

AFFIRMATIVE ACTION PLAN

for the Recruitment, Hiring,
Advancement, and Retention
of Persons with Disabilities

FY 2024



Affirmative Action Plan for the Recruitment, Hiring, Advancement, and Retention of Persons with Disabilities

To capture agencies' affirmative action plan for persons with disabilities (PWD) and persons with targeted disabilities (PWTD), EEOC regulations (29 C.F.R. § 1614.203(e)) and MD-715 require agencies to describe how their affirmative action plan will improve the recruitment, hiring, advancement, and retention of applicants and employees with disabilities.

Section I: Efforts to Reach Regulatory Goals

EEOC regulations (29 CFR §1614.203(d)(7)) require agencies to establish specific numerical goals for increasing the participation of persons with disabilities and persons with targeted disabilities in the federal government

1. Using the goal of 12% as the benchmark, does your agency have a trigger involving PWD by grade level cluster in the permanent workforce? If "yes", describe the trigger(s) in the text box.

- | | | |
|--------------------------------|--------|----|
| a. Cluster GS-1 to GS-10 (PWD) | Answer | No |
| b. Cluster GS-11 to SES (PWD) | Answer | No |

No trigger identified. Both grade level clusters for PWD are above the 12.00% benchmark. Grade level cluster GS-1 to GS-10 is 22.06% and grade level cluster GS-11 to SES is 14.18%.

*For GS employees, please use two clusters: GS-1 to GS-10 and GS-11 to SES, as set forth in 29 C.F.R. § 1614.203(d)(7). For all other pay plans, please use the approximate grade clusters that are above or below GS-11 Step 1 in the Washington, DC metropolitan region.

2. Using the goal of 2% as the benchmark, does your agency have a trigger involving PWTD by grade level cluster in the permanent workforce? If "yes", describe the trigger(s) in the text box.

- | | | |
|---------------------------------|--------|----|
| a. Cluster GS-1 to GS-10 (PWTD) | Answer | No |
| b. Cluster GS-11 to SES (PWTD) | Answer | No |

No trigger identified. Both grade level clusters for PWTD are above the 2.00% benchmark. Grade level cluster GS-1 to GS-10 is 4.08% and grade level cluster GS-11 to SES is 3.14%.

Grade Level Cluster(GS or Alternate Pay Planb)	Total	Reportable Disability		Targeted Disability	
	#	#	%	#	%
Numarical Goal	--	12%		2%	
Grades GS-11 to SES					
Grades GS-1 to GS-10					

3. Describe how the agency has communicated the numerical goals to the hiring managers and/or recruiters.

In FY 2024, the agency communicated the numerical goals during the EEO activity briefings with the senior leaders and hiring officials of each Program Office and all 10 of HUD's Regional Offices. In addition, this information is provided to Administrative Officers and Hiring Officials by various Human Resources professionals during various phases of the hiring process.

Section II: Model Disability Program

Pursuant to 29 C.F.R. § 1614.203(d)(1), agencies must ensure sufficient staff, training and resources to recruit and hire persons with disabilities and persons with targeted disabilities, administer the reasonable accommodation program and special emphasis program, and oversee any other disability hiring and advancement program the agency has in place.

A. PLAN TO PROVIDE SUFFICIENT & COMPETENT STAFFING FOR THE DISABILITY PROGRAM

1. Has the agency designated sufficient qualified personnel to implement its disability program during the reporting period? If “no”, describe the agency’s plan to improve the staffing for the upcoming year.

Answer Yes

HUD's digital access program plans to add one (1) FTE plus additional contract support in FY 2025. HUD plans to leverage details, contract support, and other arrangements to bolster resources during the FY.

2. Identify all staff responsible for implementing the agency's disability employment program by the office, staff employment status, and responsible official.

Disability Program Task	# of FTE Staff By Employment Status			Responsible Official (Name, Title, Office Email)
	Full Time	Part Time	Collateral Duty	
Architectural Barriers Act Compliance	0	0	10	Rex J. Pace ABA Coordinator rex.j.pace@hud.gov
Processing reasonable accommodation requests from applicants and employees	7	0	0	April Branch-Snead Acting Branch Chief April.N.Branch@hud.gov
Processing applications from PWD and PWTD	1	0	15	Shirley Robinson Human Resource Advisor shirley.v.robinson@hud.gov
Answering questions from the public about hiring authorities that take disability into account	1	0	0	Shirley Robinson Human Resource Advisor shirley.v.robinson@hud.gov
Special Emphasis Program for PWD and PWTD	0	0	0	
Section 508 Compliance	0	0	1	Paul A. Scott Section 508 Program Manager Paul.A.Scott@hud.gov

3. Has the agency provided disability program staff with sufficient training to carry out their responsibilities during the reporting period? If “yes”, describe the training that disability program staff have received. If “no”, describe the training planned for the upcoming year.

Answer Yes

The Reasonable Accommodations Branch (RAB) has received the following training in FY 2024: Reviewing Medical Documentation; NELI’s ADA Workshop; Workplace Accommodations by Job Accommodation Network (JAN); Opening Our Eyes to a World Beyond Sight: Navigating Blindness and Low Vision; Service Animals vs Emotional Support Animals; Accommodating Employees with Intellectual Disabilities; Accommodating Employees with various Cognitive and Neurological Needs; and Pregnant Workers Fairness Act Training. The RAB staff have also individually taken the following courses: Disability Program Manager Basics; Proofreading Skills for Government Employees; Effective Writing Training for Government Employees; Federal Writing Bootcamp; and Briefing and Presentation Skills. The Recruitment and Staffing Division (RSD) has taken and will continue to take

various training offered by the Office of Personnel Management on Strategies and Resources for Recruiting, Hiring, and Retaining People with Disabilities/Targeted Disabilities.

B. PLAN TO ENSURE SUFFICIENT FUNDING FOR THE DISABILITY PROGRAM

Has the agency provided sufficient funding and other resources to successfully implement the disability program during the reporting period? If “no”, describe the agency’s plan to ensure all aspects of the disability program have sufficient funding and other resources.

Answer Yes

Section III: Program Deficiencies In The Disability Program

Brief Description of Program Deficiency	C.2.b.5. Does the agency process all initial accommodation requests, excluding ongoing interpretative services, within the time frame set forth in its reasonable accommodation procedures? [see MD-715, II(C)] If “no”, please provide the percentage of timely-processed requests, excluding ongoing interpretative services, in the comments column.		
Objective	To process all initial accommodation requests, excluding ongoing interpretative services, within the time frame set forth in the HUD reasonable accommodation procedures (30 days)		
Target Date	Sep 30, 2024		
Completion Date			
Planned Activities	<u>Target Date</u>	<u>Completion Date</u>	<u>Planned Activity</u>
Accomplishments	<u>Fiscal Year</u>	<u>Accomplishment</u>	
	2024	Created and implemented templates for all the notifications that the Reasonable Accommodations Branch sends out to employees and managers, which resulted in standardized, professional looking documents that are consistent among the Case Managers.	
	2024	Posted guidance on the Reasonable Accommodations internal webpage, including Assistance with Service Animals for Employees and Providing Urgent Maternal Protections for Nursing Mothers (PUMP) Act guidance.	
	2024	Presented approximately 11 HUD-wide training courses (not counting Lunch and Learn sessions) as well as specific targeted training to employees, supervisors, and managers regarding processing reasonable accommodation requests.	
	2024	Created and presented a Lunch and Learn series on various topics regarding disabilities. We had five sessions with up to 1013 virtual attendees.	
	2024	Eliminated the backlog of reconsideration requests pending with the Reasonable Accommodation Committee and changed the process so requests will be heard timely.	
2023	The RAB onboarded two new Reasonable Accommodation case managers in FY23. Additionally, a new RAB Chief was onboarded in January 2023.		

Section IV: Plan to Recruit and Hire Individuals with Disabilities

Pursuant to 29 C.F.R. §1614.203(d)(1)(i) and (ii), agencies must establish a plan to increase the recruitment and hiring of individuals with disabilities. The questions below are designed to identify outcomes of the agency’s recruitment program plan for PWD and PWTDD

A. PLAN TO IDENTIFY JOB APPLICATIONS WITH DISABILITIES

1. Describe the programs and resources the agency uses to identify job applicants with disabilities, including individuals with targeted disabilities.

The Recruitment and Staffing Division (RSD) will continue to market Schedule A appointment authority to hire PWD and PWTD at all recruitment events attended. In addition, the Pathways Program will be an additional source to hire students with a disability and the various Veteran authorities to hire disabled Veterans. These practices have proven to be successful with the Department reaching the 12.00% goal for PWD and 2.00% goal for PWTD.

2. Pursuant to 29 C.F.R. §1614.203(a)(3), describe the agency's use of hiring authorities that take disability into account (e.g., Schedule A) to recruit PWD and PWTD for positions in the permanent workforce

HUD utilizes a variety of activities to increase the participation rates of PWD and PWTD, to include partnering with Gallaudet University, the Operation Warfighter's program for disabled Veterans, and State Vocational Rehabilitation Centers to recruit and hire qualified PWD and PWTD. In addition, RSD works with the Office of Student Disabilities of various colleges and universities. These partnerships have been developed to educate students about the Schedule A hiring process with HUD. RSD will continue to market Schedule A hiring to Pathways and various Veteran candidates.

3. When individuals apply for a position under a hiring authority that takes disability into account (e.g., Schedule A), explain how the agency (1) determines if the individual is eligible for appointment under such authority; and, (2) forwards the individual's application to the relevant hiring officials with an explanation of how and when the individual may be appointed.

There are two main ways that candidates may receive consideration for a Schedule A appointment. One way is that candidates may apply to HUD's merit promotion vacancies posted on USAJOBS to be considered noncompetitively for vacancies that he or she meet the qualifications. The other ways candidates may be considered is to send their resume, Schedule A Letter, and transcript if applicable to Recruitment@hud.gov to be uploaded in the Schedule A Resume Database for future consideration by Program Offices. Candidate's documents are verified for appropriateness as proof of meeting the requirements for disability supporting documentation issued by licensed medical professionals, vocational rehabilitation specialist or any Federal or state agency to determine eligibility. Often there are times that a Program Office may reach out to ask if there are any available candidates that meet the qualifications of a position to be filled. On several occasions, candidates are found at recruitment events. When there is a potential match for a candidate and the position to be filled is identified, the candidate's resume is sent to the appropriate Program Office for consideration. Selecting officials and Administrative Officers are invited to attend various training sessions on how the Schedule A hiring authority can be used, and an additional overview of the Schedule A hiring process is provided to Program Office Officials when a Schedule A appointment hire is requested.

4. Has the agency provided training to all hiring managers on the use of hiring authorities that take disability into account (e.g., Schedule A)? If "yes", describe the type(s) of training and frequency. If "no", describe the agency's plan to provide this training.

Answer Yes

In addition to Schedule A hiring authority training that selecting officials receive; ad-hoc training was also provided to all Program Office hiring managers and Administrative Officers on hiring authorities and practices to increase HUD's use of the Schedule A hiring authority and Veteran's recruitment programs. These training opportunities are provided virtually to include field managers.

B. PLAN TO ESTABLISH CONTACTS WITH DISABILITY EMPLOYMENT ORGANIZATIONS

Describe the agency's efforts to establish and maintain contacts with organizations that assist PWD, including PWTD, in securing and maintaining employment.

HUD will continue to partner with Gallaudet University, and other University Student Disability Affairs Offices to reach students eligible for Schedule A hiring. HUD works with various Vocational Rehabilitation Counselors to hire disabled Veterans in the Non-Paid Work Experience Program which is a resource to recruit and hire PWD and PWTD. In addition, some Program Offices are proactive with working closely with HUD and various disability organizations to promote HUD as an employer of choice for PWD and PWTD.

C. PROGRESSION TOWARDS GOALS (RECRUITMENT AND HIRING)

1. Using the goals of 12% for PWD and 2% for PWTD as the benchmarks, do triggers exist for PWD and/or PWTD among the new hires in the permanent workforce? If “yes”, please describe the triggers below.

- a. New Hires for Permanent Workforce (PWD) Answer No
- b. New Hires for Permanent Workforce (PWTD) Answer No

No triggers exist for PWD and PWTD among new hires in the permanent workforce. New hires for PWD are 15.36%, which is above the 12.00% benchmark. New hires for PWTD are 2.81%, which is above the 2.00% benchmark.

New Hires	Total (#)	Reportable Disability		Targeted Disability	
		Permanent Workforce (%)	Temporary Workforce (%)	Permanent Workforce (%)	Temporary Workforce (%)
% of Total Applicants	0				
% of Qualified Applicants	0				
% of New Hires	0				

2. Using the qualified applicant pool as the benchmark, do triggers exist for PWD and/or PWTD among the new hires for any of the mission- critical occupations (MCO)? If “yes”, please describe the triggers below. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. New Hires for MCO (PWD) Answer Yes
- b. New Hires for MCO (PWTD) Answer Yes

New Hires for MCO 0301 (PWD) Answer: No New Hires for MCO 0301 (PWTD) Answer: Yes Response: No triggers exist for PWD among New Hires. New Hires for PWTD are 0.00%, which is below the benchmark for qualified applicants at 2.37%. New Hires for MCO 0360 (PWD) Answer: Yes New Hires for MCO 0360 (PWTD) Answer: Yes Response: New Hires for PWD are 33.33%, which is below the benchmark for qualified applicants at 45.25%. New Hires for PWTD are 0.00%, which is below the benchmark for qualified applicants at 2.64%. New Hires for MCO 1101 (PWD) Answer: Yes New Hires for MCO 1101 (PWTD) Answer: Yes Response: New Hires for PWD are 0.00%, which is below the benchmark for qualified applicants at 30.23%. New Hires for PWTD are 0.00%, which is below the benchmark for qualified applicants at 1.28%.

New Hires to Mission-Critical Occupations	Total (#)	Reportable Disability	Targetable Disability
		New Hires (%)	New Hires (%)
Numerical Goal	--	12%	2%

3. Using the relevant applicant pool as the benchmark, do triggers exist for PWD and/or PWTD among the qualified internal applicants for any of the mission-critical occupations (MCO)? If “yes”, please describe the triggers below. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. Qualified Applicants for MCO (PWD) Answer No
- b. Qualified Applicants for MCO (PWTD) Answer Yes

Qualified Applicants for MCO 0301 (PWD) Answer: No Qualified Applicants for MCO 0301 (PWTD) Answer: Yes Response: Qualified Applicants for PWTD are 4.32%, which is slightly below the relevant benchmark for applicants at 4.43%. Qualified

Applicants for MCO 0360 (PWD) Answer: No Qualified Applicants for MCO 0360 (PWTD) Answer: No Response: No triggers identified. Qualified Applicants for MCO 1101 (PWD) Answer: No Qualified Applicants for MCO 1101 (PWTD) Answer: Yes Response: Qualified Applicants for PWTD are 1.57%, which is slightly below the relevant benchmark for applicants at 2.38%. Note: The relevant applicant pool is the percentage of PWD/PWTD that applied compared to the qualified applicants.

4. Using the qualified applicant pool as the benchmark, do triggers exist for PWD and/or PWTD among employees promoted to any of the mission- critical occupations (MCO)? If “yes”, please describe the triggers below. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. Promotions for MCO (PWD) Answer Yes
- b. Promotions for MCO (PWTD) Answer Yes

Promotions for MCO 0301 (PWD) Answer: Yes Promotions for MCO 0301 (PWTD) Answer: Yes Response: Internal Promotions for PWD are 52.73%, which is below the benchmark for qualified applicants at 66.78%. Internal Promotions for PWTD are 1.82%, which is below the benchmark for qualified applicants at 4.32%. Promotions for MCO 0360 (PWD) Answer: Yes Promotions for MCO 0360 (PWTD) Answer: Yes Response: Internal Promotions for PWD are 50.00%, which is below the benchmark for qualified applicants at 65.37%. Internal Promotions for PWTD are 5.00%, which is also below the benchmark for qualified applicants at 8.36%. Promotions for MCO 1101 (PWD) Answer: Yes Promotions for MCO 1101 (PWTD) Answer: Yes Response: Internal Promotions for PWD are 61.36%, which is slightly below the benchmark for qualified applicants at 64.58%. Internal Promotions for PWTD are 0.00%, which is below the benchmark for qualified applicants at 1.57%.

Section V: Plan to Ensure Advancement Opportunities for Employees with Disabilities

Pursuant to 29 C.F.R. §1614.203(d)(1)(iii), agencies are required to provide sufficient advancement opportunities for employees with disabilities. Such activities might include specialized training and mentoring programs, career development opportunities, awards programs, promotions, and similar programs that address advancement. In this section, agencies should identify, and provide data on programs designed to ensure advancement opportunities for employees with disabilities.

A. ADVANCEMENT PROGRAM PLAN

Describe the agency’s plan to ensure PWD, including PWTD, have sufficient opportunities for advancement.

HUD offers career development opportunities to all employees via rotational assignments (up to 120 days), non-competitive details, promotions (e.g. career-ladder positions), competitive details and merit promotions. HUD informs all employees of opportunities to enroll in relevant training, including management training when eligible; HUD maintains a mentoring and coaching program for all employees; and HUD administers Exit Surveys that solicit feedback on how to improve recruitment, hiring, and advancement of individuals with disabilities.

B. CAREER DEVELOPMENT OPPORTUNITES

1. Please describe the career development opportunities that the agency provides to its employees.

During FY 2024, HUD offered numerous career development programs and individual training opportunities which are available to all employees or to target groups/grades. HUD maintains centralized programs to support employees at all levels (e.g., Mentoring, Coaching, Rotational Assignments) as well as targeted programs that change from year to year. In FY 2024, we offered a new program, the Soar Academy, which is a voluntary 12-session program to build the competencies of two cohorts (GS-5 through GS-10 and GS 11-12) of HUD employees. Soar Academy was created to cultivate a cohort of high-potential, early and mid-career professionals through an immersive learning program. Furthermore, HUD’s open-enrollment training programs from Talent Development and Workforce Planning (TDWP) are consistently full and often reach hundreds of participants. Competitive programs have seating limits or policy-established limits.

2.

In the table below, please provide the data for career development opportunities that require competition and/or supervisory recommendation/ approval to participate.

Career Development Opportunities	Total Participants		PWD		PWTD	
	Applicants (#)	Selectees (#)	Applicants (%)	Selectees (%)	Applicants (%)	Selectees (%)
Fellowship Programs	1032	7	1.00%	14.00%	0.00%	0.00%
Mentoring Programs	5	0	0.00%	0.00%	0.00%	0.00%
Coaching Programs	115	70	11.40%	19.00%	3.00%	4.00%
Internship Programs	2235	27	7.00%	15.00%	3.00%	4.00%
Training Programs	20	13	40.00%	38.00%	15.00%	8.00%
Detail Programs	183	72	20.00%	22.00%	6.00%	4.00%
Other Career Development Programs	0	0	0.00%	0.00%	0.00%	0.00%

3. Do triggers exist for PWD among the applicants and/or selectees for any of the career development programs? (The appropriate benchmarks are the relevant applicant pool for the applicants and the applicant pool for selectees.) If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. Applicants (PWD) Answer Yes
- b. Selections (PWD) Answer Yes

The percentage of PWD applicants for all career development programs was below the relevant applicant pool benchmark. The percentage of PWD selectees for all career development programs was below the applicant pool benchmark.

4. Do triggers exist for PWTD among the applicants and/or selectees for any of the career development programs? (The appropriate benchmarks are the relevant applicant pool for the applicants and the applicant pool for selectees.) If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. Applicants (PWTD) Answer Yes
- b. Selections (PWTD) Answer Yes

The percentage of PWD applicants for all career development programs was below the relevant applicant pool benchmark. The percentage of PWD selectees for all career development programs was below the applicant pool benchmark. Note: The relevant applicant pool is the total applicants in each career development program.

C. AWARDS

1. Using the inclusion rate as the benchmark, does your agency have a trigger involving PWD and/or PWTD for any level of the time-off awards, bonuses, or other incentives? If “yes”, please describe the trigger(s) in the text box.

- a. Awards, Bonuses, & Incentives (PWD) Answer Yes
- b. Awards, Bonuses, & Incentives (PWTD) Answer Yes

When comparing PWD and PWTD with people with no disability (PWND) a trigger exists. The triggers identified are listed below. Time Off Awards: • PWD (13.10%) and PWTD (13.77%) fell slightly below the rate for employees with no disability (15.55%) for time off awards between 1 - 10 hours. • PWD (9.76%) and PWTD (9.06%) fell slightly below the rate for employees with no disability (11.88%) for time off awards between 11 - 20 hours. • PWD (7.14%) and PWTD (7.61%) fell below the rate for

employees with no disability (9.13%) for time off awards between 21 - 30 hours. • PWD (10.32%) and PWTD (8.70%) fell below the rate for employees with no disability (15.01%) for time off awards between 31 - 40 hours. Cash Awards: • PWD (18.81%) in cash awards, \$500 and under, was below the rate for employees with no disability (19.75%). No trigger exists for PWTD in cash awards \$500 and under. PWTD (20.65%) was above the rate for employees with no disabilities (19.75%). • PWD (9.60%) and PWTD (9.06%) in cash awards, \$501 - \$999, was below the rate for employees with no disability (12.67%). • PWD (29.13%) and PWTD (29.71%) in cash awards \$1000 - \$1999, was slightly below the rate for employees with no disability (34.03%). • PWD (39.76%) and PWTD (42.03%) in cash awards, \$2000 - \$2999, was slightly below the rate for employees with no disability (51.75%). • PWD (9.05%) and PWTD (10.14%) in cash awards, \$3000 - \$3999, was below the rate for employees with no disability (15.30%). • PWD (2.78%) and PWTD (2.54%) in cash awards, \$4000 - \$4999, was below the rate for employees with no disability (6.25%). • PWD (0.24%) and PWTD (0.00%) in cash awards \$5000 or more, was below the rate for employees with no disability (0.54%).

Time-Off Awards	Total (#)	Reportable Disability %	Without Reportable Disability %	Targeted Disability %	Without Targeted Disability %
Time-Off Awards 1 - 10 hours: Awards Given	1245	13.10	15.55	13.77	12.91
Time-Off Awards 1 - 10 Hours: Total Hours	9966	106.27	124.01	113.77	104.17
Time-Off Awards 1 - 10 Hours: Average Hours	8	0.64	0.13	2.99	-0.01
Time-Off Awards 11 - 20 hours: Awards Given	940	9.76	11.88	9.06	9.96
Time-Off Awards 11 - 20 Hours: Total Hours	15441	160.48	195.28	148.55	163.82
Time-Off Awards 11 - 20 Hours: Average Hours	16.43	1.30	0.26	5.94	0.00
Time-Off Awards 21 - 30 hours: Awards Given	738	7.14	9.13	7.61	7.01
Time-Off Awards 21 - 30 Hours: Total Hours	18034	172.86	223.43	186.96	168.90
Time-Off Awards 21 - 30 Hours: Average Hours	24.44	1.92	0.39	8.90	-0.04
Time-Off Awards 31 - 40 hours: Awards Given	1157	10.32	15.01	8.70	10.77
Time-Off Awards 31 - 40 Hours: Total Hours	41056	360.95	533.72	304.35	376.83
Time-Off Awards 31 - 40 Hours: Average Hours	35.48	2.78	0.57	12.68	0.00
Time-Off Awards 41 or more Hours: Awards Given	0	0.00	0.00	0.00	0.00
Time-Off Awards 41 or more Hours: Total Hours	0	0.00	0.00	0.00	0.00
Time-Off Awards 41 or more Hours: Average Hours	0	0.00	0.00	0.00	0.00

Cash Awards	Total (#)	Reportable Disability %	Without Reportable Disability %	Targeted Disability %	Without Targeted Disability %
Cash Awards: \$501 - \$999: Awards Given	999	9.60	12.67	9.06	9.76
Cash Awards: \$501 - \$999: Total Amount	722463	7061.03	9143.69	6830.07	7125.81
Cash Awards: \$501 - \$999: Average Amount	723.19	58.36	11.47	273.20	-1.91
Cash Awards: \$1000 - \$1999: Awards Given	2754	29.13	34.03	29.71	28.96
Cash Awards: \$1000 - \$1999: Total Amount	3802661	40527.38	46985.91	41918.12	40137.30

Cash Awards	Total (#)	Reportable Disability %	Without Reportable Disability %	Targeted Disability %	Without Targeted Disability %
Cash Awards: \$1000 - \$1999: Average Amount	1380.78	110.43	21.96	511.20	-1.98
Cash Awards: \$2000 - \$2999: Awards Given	4018	39.76	51.75	42.03	39.13
Cash Awards: \$2000 - \$2999: Total Amount	9719006	96363.81	125216.63	101686.59	94870.83
Cash Awards: \$2000 - \$2999: Average Amount	2418.87	192.34	38.48	876.61	0.41
Cash Awards: \$3000 - \$3999: Awards Given	1141	9.05	15.30	10.14	8.74
Cash Awards: \$3000 - \$3999: Total Amount	3860685	30686.51	51727.66	35000.00	29476.63
Cash Awards: \$3000 - \$3999: Average Amount	3383.6	269.18	53.77	1250.00	-5.93
Cash Awards: \$4000 - \$4999: Awards Given	452	2.78	6.25	2.54	2.85
Cash Awards: \$4000 - \$4999: Total Amount	1984444	12190.48	27443.45	11159.42	12479.67
Cash Awards: \$4000 - \$4999: Average Amount	4390.36	348.30	69.83	1594.20	-1.16
Cash Awards: \$5000 or more: Awards Given	38	0.24	0.54	0.00	0.30
Cash Awards: \$5000 or more: Total Amount	327954	1666.67	4492.84	0.00	2134.15
Cash Awards: \$5000 or more: Average Amount	8630.37	555.56	132.14	0.00	711.38

2. Using the inclusion rate as the benchmark, does your agency have a trigger involving PWD and/or PWTD for quality step increases or performance-based pay increases? If “yes”, please describe the trigger(s) in the text box.

a. Pay Increases (PWD) Answer Yes

b. Pay Increases (PWTD) Answer Yes

PWD (2.62%) in quality step increases, was below the rate for employees with no disability (4.21%). PWTD (2.90%) in quality step increases, was below the rate for employees with no disability (4.21%).

Other Awards	Total (#)	Reportable Disability %	Without Reportable Disability %	Targeted Disability %	Without Targeted Disability %
Total Performance Based Pay Increases Awarded	0	0.00	0.00	0.00	0.00

3. If the agency has other types of employee recognition programs, are PWD and/or PWTD recognized disproportionately less than employees without disabilities? (The appropriate benchmark is the inclusion rate.) If “yes”, describe the employee recognition program and relevant data in the text box.

a. Other Types of Recognition (PWD) Answer N/A

b. Other Types of Recognition (PWTD) Answer N/A

D. PROMOTIONS

1. Does your agency have a trigger involving PWD among the qualified internal applicants and/or selectees for promotions to the senior grade levels? (The appropriate benchmarks are the relevant applicant pool for qualified internal applicants and

the qualified applicant pool for selectees.) For non-GS pay plans, please use the approximate senior grade levels. If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. SES
 - i. Qualified Internal Applicants (PWD) Answer No
 - ii. Internal Selections (PWD) Answer Yes
- b. Grade GS-15
 - i. Qualified Internal Applicants (PWD) Answer No
 - ii. Internal Selections (PWD) Answer Yes
- c. Grade GS-14
 - i. Qualified Internal Applicants (PWD) Answer No
 - ii. Internal Selections (PWD) Answer Yes
- d. Grade GS-13
 - i. Qualified Internal Applicants (PWD) Answer No
 - ii. Internal Selections (PWD) Answer Yes

SES: Internal Selections for PWD are 0.00%, which is below the benchmark for qualified applicants at 80.00%. GS-15: Internal Selections for PWD are 63.81%, which is slightly below the benchmark for qualified applicants at 72.31%. GS-14: Internal Selections for PWD are 66.67%, which is slightly below the benchmark for qualified applicants at 66.71%. GS-13: Internal Selections for PWD are 51.61%, which is slightly below the benchmark for qualified applicants at 62.72%. Note: The relevant applicant pool is the percentage of PWD that applied compared to the qualified applicants.

2. Does your agency have a trigger involving PWTDD among the qualified internal applicants and/or selectees for promotions to the senior grade levels? (The appropriate benchmarks are the relevant applicant pool for qualified internal applicants and the qualified applicant pool for selectees.) For non-GS pay plans, please use the approximate senior grade levels. If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. SES
 - i. Qualified Internal Applicants (PWTDD) Answer No
 - ii. Internal Selections (PWTDD) Answer Yes
- b. Grade GS-15
 - i. Qualified Internal Applicants (PWTDD) Answer Yes
 - ii. Internal Selections (PWTDD) Answer Yes
- c. Grade GS-14
 - i. Qualified Internal Applicants (PWTDD) Answer Yes
 - ii. Internal Selections (PWTDD) Answer Yes
- d. Grade GS-13
 - i. Qualified Internal Applicants (PWTDD) Answer Yes

ii. Internal Selections (PWTD)

Answer Yes

SES: Internal Selections for PWTD are 0.00%, which is below the benchmark for qualified applicants at 6.67%. GS-15: Qualified Internal Applicants for PWTD are 5.90%, below the benchmark for applicants at 7.80%. Internal Selections for PWTD are 1.90%, which is below the benchmark for qualified applicants at 5.90%. GS-14: Qualified Internal Applicants for PWTD are 5.87%, below the benchmark for applicants at 6.87%. Internal Selections for PWTD are 5.30%, which is below the benchmark for qualified applicants at 5.87%. GS-13: Qualified Internal Applicants for PWTD are 7.02%, slightly below the benchmark for applicants at 7.27%. Internal Selections for PWTD are 4.99%, which is below the benchmark for qualified applicants at 7.02%. Note: The relevant applicant pool is the percentage of PWTD that applied compared to the qualified applicants.

3. Using the qualified applicant pool as the benchmark, does your agency have a trigger involving PWD among the new hires to the senior grade levels? For non-GS pay plans, please use the approximate senior grade levels. If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

a. New Hires to SES (PWD)

Answer No

b. New Hires to GS-15 (PWD)

Answer Yes

c. New Hires to GS-14 (PWD)

Answer Yes

d. New Hires to GS-13 (PWD)

Answer Yes

SES: No trigger identified. GS-15: New Hires for PWD are 41.86%, below the benchmark for qualified applicants at 49.59%. GS-14: New Hires for PWD are 38.20%, below the benchmark for qualified applicants at 41.97%. GS-13: New Hires for PWD are 32.94%, slightly below the benchmark for qualified applicants at 39.40%.

4. Using the qualified applicant pool as the benchmark, does your agency have a trigger involving PWD among the new hires to the senior grade levels? For non-GS pay plans, please use the approximate senior grade levels. If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

a. New Hires to SES (PWTD)

Answer Yes

b. New Hires to GS-15 (PWTD)

Answer Yes

c. New Hires to GS-14 (PWTD)

Answer Yes

d. New Hires to GS-13 (PWTD)

Answer Yes

SES: New Hires for PWTD are 0.00%, below the benchmark for qualified applicants at 5.61%. GS-15: New Hires for PWTD are 2.33%, below the benchmark for qualified applicants at 4.79%. GS-14: New Hires for PWTD are 1.12%, below the benchmark for qualified applicants at 4.12%. GS-13: New Hires for PWTD are 2.35%, below the benchmark for qualified applicants at 3.65%.

5. Does your agency have a trigger involving PWD among the qualified internal applicants and/or selectees for promotions to supervisory positions? (The appropriate benchmarks are the relevant applicant pool for qualified internal applicants and the qualified applicant pool for selectees.) If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

a. Executives

i. Qualified Internal Applicants (PWD)

Answer N/A

ii. Internal Selections (PWD)

Answer N/A

b. Managers

- i. Qualified Internal Applicants (PWD) Answer N/A
- ii. Internal Selections (PWD) Answer N/A
- c. Supervisors
 - i. Qualified Internal Applicants (PWD) Answer No
 - ii. Internal Selections (PWD) Answer Yes

Executives: Applicant flow data for Executives is not available. Managers: Applicant flow data for Executives is not available. Supervisors: Internal Selections for PWD are 64.94%, which is below the benchmark for qualified applicants at 70.61%. Note: The relevant applicant pool is the percentage of PWD that applied compared to the qualified applicants.

6. Does your agency have a trigger involving PWTB among the qualified internal applicants and/or selectees for promotions to supervisory positions? (The appropriate benchmarks are the relevant applicant pool for qualified internal applicants and the qualified applicant pool for selectees.) If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. Executives
 - i. Qualified Internal Applicants (PWTB) Answer N/A
 - ii. Internal Selections (PWTB) Answer N/A
- b. Managers
 - i. Qualified Internal Applicants (PWTB) Answer N/A
 - ii. Internal Selections (PWTB) Answer N/A
- c. Supervisors
 - i. Qualified Internal Applicants (PWTB) Answer Yes
 - ii. Internal Selections (PWTB) Answer Yes

Executives: Applicant flow data for Executives is not available. Managers: Applicant flow data for Managers is not available. Supervisors: Qualified Internal Applicants for PWTB are 5.60%, below the benchmark for applicants at 7.53%. Internal Selections for PWTB are 3.45%, which is below the benchmark for qualified applicants at 5.60%. Note: The relevant applicant pool is the percentage of PWTB that applied compared to the qualified applicants.

7. Using the qualified applicant pool as the benchmark, does your agency have a trigger involving PWD among the selectees for new hires to supervisory positions? If “yes”, describe the trigger(s) in the text box. Select “n/a” if the applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. New Hires for Executives (PWD) Answer N/A
- b. New Hires for Managers (PWD) Answer N/A
- c. New Hires for Supervisors (PWD) Answer Yes

Executives: Applicant flow data for Executives is not available. Managers: Applicant flow data for Managers is not available. Supervisors: New Hires for PWD are 42.22%, below the benchmark for qualified applicants at 47.24%.

8. Using the qualified applicant pool as the benchmark, does your agency have a trigger involving PWTB among the selectees for new hires to supervisory positions? If “yes”, describe the trigger(s) in the text box. Select “n/a” if the

applicant data is not available for your agency, and describe your plan to provide the data in the text box.

- a. New Hires for Executives (PWTD) Answer N/A
- b. New Hires for Managers (PWTD) Answer N/A
- c. New Hires for Supervisors (PWTD) Answer Yes

Executives: Applicant flow data for Executives is not available. Managers: Applicant flow data for Managers is not available. Supervisors: New Hires for PWTD are 0.00%, below the benchmark for qualified applicants at 4.33%.

Section VI: Plan to Improve Retention of Persons with Disabilities

To be model employer for persons with disabilities, agencies must have policies and programs in place to retain employees with disabilities. In this section, agencies should: (1) analyze workforce separation data to identify barriers retaining employees with disabilities; (2) describe efforts to ensure accessibility of technology and facilities; and (3) provide information on the reasonable accommodation program and workplace assistance services.

A. VOLUNTARY AND INVOLUNTARY SEPARATIONS

1. In this reporting period, did the agency convert all eligible Schedule A employees with a disability into the competitive service after two years of satisfactory service (5 C.F.R. § 213.3102(u)(6)(i))? If “no”, please explain why the agency did not convert all eligible Schedule A employees.

Answer Yes

2. Using the inclusion rate as the benchmark, did the percentage of PWD among voluntary and involuntary separations exceed that of persons without disabilities? If “yes”, describe the trigger below.

- a. Voluntary Separations (PWD) Answer Yes
- b. Involuntary Separations (PWD) Answer No

PWD (0.79%) exceeded the rate of persons with no disability (0.21%) for voluntary separations. The rate for PWD (7.14%) did not exceed the rate of persons with no disability (7.70%) for involuntary separations.

Seperations	Total #	Reportable Disabilities %	Without Reportable Disabilities %
Permanent Workforce: Reduction in Force	0	0.00	0.00
Permanent Workforce: Removal	28	0.77	0.24
Permanent Workforce: Resignation	123	1.16	1.43
Permanent Workforce: Retirement	295	2.85	3.41
Permanent Workforce: Other Separations	230	2.93	2.54
Permanent Workforce: Total Separations	676	7.71	7.62

3. Using the inclusion rate as the benchmark, did the percentage of PWTD among voluntary and involuntary separations exceed that of persons without targeted disabilities? If “yes”, describe the trigger below.

- a. Voluntary Separations (PWTD) Answer Yes
- b. Involuntary Separations (PWTD) Answer No

PWTD (0.36%) exceeded the rate of persons with no disability (0.21%) for voluntary separations. PWTD (6.16%) did not exceed

the rate of persons with no disability (7.70%) for involuntary separations.

Separations	Total #	Targeted Disabilities %	Without Targeted Disabilities %
Permanent Workforce: Reduction in Force	0	0.00	0.00
Permanent Workforce: Removal	28	0.35	0.31
Permanent Workforce: Resignation	123	1.06	1.40
Permanent Workforce: Retirement	295	2.48	3.36
Permanent Workforce: Other Separations	230	2.48	2.60
Permanent Workforce: Total Separations	676	6.38	7.67

4. If a trigger exists involving the separation rate of PWD and/or PWTD, please explain why they left the agency using exit interview results and other data sources.

Analysis of the PWD/PWTD responses in the exit interview results showed that 21.43% of the motivation for leaving the agency was Career Advancement; Better Pay and/or Benefits and Organizational Culture was 17.86%; and 14.29% was for Work/Life Balance. Of the PWD/PWTD that left the agency, 46.15% of the respondents indicated that HUD always met their needs as a person with a disability.

B. ACCESSIBILITY OF TECHNOLOGY AND FACILITIES

Pursuant to 29 CFR §1614.203(d)(4), federal agencies are required to inform applicants and employees of their rights under Section 508 of the Rehabilitation Act of 1973 (29 U.S.C. § 794(b), concerning the accessibility of agency technology, and the Architectural Barriers Act of 1968 (42 U.S.C. § 4151-4157), concerning the accessibility of agency facilities. In addition, agencies are required to inform individuals where to file complaints if other agencies are responsible for a violation.

1. Please provide the internet address on the agency’s public website for its notice explaining employees’ and applicants’ rights under Section 508 of the Rehabilitation Act, including a description of how to file a complaint.

Internet address: <https://www.hud.gov/accessibility> How to file a complaint: Send an email describing the barrier encountered to 508@hud.gov, who will then route to the appropriate office for intake or investigation. Employees and applicants may also file directly with the Office of Departmental Equal Employment Opportunity (ODEEO) by email at EEO@hud.gov.

2. Please provide the internet address on the agency’s public website for its notice explaining employees’ and applicants’ rights under the Architectural Barriers Act, including a description of how to file a complaint.

Internet address: <https://www.hud.gov/accessibility> An ABA complaint can be filed using the methods below: 1. Online ABA Complaint Form: <https://access-board.force.com/> 2. E-mail: enforce@access-board.gov 3. Fax: 202-272-0081 4. Mail: U.S. Access Board, 1331 F Street, NW, Suite 1000, Washington, DC 20004

3. Describe any programs, policies, or practices that the agency has undertaken, or plans on undertaking over the next fiscal year, designed to improve accessibility of agency facilities and/or technology.

The Office of the Chief Information Officer (OCIO) is in the process of establishing a comprehensive Digital Access Program at HUD. During FY 2024, OCIO conducted presentations to various groups about the importance of and requirements for digital access, including those established by OMB M-24-08. For FY 2025, HUD plans to publish a revised Digital Access / Section 508 Policy, relaunch a digital access executive committee, establish digital access coordinators in each program/functional office, update procurement policies and guidance, begin collecting and documenting the needs of users with disabilities, conduct HUD-wide capacity building events, and require all staff to take a general awareness training about Section 508 requirements.

C. REASONABLE ACCOMMODATION PROGRAM

Pursuant to 29 C.F.R. § 1614.203(d)(3), agencies must adopt, post on their public website, and make available to all job applicants and employees, reasonable accommodation procedures.

1. Please provide the average time frame for processing initial requests for reasonable accommodations during the reporting period. (Please do not include previously approved requests with repetitive accommodations, such as interpreting services.)

HUD provided final determinations on 620 reasonable accommodations requests in FY 2024. Out of those final determinations, 45.97% were closed within 30 days, and HUD’s average processing days was 60.6 days from start to finish. Please note that these average timeframes do not include delays outside of the Agency’s control, such as waiting for equipment to be delivered. Data regarding these types of delays outside of the Agency’s control is currently not readily available on a cumulative basis in HUD’s current reasonable accommodations case management system.

2. Describe the effectiveness of the policies, procedures, or practices to implement the agency’s reasonable accommodation program. Some examples of an effective program include timely processing requests, timely providing approved accommodations, conducting training for managers and supervisors, and monitoring accommodation requests for trends.

In FY 2024, new reasonable accommodations training for managers was rolled out. During FY 2024, the Reasonable Accommodations Branch conducted training for managers focusing on their obligations to provide effective and timely accommodations, and the presenters responded to questions from managers. Additionally, the Reasonable Accommodations Branch Chief participated in a Fireside Chat along with an EEOC Attorney Advisor on the Pregnant Workers Fairness Act (PWFA). The Branch Chief also provided training to all employees and managers focusing on the reasonable accommodations process and new hires. On a biweekly basis, the RA Branch provides onboarding employees RA training during HUD’s New Employee Orientation session. Reasonable accommodations training is provided on a one-on-one basis for managers and employees when processing specific accommodation requests. The Reasonable Accommodations Branch updated templates for notifications that supervisors and employees received in order to provide clear processing instructions for reasonable accommodations and to provide information to assist the managers in making decisions for reasonable accommodations. The updates also served to educate employees on what they needed their medical documentation to state to show they have a disability and a nexus or need for an accommodation. The Reasonable Accommodations Branch provided general data to the program offices about accommodations in their specific areas.

D. PERSONAL ASSISTANCE SERVICES ALLOWING EMPLOYEES TO PARTICIPATE IN THE WORKPLACE

Pursuant to 29 CFR §1614.203(d)(5), federal agencies, as an aspect of affirmative action, are required to provide personal assistance services (PAS) to employees who need them because of a targeted disability, unless doing so would impose an undue hardship on the agency.

Describe the effectiveness of the policies, procedures, or practices to implement the PAS requirement. Some examples of an effective program include timely processing requests for PAS, timely providing approved services, conducting training for managers and supervisors, and monitoring PAS requests for trends.

PAS requests were processed timely. PAS was provided four times during FY 2024. One of the four was due to travel and training, for which the employee secured his own provider. Three out of four requests were provided timely. Additionally, HUD entered into a new PAS contract which was awarded on March 11, 2024.

Section VII: EEO Complaint and Findings Data

A. EEO COMPLAINT DATA INVOLVING HARASSMENT

1. During the last fiscal year, did a higher percentage of PWD file a formal EEO complaint alleging harassment, as compared to the governmentwide average?

Answer No

2. During the last fiscal year, did any complaints alleging harassment based on disability status result in a finding of discrimination or a settlement agreement?

Answer No

3. If the agency had one or more findings of discrimination alleging harassment based on disability status during the last fiscal year, please describe the corrective measures taken by the agency.

There were no findings of discrimination relative to this request during FY 2024.

B. EEO COMPLAINT DATA INVOLVING REASONABLE ACCOMMODATION

1. During the last fiscal year, did a higher percentage of PWD file a formal EEO complaint alleging failure to provide a reasonable accommodation, as compared to the government-wide average?

Answer Yes

2. During the last fiscal year, did any complaints alleging failure to provide reasonable accommodation result in a finding of discrimination or a settlement agreement?

Answer No

3. If the agency had one or more findings of discrimination involving the failure to provide a reasonable accommodation during the last fiscal year, please describe the corrective measures taken by the agency.

N/A

Section VIII: Identification and Removal of Barriers

Element D of MD-715 requires agencies to conduct a barrier analysis when a trigger suggests that a policy, procedure, or practice may be impeding the employment opportunities of a protected EEO group.

1. Has the agency identified any barriers (policies, procedures, and/or practices) that affect employment opportunities for PWD and/or PWTD?

Answer No

2. Has the agency established a plan to correct the barrier(s) involving PWD and/or PWTD?

Answer N/A

3. Identify each trigger and plan to remove the barrier(s), including the identified barrier(s), objective(s), responsible official(s), planned activities, and, where applicable, accomplishments

Source of the Trigger:	Workforce Data (if so identify the table)					
Specific Workforce Data Table:	Workforce Data Table - B7					
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	In FY 2022, the percentage of PWD New Hires (2.13%) in the MCO 0301 CPD Specialist/ Representative, was below the benchmark of qualified applicants at 3.49%. In addition, the percentage of PWTD New Hires (0.00%) in the MCO 0360 Equal Opportunity Specialist is below the benchmark of qualified applicants at 2.55%.					
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i> People with Disabilities People with Targeted Disabilities					
Barrier Analysis Process Completed?:	N					
Barrier(s) Identified?:	N					
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice			
Objective(s) and Dates for EEO Plan						
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description	
04/01/2023	09/30/2023	Yes	09/30/2026		Convene Barrier Analysis Working Group to conduct Barrier Analysis Process	
07/31/2023	09/30/2023	Yes	09/30/2026		Develop Action Plan based on barrier analysis results.	
Responsible Official(s)						
Title		Name		Standards Address The Plan?		
Chief Human Capital Officer Office of Administration		Lori Michalski		Yes		
Director, Office of Departmental Equal Employment Opportunity (ODEEO)		Wayne A. Williams		Yes		
Planned Activities Toward Completion of Objective						
Target Date	Planned Activities			Sufficient Staffing & Funding?	Modified Date	Completion Date
09/30/2023	Identify specific objectives, strategies, and action steps to complete barrier analysis.			Yes		09/30/2023

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
09/30/2023	Develop draft recommendations/action plan to incorporate into the Agency's Disability Employment Plan with timelines and strategic goal and accomplishments that will reflect the increase of the participation.	Yes		12/20/2022
09/30/2024	Increase awareness of special hiring authorities for PWD/PWTD by conducting informational sessions for hiring managers.	Yes		09/19/2024
09/30/2024	Continue barrier analysis process to identify where in the employment cycle participation of PWD/PWTD is impacted.	Yes	09/30/2026	
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	Provided workshops to all employees focused on understanding the reasonable accommodations process and emergency evacuation preparedness.			
2024	Increased awareness of hiring authorities for PWD/PWTD by conducting informational sessions for employees and managers throughout the fiscal year.			
2023	Continued to meet regularly with barrier analysis working group to identify triggers and potential barriers.			
2023	The barrier analysis team partnered with OCHCO to obtain and review applicant flow data for 0301 series.			
2023	Conducted soft launch of the SF-256 resurvey campaign to encourage employees to update their disability status.			

Source of the Trigger:	Workforce Data (if so identify the table)				
Specific Workforce Data Table:	Workforce Data Table - B14				
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	PWD/PWTD separated from the agency at rates above the rate of PWND.				
STATEMENT OF BARRIER GROUPS:	<i>Barrier Group</i>				
	People with Disabilities People with Targeted Disabilities				
Barrier Analysis Process Completed?:	N				
Barrier(s) Identified?:	N				
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Barrier Name		Description of Policy, Procedure, or Practice		
Objective(s) and Dates for EEO Plan					
Date Initiated	Target Date	Sufficient Funding / Staffing?	Date Modified	Date Completed	Objective Description
09/30/2023	09/30/2025	Yes			Convene Barrier Analysis Working Group to conduct Barrier Analysis Process
09/30/2023	09/30/2025	Yes			Develop Action Plan based on barrier analysis results
Responsible Official(s)					
Title		Name		Standards Address The Plan?	
Director Office of Departmental Equal Employment Opportunity (ODEEO)		Wayne A. Williams,		Yes	
Chief Human Capital Officer Office of Administration		Lori Michalski		Yes	

Planned Activities Toward Completion of Objective				
Target Date	Planned Activities	Sufficient Staffing & Funding?	Modified Date	Completion Date
09/30/2025	Review and conduct analysis of exit survey data to determine if there are any barriers within the agency causing PWD/PWTD to separate at rates higher than their inclusion rate.	Yes		
Report of Accomplishments				
Fiscal Year	Accomplishment			
2024	Reconvened the barrier analysis working group to identify triggers and determine if barriers exist.			

4. Please explain the factor(s) that prevented the agency from timely completing any of the planned activities.

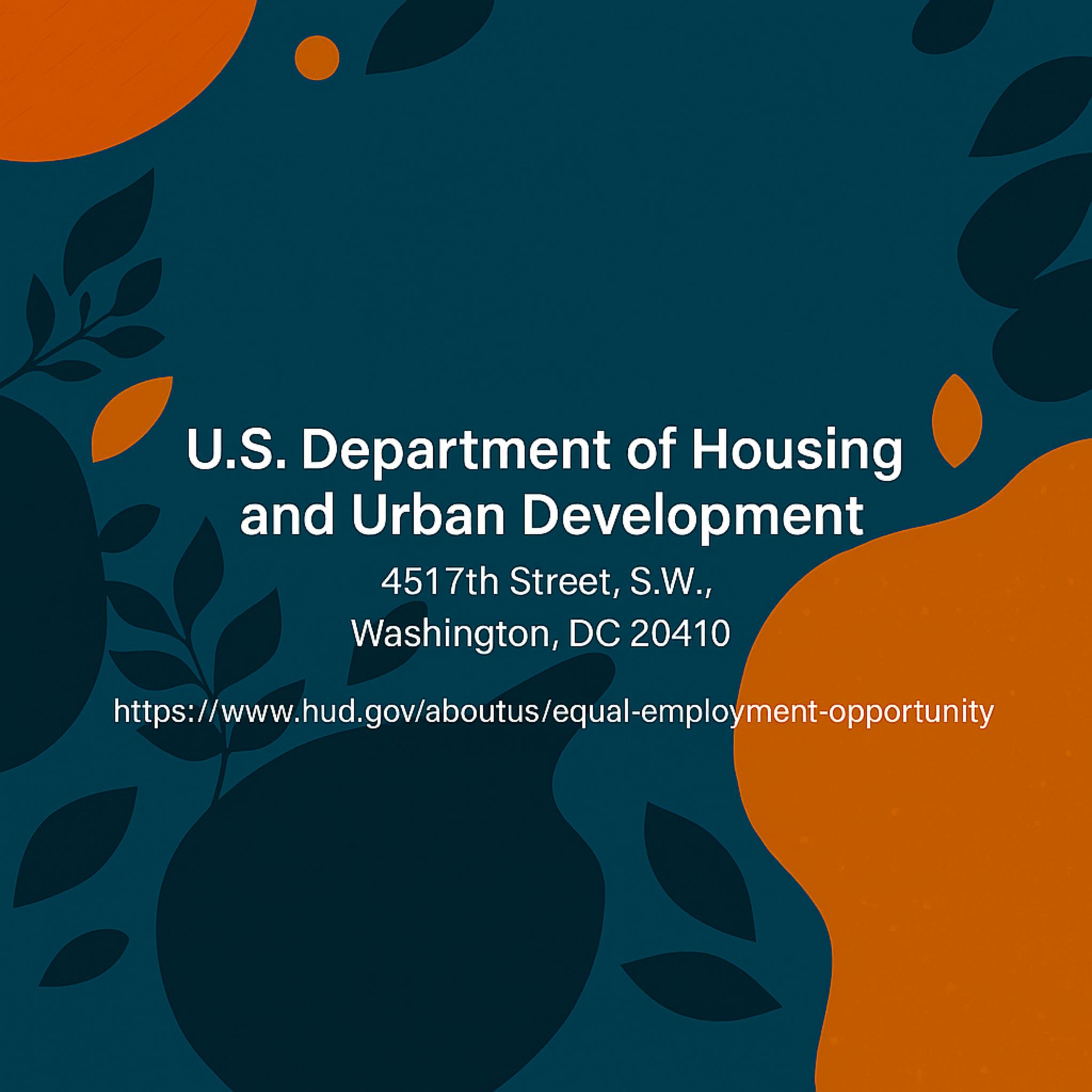
In FY 2024, all planned activities were completed in a timely manner.

5. For the planned activities that were completed, please describe the actual impact of those activities toward eliminating the barrier(s).

Participation rates for PWD have increased from 13.67% in FY 2023 to 14.56% in FY 2024, exceeding the government-wide goal of 12.00%. Participation rates for PWTD also increased from 2.95% in FY 2023, to 3.19% in FY 2024, exceeding the government-wide goal of 2.00%.

6. If the planned activities did not correct the trigger(s) and/or barrier(s), please describe how the agency intends to improve the plan for the next fiscal year.

The agency continues to see an increase in the participation rate of PWD/PWTD in the workplace. HUD will continue to partner with our internal and external stakeholders to execute the remaining planned activities, identify triggers and eliminate any potential barriers identified in the workforce for PWD and PWTD.



U.S. Department of Housing and Urban Development

4517th Street, S.W.,
Washington, DC 20410

<https://www.hud.gov/aboutus/equal-employment-opportunity>