bring together state, local, and research partners, officials from the Biden administration and Congress, and people impacted by housing instability to share lessons learned from the



implementation of emergency rental assistance and explore the programmatic, policy, and systems changes needed at all levels to establish a permanent rental assistance program that meets the needs of low-income renters.

Sessions will include:

- Successful ERA Implementation Strategies from Program Administrators
- The Latest in ERA Research
- The ERA Experience and Recommendations from People with Lived Experience
- Mayor Perspectives: Sustaining Emergency Rental Assistance and Meeting the Needs of Low-Income Renters into the Future
- Policy and the Future of ERA

If you have any questions or would like to request additional information, please contact Sarah Gallagher at [sgallagher@nlihc.org](mailto:sgallagher@nlihc.org).

Register for the livestream [here](#).

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## Rural Housing

### Senators Smith (D-MN) and Shaheen (D-NH) Introduce Legislation to Preserve Rural Housing

Senators Tina Smith (D-MN) and Jeanne Shaheen (D-NH) introduced the “[Strategy and Investment in Rural Housing Preservation Act of 2022](#)” ([S.4872](#)) on September 15. The bill aims to protect access to affordable housing for people living in rural communities and, if passed, would make needed investments and improvements for low-income renters in rural housing programs. NLIHC has endorsed the bill, as well as a companion [bill](#) introduced in the U.S. House of Representatives by Representative Cindy Axne (D-IA) in March 2021. The Minnesota Housing Partnership, an NLIHC state partner, has also endorsed the Senate bill.

Senators Shaheen and Smith discussed how the bill can help serve low-income tenants at a September 20 [hearing](#) held by the Senate Committee on Banking, Housing, and Urban Affairs’ Subcommittee on Housing, Transportation, and Community Development. “The USDA Rural Housing Service program remains a critical source of housing,” said Senator Shaheen. “Some of its programs are showing signs of strain ... The [bill] will preserve existing affordable units as we explore more ways to build more.”

The U.S. Department of Agriculture (USDA) Rural Housing Service (RHS) helps build and improve housing through services such as loans, grants, and loan guarantees for single- and multi-family housing. Its Section 515 program makes direct loans to developers to finance affordable multi-family rental housing for very low-income, low-income, and moderate-income families, for elderly people, and for persons with disabilities. Borrowers of Section 515 loans are restricted in the rent amounts they charge tenants in return for low-cost financing. When properties exit the 515 programs, the owner is no longer required to keep rents affordable for low-income households. Rising rents can cause displacement and housing insecurity for current tenants and a loss of affordable housing stock for future residents.

To prevent displacement and housing insecurity, the bill would restructure existing RHS Section 515 loans to allow renters to continue to receive rental assistance even after the USDA mortgage on the property matures and provide incentives for property owners to stay in the program. The bill would require properties seeking to decouple rental assistance from the USDA loan to adhere to certain conditions such as signing a restrictive use

agreement and multi-year rental assistance contract to provide longer term rental assistance protections for existing and future tenants.

NLIHC also supports companion legislation [introduced](#) in the House under the same name by Representative Cindy Axne (D-IA). The “Strategy and Investment in Rural Housing Preservation Act of 2021” ([H.R. 1728](#)) would increase funding for rental assistance and require USDA to make a plan for long-term preservation of rural housing properties. The bill also includes protections against denial or termination of assistance or eviction for rural housing voucher recipients if they have been victims of domestic violence, dating violence, sexual assault, or stalking. Both the House and Senate versions of the “Strategy and Investment in Rural Housing Preservation Act” have also been endorsed by the Housing Assistance Council (HAC) and Enterprise Community Partners.

Rural communities face unique challenges when dealing with the affordable housing crisis. Far too many rural renters live in unaffordable, overcrowded, or substandard homes. NLIHC strongly supports increasing resources to build and preserve affordable rental homes for people with the greatest needs, including rural America’s poorest seniors, people with disabilities, families with children, and others.

Read the press release for the bill at: <https://bit.ly/3r1Ue3T>

Read the bill at: <https://bit.ly/3LAj6Jz>

View a recording of the “Examining the U.S. Department of Agriculture’s Rural Housing Service: Stakeholder Perspectives” hearing and the witnesses’ testimony at: <https://bit.ly/3feXXbO>

Learn more about USDA’s Rural Rental Housing Programs on page [4-81](#) of NLIHC’s *2022 Advocate’s Guide*.

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## **Senate Housing Subcommittee Hosts Hearing on USDA’s Rural Housing Service**

The U.S. Senate Committee on Banking, Housing, and Urban Affairs’ Subcommittee on Housing, Transportation, and Community Development held a [hearing](#), “Examining the U.S. Department of Agriculture’s Rural Housing Service: Stakeholder Perspectives,” on September 20. Witnesses included Elizabeth Glidden (deputy executive director of the Minnesota Housing Partnership, an NLIHC state partner), Marcia Erickson (CEO of GROW South Dakota), Tonya Plummer (director of Native American housing programs at Enterprise Community Partners), and David Battany (executive vice president of capital markets at Guild Mortgage Company, speaking on behalf of the Mortgage Bankers Association). Witnesses discussed ways to improve the Rural Housing Service (RHS), including ideas about how to increase staff capacity, invest in technological advancements, and improve Section 515 mortgages by decoupling rental assistance.

Senator Tina Smith (D-MN) opened the hearing by highlighting the important role of the U.S. Department of Agriculture (USDA) Rural Housing Service (RHS) in supporting the development of single- and multi-family housing in small towns and rural places across the country, which face unique challenges when it comes to developing and financing housing.

Elizabeth Glidden discussed the importance of USDA’s Section 515 program, which makes direct loans to developers to finance affordable multi-family rental housing for very low-income, low-income, and moderate-income families, for elderly people, and for persons with disabilities. Glidden recommended Congress take action to decouple rental assistance from USDA mortgages and increase funding for the USDA’s RHS programs. Notably, Senators Smith and Jeanne Shaheen (D-NH) introduced a bill addressing this issue the day before the hearing. The “[Strategy and Investment in Rural Housing Preservation Act](#)” ([S.4872](#)) would require properties seeking to decouple to adhere to certain conditions, such as signing a restrictive use agreement and

multiyear rental assistance contract. Representative Cindy Axne (D-IA) introduced companion legislation in the House by the same name ([H.R. 1728](#)). NLIHC has endorsed both bills. (See the preceding article in this issue of *Memo* for more information about the bill.)

Marcia Erickson highlighted the fact that Section 515 properties are often the only decent affordable housing options for rural families. As she explained in her testimony, “tenants in Section 515 properties have an annual average income of only \$14,665, with many units occupied by seniors and people with disabilities.” Erickson said RHS program participants also struggle with delayed response times as RHS agents are overwhelmed by demand.

Tonya Plummer further advocated for improvements to RHS, urging Congress to fully fund the agency so that it can meet the unique needs of rural and tribal communities, while using a nuanced approach for tribal lands and recognizing tribal sovereignty. Plummer stressed the need to invest in more staff, increased training, and up-to-date technology to improve the effectiveness of RHS housing services.

View a recording of the hearing and the witnesses’ testimony at: <https://bit.ly/3feXXbO>

Learn more about USDA’s Rural Rental Housing Programs on page [4-81](#) of NLIHC’s *2022 Advocate’s Guide*.

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## **Opportunity Starts at Home**

### **Our Homes, Our Votes**

### **Events**

### **Research**

### **Fact of the Week**

### **From the Field**

### **NLIHC Careers**

### **NLIHC Seeks ERASE Project Coordinator**

NLIHC seeks a project coordinator for its ERASE (End Rental Arrears to Stop Evictions) project. The ERASE project coordinator will work with the senior director and ERASE team to support the activities of a group of NLIHC staff and consultants dedicated to the ERASE project. This is a one-year position.

End Rental Arrears to Stop Evictions (ERASE) is NLIHC’s national effort designed to ensure that the historic \$46.6 billion in emergency rental assistance enacted by Congress reaches the lowest-income and most marginalized renters it is intended to help. The project seeks to eliminate rental indebtedness caused by the pandemic and set the stage for permanent solutions to promote housing stability, advance equity, and prevent evictions for the long term by tracking and analyzing emergency rental assistance utilization; documenting and sharing best practices and toolkits; influencing and shaping program design at federal, state, and local levels; developing key partnerships for outreach and education; and assessing remaining needs to inform advocacy for long-term investments and tenant protections to end housing instability and homelessness in the United States.

A key part of the ERASE project is developing and nurturing a cohort of state partners working to sustain progress, create permanent state and local emergency rental assistance programs, and enact tenant protections.

## **Job Description:**

### Ensuring effective grant management and support to ERASE grantees to achieve program goals:

- Working closely with the senior director to administer and support grants to state partners and ensure effective partner grants management: ensuring grantees are carrying out the terms of their grants and are effectively and appropriately using the grants provided to achieve intended outcomes.
- Reviewing grantee project plans and reports to determine ongoing effectiveness and course correct as needed.
- Providing technical assistance and support to assist grantees in engaging in robust advocacy at the state and local levels to achieve project goals.
- Ensuring that state and local grantees have the materials, tools, best practices, and other supports needed to support ERASE goals.
- Virtually convening grantees and planning webinars to facilitate peer learning, problem solving, and strategy-sharing.
- Tracking and sharing the impact of ERASE through data collection, storytelling, and other methods.

### Supporting Local, State, and National Efforts to Scale and Sustain Emergency Rental Assistance

- Tracking and highlighting developing trends related to sustaining emergency rental assistance and the advancement of tenant protections.
- Assisting with the development and dissemination of toolkits, policy papers, and case studies to support jurisdictions in sustaining emergency rental assistance and advancing tenant protections.
- Identifying, documenting, and sharing best practices, lessons learned, challenges, and successes related to emergency rental assistance with a specific focus on equity.
- Assisting in the development of a blueprint for scaling and sustaining emergency rental assistance including recommendations for funding, program design, and policy reform.

### Supporting Efforts to Advance State, Local, and National Tenant Protections

- Supporting the enactment of state and local tenant protections and the development of national model tenant protections.
- Conducting research and monitoring state and local enactment of tenant protections and maintaining NLIHC's Tenant Protection Database.

### Other Activities

- Coordinating with the senior director and policy team to identify areas for national advocacy and to ensure effective integration of state and local efforts into national efforts.
- Supporting the senior director in preparing reports for NLIHC donors on activities, outputs, and outcomes of ERASE, including summaries of activities undertaken by state and local grantees, the project steering committee, and other relevant progress.
- Other duties as assigned.

## **Qualifications:**

To receive serious consideration for this position, an applicant should have the following attributes and background:

- A bachelor's degree (master's degree preferred). Relevant life experience may be substituted for years of education.
- A minimum of two to three years previous experience working in, coordinating, or leading multi-faceted projects, national initiatives, or campaigns. Exceptional candidates with fewer years of such experience may be considered.
- A demonstrated, clear commitment to racial equity, affordable housing, and the alleviation of poverty.
- Experience successfully building working, collaborative partnerships among organizations.
- Demonstrated excellence in project management and organizational skills.
- Excellent communications skills, both orally and in writing.
- Experience providing technical assistance, coordinating research, policy analysis, and systems change.
- An ability to work in a diverse, fast-paced environment.

**Compensation and Benefits:** An equal opportunity, affirmative action employer, NLIHC offers a competitive salary and benefits package. This is a full-time position which can be remote or located in Washington, DC.

**Status:** Full-time (exempt)

**Reports to:** ERASE Senior Project Director

**Job Application Process:** Candidates for this position should send a cover letter, resume, and two writing samples to Sarah Gallagher, ERASE senior project director, at [sgallagher@nlihc.org](mailto:sgallagher@nlihc.org). The cover letter should describe the candidate's interest in, and relevant experiences for, the position. The letter should also include salary requirements and the names and contact information for at least three people serving as candidate references, two of whom should be current or former supervisors. (NLIHC will not contact references before consulting with the candidate.)

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## NLIHC Seeks Executive Assistant

NLIHC seeks an executive assistant who will be responsible for providing administrative and support services to the President and CEO and the Chief Operating Officer (COO) to assist in the effective and efficient management of the Coalition, with particular emphasis on assisting the Board of Directors.

### Responsibilities:

#### Office of the President and CEO

- Provide the full range of administrative support to ensure that the Office of the President and CEO operates in an efficient manner.
- Receive and screen telephone calls to President and CEO, take messages, and make or facilitate return calls.
- Receive and schedule meetings and appointments for President and CEO, as assigned by President and CEO.
- Keep track of all speaking engagements and submit relevant documents to requesting organizations. Pay particular attention to whether requests are for virtual or in-person speaking.
- Work with Communications team to ensure all media requests are scheduled in a timely manner.
- Keep track of all activities of President and CEO and complete monthly program tracking.

- Receive and prioritize requests for President and CEO's input, feedback, or approval from other staff; ensure that all requests are dealt with in a timely manner.
- Provide President and CEO with daily itinerary listing time and place of all appointments; know President and CEO's whereabouts and provide information to staff, Board, and others.
- Prepare acknowledgement letters for all memberships and donations for President and CEO's signature within five days of receipt.
- Arrange for and set up meeting space and conference calls, as needed.
- Maintain President and CEO's and the Coalition's permanent files, including chronological files; assist with management of archives.
- Generate minutes and letters; draft documents as requested by President and CEO and perform formatting, data entry, and copying.
- Place orders for materials and other purchases for President and CEO and entire office; ensure all equipment used by President and CEO is in good working order and supplies are replenished.
- Assist in completing organizational and funding reports.
- Provide support to President and CEO's research projects.
- Provide assistance on fund development activities as needed.

### **Board Operations**

- Serve as primary liaison with Board of Directors for logistical and informational purposes. Make facility arrangements for in-person and virtual meetings and arrange board travel and accommodations, as needed.
- Send timely notices for all scheduled meetings of the Board, Executive Committee, and Board Committees: Finance, Nominating, Investment, and others. Collect RSVPs.
- Prepare and distribute monthly Board packets and all meeting materials. Maintain annual Board book and up-to-date contact and other information on all Board members.
- Assist with staffing/assigning board committee members.
- Prepare correspondence from Board Chair and other Board members as needed.
- Take minutes of Board and Board committee meetings and draft complete minutes in a timely manner.
- Arrange for recognition of outgoing members at annual meeting.

### **Operations Support**

- Receive, open, date, and sort all mail and incoming packages. Ensure mail is stamped and mailed every workday afternoon.
- Monitor general voicemail, fax, and info and general in-boxes; forward communications to appropriate staff.
- Copy and mail *Memo to Members and Partners* newsletter every Monday to those who receive it via U.S. Post.
- Respond to all requests and orders for NLIHC publications. Mail out requested publications in a timely manner.
- Provide administrative support to the COO on an ongoing basis related to calendar updates (NLIHC shared/COO calendar), Outlook contacts, and Intern postings.
- Receipts
  - *Income Tracking.* Prepare income tracking forms on all revenue received for coding by the Chief Operating Officer within one day of receipt. Stamp date on all checks. Make copies of all checks and accompanying documents.
  - *Deposits.* Prepare and make bank deposits on Fridays, the last day of each month, and upon receipt of large checks.
  - *Cash Log.* Maintain accurate log of revenues as they are received.
  - *Enter* all data in database within five days of receipt.



- *Prepare* receipts for submission to Senior Director of Administration.
- *Ensure* income tracking forms are completed.
- Assist with maintenance of CRM database (Salesforce). Assist with member prospects and other data entry.
- Maintain adequate inventory of all routine office supplies; ensure all supplies are maintained in an orderly and accessible fashion.
- Ensure that office door and elevators are secured/unsecured, as needed.
- Ensure orderliness of reception area, workroom, and copy room.
- Assist National AIDS Housing Coalition with logistical support in its use of NLIHC office space.

## **Organizational Support**

- Provide assistance as assigned for annual Housing Policy Forum and Housing Leadership Celebration/Reception, semi-annual state coalition meetings, and other events. (Report to COO.)
- Compile and ensure updating of standard operating procedures (SOPs) for the Coalition.
- Attend all meetings of Board of Directors, state coalitions, and Board standing committees; participate in staff meetings, retreats, training, and all Coalition events. (Report to CEO and COO.)
- Other duties as assigned. (Report to CEO and COO.)

## **Qualifications**

Applicants must possess highly developed organizational, administrative, interpersonal, oral, and written communications skills; proficiency in all Microsoft Office software applications; knowledge of and skill in operating office equipment; ability to perform several tasks simultaneously; and a commitment to social justice. A bachelor’s degree is required; non-profit experience is preferred.

An equal opportunity, affirmative action employer, NLIHC offers a competitive salary and benefits package. This is a full-time position located in Washington, DC (with flexible telework).

Interested candidates should submit a resume, cover letter with salary requirement, two writing samples, and three references (references will not be contacted before consulting with candidate) to Bairy Diakite, director of operations, at: [bdiakite@nlihc.org](mailto:bdiakite@nlihc.org)

## **NLIHC in the News**

### **NLIHC News**

### **Where to Find Us – September 26**

NLIHC staff will be speaking at the following events in the coming months:

- World Economic Forum “[Attainable Housing Workshop](#)” – Virtual, September 27 (Sarah Saadian)
- Texas Homeless Network 2022 Conference on Ending Homelessness, “Advocacy 101: How to Engage Your Elected Officials on Housing Solutions” – Austin, TX, September 28 (Sidney Betancourt)
- [Early Care & Learning Council’s](#) It Takes a Village: To Reduce/ Eliminate Expulsion & Suspension Summit – Latham, NY, September 29 (Lindsay Duvall)
- [Inaugural Statewide Conference on Ending Homelessness, Nevada Homeless Alliance](#) – Las Vegas, NV, September 29 (Sidney Betancourt)

- Neighborhood Preservation Coalition of New York State [Annual Housing Conference](#), Federal Policy Update – Saratoga Springs, NY, October 3 (Lindsay Duvall)
- [Housing Washington 2022, “Understanding LIHTC Preservation Challenges”](#) – Spokane, WA, October 3 (Dan Emmanuel)
- [Habitat for Humanity of North Carolina Conference](#) – Black Mountain, NC, October 5 (Emma Foley)
- [Homeless Leadership Alliance of Pinellas, “Our Homes, Our Votes Training”](#) – Virtual, October 6 (Courtney Cooperman)
- [Housing Opportunities Community Partners, Inspire Gala](#) – Keynote Speaker, October 13, Rockville, MD (Diane Yentel)
- [WISCAP Poverty Matters Conference](#), Housing & Homelessness Federal Policy Update – Middleton, WI, October 19 (Courtney Cooperman)
- Southern California Association of Non-Profit Housing [Annual Conference 2022](#), “Inflation, COVID and Build Back Better: Federal Housing Policy Update After the Midterm Election” Panel – Los Angeles, CA, October 28, (Sarah Saadian)
- [California Rural Housing Coalition Summit: Reconnecting to Build Affordable Homes and Equitable Communities](#) – Keynote Speaker, Asilomar, CA, November 3 (Diane Yentel)
- Partnership for Strong Communities [2022 Connecticut Affordable Housing Conference](#) – Keynote Speaker, Virtual, November 14 (Diane Yentel)
- Maine Affordable Housing Coalition’s Housing Policy conference – Keynote Speaker, Portland, ME, November 17 (Diane Yentel)
- [Fargo-Moorhead Coalition to End Homelessness, Annual Town Hall](#) – Virtual, November 17 (Courtney Cooperman)

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## NLIHC Staff

Andrew Aurand, Vice President for Research, x245  
 Sidney Betancourt, Housing Advocacy Organizer, x200  
 Victoria Bourret, ERASE Project Coordinator x244  
 Jen Butler, Senior Director, Media Relations and Communications, x239  
 Alayna Calabro, Policy Analyst–COVID-19 Response, x252  
 Matthew Clarke, Writer/Editor, x207  
 Courtney Cooperman, Housing Advocacy Organizer, x263  
 Bairy Diakite, Director of Operations, x254  
 Lindsay Duvall, Senior Organizer for Housing Advocacy, x206  
 Dan Emmanuel, Senior Research Analyst, x316  
 Emma Foley, Research Analyst, x249  
 David Foster, Field Intern  
 Ed Gramlich, Senior Advisor, x314  
 Sarah Gallagher, Senior Project Director, ERASE, x220  
 Jordan Goldstein, Communications/Graphic Design Intern  
 Kendra Johnson, Chief Operating Officer, x232  
 Kim Johnson, Senior Policy Analyst, x243  
 Mike Koprowski, Director, Multisector Housing Campaign, x317  
 Kayla Laywell, Housing Policy Analyst, x231  
 Mayerline Louis-Juste, Senior Communications Specialist, x201  
 Steve Moore Sanchez, Development Coordinator, x209  
 Khara Norris, Senior Director of Administration, x242  
 Neetu Nair, Research Analyst, x291

Noah Patton, Housing Policy Analyst, x227  
Ikra Rafi, Creative Services Manager, x246  
Benja Reilly, Development Specialist, x234  
Kharl Reynado, Policy Intern  
Gabrielle Ross, Housing Advocacy Organizer, x208  
Sarah Saadian, SVP for Public Policy and Field Organizing, x228  
Brooke Schipporeit, Manager of Field Organizing x233  
Sophie Siebach-Glover, Research Specialist, x205  
Lauren Steimle, Web/Graphic Design Specialist, x246  
Leslie Villegas, ERASE Intern  
Chantelle Wilkinson, Housing Campaign Manager, x230  
Renee Willis, SVP for Racial Equity, Diversity, and Inclusion, x247  
Rebecca Yae, Senior Research Analyst–COVID-19 Response, x256  
Diane Yentel, President and CEO, x225  
Zak Zethner, Research Intern