

2013-14 Civil Grand Jury Report:  
The Mayor's Office of Housing: UNDER PRESSURE AND CHALLENGED TO PRESERVE DIVERSITY

CGJ Year	Report Title	Finding	Response Required	2014 Responses (Agree/Disagree)	2014 Response Text
2013-14	The Mayor's Office of Housing UNDER PRESSURE AND CHALLENGED TO PRESERVE DIVERSITY	Finding 1 Housing development in the last decade has fallen far short of regional need targets. New production overwhelmingly delivered market rate units despite housing need targets for a broader income spectrum. This has reduced the number of housing opportunities affordable to the majority of citizens.	Board of Supervisors	Agree	NO ADDITIONAL INFORMATION PROVIDED
2013-14	The Mayor's Office of Housing UNDER PRESSURE AND CHALLENGED TO PRESERVE DIVERSITY	Finding 1 Housing development in the last decade has fallen far short of regional need targets. New production overwhelmingly delivered market rate units despite housing need targets for a broader income spectrum. This has reduced the number of housing opportunities affordable to the majority of citizens.	Mayors Office of Housing and Community Development (MOHCD) <b>Not required to respond on this item.</b>	Agree	While true, it is important to note that San Francisco has developed proportionately more new housing than other local jurisdictions.
2013-14	The Mayor's Office of Housing UNDER PRESSURE AND CHALLENGED TO PRESERVE DIVERSITY	Finding 2 Housing construction for Middle Income households is not meeting regional housing targets. Local government programs to address the situation are limited.	Mayors Office of Housing and Community Development (MOHCD)	Agree	NO ADDITIONAL INFORMATION PROVIDED
2013-14	The Mayor's Office of Housing UNDER PRESSURE AND CHALLENGED TO PRESERVE DIVERSITY	Finding 3 Housing Authority properties may require stabilization funds or other gap financing measures to successfully enable the public-private partnership strategy agreed to by stakeholders in the Re-envisioning plan. The City's Housing Trust Fund could be used to provide funding resources to help support the Re-envisioning plan.	Mayors Office of Housing and Community Development (MOHCD)	Agree	NO ADDITIONAL INFORMATION PROVIDED
2013-14	The Mayor's Office of Housing UNDER PRESSURE AND CHALLENGED TO PRESERVE DIVERSITY	Finding 4 Public information on the City's Affordable Housing strategy and operations is difficult to find on the MOHCD website. News, reports and documents related to Agency responsibilities are scattered or posted under obscure sections. Many documents and links are outdated and the site is poorly organized for seeking portfolio, project activity and operational reporting information.	Mayors Office of Housing and Community Development (MOHCD)	Agree	NO ADDITIONAL INFORMATION PROVIDED

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2013-14	The Mayor's Office of Housing UNDER PRESSURE AND CHALLENGED TO PRESERVE DIVERSITY	Finding 5 MOHCD has not provided consistent, timely, or easy-to-read documentation on the City's Affordable Housing strategy, goals and progress, and has not published an Annual Report since 2009.	Mayors Office of Housing and Community Development (MOHCD)	Agree	NO ADDITIONAL INFORMATION PROVIDED
2013-14	The Mayor's Office of Housing UNDER PRESSURE AND CHALLENGED TO PRESERVE DIVERSITY	Finding 5 MOHCD has not provided consistent, timely, or easy-to-read documentation on the City's Affordable Housing strategy, goals and progress, and has not published an Annual Report since 2009.	Planning Department	Agree	NO ADDITIONAL INFORMATION PROVIDED
2013-14	The Mayor's Office of Housing UNDER PRESSURE AND CHALLENGED TO PRESERVE DIVERSITY	Finding 6 MOHCD lacks discipline in posting and providing website access to their Affordable Housing metrics and program results reporting.	Mayors Office of Housing and Community Development (MOHCD)	Agree	NO ADDITIONAL INFORMATION PROVIDED
2013-14	The Mayor's Office of Housing UNDER PRESSURE AND CHALLENGED TO PRESERVE DIVERSITY	Finding 6 MOHCD lacks discipline in posting and providing website access to their Affordable Housing metrics and program results reporting.	Planning Department	Agree	NO ADDITIONAL INFORMATION PROVIDED
2013-14	The Mayor's Office of Housing UNDER PRESSURE AND CHALLENGED TO PRESERVE DIVERSITY	Finding 7 Project phase documentation related to MOHCD new development projects are not readily available for public inspection.	Mayors Office of Housing and Community Development (MOHCD)	Agree	NO ADDITIONAL INFORMATION PROVIDED
2013-14	The Mayor's Office of Housing UNDER PRESSURE AND CHALLENGED TO PRESERVE DIVERSITY	Finding 8 MOHCD's current procedures for marketing BMR units places too much burden upon developers without sufficient guidance. Additionally, results of marketing campaigns are not regularly evaluated for effectiveness.	Mayors Office of Housing and Community Development (MOHCD)	Agree in part, disagree in part (disagree partially)	While MOHCD agrees that the effectiveness of each developer's BMR marketing and outreach plan needs more extensive evaluation following the marketing period, the department disagrees with the notion that it does not provide its inclusionary housing developers with adequate marketing templates and guidance. Each developer is provided with a six page step-by-step guide to marketing, lottery, and application requirements in addition to a list of approved community-based consultants that the developer may engage.

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2013-14	The Mayor's Office of Housing UNDER PRESSURE AND CHALLENGED TO PRESERVE DIVERSITY	Finding 9 The process of applying for an Affordable Housing opportunity is poorly explained and not easily managed on the current MOHCD website. Significant burdens are placed on applicants to manage individual applications for each opening through the process. Similarly, substantial cost and processing burdens are placed on developer partners using inefficient tools to comply with MOHCD procedures. As the portfolio of Affordable Housing properties grows, economies of scale will be required.	The Mayor's Office of Housing and Community Development (MOHCD)	Agree	NO ADDITIONAL INFORMATION PROVIDED
2013-14	The Mayor's Office of Housing UNDER PRESSURE AND CHALLENGED TO PRESERVE DIVERSITY	Finding 10 MOHCD does not provide clear and concise expectations to project partners with regard to broad community outreach and the impact of applicant denials to BMR program goals. This can create potential impediments to fair housing choice for underrepresented ethnic groups.	Mayor's Office of Housing and Community Development (MOHCD)	Agree	NO ADDITIONAL INFORMATION PROVIDED
2013-14	The Mayor's Office of Housing UNDER PRESSURE AND CHALLENGED TO PRESERVE DIVERSITY	Finding 11 Errors in identifying Inclusionary Housing projects can affect the creation of BMR compliance plans. Issues with data accuracy from the Planning Department and the Department of Building Inspection impact the ability of MOHCD to approach inclusionary developers in a timely manner.	Planning Department	Agree	NO ADDITIONAL INFORMATION PROVIDED
2013-14	The Mayor's Office of Housing UNDER PRESSURE AND CHALLENGED TO PRESERVE DIVERSITY	Finding 11 Errors in identifying Inclusionary Housing projects can affect the creation of BMR compliance plans. Issues with data accuracy from the Planning Department and the Department of Building Inspection impact the ability of MOHCD to approach inclusionary developers in a timely manner.	DBI	Agree	NO ADDITIONAL INFORMATION PROVIDED

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2013-14	The Mayor's Office of Housing UNDER PRESSURE AND CHALLENGED TO PRESERVE DIVERSITY	R1. The Jury recommends the Board of Supervisors convene a hearing this calendar year to review the final report from the Mayor's Housing Task Force and ensure that policy recommendations improve the relationship between Market Rate and Affordable Housing to reflect the economic diversity of the City, and include annual monitoring of regional housing achievement numbers as defined by the Regional Housing Needs Allocation and the Housing Element.	Board of Supervisors	has not been implemented but will be implemented by the end of 2014	At the Government Audit and Oversight Committee meeting on September 25, 2014, Supervisor London Breed submitted a hearing request to the Clerk of the Board of Supervisors for the Mayor's Office of Housing and Community Development, the Office of Economic and Workforce Development, and the Planning Department to report on the efforts of the Mayor's Housing Working Group and evaluate how they will improve the relationship between Market Rate and Affordable Housing and track regional housing achievements.
2013-14	The Mayor's Office of Housing UNDER PRESSURE AND CHALLENGED TO PRESERVE DIVERSITY	R1. The Jury recommends the Board of Supervisors convene a hearing this calendar year to review the final report from the Mayor's Housing Task Force and ensure that policy recommendations improve the relationship between Market Rate and Affordable Housing to reflect the economic diversity of the City, and include annual monitoring of regional housing achievement numbers as defined by the Regional Housing Needs Allocation and the Housing Element.	Mayors Office of Housing and Community Development (MOHCD) <b>Not required to respond on this item.</b>	The recommendation has not been implemented, but will be by the end of 2014	MOHCD has coordinated with the Office of Economic and Workforce Development (OEWD) and the Planning Department to provide a summary memo to the Mayor outlining the initial progress of the Mayor's Housing Working Group. The Mayor's Office and OEWD will work with the Board of Supervisors to schedule an informational hearing to report on both the recommendations of the Group, as well as the status and timeline for implementation of procedural, legislative, and programmatic changes intended to facilitate the production of housing affordable to a diverse group of San Franciscans.
2013-14	The Mayor's Office of Housing UNDER PRESSURE AND CHALLENGED TO PRESERVE DIVERSITY	R2. The Jury recommends that MOHCD articulate strategies to improve achievement of regional housing targets for Middle Income households and establish incremental targets by year. The Jury also recommends that MOHCD report annually to the Board of Supervisors on progress in achieving these targets and include best practice research from other municipalities about Middle Income policy solutions.	Mayors Office of Housing and Community Development (MOHCD)	recommendation has been implemented	MOHCD has been working with OEWD and the Mayor's Housing Working Group (HWG) to address the funding gap for middle-income housing in San Francisco, which is increasingly underserved by the condominium/ single-family home market and unable to access traditional affordable housing funding sources. Investigation of new funding streams, mixed-income development opportunities, local process improvements that promote middle-income housing, and best practices nationally is underway. MOHCD, OEWD, and the Planning Department will transmit a status report to the Mayor by September 2014, which will include progress toward the Mayor's tentative goal of creating 5,000 middle-income units. Middle income is defined by the HWG as housing serving households at and between 80% and 150% of AMI, in consideration of the fact that 150% AMI households face an affordability gap in many San Francisco neighborhoods. [Note: the Civil Grand Jury defines middle income as 50-120% AMI.]
2013-14	The Mayor's Office of Housing UNDER PRESSURE AND CHALLENGED TO PRESERVE DIVERSITY	R3. The Jury recommends that as Housing Trust Fund (HTF) funds are allocated to Housing Authority properties, MOHCD and the Mayor document a funding analysis for the allocation and the impact these disbursements may have on MOHCD Affordable Housing goals and programs to the Board of Supervisors and the public in the year of encumbrance. Reports should include annual updates on repayment.	Mayors Office of Housing and Community Development (MOHCD)	When funds are encumbered, this recommendation will be implemented at the end of Fiscal Year 2014-15	The status of public housing's role as "housing of last resort," combined with the severity of the deferred maintenance conditions in San Francisco's public housing units makes their repair and preservation a critical component of our City's housing policy. If these units are lost due to inhabitability, homelessness for public housing residents becomes a real threat. Stabilization of public housing fits squarely within the goals of the Housing Trust Fund and all other MOHCD funding sources that permit rehabilitation of low-income housing as an eligible use. MOHCD will provide a report regarding the uses of its Housing Trust Fund and other resources allocated to public housing at the end of the year of encumbrance. MOHCD will include in such reports all relevant information regarding repayments.
2013-14	The Mayor's Office of Housing UNDER PRESSURE AND CHALLENGED TO PRESERVE DIVERSITY	R4a. To keep the public and the Board of Supervisors informed on a timely basis, the Jury recommends that the MOHCD website be made much more user friendly with improved navigation and better public access to content.	Mayors Office of Housing and Community Development (MOHCD)	recommendation is already being implemented	The revamping of MOHCD's website for more user-friendly access is underway. The starting point for this process has been tracking the frequency of calls MOHCD receives from people looking for information that can be found on the website. This information helps identify what information people are most interested in and what is most difficult to find. MOHCD has also reviewed the website's page view counts to determine which are most and least viewed. This research will inform the new, more navigable MOHCD homepage, scheduled to go live by October 2014. The full reorganization of MOHCD's website is anticipated to be complete by March 2015.

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2013-14	The Mayor's Office of Housing UNDER PRESSURE AND CHALLENGED TO PRESERVE DIVERSITY	R4b. The Jury recommends that MOHCD immediately designate a website manager responsible for technical design and ease-of-use, plus content management including timely posting of documents and metrics reports that are in the public interest.	Mayors Office of Housing and Community Development (MOHCD)	recommendation is already being implemented	MOHCD currently has a website manager who will manage website improvements. The deployment of a new content management system is anticipated in 2015, which will enable delegation of website updates directly to program staff, facilitating more timely posting of documents and news.
2013-14	The Mayor's Office of Housing UNDER PRESSURE AND CHALLENGED TO PRESERVE DIVERSITY	R5a. The Jury recommends MOHCD publish an Annual Report on their website by March of each year. This report should be oriented to a general audience and include information highlights and measures that communicate achievement towards City Affordable Housing program goals.	Mayors Office of Housing and Community Development (MOHCD)	recommendation has not been implemented, but is in progress, and will be implemented by December 2014.	MOHCD is in the process of producing an Annual Report that includes metrics through FY 2013/2014. While MOHCD is committed to producing an annual report, the intent is to publish it based on fiscal year metrics, which will result in a December publication date.
2013-14	The Mayor's Office of Housing UNDER PRESSURE AND CHALLENGED TO PRESERVE DIVERSITY	R5b. The Jury recommends MOHCD publish a quarterly Affordable Housing Pipeline Report within a month of each quarter's closing. This may be done within the Planning Department's Quarterly Pipeline Report, but should also include quarterly Affordable Housing program progress highlights.	Mayors Office of Housing and Community Development (MOHCD)	recommendation has not been implemented, but is in progress, and will be implemented by December 2014	MOHCD is working with the City's Chief Data Officer and the Planning Department to streamline reporting of pipeline projects, including 100% affordable projects, as well as projects developed through the City's Inclusionary Housing Program and the former Redevelopment Agency's Below Market Rate program. In order to align with the Planning Department's reporting, MOHCD will publish a semi- annual (rather than quarterly) pipeline report. The Planning Department currently produces a pipeline report which is available on its website; the information is also provided to SF Open Data. The Planning Department is committed to highlighting affordable housing projects within these reports. In addition, the Planning Director includes the pipeline report in his weekly written report to the Planning Commission
2013-14	The Mayor's Office of Housing UNDER PRESSURE AND CHALLENGED TO PRESERVE DIVERSITY	R5b. The Jury recommends MOHCD publish a quarterly Affordable Housing Pipeline Report within a month of each quarter's closing. This may be done within the Planning Department's Quarterly Pipeline Report, but should also include quarterly Affordable Housing program progress highlights.	Planning Department	recommendation has not been implemented, but is in progress, and will be implemented by December 2014	MOHCD is working with the City's Chief Data Officer and the Planning Department to streamline reporting of pipeline projects, including 100% affordable projects, as well as projects developed through the City's Inclusionary Housing Program and the former Redevelopment Agency's Below Market Rate program. In order to align with the Planning Department's reporting, MOHCD will publish a semi- annual (rather than quarterly) pipeline report. The Planning Department currently produces a pipeline report which is available on its website; the information is also provided to SF Open Data. The Planning Department is committed to highlighting affordable housing projects within these reports. In addition, the Planning Director includes the pipeline report in his weekly written report to the Planning Commission.
2013-14	The Mayor's Office of Housing UNDER PRESSURE AND CHALLENGED TO PRESERVE DIVERSITY	R6a. MOHCD needs to track and publish metrics with greater frequency using measures based on pipeline and HUD CAPER reporting that help the public to assess the progress of their new development and Housing Support Program efforts.	Mayors Office of Housing and Community Development (MOHCD)	recommendation has not been implemented, but will be implemented within a year	MOHCD will track and publish housing measures based on pipeline and HUD CAPER reporting data on its website on a quarterly basis within a year.
2013-14	The Mayor's Office of Housing UNDER PRESSURE AND CHALLENGED TO PRESERVE DIVERSITY	R6b. MOHCD should work with the Planning Department to formulate a Memorandum of Understanding (MOU) specifying timing and responsibility for the preparation and publication of Affordable Housing pipeline data in the Quarterly Pipeline Report. A new report commonly referred to as The Dashboard should be completed. An effort to publish these reports on SF Open Data should be prioritized.	Mayors Office of Housing and Community Development (MOHCD)	recommendation will not be implemented, as it is not warranted	While MOHCD is supportive of the idea of increased transparency in regular reporting of metrics, the publication of a Quarterly Pipeline Report does not require a formal MOU with the Planning Department. Separately, the "Dashboard" report is a legislated reporting requirement to be implemented by the Planning Department, and relates to the percentage of affordable units that have been entitled, rather than financed. Information to produce the Dashboard is based on data gathered and monitored by the Planning Department, not MOHCD
2013-14	The Mayor's Office of Housing UNDER PRESSURE AND CHALLENGED TO PRESERVE DIVERSITY	R6b. MOHCD should work with the Planning Department to formulate a Memorandum of Understanding (MOU) specifying timing and responsibility for the preparation and publication of Affordable Housing pipeline data in the Quarterly Pipeline Report. A new report commonly referred to as The Dashboard should be completed. An effort to publish these reports on SF Open Data should be prioritized.	Planning Department	recommendation will not be implemented, as it is not warranted	While MOHCD is supportive of the idea of increased transparency in regular reporting of metrics, the publication of a Quarterly Pipeline Report does not require a formal MOU with the Planning Department. Separately, the "Dashboard" report is a legislated reporting requirement to be implemented by the Planning Department, and relates to the percentage of affordable units that have been entitled, rather than financed. Information to produce the Dashboard is based on data gathered and monitored by the Planning Department, not MOHCD

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2013-14	The Mayor's Office of Housing UNDER PRESSURE AND CHALLENGED TO PRESERVE DIVERSITY	R6c. MOHCD should establish a metric for accounting public contributions per development project. This financing leverage measure should be reported in the MOHCD Annual Report by project type.	Mayors Office of Housing and Community Development (MOHCD)	recommendation will be implemented upon publication of the annual report	MOHCD will include in its annual report the amount of City funds allocated to specific developments, the amount of external funds the City funds leveraged, and the ratio of City funds to each project's total development cost, so that the leveraging efficiency of City funds can be compared and measured.
2013-14	The Mayor's Office of Housing UNDER PRESSURE AND CHALLENGED TO PRESERVE DIVERSITY	R7. The Jury recommends MOHCD use their website to post up-to-date housing development project information and provide access to key milestone documents as is done on the Boston Redevelopment Authority website.	Mayors Office of Housing and Community Development (MOHCD)	recommendation will be implemented by June 2015	Upon completion of its website redesign and reorganization, MOHCD plans to add functionality with development project information modeled on the Boston Redevelopment Authority's website as well as other similar examples. The anticipated completion date is June 2015.
2013-14	The Mayor's Office of Housing UNDER PRESSURE AND CHALLENGED TO PRESERVE DIVERSITY	R8a. The Jury recommends MOHCD provide developer partners with more comprehensive materials in the Marketing template, including model BMR program marketing plans, advertising samples, marketing templates in multiple languages, directories of approved consultant and public agency partners, and training materials including web delivered training videos, to set clearly understood minimum standards for outreach.	Mayors Office of Housing and Community Development (MOHCD)	recommendation will be implemented by 2015	As mentioned in the response to finding eight, each developer is provided with a six page step-by-step guide to marketing, lottery, and application requirements in addition to a list of approved community-based consultants that the developer may engage. The template outreach flyer will be translated and incorporated into the marketing template packet by January 2015. In an effort to improve the training of developers and their agents in the lease up and sales procedures of a BMR unit, MOHCD is in the process of redesigning its training curriculum to include video modules by June 2015. MOHCD is currently reviewing all marketing requirements across all housing programs in an effort to gain consistency around outreach and marketing procedures. One of the improvements already implemented is a new requirement of developer partners that they begin certain outreach activities at the beginning of construction (rather than closer to lease-up) thus providing San Franciscans with more time to establish their qualifications for the affordable housing opportunity.
2013-14	The Mayor's Office of Housing UNDER PRESSURE AND CHALLENGED TO PRESERVE DIVERSITY	R8b. The Jury recommends MOHCD implement regular evaluations of marketing effectiveness and marketing materials by surveying applicants to indicate source of notification by housing opportunity.	Mayors Office of Housing and Community Development (MOHCD)	recommendation will be implemented along with the rollout of the new MOHCD online application system.	MOHCD welcomes the suggestion to improve the evaluation of marketing effectiveness by surveying program participants and will incorporate that question in its applications upon the rollout of its new online application system.
2013-14	The Mayor's Office of Housing UNDER PRESSURE AND CHALLENGED TO PRESERVE DIVERSITY	R9a. MOHCD should provide applicants clear, concise materials on the application process, and conduct and evaluate applicant feedback satisfaction surveys after each new major development project comes on-line.	Mayors Office of Housing and Community Development (MOHCD)	recommendations have been partially implemented and will be completed in the future	MOHCD has prioritized the completion of its Database of Affordable Housing Listings, Information, and Applications (DAHLIA) system. The Salesforce-based data system is due to launch this Fall. DAHLIA will allow Inclusionary BMR applicants to log on, create an account, and apply to multiple housing opportunities without having to recreate their entire application. The system will also be completely transparent, allowing developer and lending partners to track the lease/ sales process and enter information regarding the lottery in order to keep applicants better informed of the process through their individual account. Clear, concise information will outline the process. MOHCD welcomes the suggestion to evaluate applicant feedback satisfaction surveys through its new data system and will report on the creation and implementation of the new system in its Annual Report.
2013-14	The Mayor's Office of Housing UNDER PRESSURE AND CHALLENGED TO PRESERVE DIVERSITY	R9b. MOHCD should prioritize the completion of their Single Family Program Data and Administration System. MOHCD should measure and report on the cost effectiveness of process improvements and efficiencies from implementation of this system in their Annual Report.	Mayors Office of Housing and Community Development (MOHCD)	recommendations have been partially implemented and will be completed in the future	MOHCD has prioritized the completion of its Database of Affordable Housing Listings, Information, and Applications (DAHLIA) system. The Salesforce-based data system is due to launch this Fall. DAHLIA will allow Inclusionary BMR applicants to log on, create an account, and apply to multiple housing opportunities without having to recreate their entire application. The system will also be completely transparent, allowing developer and lending partners to track the lease/ sales process and enter information regarding the lottery in order to keep applicants better informed of the process through their individual account. Clear, concise information will outline the process. MOHCD welcomes the suggestion to evaluate applicant feedback satisfaction surveys through its new data system and will report on the creation and implementation of the new system in its Annual Report.

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2013-14	The Mayor's Office of Housing UNDER PRESSURE AND CHALLENGED TO PRESERVE DIVERSITY	R10a. The Jury recommends MOHCD work to improve the ethnic diversity of residents in their BMR programs and monitor progress in mitigating any institutional barriers to fair housing choice. Data on representational statistics should be collected and evaluated at regular intervals, preferably every 2 years. Any statistical disparities should be reported to the Board of Supervisors.	Mayors Office of Housing and Community Development (MOHCD)	recommendation will be implemented in the MOHCD 2015 annual report	MOHCD is collecting statistical data on an ongoing basis and agrees with the suggestion to report statistical disparities of BMR residents to the Board of Supervisors beginning with its 2015 annual report.
2013-14	The Mayor's Office of Housing UNDER PRESSURE AND CHALLENGED TO PRESERVE DIVERSITY	R10b. The Jury recommends MOHCD work with developer partners to standardize criteria used for BMR rental application denials. Strategies to reduce minimum down payment requirement denials for BMR ownership units should be given consideration..	Mayors Office of Housing and Community Development (MOHCD)	recommendation will be implemented in 2015	In the Board of Supervisor's next revision of the B:MR Procedures Manual, MOHCD plans to suggest the adoption of more specific and standardized marketing and rental eligibility requirements focusing on credit and criminal background and other screening criteria. MOHCD is currently targeting June 2015 for these updates. Additionally, underwriting criteria for all Down payment Assistance Loan Programs (DALP) has been modified to minimize barriers including reducing the amount of cash a household needs to have to purchase through DALP.
2013-14	The Mayor's Office of Housing UNDER PRESSURE AND CHALLENGED TO PRESERVE DIVERSITY	R11. The Jury recommends that the Planning Department and the Department of Building Inspection make internal process changes to improve the accuracy of data tagged as a new Affordable Housing project under the Inclusionary Housing Program.	Planning Department	recommendation is in the process of being implemented and will be fully met in 2015	MOHCD is working with Planning's Housing Ombudsperson, as well as with OCH's Housing Program manager, to improve the quality and accuracy of data reported to MOHCD related to fees and requirements of the Inclusionary Housing Program. This includes a more efficient means to track the number and location of required units, as well as automatic indexing of required fees. Planning and OCH provide this data to DBI when applicable affordable housing projects are route to DBI for the review of building permits and structural, and mechanical plans. Once verified by Planning or OCH, such affordable and inclusionary housing projects are assigned DBI priority designation, moved to the top of the plan review queue, and tracked on DBI's Priority Housing Project list. The new Permit and Project Tracking System, scheduled to go live in the second quarter of FY 2014-15, will significantly improve DBI's ability to quickly and accurately identify projects that qualify for priority designation. Thus the Grand Jury's recommendation is anticipated to be fully met by the third quarter of FY 2014-15.
2013-14	The Mayor's Office of Housing UNDER PRESSURE AND CHALLENGED TO PRESERVE DIVERSITY	R11. The Jury recommends that the Planning Department and the Department of Building Inspection make internal process changes to improve the accuracy of data tagged as a new Affordable Housing project under the Inclusionary Housing Program.	DBI	recommendation is in the process of being implemented and will be fully met in 2015	MOHCD is working with Planning's Housing Ombudsperson, as well as with OCH's Housing Program manager, to improve the quality and accuracy of data reported to MOHCD related to fees and requirements of the Inclusionary Housing Program. This includes a more efficient means to track the number and location of required units, as well as automatic indexing of required fees. Planning and OCH provide this data to DBI when applicable affordable housing projects are route to DBI for the review of building permits and structural, and mechanical plans. Once verified by Planning or OCH, such affordable and inclusionary housing projects are assigned DBI priority designation, moved to the top of the plan review queue, and tracked on DBI's Priority Housing Project list. The new Permit and Project Tracking System, scheduled to go live in the second quarter of FY 2014-15, will significantly improve DBI's ability to quickly and accurately identify projects that qualify for priority designation. Thus the Grand Jury's recommendation is anticipated to be fully met by the third quarter of FY 2014-15.