

# Memorandum



DATE March 28, 2025

TO Honorable Members of the City Council

SUBJECT **Home Repair and Down Payment Assistance Programs Update**

The Department of Housing and Community Development (HCD) continues to explore options to increase operational efficiency in the delivery of services to residents. One such area of improvement is the speed at which we deploy funds from the Home Improvement and Preservation Program (HIPP) and Dallas Homebuyer Assistance Program (DHAP) programs. Staff is exploring the potential of outsourcing the administration and oversight of these programs to outside partners, to determine if such an arrangement would result in faster and more efficient service to our residents.

This memo is to make Dallas City Council aware of upcoming procurements to investigate the capacity of private partners to take on these critical neighborhood programs. The goal of the procurement would be to determine if a private partner could deliver the programs in a more efficient way with a higher volume of production. If a decision is made to outsource one or both programs, a recommendation will be brought to the Housing and Homeless Solutions Committee (HHSC) for review and Council for approval.

The HIPP notice of funding availability will be released this month. The DHAP notice of funding availability will be released later this summer. Should you have any questions, please contact Cynthia Rogers-Ellickson, Director, Department of Housing & Community Development at [cynthia.rogersellic@dallas.gov](mailto:cynthia.rogersellic@dallas.gov) or 214-670-3601.

Service First, Now!



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Assistant City Manager

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Biliera Johnson, City Secretary  
Preston Robinson, Administrative Judge  
Dominique Artis, Chief of Public Safety  
Dev Rastogi, Assistant City Manager  
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Alina Ciocan, Assistant City Manager  
Donzell Gipson, Assistant City Manager  
Jack Ireland, Chief Financial Officer  
Elizabeth Saab, Chief of Strategy, Engagement, and Alignment (I)  
Directors and Assistant Directors