City of Dallas

City of Dallas Fair Housing Review Worksheet

To be completed by applicant and evaluated by the Fair Housing Division

Note to the applicant: This PDF is for your reference only. Worksheet must be completed on the Neighborly Participant Portal by using the following link:
https://portal.neighborlysoftware.com/dallastxoei/participant

SECTION 1: Project Information

Field	Response
Project Name	
Developer Name	
Project Description	
Council District	
School District	
Elementary School	
Middle School	
High School	
Total Residential Units	
Affordable Units (Number & %)	
Income Restrictions for Affordable Units (Specify AMIs)	
Affordability Covenant Term (Years)	
Any units at or below 30% AMI?	☐ Yes ☐ No
Homeownership Rate of Census Tract	
Renter Rate of Census Tract	
Unemployment Rate of Census Tract	
Walkability Score (if available)	
Requested City Support (check all that apply)	☐ Financial Subsidy ☐ Zoning Approval ☐ City Support Letter ☐ Other: _____

This worksheet supports fair-driven development decisions by evaluating housing projects based on fair housing goals, affordability, access to opportunity, and anti-displacement strategies.

Field	Response
Quality of Life Enhancements Provided	☐ Childcare ☐ After-School Programs ☐ Literacy Programs ☐ Digital Access ☐ Financial Coaching ☐ Food Pantry ☐ Notary/Public Services ☐ Other: _____
Accessibility Compliance (ADA, UFAS, FHA)	☐ Full ☐ Partial ☐ Pending
Planned Resident Engagement or Oversight	☐ Resident Advisory Council ☐ Feedback Sessions ☐ None
Project located in Neighborhood Plus, TIF, or Revitalization Area?	☐ Yes (Specify: _____) ☐ No

SECTION 2: Equity & Anti-Displacement Commitments

Tool / Policy	Response
Affordability Covenant	☐ Yes ☐ No (Years: _____)
Right-to-Return Policy for Displaced or Local Residents	☐ Yes ☐ No (Attach policy or lease-up plan if yes)
Community Benefit Agreement (CBA)	☐ Yes ☐ No (Attach signed MOU or draft agreement)
Deeper Affordability (Below 50% AMI)	☐ Yes ☐ No (If yes, # of units: _____)
Rent Stabilization Measures	☐ Yes ☐ No
Resident Services Supporting Stability	☐ Housing Counseling ☐ Legal Aid ☐ Rental Assistance Referrals ☐ Other: _____
Local Hiring / Job Training Commitment	☐ Yes ☐ No (Attach details if applicable)

SECTION 3: Area Conditions & Opportunity Indicators

Area Category	Response
Census Tract Number	
Poverty Rate (Most Recent ACS)	
Poverty Trend (2018–2023)	2019: ___, 2020: ___, 2021: ___, 2022: ___, 2023: ___, 2024: ___
Is Project in a R/ECAP?	☐ Yes ☐ No

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Area Category	Response
Adjacent to R/ECAP?	☐ Yes ☐ No
Is Project in a High Opportunity Area?	☐ Yes ☐ No
Adjacent to High Opportunity Area?	☐ Yes ☐ No
Public Housing Nearby (Name & Distance)	
Shelters Nearby (Name & Distance)	
Ongoing or Planned City/Private Development	

SECTION 4: Transit & Amenities Access

4A. Proximity to Amenities

Amenity	Distance (miles)
Retail	
Grocery Store	
Medical Facility	
City Park	
Bike Path	
Light Rail Station	
Transit Stop	
Shelter	

4B. Transit Access Details

Transit Metric	Response
# of Rail Stations within 1 Mile	
# of Bus Stops within 1 Mile	
Average Bus Frequency (Trips per hour)	AM: ___ / PM: ___ / Sat: ___ / Sun: ___

SECTION 5: Housing & Safety Within Area

Radius	Crime Incidents	Multifamily Sites	Public Housing	LIHTC Properties
Within ½ Mile				
½ to 1 Mile				

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Radius	Crime Incidents	Multifamily Sites	Public Housing	LIHTC Properties
1 to 2 Miles				

SAMPLE

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