Note to all applicants/respondents: This form was developed with Nuance, the official HUD software for the creation of HUD forms. HUD has made available instructions for downloading a free installation of a Nuance reader that allows the user to fill-in and save this form in Nuance. Please see http://portal.hud.gov/hudportal/documents/huddoc?id=nuancereaderinstall.pdf for the instructions. Using Nuance software is the only means of completing this form.

Affirmative Fair Housing Marketing Plan (AFHMP) - Multifamily Housing

U.S. Department of Housing and Urban Development
Office of Fair Housing and Equal Opportunity

OMB Approval No. 2502-0608
(exp.02/28/2017)

1a. Grantee Name & Address (including City, County, State, Zip Code, Telephone No. & email address)

State of Connecticut Department of Housing
505 Hudson Street, 2nd Floor
Hartford, CT 06106-7106 (Hartford County)
Michael C. Santoro, 860-270-8171, michael.santoro@ct.gov

1b. Rental Assistance Contract Number

CT26RDD1301

1c. No. of Units | 150

1d. Entity Responsible for conducting Outreach and Referral (check all that apply)

☐ Grantee   ☐ Service Provider   ☑ Other (specify) State Health and Human Service Agencies (DSS, DMHAS, DDS)

Entity Name, Contact Person and Position (if known), Address (including City, County, State & Zip Code), Telephone Number & Email Address

1) Department of Social Services, 25 Sigourney Street, Hartford, CT 06106-5033, Dawn B. Lambert, MFP Project Director, 860-424-4897, dawn.lambert@ct.gov; 2) Department of Mental Health and Addiction Services, 410 Capitol Avenue, P.O. Box 341431, Hartford, CT 06134, Alice Minervino, Director Hsg and Homeless Svcs, 860-418-6942, alice.minervino@ct.gov; 3) Department of Developmental Services, 460 Capitol Avenue, Hartford, CT 06106, Joshua Scalora, Organizational Development Manager, 860-418-6119, joshua.scalora@ct.gov

1e. If the outreach is performed by any other entity other than the Grantee, explain how the Grantee will monitor their activities to ensure compliance with affirmative fair housing outreach requirements. Enter "N/A" in the field below if not applicable.

The Grantee will work with the three agencies identified in the Inter-Agency Partnership Agreement to create and implement a technology-based Coordinated Referral and Placement system. The system will be used along with available resources through Connecticut's existing Inter-Agency Committee for Supportive Housing and Homelessness (IACSH). IACSH's initiatives, programs and systems ensure outreach to people from a broad range of demographics within the target populations. In addition, Referral Coordinators will be trained and certified that they will adhere to all affirmative marketing requirements. Once clients have been identified, the Referral Coordinator will be responsible for inputting demographic information into the Coordinated Referral and Placement system. The Grantee can access and monitor the information provided to ensure that these agencies reach out to populations that are least likely to apply.

1f. To whom in the Grantee's office should approval and other correspondence concerning this AFHMP be sent? Indicate Name, Address (including City, State & Zip Code), Telephone Number & E-Mail Address.

Michael C. Santoro
505 Hudson Street, 2nd Floor
Hartford, CT 06106-7106
860-270-8171
michael.santoro@ct.gov

2a. Affirmative Fair Housing Marketing Plan

Plan Type | Initial Plan   Date of the First Approved AFHMP:

Reason(s) for current update:

2b. Outreach Start Date

Grantees should not begin accepting applications prior to conducting the marketing and outreach activities identified in the approved AFHMP.

Date Outreach will begin (xx/xx/xxxx) | 02/01/2016 |

Date Grantee will begin accepting applications (xx/xx/xxxx) | 03/01/2016 |

Note: Only Fiscal Year 12 Demonstration Grantees are permitted to accept applications prior to conducting marketing and outreach activities identified in the approved AFHMP.

3a. Target Areas (check one):   ☑ Statewide   ☐ Other (specify)

With priority areas in Hartford, New Haven, Norwich/New London, Bridgeport, and Stamford/Greenwich.

3b. Target Population(s)

1) Persons with disabilities who are currently institutionalized or can be diverted from institutionalization, seeking transition to home and community-based supports and services, eligible for the State's Money Follows the Person (MFP) Demonstration and need housing. This includes people between the ages of 22 and 62 who are eligible for services under the State's 1915(c) waivers for persons with developmental disabilities.

2) Persons with disabilities who are currently homeless or chronically homeless and need housing.

3) Persons between the ages of 22 and 62 eligible for services under the Adult Lifespan Waiver for individuals with Autism Spectrum Disorder who are at risk of institutionalization or homelessness.

3c. Is all or some of the Target Population(s) covered by a Settlement Agreement?   No ☐   Yes ☑

3d. Demographics of Target Population(s)

(check all that apply)

☑ White   ☑ American Indian or Alaska Native   ☑ Asian   ☑ Black or African American

☑ Native Hawaiian or Other Pacific Islander   ☑ Hispanic or Latino

☑ Families with Children (under age 18)   ☐ Other ethnic group, religion, sex, etc. (specify) | |

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3e. Data Source(s) used to obtain the demographic characteristics.

1) Demographic data provided by DSS, derived from its current waiting list and consisting of referrals by nursing home social workers, family members, advocates and self-referrals found in the Money Follows the Person (MFP) electronic referral and data system and Medicaid data for those eligible for the 1915(c) waiver.

2) Demographic data provided by DMHAS, derived from its current waiting list and consisting of referrals by the following: nursing home social workers, family members,advocates, community service providers, home care providers, Local Mental Health Authorities (LMHA), MFP, referrals by Connecticut Valley Hospital inpatient units; referrals by homeless shelters, homeless service providers, homeless outreach and engagement teams and self referrals from homeless individuals and families. Demographic data is also provided from the existing Homeless Management Information System (HMIS), the Homeless Point-In-Time Count and the Vulnerability Index Service Prioritization Decision Assistance Tool (VI-SPDAT).

3) Demographic data provided by DDS, derived from its current database of Medicaid 1915(c) waiver-funded clients with a diagnosis of an intellectual disability or autism spectrum disorder who are or at risk of institutionalization or homelessness.

4a. Identify the demographic group in the target population(s) that are least likely to apply.

1) Persons with Intellectual or Developmental Disabilities or Autism Spectrum Disorder

2) People with Limited English Proficiency

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4b. For each demographic group in the target population(s) that are least likely to apply, provide a description of how the program will be marketed to eligible individuals in the target population(s).

1) Persons with Intellectual or Developmental Disabilities or Autism Spectrum Disorder: Development of informational outreach materials for distribution to Case Managers, individuals families, and advocates. Materials are to be brief with concise messages that are easier to understand. Active and direct outreach will be conducted by case managers who work actively through the Individual Person-Centered Planning Process to identify appropriate individuals and support their tenancy needs. They will also be trained in methods of outreach and referral consistent with Affirmative Fair Housing. Between the three referral agencies, there will be a wide range of trained service providers who will ensure that qualified members of the target populations are reached and have access to information about the program.

2) Limited English Proficiency: Spanish has been identified as the most common language other than English amongst the target populations. Outreach materials will be readily available and provided in English and Spanish. As needed and identified by referral coordinators and case managers, materials will also be translated into other more common languages. Interpreters can also be provided to clients on an as needed basis.

5a. Fair Housing Poster

The Fair Housing Poster must be prominently displayed in all offices/locations in which rental activity takes place (24 CFR 200.620(e)). Check below all locations where the Poster will be displayed.

[✓] Rental Office   [✓] Grantee Office   [ ] Model Unit   [✓] Other (specify) |State/Referral Coordinator Offices|

5b. Affirmative Fair Housing Marketing Plan

The AFHMP must be available for public inspection at all rental offices/locations (24 CFR 200.625). Check below all locations where the AFHMP will be made available.

[✓] Rental Office   [✓] Grantee Office   [ ] Model Unit   [✓] Other (specify) |Website; Upon request|

5c. Project Owner Compliance to display Fair Housing Poster and the AFHMP

Explain how you will ensure that every project owner will prominently display the Fair Housing Poster and AFHMP.

Grantee will provide Referral Coordinators and Property Managers a copy of the Fair Housing Poster and the AFHMP. All parties will certify that they will provide the AFHMP to any Section 811 PRA Eligible Applicant or Tenant upon request.

Grantee will require and reinforce that all project owners must prominently display the Fair Housing Poster during management orientation. Compliance with this requirement will be reviewed by the Grantee during on-site visits.

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6. Evaluation of Marketing Activities

Explain the evaluation process you will use to determine whether your outreach activities have been successful in attracting individuals in the target population(s) who are least likely to apply, including who will be responsible for conducting this evaluation, when this evaluation will be conducted and how the results of this evaluation will inform future marketing activities.

During the implementation and execution of the program, the Grantee will track the demographic data on client referrals, applicants, rejected applicants, tenants and terminated tenants. At least annually upon the anniversary of the executed Cooperative Agreement, the Grantee will analyze this data and compare it with baseline information to determine if the populations who are least likely to apply have been properly represented. If a significant disparity is discovered upon this review, the Grantee will modify the outreach plan and conduct other system changes to better target the populations least likely to apply. This can include more rigorous monitoring that ensures program information and materials are being distributed to these populations and the re-training of referral coordinators, case managers and property managers to ensure compliance with the AFHMP.

7. Additional Considerations.
Is there anything else you would like to tell us about your AFHMP to help ensure that your program is marketed to eligible persons in the target population(s) who are least likely to apply for the program? Please attach additional sheets, as needed.

In the case of Olmstead v. L.C., the U.S. Supreme Court held that people with disabilities have a qualified right to receive state-funded supports and services in the community rather than institutions. The Olmstead Decision creates the settlement agreement that protects two of the target populations referred by DSS and DDS, specifically those who are are currently institutionalized or who can be diverted from institutionalization by qualifying for the State's Money Follows the Person program. Both of these target populations will include persons with intellectual or developmental disabilities, which the Grantee has identified as a population that is least likely to apply. The State of CT, the Grantee and its Inter-Agency partners have directed a significant number of resources and partnership efforts to address the Olmstead objectives. An Olmstead Development Plan that began in March 2002 underscored the importance of increasing the state's inventory of affordable, accessible and supportive housing. This plan inherently markets to and assists the intellectually and developmentally disabled population. In addition, a Long-term Planning Committee is responsible for monitoring and updating the State's Olmstead plan every three years, and includes representatives from DOH, DSS, DDS, and DMHAS, among other agencies.

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8. Review and Update

By signing this form, the grantee agrees to implement its AFHMP, and to review and update its AFHMP in accordance with the instructions to item 8 of this form in order to ensure continued compliance with HUD's Affirmative Fair Housing Marketing Regulations (see 24 CFR Part 200, Subpart M). The Grantee also certifies that training will be provided to staff/entities that provide outreach to target population(s) for the purpose of enrollment in the 811 PRA program. Training will consist of affirmative fair housing outreach requirements and the Fair Housing Act, Section 504 of the Rehabilitation Act, Title VI of the Civil Rights Act and the American with Disabilities Act. I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (See 18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802).

1/16/16

Signature of person submitting this Plan & Date of Submission (mm/dd/yyyy)

Michael C. Santoro

Name (type or print)

Community Development Specialist, State of Connecticut Department of Housing

Title & Name of Company

For HUD-Office of Housing Use Only

Reviewing Official:

Signature & Date (mm/dd/yyyy)

Name
(type or print)

Name

Title

For HUD-Office of Fair Housing and Equal Opportunity Use Only

☐ Approval   ☐ Disapproval

Signature & Date (mm/dd/yyyy)

Name
(type or print)

Title