

## Fair Housing Compliance Submission

The City conducts Fair Housing Compliance reviews annually. Submissions are due July 1<sup>st</sup>. Please provide the following items:

- A. Description of steps taken to Affirmatively Furthering Fair Housing (AFFH).
- B. List of public outreach activities undertaken during the last year including: date, location, estimated number attending, method of publicizing outreach, and the languages in which the presentations or publications were made.
- C. Photo of the Fair Housing Poster displayed in the development and map indicating location where the poster is displayed.
- D. Copy of the policy against housing discrimination and any other policy used to maintain compliance with Fair Housing laws.
- E. Copy of the Reasonable Accommodation Policy and its tracking log.
- F. Procedures used for tracking and investigating housing discrimination complaints and the list of any housing discrimination internal complaints and investigations, or external complaints (such as with DFEH or lawsuits filed in court).
- G. List of staff trainings regarding fair housing laws and your anti-discrimination policies. Include the date, names, and job titles of those attending.

Please submit Fair Housing documents to [AssetSubmissions@sanjoseca.gov](mailto:AssetSubmissions@sanjoseca.gov) with the Property name, Document Title, and the Effective Year, in the subject line of the email.