

Housing Choice Voucher Mobility Demonstration

Background and Instructions for Regional Need Score Spreadsheet and Opportunity Map Tool

Please note this document may be updated as we work to ensure the instructions are as clear as possible for PHAs.

HUD will be conducting a webinar on these tools on August 5 at 2 pm EDT. You can join the webinar [here](#) at that time. If you are unable to join live, a recording of the webinar will be made available on the mobility demonstration website.

Background

In Section IX. Rating Factors, HUD describes the methodology for scoring PHAs for Rating Factor 3: Regional Need. HUD has provided this calculation on the [mobility demonstration website](#) and provides instructions for using the spreadsheet in this document. This calculation is for informational purposes only. PHAs do not need to submit their calculation to HUD.

In In Section VIII. Application Format, Part G, Soundness of Approach, Subpart 5, of PHA's Funding Application Form HUD-52515, joint and single PHA applicants must submit their proposed opportunity map and methodology. HUD has created a [GIS Opportunity Map tool](#) for PHAs to use to generate a map of their proposed opportunity areas.

Rating Factor 3: Regional Need

For the demonstration to be successful, PHAs must have adequate number of voucher holders with children living in neighborhoods with high concentrations of poverty. To help ensure this, HUD ranked PHAs in two separate voucher holder concentration categories. Based on the definitions provided in the Notice, HUD has generated a regional need score for Rating Factor 3 for all PHAs that serve over 100 families with children. The voucher concentration categories are:

- **Number** of voucher holders with children in the PHA's jurisdiction living in Census tracts that have greater than 25 percent poverty or are qualified Census tracts (QCTs) as defined under the LIHTC program, and
- **Percentage** of voucher holders with children living in Census tracts that have greater than 25 percent poverty or are qualified Census tracts (QCT) in the PHA's jurisdiction, as defined under the LIHTC program.

Within these two categories, HUD then ranked PHAs from one to five based on the degree of concentration with five being the highest concentration. HUD uses the highest ranking earned by the PHA in either category. For single agency applicants (Category D) a rank of five earns 30 points; a rank of four earns 20 points; and a rank of three earns 10 points. All others get zero points. For joint PHA applicants, if one or more PHA has a rank of five, the application gets 30 points. If no PHA has a rank of five, but one or more has a rank of four, the application gets 20 points. If no PHA has a rank of four or five, but one or more PHA has a rank of three, the application gets 10 points. All others get zero points.

As shown in the sample below, PHAs can see their total points for this rating factor in the column titled, "Regional Need Score." PHAs can also see the underlying data elements HUD used to calculate their score.

Rating Factor 3: Regional Need Score Sorted by PHA Code							
PHA Code	PHA Name	Regional Need Score	Number of HCV Households with children under 18	Number of HCV Households With Children in "Poor, Low-Opportunity Neighborhoods"	Percentage of HCV Households with Children in "Poor, Low-Opportunity Neighborhoods"	PHA percentile rank for Number of HCV Households in With Children "Poor, Low-Opportunity Neighborhoods"	PHA percentile rank for Percent of HCV Households With Children in "Poor, Low-Opportunity Neighborhoods"
AK901	Alaska Housing Finance Corporation	20	2,515	375	15%	4	1
AL001	Housing Authority of the Birmingham District	30	3,352	2,199	66%	5	4
AL002	MOBILE HOUSING BOARD	30	2,634	1,670	63%	5	4
AL004	ANNISTON HA	20	159	108	68%	3	4
AL005	PHENIX CITY HOUSING AUTHORITY	30	552	418	76%	4	5
AL006	Housing Authority of the City of Montgomery	30	2,309	1,298	56%	5	4
AL007	Housing Authority of the City of Dothan	30	727	509	70%	5	5
AL008	Selma Housing Authority	30	447	433	97%	4	5
AL011	Housing Authority of the City of Fort Payne	0	48	8	Less than 100 HCV households with children	Less than 100 HCV households with children	Less than 100 HCV households with children
AL012	Housing Authority of the City of Jasper	0	87	18	Less than 100 HCV households with children	Less than 100 HCV households with children	Less than 100 HCV households with children
AL014	The Guntersville Housing Authority	0	81	9	Less than 100 HCV households with children	Less than 100 HCV households with children	Less than 100 HCV households with children
AL047	The Housing Authority of the City of Huntsville	30	1,064	643	60%	5	4
AL048	Housing Authority of the City of Decatur	20	496	294	59%	4	4
AL049	Greater Gadsden	0	76	55	Less than 100 HCV households with children	Less than 100 HCV households with children	Less than 100 HCV households with children

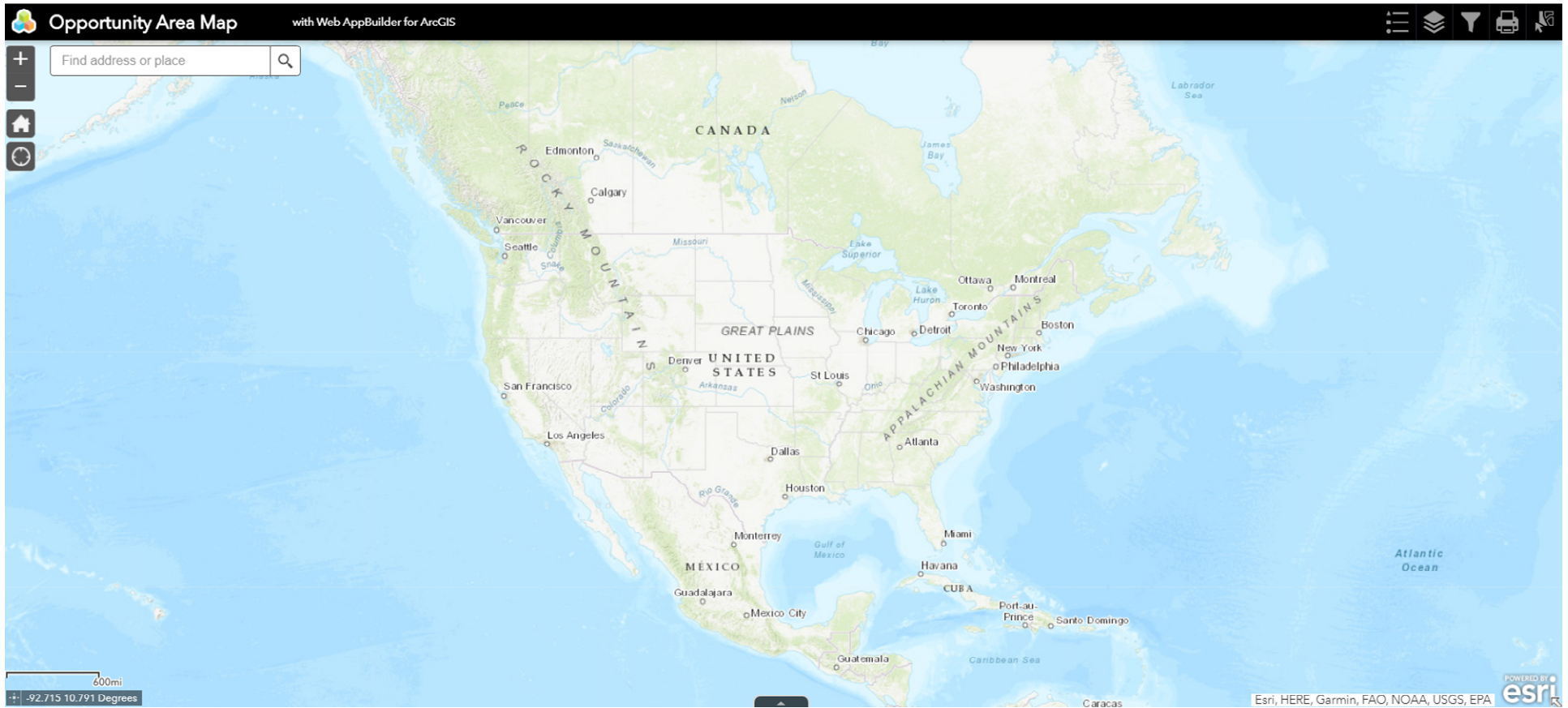
Opportunity Map Tool

In Section VIII. Application Format, Part G, Soundness of Approach, Subpart 5, of PHA's Funding Application Form HUD-52515, joint and single PHA applicants must submit their proposed opportunity map and methodology. HUD has created a GIS Opportunity Map tool for PHAs to use to generate a map of their proposed opportunity areas. The opportunity map methodology must incorporate HUD's minimum criteria and should include the criteria proposed by the PHA(s). For purposes of this demonstration, HUD's minimum criteria for an opportunity area is a Census tract in which the family poverty rate is less than 20 percent. In no case will such areas have a family poverty rate equal to or greater than 20 percent. Examples of additional criteria that might be proposed by PHAs might include school performance, access to transportation, availability of educational and employment opportunities, and access to essential businesses.

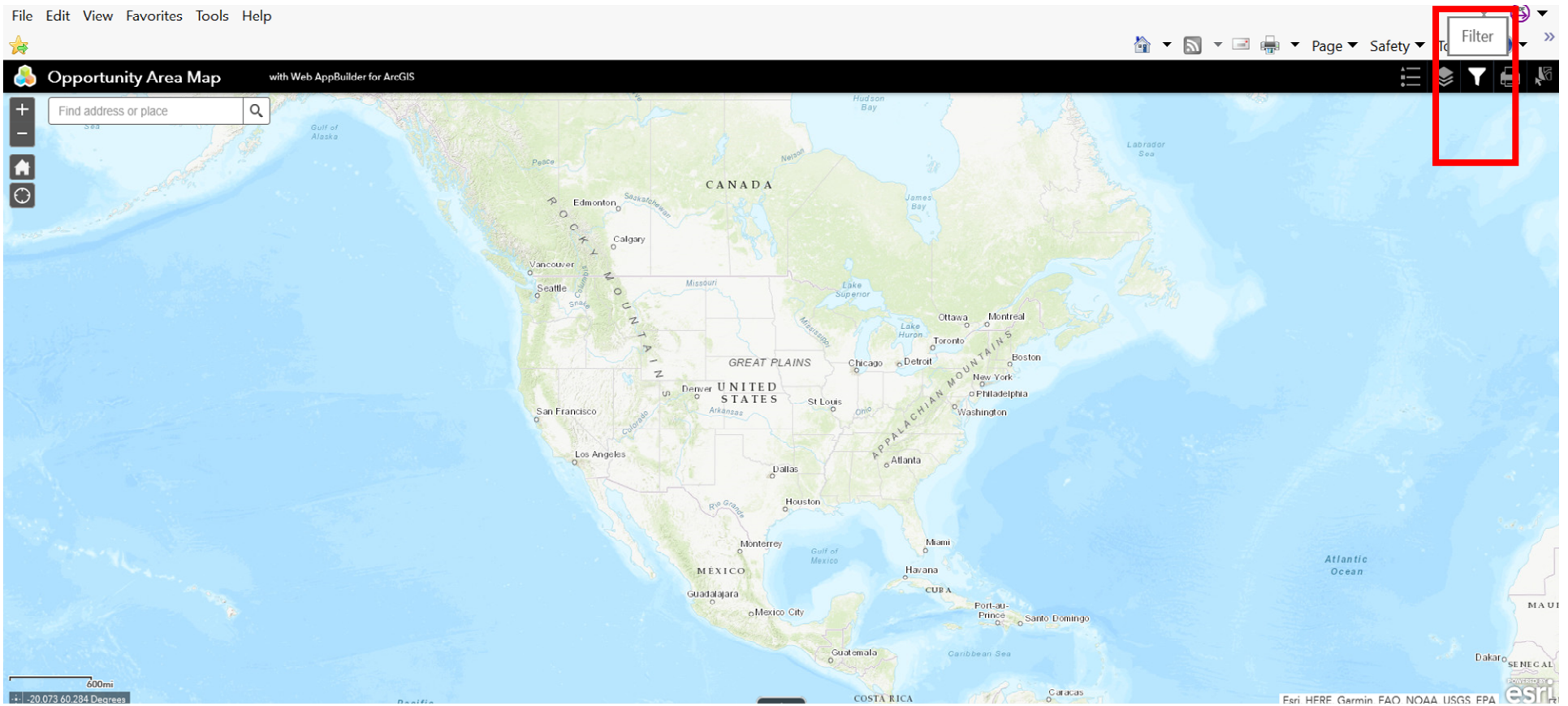
Step-by-Step Instructions

Further instructions on how to navigate the GIS data tool are included in the following pages.

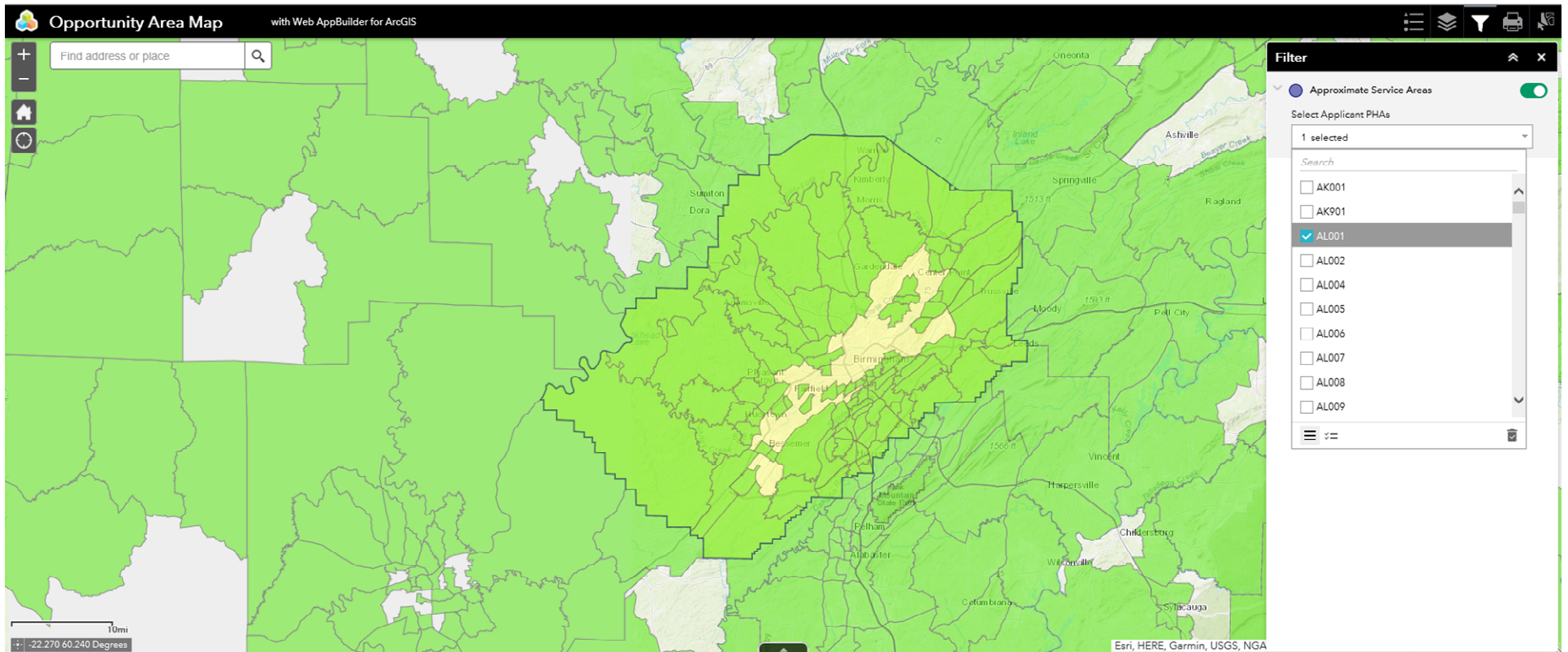
Step 1: Go to the [Opportunity Map](#) tool.



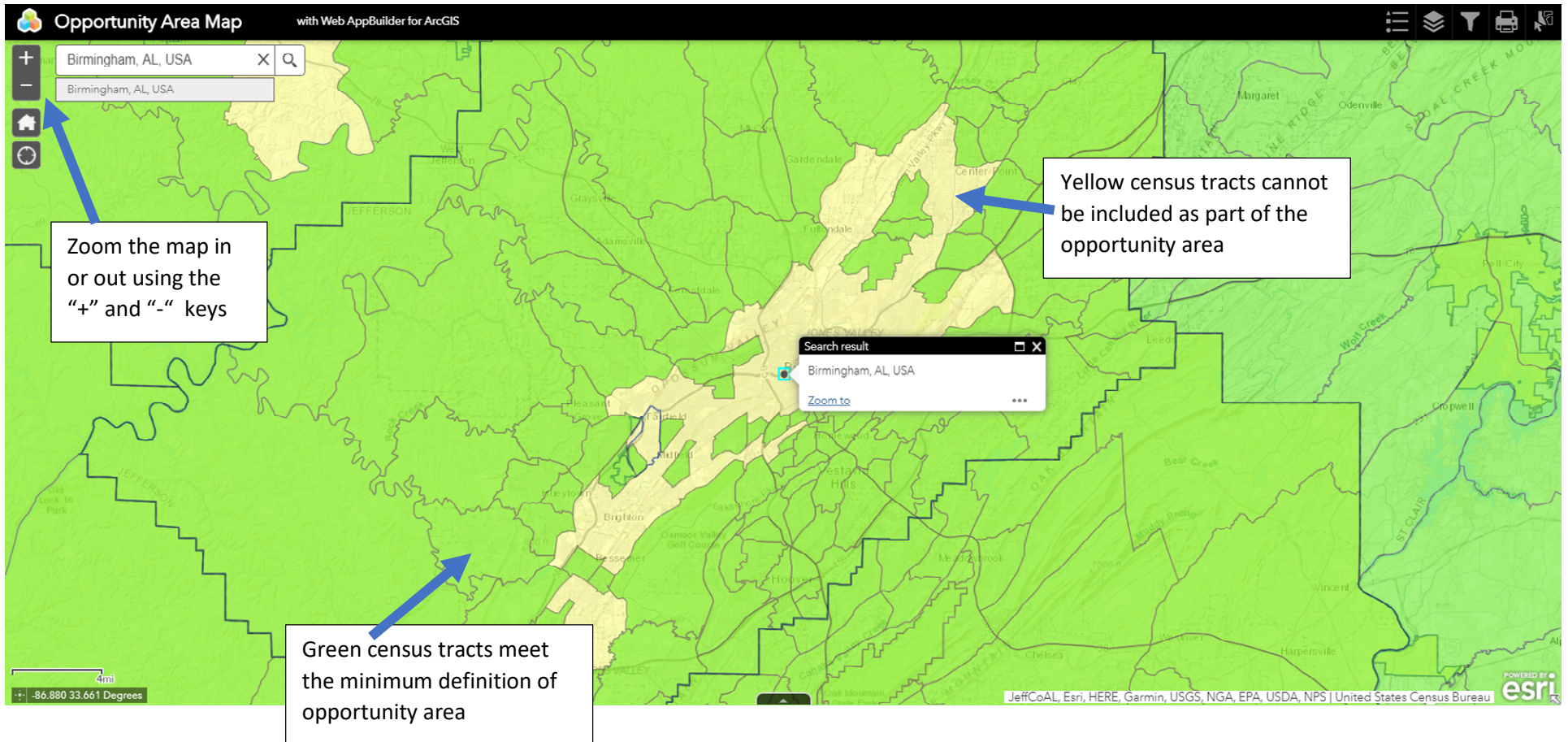
Step 2: Locate the Filter button in the upper-right corner of the map.

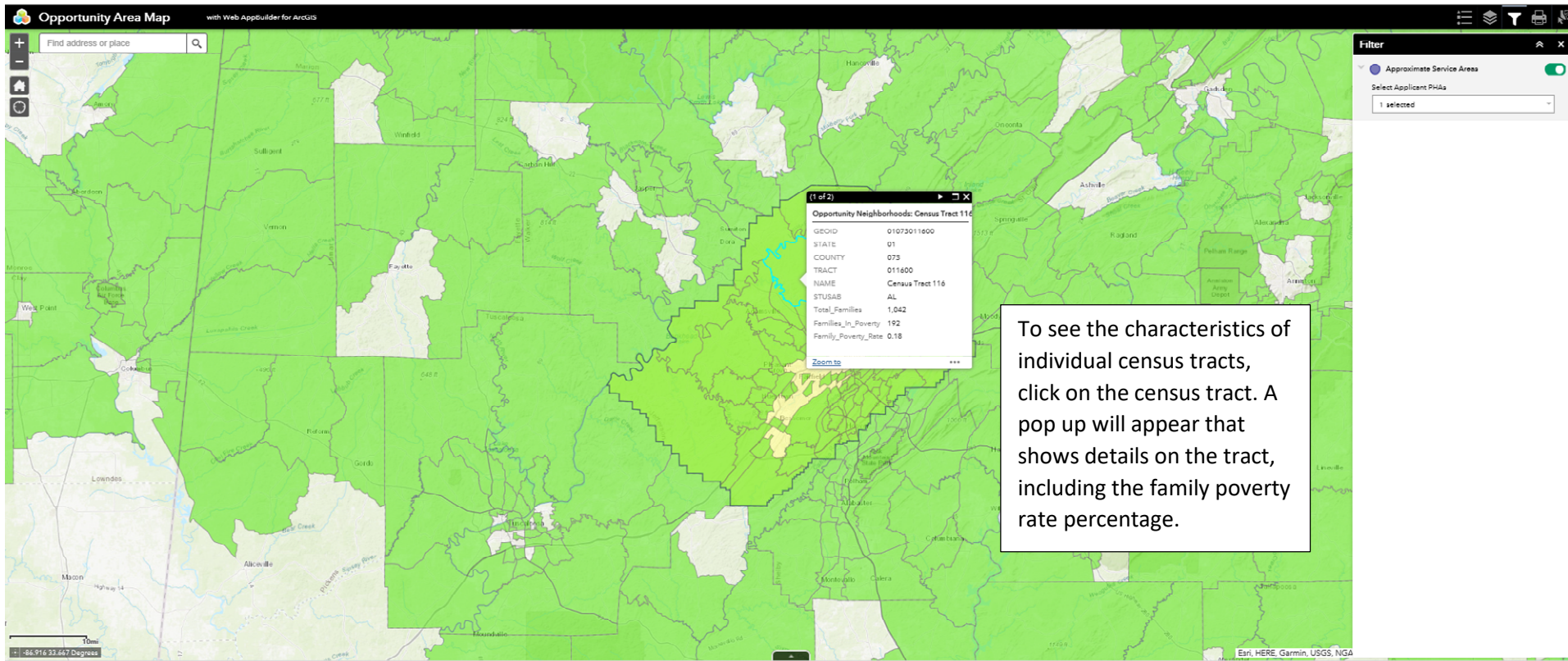


Step 3: Click on the dropdown menu and type in the PHA code(s) of the PHA(s) applying. Check the box next to the name of the PHA(s) that will be applying. Once selected, click on the top of the dropdown to close the field. The map will automatically zoom to the location of the applicant housing authority.

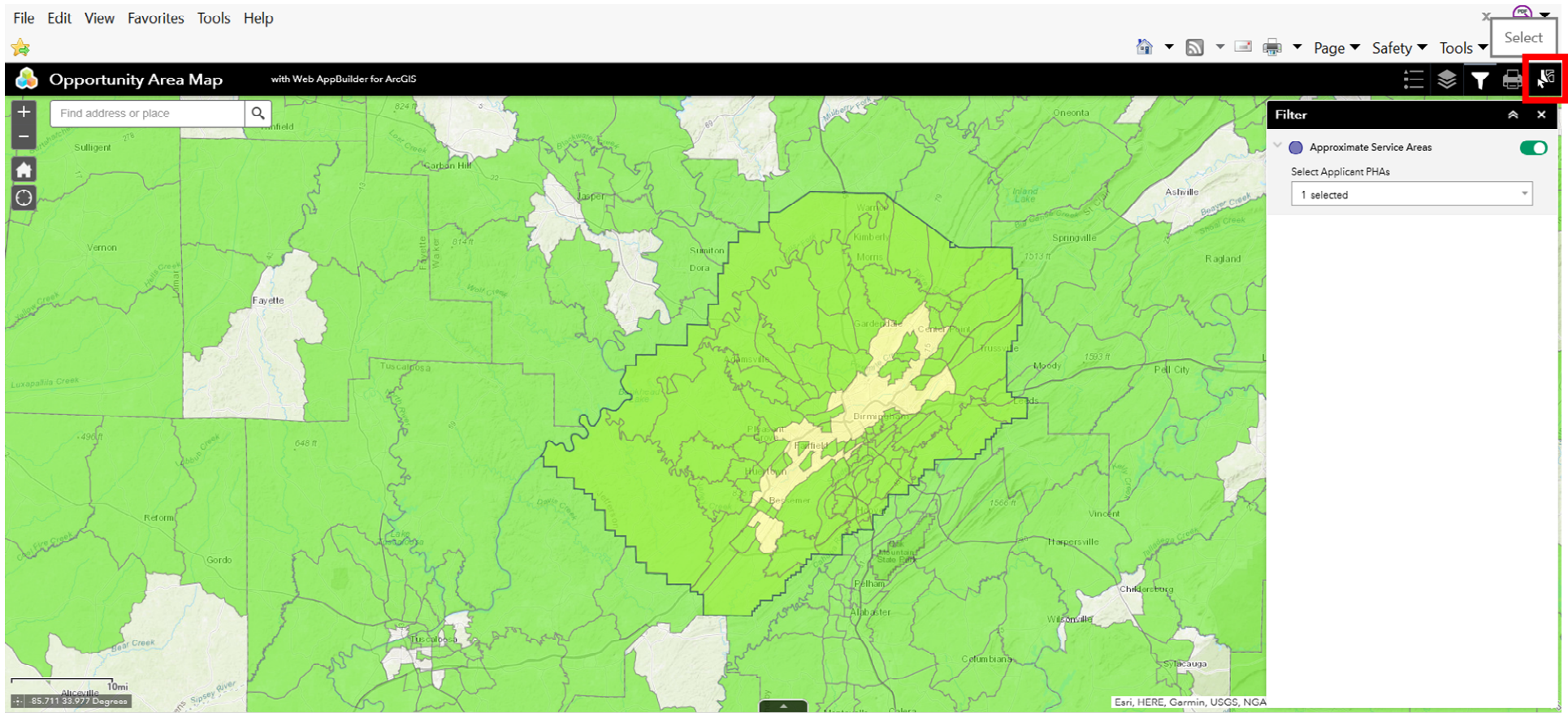


Step 4: Familiarize yourself with the opportunity map tool for your PHA(s) service area. Areas in green are census tracts where the family poverty rate is 20 percent or less and are eligible to be part of the PHA(s) opportunity areas. Areas in yellow are census tracts where the family poverty rate is over 20 percent and cannot be part of the PHA(s) opportunity area.

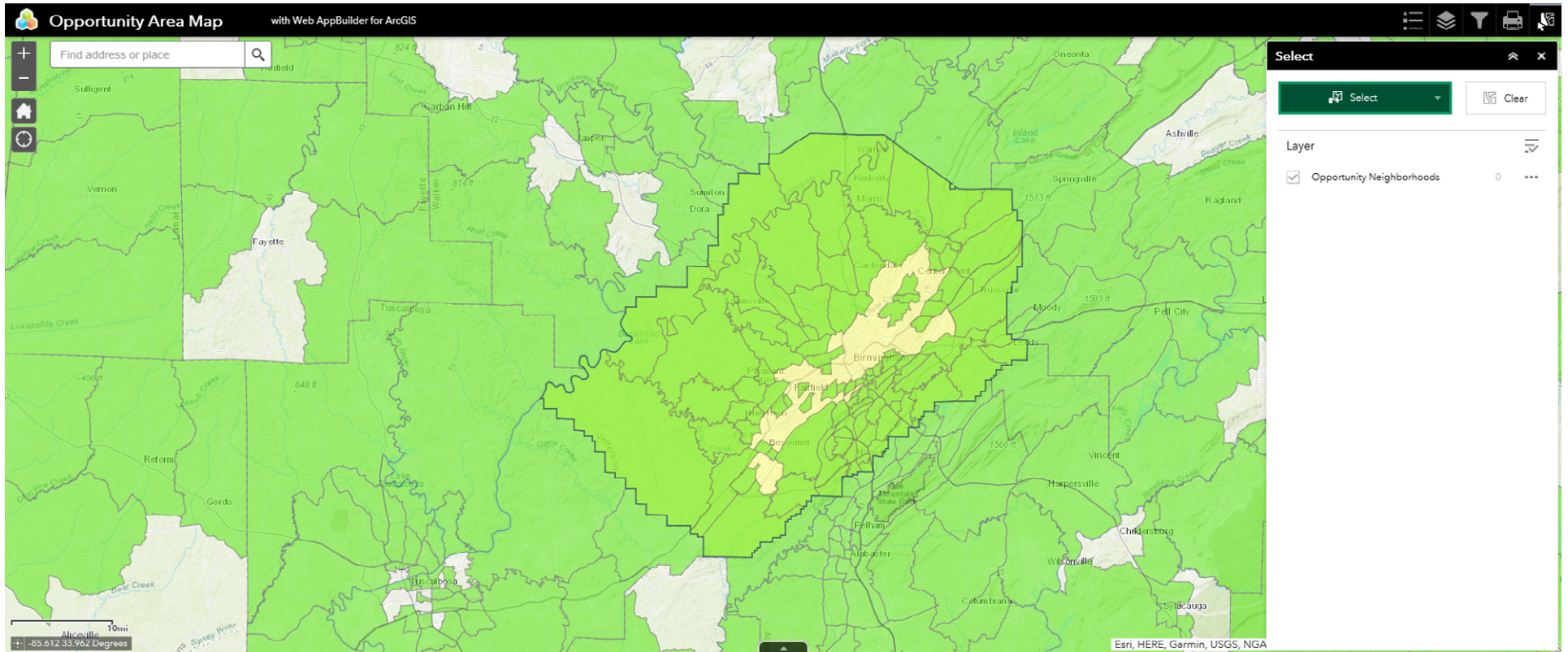




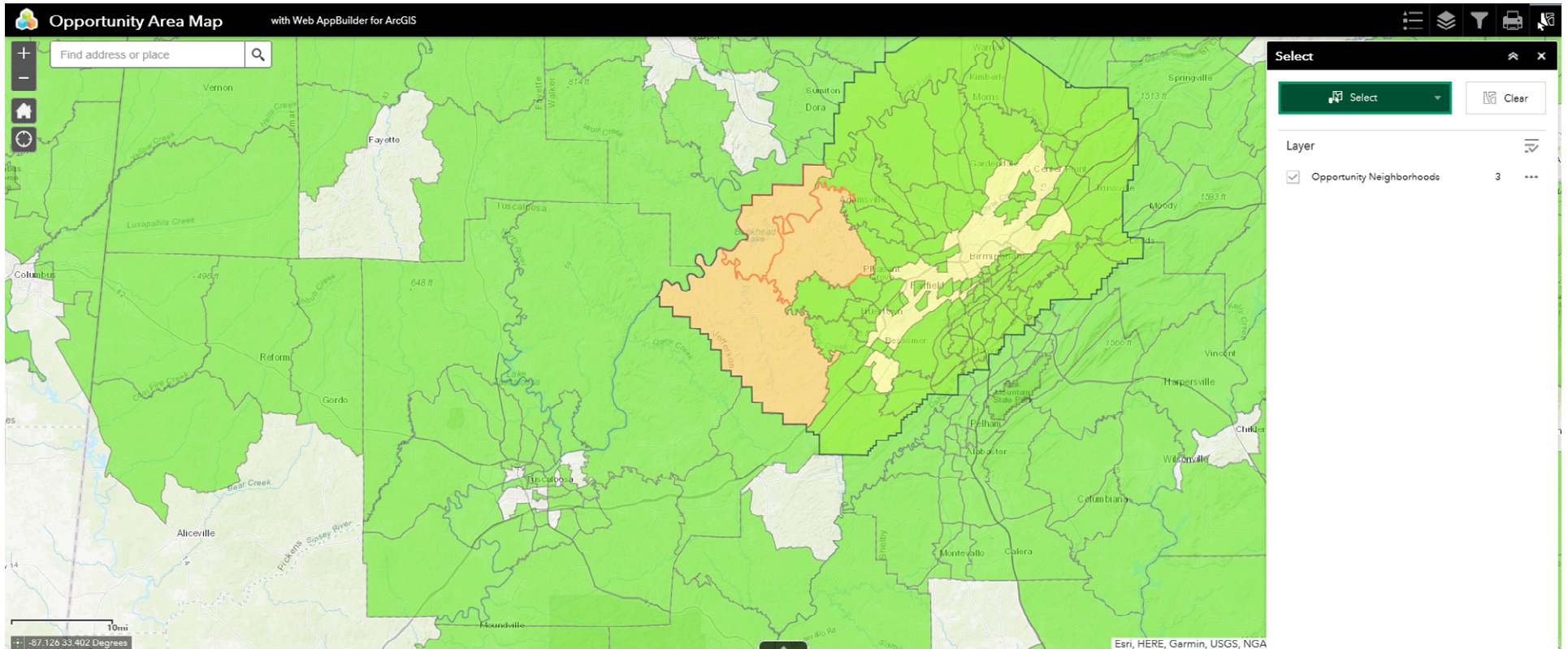
Step 5a: Locate the Select Tool button in the right corner of the map. Click on the select button.



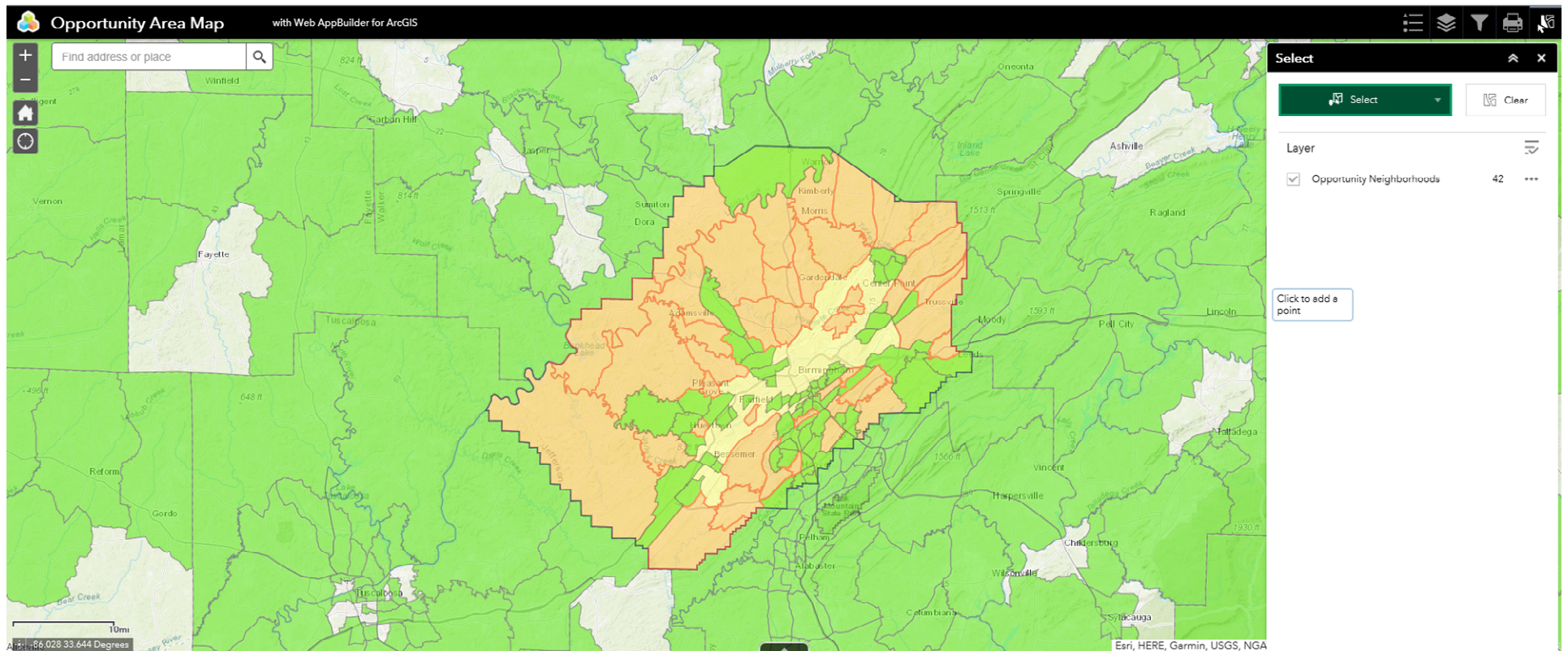
Step 5b: Notice the select menu that appears on the right. After clicking the select button, the select menu will appear. You do not need to do anything with the select menu.



Step 5c: Begin selection of Census tracts. While holding down the SHIFT key, use the mouse to click on the green census tracts the PHA is selecting as their opportunity areas. Tip! If you accidentally add a tract you can hold down the CTRL key to remove the census tract.



Step 6: Complete selection of opportunity area census tracts. Reminder! PHAs do not have to select all of the green census tracts in their jurisdiction. PHAs will submit their opportunity map methodology as part of their application.



Step 7: Begin generating a CSV file. Once the opportunity areas have been selected, click on the button with three dots on the right hand of the screen.

Opportunity Area Map

with Web AppBuilder for ArcGIS

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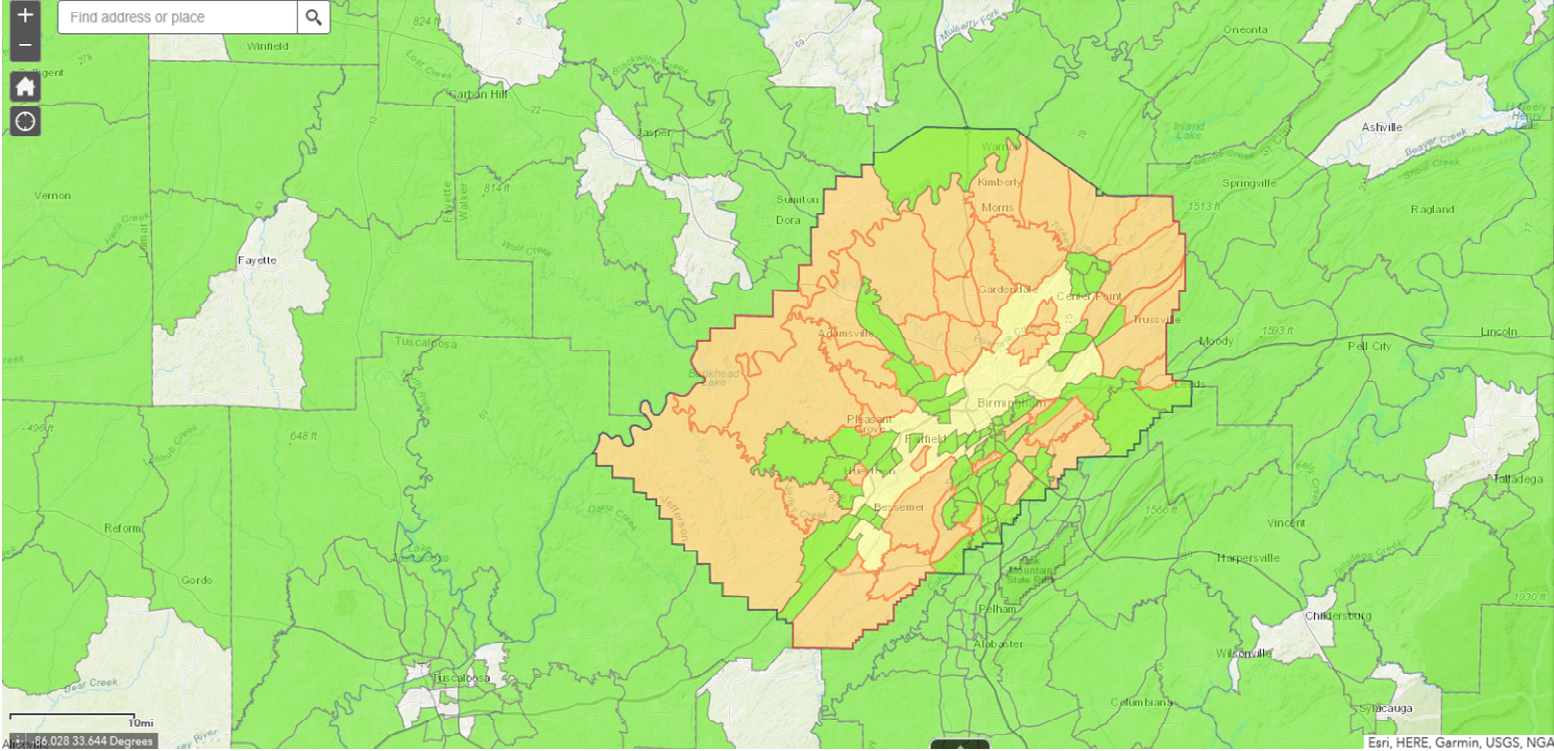
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Home

Layers

Find address or place

Q



The map displays a geographical area with various colored regions. A large central area is highlighted in orange and yellow, representing the 'Opportunity Neighborhoods'. The map includes labels for various locations such as Fayette, Suniton, Dora, Kimberley, Morris, Cardoza, Center Point, Trussville, Moody, Pell City, Lincoln, Talladega, Vincent, Harpersville, Childersburg, Wilcoxville, Columbus, Alabaster, Pelham, and Decatur. A scale bar indicates 10 miles, and the coordinates are -86.028 33.644 Degrees.

Select

Select

Clear

Layer

✓

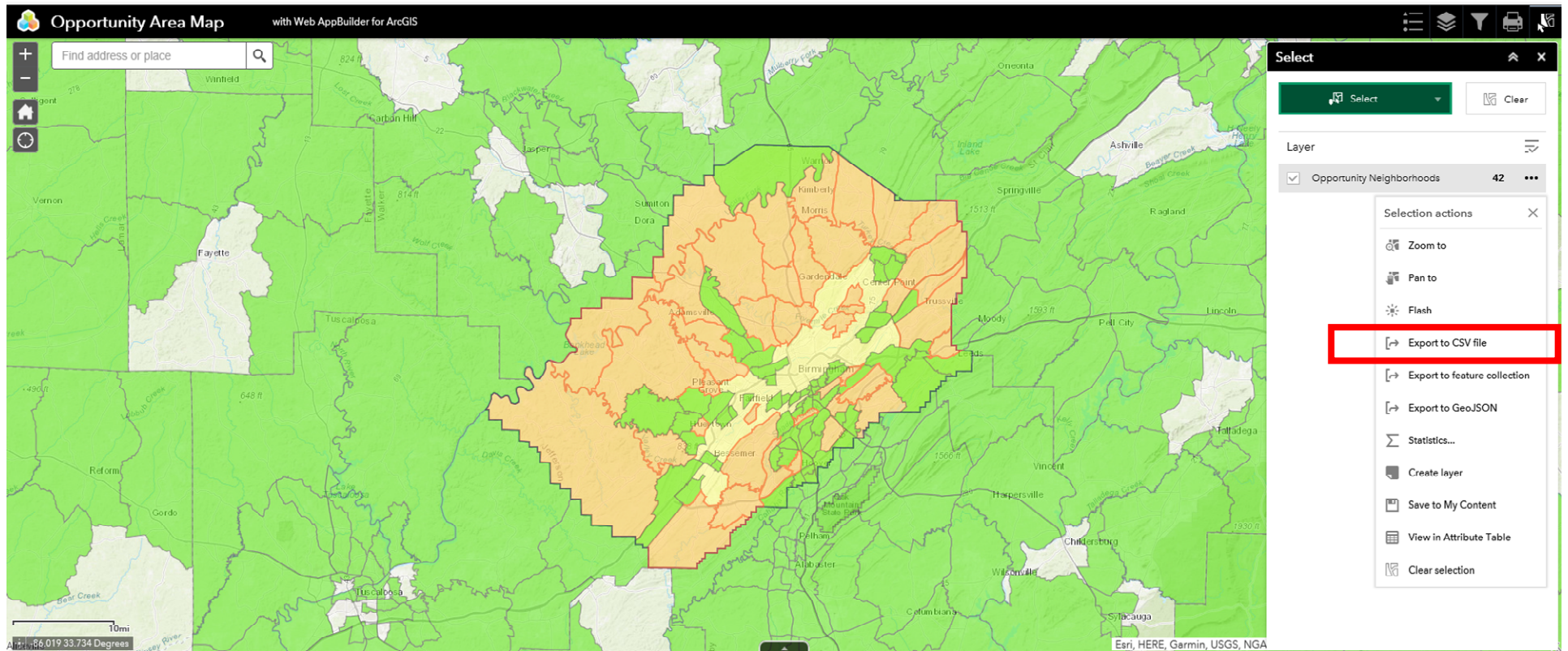
Opportunity Neighborhoods

42

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Click to add a point

Step 8: Generate a CSV file. Scroll down to select “Export to CSV file.” Once selected, the CSV file will generate and download.



Step 9: View and save the CSV file. Open the CSV file and view the information. Confirm it contains all of the selected opportunity areas. Save the CSV file. In the screen shot below, you see a sample CSV file output. The column headers are described in the table following the screen shot of the CSV file.

OBJECTID	GEOID	STATE	COUNTY	TRACT	NAME	STUSAB	Total_Fam	Families_In_Poverty	Famil_Poverty_Rate	Shape_Area	Shape_Length	y
115	1.07E+09	1	73	11111	Census Tract	AL	2087	107	0.05127	83165309	41050.83	
116	1.07E+09	1	73	14409	Census Tract	AL	960	8	0.008333	6359466	14309.22	
119	1.07E+09	1	73	5909	Census Tract	AL	706	113	0.160057	6519341	13774.24	
134	1.07E+09	1	73	5910	Census Tract	AL	1577	219	0.138871	10528130	16282.04	
146	1.07E+09	1	73	12911	Census Tract	AL	1678	63	0.037545	17977527	18280.98	
147	1.07E+09	1	73	11904	Census Tract	AL	615	57	0.092683	15525699	22221.23	
157	1.07E+09	1	73	12304	Census Tract	AL	743	47	0.063257	10895068	16412.31	
172	1.07E+09	1	73	11301	Census Tract	AL	915	138	0.15082	90886685	51630.63	
178	1.07E+09	1	73	12703	Census Tract	AL	1607	15	0.009334	47043729	47443.24	
409	1.07E+09	1	73	11109	Census Tract	AL	1225	32	0.026122	24930291	32440.53	
410	1.07E+09	1	73	14002	Census Tract	AL	1035	97	0.09372	54011132	47482.64	
411	1.07E+09	1	73	14413	Census Tract	AL	3009	45	0.014955	26252114	37913.77	
412	1.07E+09	1	73	11002	Census Tract	AL	480	80	0.166667	18673866	23306.85	
414	1.07E+09	1	73	11110	Census Tract	AL	1711	42	0.024547	58860672	40567.36	
415	1.07E+09	1	73	11302	Census Tract	AL	1724	91	0.052784	74523453	57588.29	
493	1.07E+09	1	73	10801	Census Tract	AL	1672	89	0.05323	7249827	17322.92	
494	1.07E+09	1	73	10704	Census Tract	AL	702	27	0.038462	4983252	13972.58	
593	1.07E+09	1	73	11500	Census Tract	AL	1605	142	0.088474	1.35E+08	84356.88	
594	1.07E+09	1	73	11704	Census Tract	AL	997	0	0.0	97349967	64087.96	

Column Name	Column Description
GEOID	Geographic identifier of the feature
STATE	State FIPS
COUNTY	County FIPS
TRACT	Tract FIPS
NAME	Name of Census Tract
STUSAB	State abbreviation
Total_Families	Total number of families in the census tract
Families_In_Poverty	Total families in the census tract with income in the past 12 months below poverty level
Famil_Poverty_Rate	Ratio of families with income in the past 12 months below poverty level relative to the total number of families in the census tract

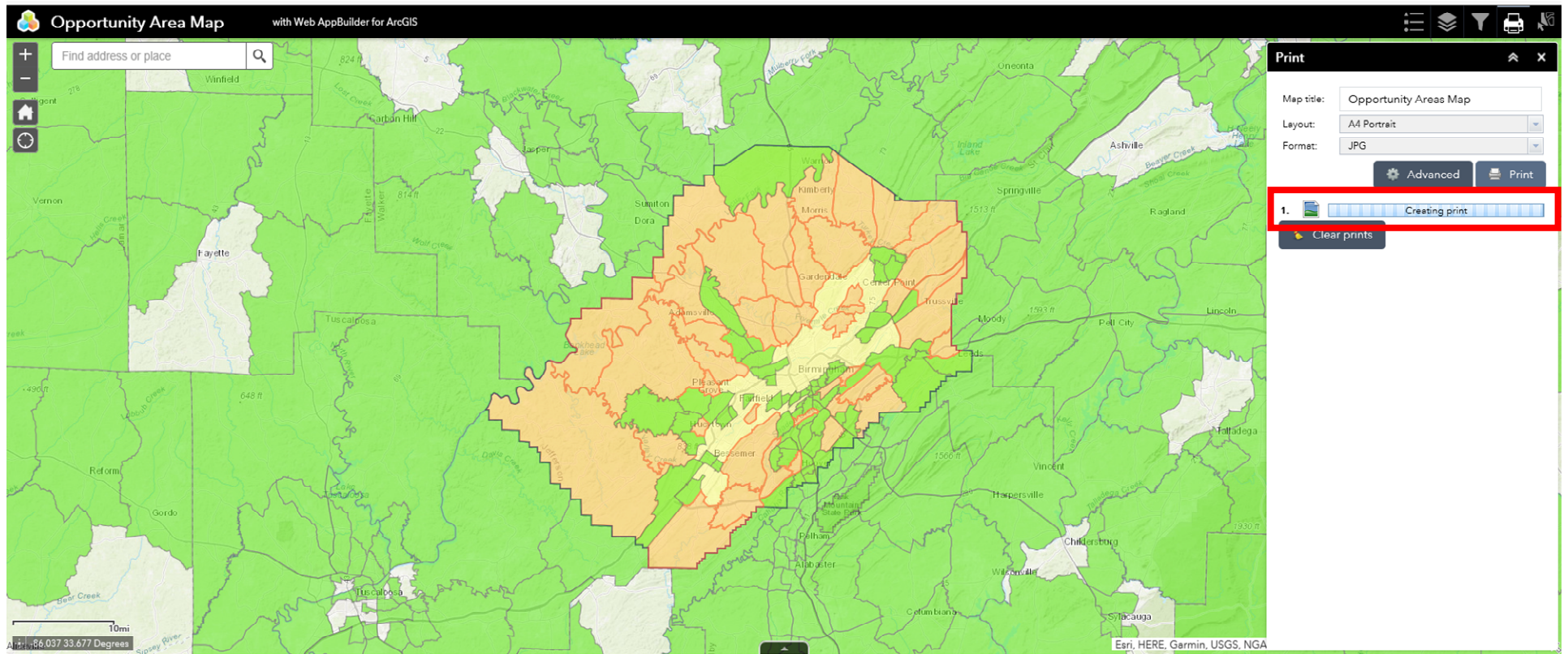
Step 10: Save/Print the map as JPG. Click on the printer icon and then the print button to begin saving the map as a JPG.

The screenshot displays the 'Opportunity Area Map' web application. The main map area shows a geographical region with various colored overlays (green, orange, yellow) representing different opportunity areas. A search bar at the top left contains the text 'Find address or place'. On the right side, a 'Print' panel is open, showing the following settings:

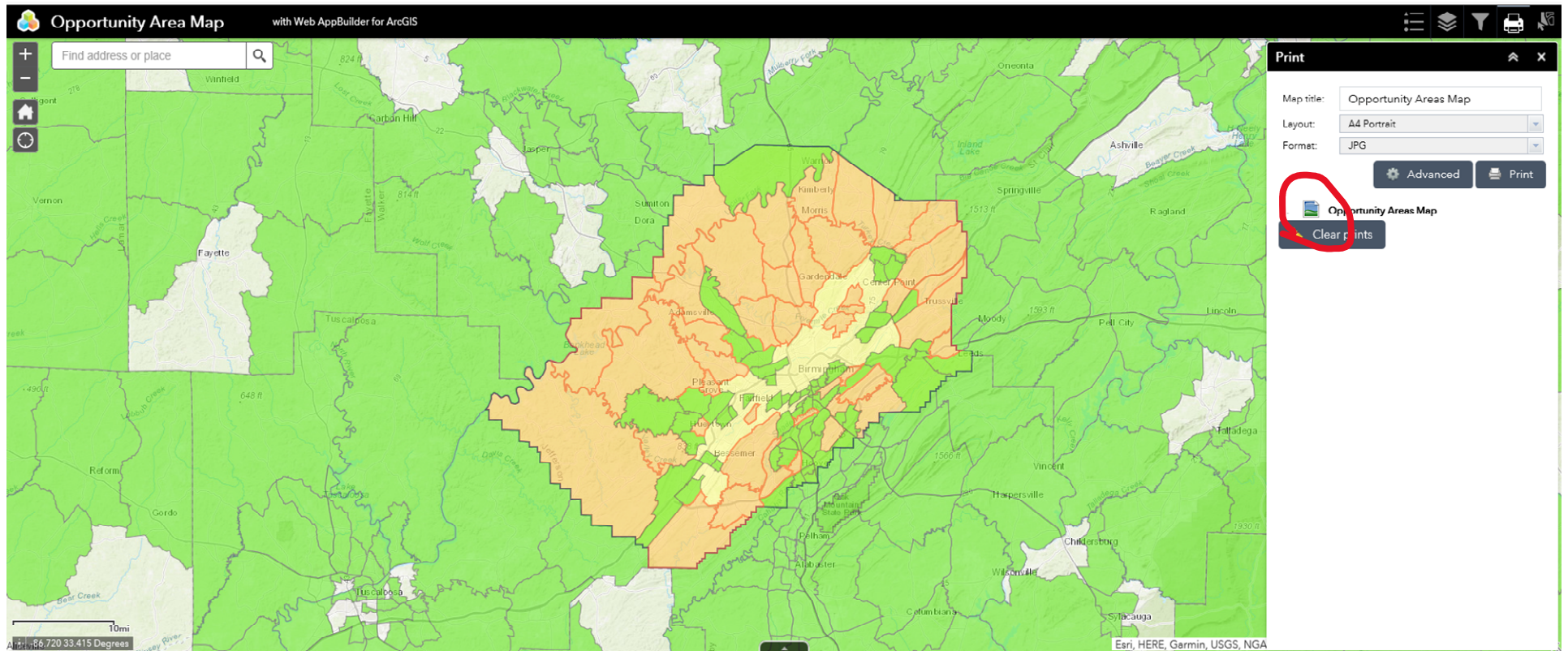
- Map title: Opportunity Areas Map
- Layout: A4 Portrait
- Format: JPG

At the bottom of the print panel, there are two buttons: 'Advanced' and 'Print'. The 'Print' button is highlighted with a red box. In the top right corner of the application, there is a toolbar with several icons, including a printer icon which is also highlighted with a red box.

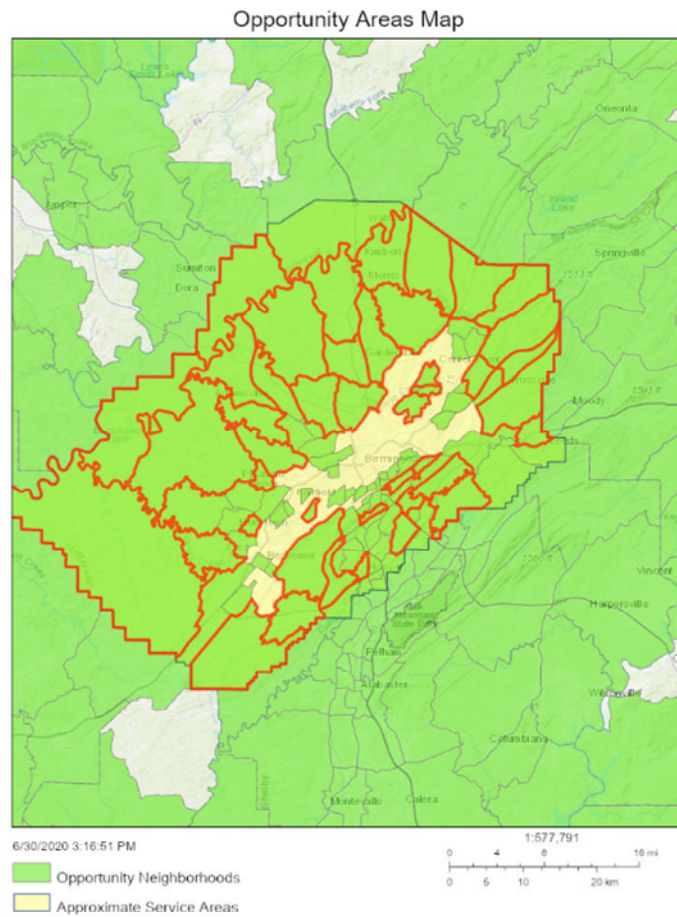
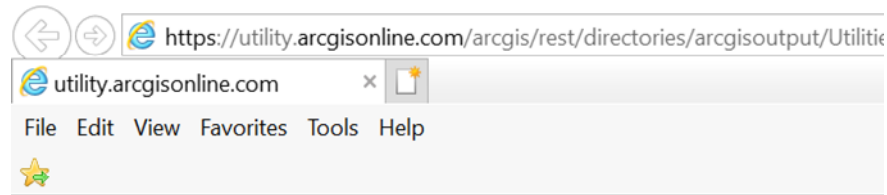
Step 11: Notice the loading bar and wait for a jpg to be created. The map will be created based on your current map view.



Step 12: Open the JPG file by clicking on the icon labeled “opportunity map area”



Step 13: Save the JPG file. After you click on the icon, a new window will appear with the opportunity area map. The PHA(s) should save this file, it will be submitted with the PHA(s) application.



Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, NOAA, NPS, NRCAN, GeoEye, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), Swisstopo, Mapbox Contributors, and