



# User Guide

Affirmatively Furthering Fair Housing Data and Mapping Tool

**U.S. Department of Housing and Urban Development**

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# 1. Getting Started

## 1.1 Software Version

3.0

## 1.2 Solution Requirements

In order to access and view AFFHT requires a PC or mobile device with a supported browser and Internet access.

## 1.3 Access Information

AFFHT is a public facing application. There are no user classes, profiles, or access restrictions such that all users have the same functional permissions.

## 1.4 Logging On

Go to the AFFHT site at:

<http://egis.hud.gov/affht>

## 1.5 Solution Menu

### The Affirmatively Furthering Fair Housing Data and Mapping Tool (AFFHT)

The options are available via the introduction page (application wizard) after entering state and jurisdiction criteria.

Pick your state:

Pick your jurisdiction:

Choose a Map:

Affirmatively Furthering Fair Housing Tool

Step 1: Pick your state:

Step 2: Pick your jurisdiction

District Of Columbia (CDBG, ESG)

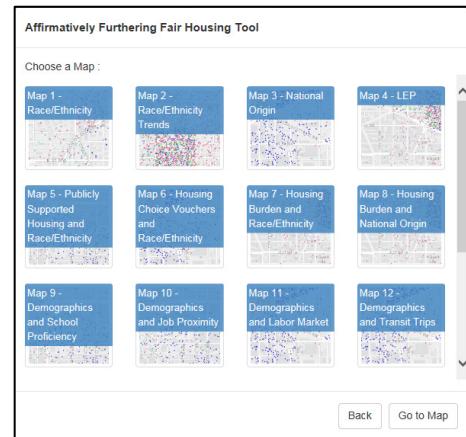
Region: Washington-Arlington-Alexandria, DC-VA-MD-WV

Jurisdiction Region

Choose a Map

The Affirmatively Furthering Fair Housing Tool comes up with the following options:

- **Map 1 – Race/Ethnicity**
- **Map 2 – Race/Ethnicity Trends**
- **Map 3 – National Origin**
- **Map 4 – LEP**
- **Map 5 – Publicly Supported Housing and Race/Ethnicity**
- **Map 6 – Housing Choice Vouchers and Race/Ethnicity**
- **Map 7 – Housing Burden and Race/Ethnicity**
- **Map 8 – Housing Burden and National Origin**
- **Map 9 – Demographics and School Proficiency**
- **Map 10 – Demographics and Job Proximity**
- **Map 11 – Demographics and Labor Market**
- **Map 12 – Demographics and Transit Trips**
- **Map 13 – Demographics and Low Transportation Cost**
- **Map 14 – Demographics and Poverty**
- **Map 15 – Demographics and Environmental Health**
- **Map 16 – Disability by Type**
- **Map 17 – Disability by Age Group**



## 1.6 Changing User ID and Password

N/A

## 1.7 Exit Solution

You can log out of the application at any time by simply closing the web-browser. After you exit the application, you can log into the application by opening a web-browser and the AFFHT URL.

## 2. Using the Solution (Online)

### HOW TO USE THIS GUIDE

The AFFHT User Guide lays out basic descriptions of functions within the tool. While the guide does not detail all the possible outcomes of the various functions, it provides an introduction to each function and some basic guidelines to help you troubleshoot unexpected results. The user guide is laid out to follow the order of AFFHT's functional tabs as they appear on the Choose a Map page. However, users who already know the topics where they need assistance can see the table of contents to find the appropriate section of the guide.

### ACCESSING AFFHT

There is only one path to reach the AFFHT mapping and reporting tool:

<http://egis.hud.gov/affht>

### The Affirmatively Furthering Fair Housing Data and Mapping Tool (AFFHT) & Application Wizard

The following options are available via the Choose a Map page after entering state and jurisdiction criteria:

- **Map 1 Race/Ethnicity** – Current (2010) race/ethnicity dot density map for Jurisdiction and Region with R/ECAPs
- **Map 2 Race/Ethnicity Trends** – Past (1990 and 2000) race/ethnicity dot density maps for Jurisdiction and Region with R/ECAPs
- **Map 3 National Origin** – Current 5 most populous national origin groups dot density map for Jurisdiction and Region with R/ECAPs
- **Map 4 LEP** – LEP persons by 5 most populous languages dot density map for Jurisdiction and Region with R/ECAPs
- **Map 5 Publicly Supported Housing and Race/Ethnicity** – Public Housing, Project-Based Section 8, Other Multifamily, and LIHTC locations mapped with race/ethnicity dot density map with R/ECAPs, distinguishing categories of publicly supported housing by color, for the Jurisdiction and Region
- **Map 6 Housing Choice Vouchers and Race/Ethnicity** – Housing Choice Vouchers with race/ethnicity dot density map and R/ECAPs, for the Jurisdiction and Region



- **Map 7 Housing Burden and Race/Ethnicity** – Households experiencing one or more housing burdens in Jurisdiction and Region with race/ethnicity dot density map and R/ECAPs
- **Map 8 Housing Burden and National Origin** – Households experiencing one or more housing burdens in Jurisdiction and Region with national origin dot density map and R/ECAPs
- **Map 9 Demographics and School Proficiency** – School proficiency thematic map for Jurisdiction and Region with race/ethnicity, national origin, and family status maps and R/ECAPs
- **Map 10 Demographics and Job Proximity** – Job proximity thematic map for Jurisdiction and Region with race/ethnicity, national origin, and family status maps and R/ECAPs
- **Map 11 Demographics and Labor Market Engagement** – Labor engagement thematic map for Jurisdiction and Region with race/ethnicity, national origin, and family status maps and R/ECAPs
- **Map 12 Demographics and Transit Trips** – Transit proximity thematic map for Jurisdiction and Region with race/ethnicity, national origin, and family status maps and R/ECAPs
- **Map 13 Demographics and Low Transportation Cost** – Low transportation cost thematic map for Jurisdiction and Region with race/ethnicity, national origin, and family status maps and R/ECAPs
- **Map 14 Demographics and Poverty** – Low poverty thematic map for Jurisdiction and Region with race/ethnicity, national origin, and family status maps and R/ECAPs
- **Map 15 Demographics and Environmental Health** – Environmental health thematic map for Jurisdiction and Region with race/ethnicity, national origin, and family status maps with R/ECAPs
- **Map 16 Disability by Type** – Population of persons with disabilities dot density map by persons with vision, hearing, cognitive, ambulatory, self-care, and independent living difficulties with R/ECAPs for Jurisdiction and Region
- **Map 17 Disability by Age Group** – All persons with disabilities by age range (5-17; 18-64; and 65+) dot density map with R/ECAPs for Jurisdiction and Region

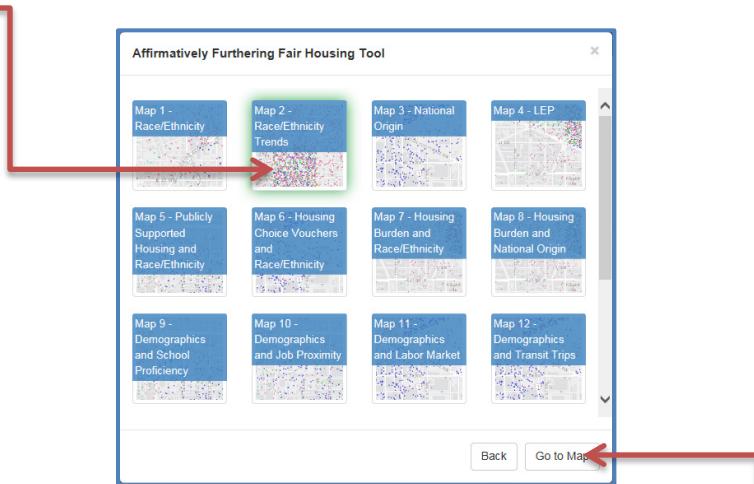
## 2.1 Map 1 Race/Ethnicity – Current (2010) race/ethnicity dot density map for Jurisdiction and Region with R/ECAPs

To locate information regarding Current race/ethnicity dot density map for Jurisdiction and Region with R/ECAPs, click the Map 1- Race/Ethnicity button located on Choose a Map page.



## 2.2 Map 2 Race/Ethnicity Trends – Past (1990 and 2000) race/ethnicity dot density maps for Jurisdiction and Region with R/ECAPs

To locate information regarding past race/ethnicity dot density map for Jurisdiction and Region with R/ECAPS, click the Map 2- Race/Ethnicity Trends button located on the application wizard.



Select the Go to Map Button Located at the bottom right of the application wizard.

The Select Map Variation screen comes up. You can choose between Race/Ethnicity Trends, 1990 or Race/Ethnicity Trends, 2000.

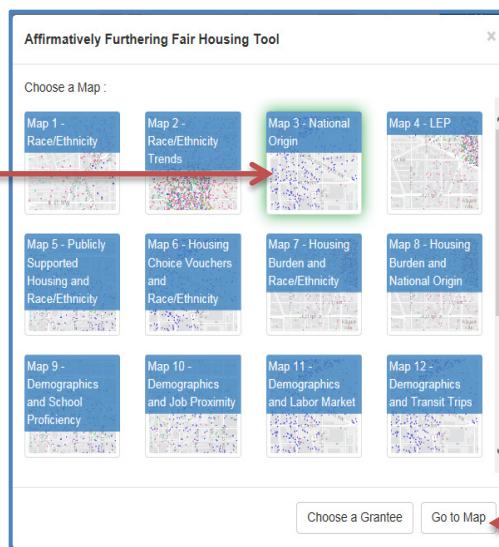


Then select Go to Map

## **2.3 Map 3 National Origin – Current 5 most populous national origin groups dot density map for Jurisdiction and Region with R/ECAPs**

To locate information regarding Current national origin (5 most populous) dot density map for Jurisdiction and Region with R/ECAPs, click the Map 3 - National Origin button located on the application wizard.

Select the Go to Map Button of the application wizard.



## **2.4 Map 4 LEP – LEP persons by 5 most populous languages dot density map for Jurisdiction and Region with R/ECAPs**

To locate information regarding LEP persons (5 most commonly used languages) for Jurisdiction and Region with R/ECAPs, click the Map 4 - LEP button located on the application wizard.

Select the Go to Map Button of the application wizard.



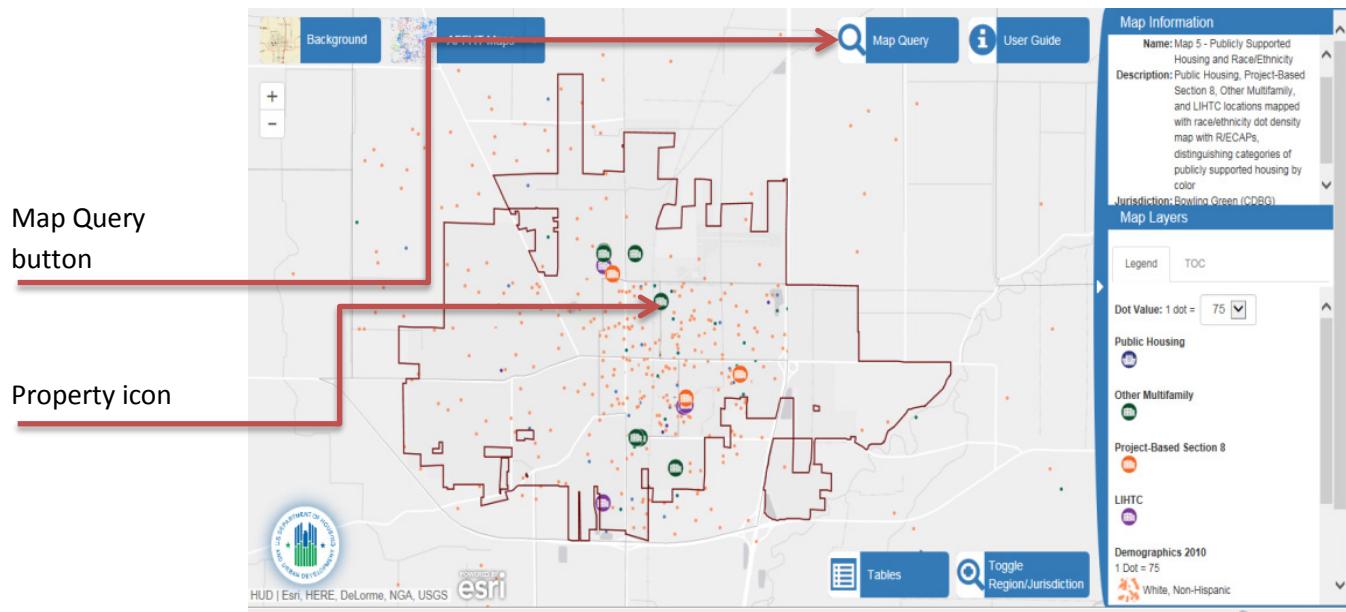
## **2.5 Map 5 Publicly Supported Housing and Race/Ethnicity – Public Housing, Project-Based Section 8, Other Multifamily, and LIHTC locations mapped with race/ethnicity dot density map with R/ECAPs, distinguishing categories of publicly supported housing by color, for the Jurisdiction and Region**

To locate information regarding Public housing, Project-Based Section 8, Other Multifamily, And LIHTC locations mapped with race/ethnicity dot density map with R/ECAPs. Distinguishing categories of publicly supported housing by color, click the Map 5 – Publicly Supported Housing and Race/Ethnicity button located on the application wizard.

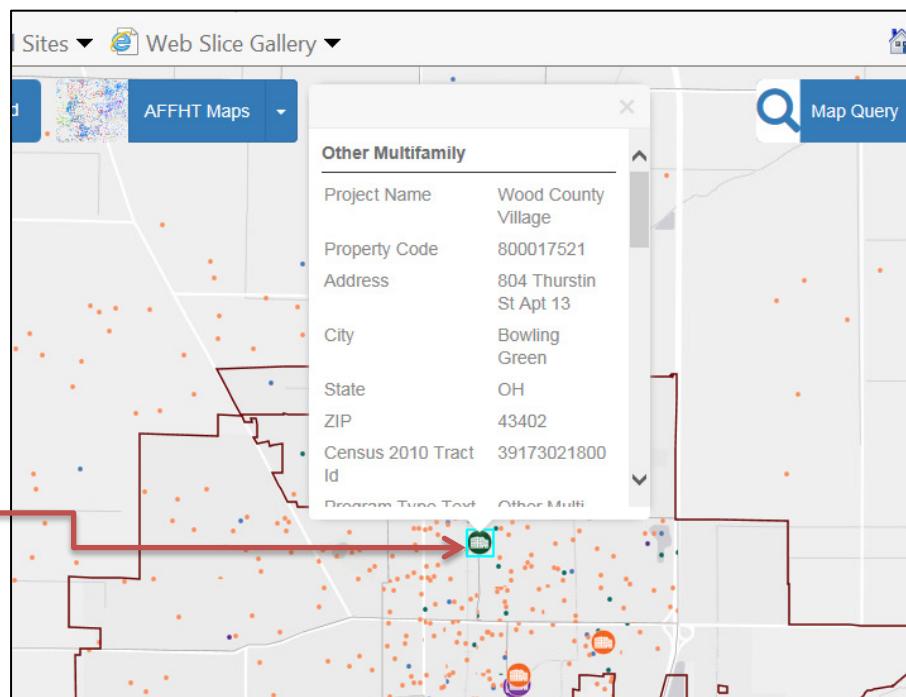


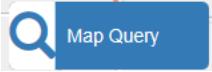
Select the Go to Map Button Located at the bottom right of the application wizard.

Map 5 contains the Map Query feature as well as property icons with popup information.



Click a green "Other Multifamily" property icon, highlighted with a green box as shown. Information for that multifamily property is displayed in a popup.



Click the Map Query button  to bring up the Map Query form.

Data from the popup appear in the form. You can alter all parameters before running the query.

AFFHT Map Query

**Criterion:** Percent Asian

**Area:** Jurisdiction

**Development between:** 0.00 and 0.00 Avg: 0.00

**Tract between:** 0.74 and 2.06 Avg: 1.67

**Development Type:** Other Multifamily

**Record Count:** 4 matching records

For the first program participants required to submit AFHs, HUD provides downloadable tables in Excel format showing demographics of developments and Census tracts in which they are located [here](#). These tables will also be provided directly to these program participants.

Click the Run Query button  to bring up the results in a grid:

Query Results

Project Name	Property Asian Pct	Tract Asian Pct	Summary
Wood Lane Apartments	0%	2.06%	Property Asian Pct between 0.00 and 0.00
The Residence Connection	0%	2.03%	Tract Asian Pct between 0.74 and 2.06
Wood County Village	0%	0.74%	Results: 4 matching records Properties

You can use the Export to Excel button  to generate an excel spreadsheet in addition to viewing on screen/in the grid.

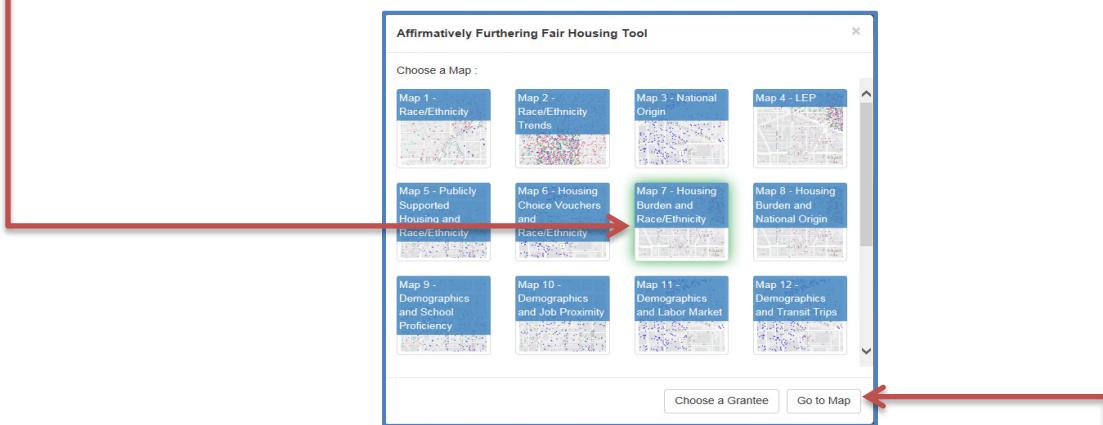
## **2.6 Map 6 Housing Choice Vouchers and Race/Ethnicity – Housing Choice Vouchers with race/ethnicity dot density map and R/ECAPs, for the Jurisdiction and Region**

To locate information regarding housing choice voucher map with race/ethnicity dot density map and R/ECAPs, click the Map 6 - Housing Choice Vouchers and Race/Ethnicity button located on the application wizard.



## **2.7 Map 7 Housing Burden and Race/Ethnicity – Households experiencing one or more housing burdens in Jurisdiction and Region with race/ethnicity dot density map and R/ECAPs**

To locate information regarding households experiencing one or more housing burdens in Jurisdiction and Region with R/ECAPs and race/ethnicity dot density, click the Map 7 - Housing Burden and Race/Ethnicity button located on the application wizard.



Select the Go to Map Button Located at the bottom right of the application wizard.

## **2.8 Map 8 Housing Burden and National Origin – Households experiencing one or more housing burdens in Jurisdiction and Region with national origin dot density map and R/ECAPs**

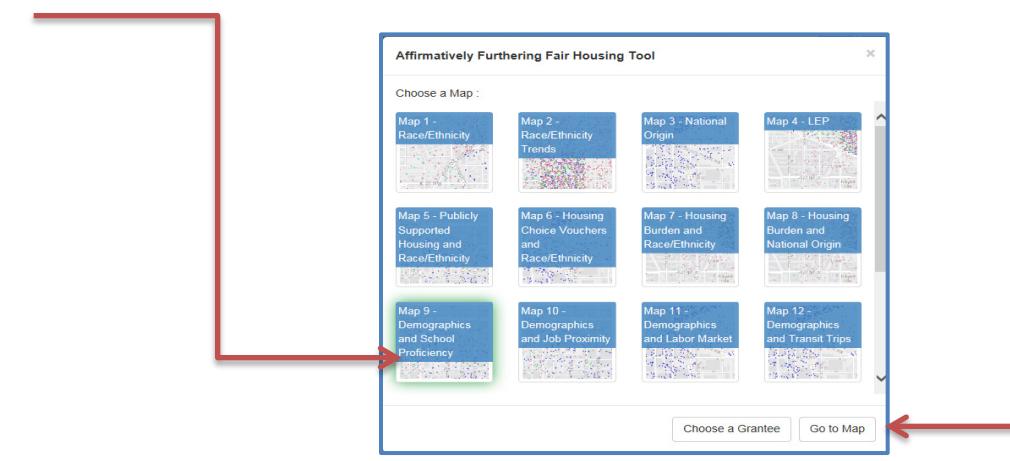
To locate information regarding households experiencing one or more housing burdens in Jurisdiction and Region with R/ECAPs and national origin dot density, click the Map 8 - Housing Burden and National Origin button located on the application wizard.



Select the Go to Map Button Located at the bottom right of the application wizard.

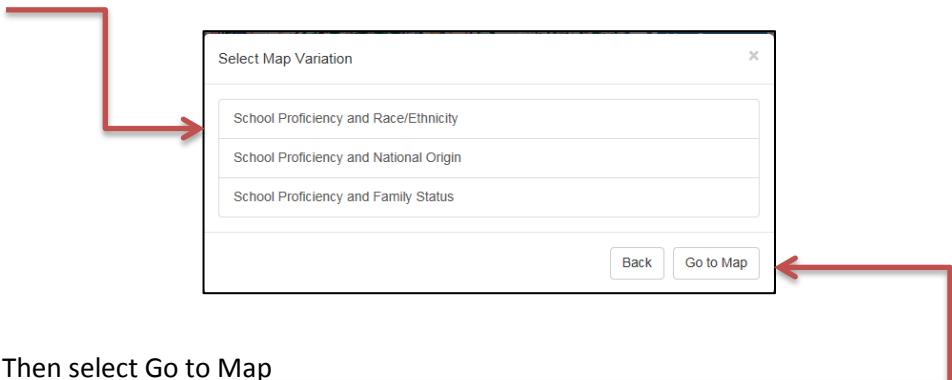
## **2.9 Map 9 Demographics and School Proficiency – School proficiency thematic map for Jurisdiction and Region with race/ethnicity, national origin, and family status maps and R/ECAPs**

To locate information regarding school proficiency index for Jurisdiction and Region with race, ethnicity, national origin, family status, and R/ECAPs, click the Map 9 - Demographics and School Proficiency button located on the application wizard.



Select the Go to Map Button Located at the bottom right of the application wizard.

The Select Map Variation screen comes up. You can choose School Proficiency and Race/Ethnicity, School Proficiency and National Origin, or School Proficiency and Family Status.



Then select Go to Map

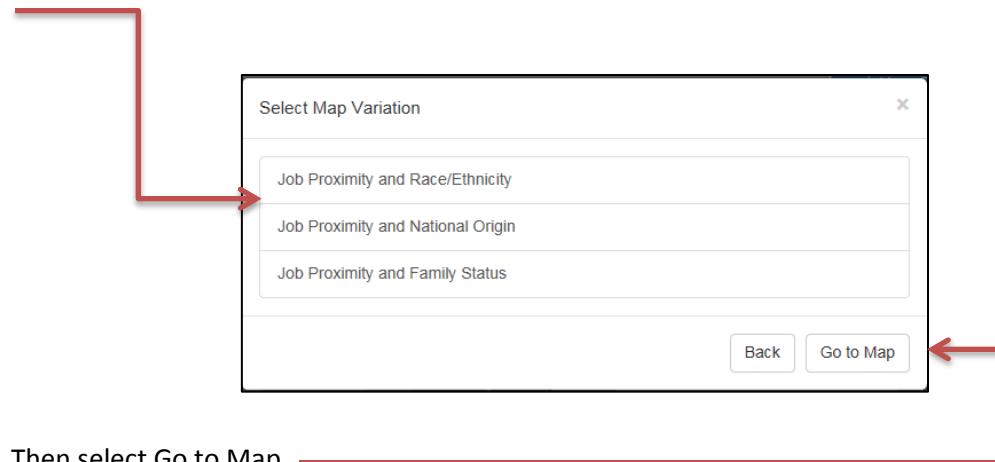
## 2.10 Map 10 Demographics and Job Proximity – Job proximity thematic map for Jurisdiction and Region with race/ethnicity, national origin, and family status maps and R/ECAPs

To locate information regarding jobs proximity index for Jurisdiction and Region with race/ethnicity, national origin, family status and R/ECAPs, click the Map 10 - Demographics and Jobs Proximity button located on the application wizard.



Select the Go to Map Button Located at the bottom right of the application wizard.

The Select Map Variation screen comes up, allowing you to choose Job Proximity and Race/Ethnicity, Job Proximity and National Origin, or Job Proximity and Family Status.



Then select Go to Map

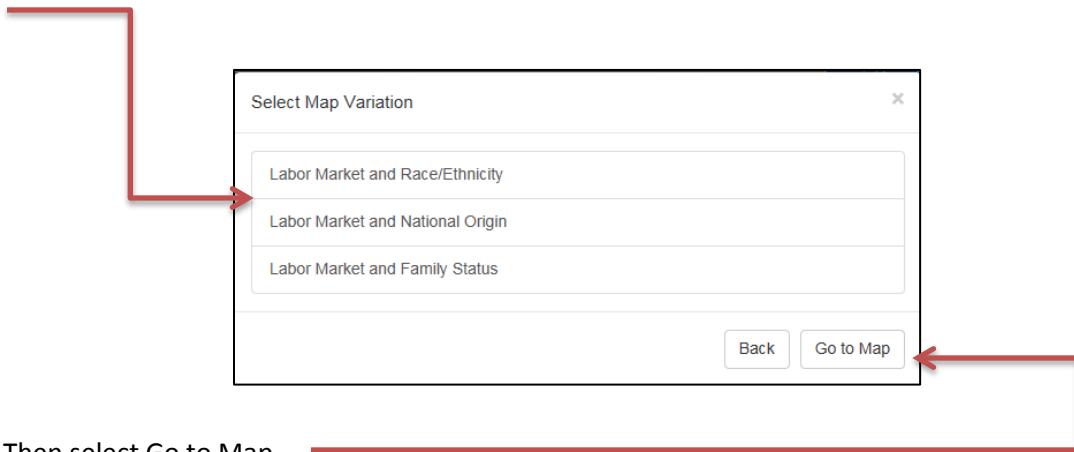
## 2.11 Map 11 Demographics and Labor Market Engagement – Labor engagement thematic map for Jurisdiction and Region with race/ethnicity, national origin, and family status maps and R/ECAPs

To locate information regarding labor engagement index with race/ethnicity, national origin, family status and R/ECAP's, click the Map 11- Demographics and Labor Market button located on the application wizard.



Select the Go to Map Button Located at the bottom right of the application wizard.

The Select Map Variation screen comes up, allowing you to choose Labor Market and Race/Ethnicity, Labor Market and National Origin, or Labor Market and Family Status.



Then select Go to Map

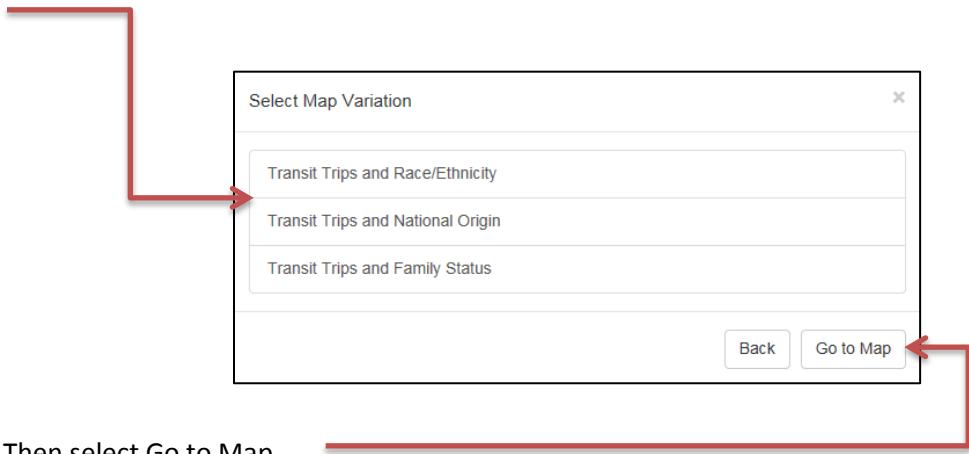
## 2.12 Map 12 Demographics and Transit Trips – Transit proximity thematic map for Jurisdiction and Region with race/ethnicity, national origin, and family status maps and R/ECAPs

To locate information transit trips index for jurisdiction and region with race/ethnicity, national origin, family status and R/ECAPs, click the Map 12- Demographics and Transit Trips button located on the application wizard.



Select the Go to Map Button Located at the bottom right of the application wizard.

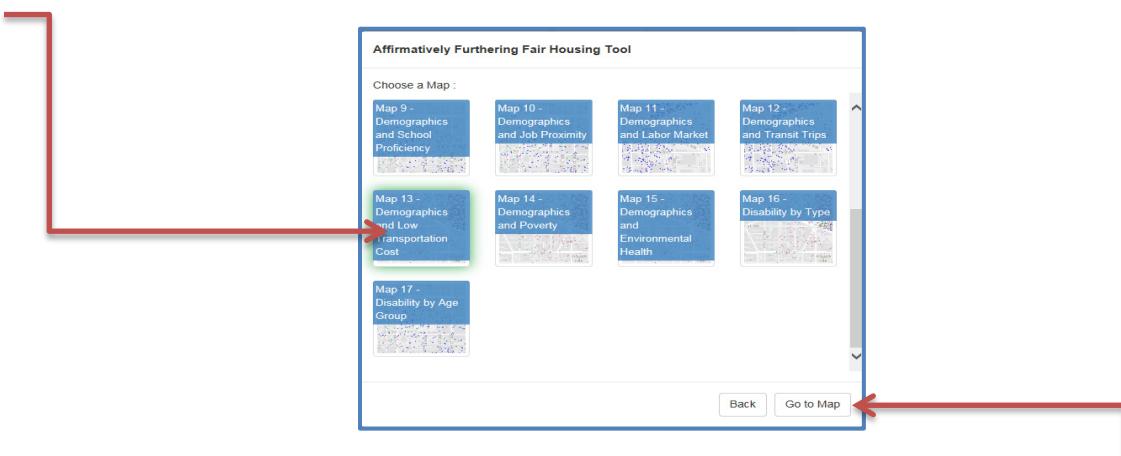
The Select Map Variation screen comes up, allowing you to choose Transit Trips and Race/Ethnicity, Transit Trips and National Origin, or Transit Trips and Family Status.



Then select Go to Map

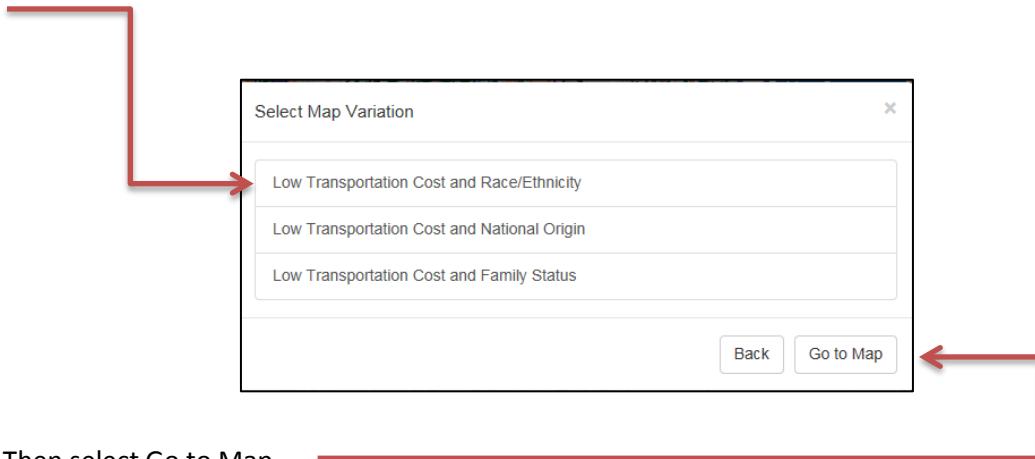
## 2.13 Map 13 Demographics and Low Transportation Cost – Low transportation cost thematic map for Jurisdiction and Region with race/ethnicity, national origin, and family status maps and R/ECAPs

To locate information regarding transportation cost index with race/ethnicity, national origin, family status and R/ECAPs, click the Map 13 - Demographics and Low Transportation Cost button located on the application wizard.



Select the Go to Map Button Located at the bottom right of the application wizard.

The Select Map Variation screen comes up, allowing you to choose Low Transportation Cost and Race/Ethnicity, Low Transportation Cost and National Origin, or Low Transportation Cost and Family Status.



Then select Go to Map

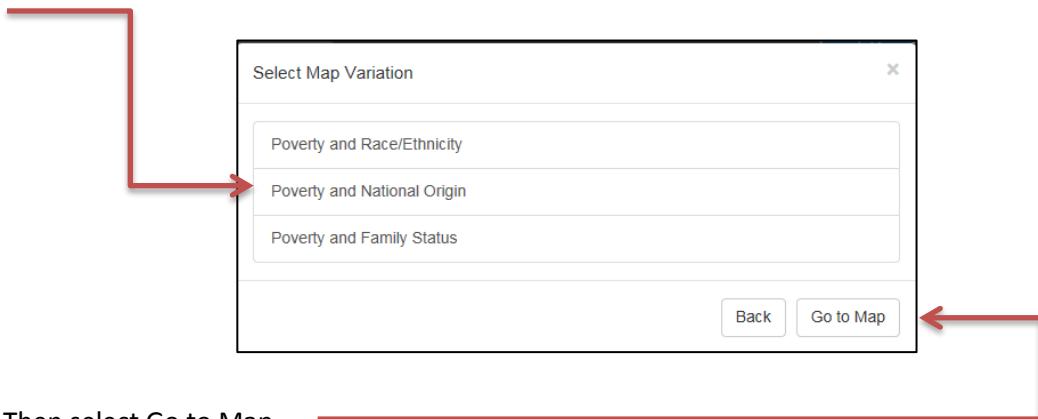
## 2.14 Map 14 Demographics and Poverty – Low poverty thematic map for Jurisdiction and Region with race/ethnicity, national origin, and family status maps and R/ECAPs

To locate information regarding poverty index with race/ethnicity, national origin, family status and R/ECAPs, click the Map 14 - Demographics and Poverty button located on the application wizard.



Select the Go to Map Button Located at the bottom right of the application wizard.

The Select Map Variation screen comes up, allowing you to choose Poverty and Race/Ethnicity, Poverty and National Origin, or Poverty and Family Status.



Then select Go to Map

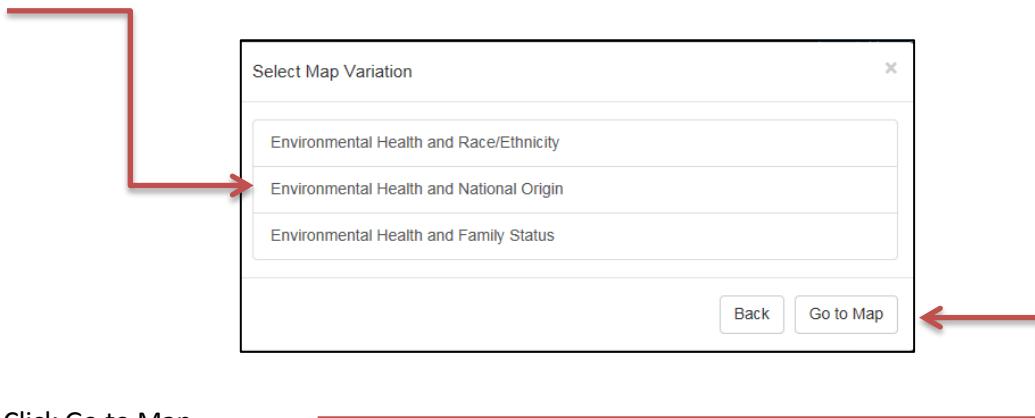
## 2.15 Map 16 Disability by Type – Population of persons with disabilities dot density map by persons with vision, hearing, cognitive, ambulatory, self-care, and independent living difficulties with R/ECAPs for Jurisdiction and Region

To locate information regarding environmental health index with race/ethnicity, national origin, family status and R/ECAPs, click the Map 15 – Demographics and Environmental Health button located on the application wizard.



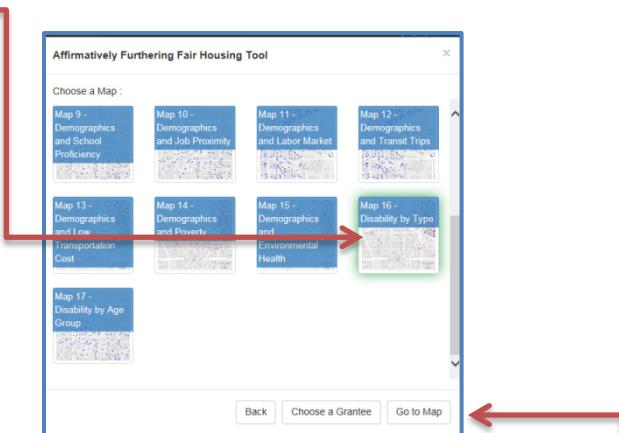
Select the Go to Map Button Located at the bottom right of the application wizard.

The Select Map Variation screen comes up, allowing you to choose Environmental Health and Race/Ethnicity, Environmental Health and National Origin, or Environmental Health and Family Status.



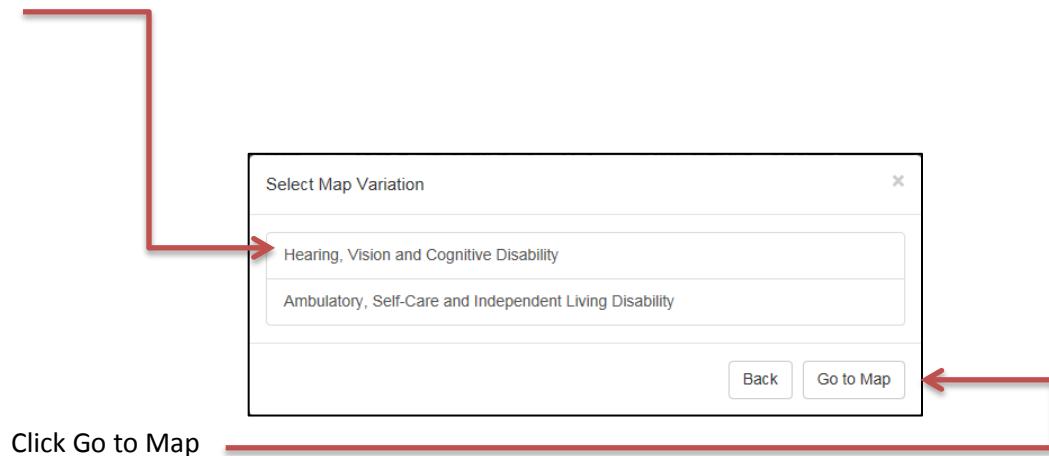
## 2.16 Map 16 - Dot density map of the population of persons with disabilities by persons with vision, hearing, cognitive, ambulatory, self-care, and independent living difficulties with R/ECAPs for Jurisdiction and Region

To locate information regarding population of persons with disabilities by persons with vision, hearing, cognitive, ambulatory, self-care, and independent living difficulties with R/ECAPs for Jurisdiction and Region, click the Map 16 - Disability by Type button located on the application wizard.



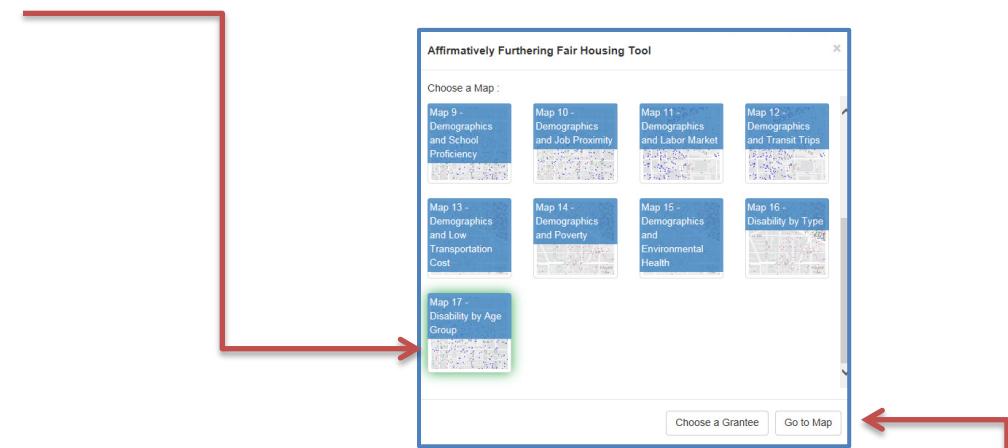
Select the Go to Map Button Located at the bottom right of the application wizard.

The Select Map Variation screen comes up, allowing you to choose Hearing, Vision and Cognitive Disability, or Ambulatory, Self-Care and Independent Living Disability.



## 2.17 Map 17 Disability by Age Group – All persons with disabilities by age range (5-17; 18-64; and 65+) dot density map with R/ECAPs for Jurisdiction and Region

To locate information regarding all persons with disabilities by age range (5-17)(18-64)(65+) with R/ECAPs, click the Map 17 – Disability by Age Group button located on the application wizard.



Select the Go to Map Button Located at the bottom right of the application wizard.

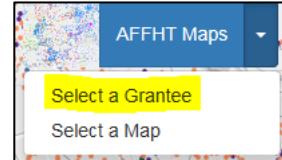
## 2.18 Zoom In/Out



There are several ways to zoom in or out on the map: Use the zoom in buttons located on the map toolbar or double-click anywhere in the map to zoom in one level and center on the mouse cursor.

## 2.19 Select a Grantee

The *Select a Grantee* screen is the landing page for AFFHT, as shown above. It allows the user to view the list of Grantees by State and Jurisdiction from the drop-down menus. You can always return to the Select a Grantee screen by selecting the AFFHT Maps button and clicking on “Select a Grantee” in the dropdown.



The following options are presented to the user:

- State selection dropdown
- Jurisdiction selection dropdown
- Toggle slider which allows the user to select either jurisdiction or region for view type
- Finally, the user can select either “Go to Map” which will display what the user has selected or the user can select “Choose a Map” which will allow the user to return the map wizard.

Affirmatively Furthering Fair Housing Tool

Step 1: Pick your state.  
OH

Step 2: Pick your jurisdiction  
Akron (CDBG, HOME, ESG)  
Alliance (CDBG)  
Barberton (CDBG)  
Bowling Green (CDBG)

Region: Akron, OH      Jurisdiction Region

Choose a Map Go to Map

## 2.20 Map Information

### Map Information

**Bowling Green (CDBG)**

**Name:** Map 17 - Disability by Age Group

**Description:** All persons with disabilities by age range (5-17)(18-64)(65+) with R/ECAPs

**Jurisdiction:** Bowling Green (CDBG)

**Region:** Toledo, OH

The *Map Information* box provides the user with detailed information as to what they are currently viewing.

- Map Number
- Map Name
- Map Description
- Jurisdiction
- Region

## 2.21 Map Layers- Legend

### Map Layers

Legend      TOC

Dot Value: 1 dot =

**Disability**

1 Dot = 75

 Disabled Ages 5-17

 Disabled Ages 18-64

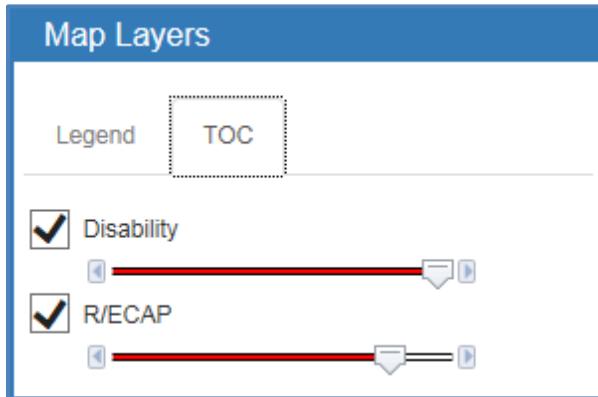
 Disabled Over 64

**R/ECAP**



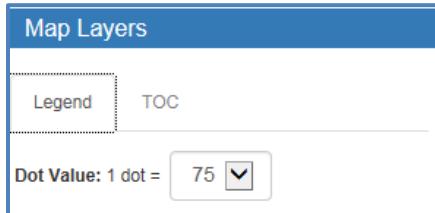
The *Legend* indicates the symbology, classifications, and color for each selected map layer.

## 2.22 Map Layers - Table of Contents



The *Table of Contents* lists all the layers on the map and shows what the features in each layer represent.

## 2.23 Dot Density Renderer



The *Dot Density Renderer* provides the ability to create dot density visualizations on data. A dot density map can be used to visualize the variation in spatial density of a discrete spatial phenomenon. The Dot Density Renderer is adjusted via a drop-down menu that allows the user to choose one value from a list. When the drop-down list is inactive, it displays a single value. When activated, it displays (drops down) a list of values, from which the user may select one. The Dot Density Renderer can be adjusted in increments of 5, starting at 1 and ending at 100. By default the Dot Density Renderer is set to 75.

Note: Dots are plotted randomly within tracts or block groups and do not represent actual locations.

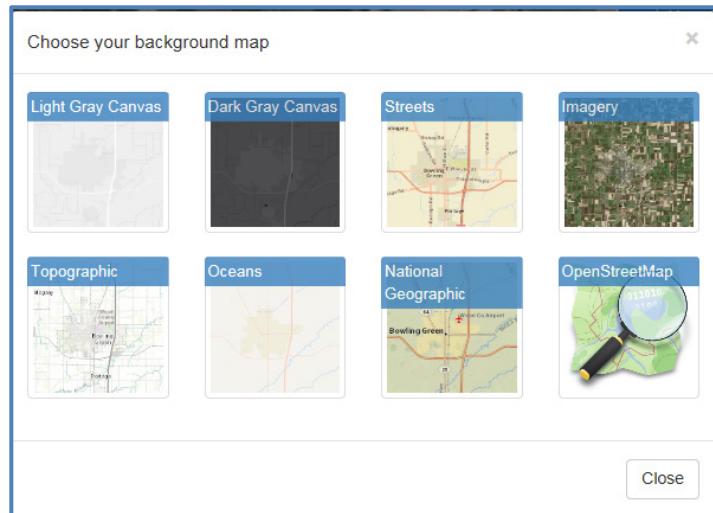
## 2.24 Specify Background Button



From the *Background* button, the user can specify one of eight (8) detail levels for a displayed map background:

- **Light Gray Canvas** - Draws attention to your thematic content by providing a neutral background with minimal colors, labels, and features

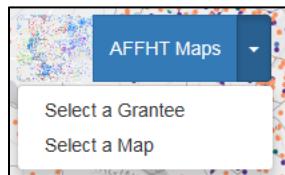
- **Dark Gray Canvas** - Draws attention to your thematic content by providing a dark background with minimal colors, labels, and features
- **Streets** - Presents highway-level data for the world and street-level data
- **Imagery** – Displays imagery plus layers showing boundaries, places, and transportation including street names
- **Topographic** – Displays topographic map which includes boundaries, cities, water features, physiographic features, parks, landmarks, transportation, and buildings
- **Oceans** – Displays as a basemap which includes bathymetry, surface and subsurface feature names, and derived depths. This map is designed to be used as a basemap by marine GIS professionals and as a reference map by anyone interested in ocean data.
- **National Geographic** – Presents as a general reference map for informational and educational purposes as well as used as a basemap by GIS professionals and other users for creating web maps and web mapping applications
- **OpenStreetMap** – Displays a map based upon a collaborative project that creates a free editable map of the world



## 2.25 AFFHT Maps Button



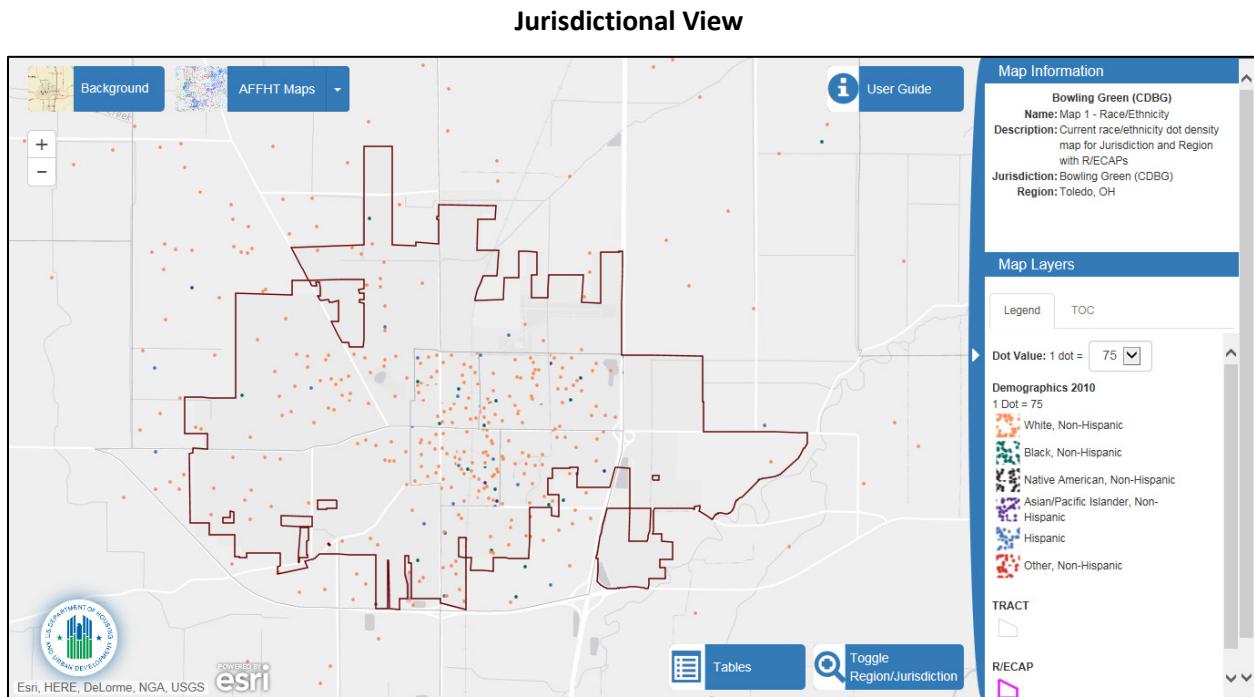
From the *AFFHT Maps* button, the user can select one of the seventeen (17) maps. The pull-down menu on the *AFFHT Maps* button not only allows you to select a map but also to change grantees. Choose Select a Grantee to choose the State and Jurisdiction. Choose Select a Map to navigate directly to the Choose a Map screen.



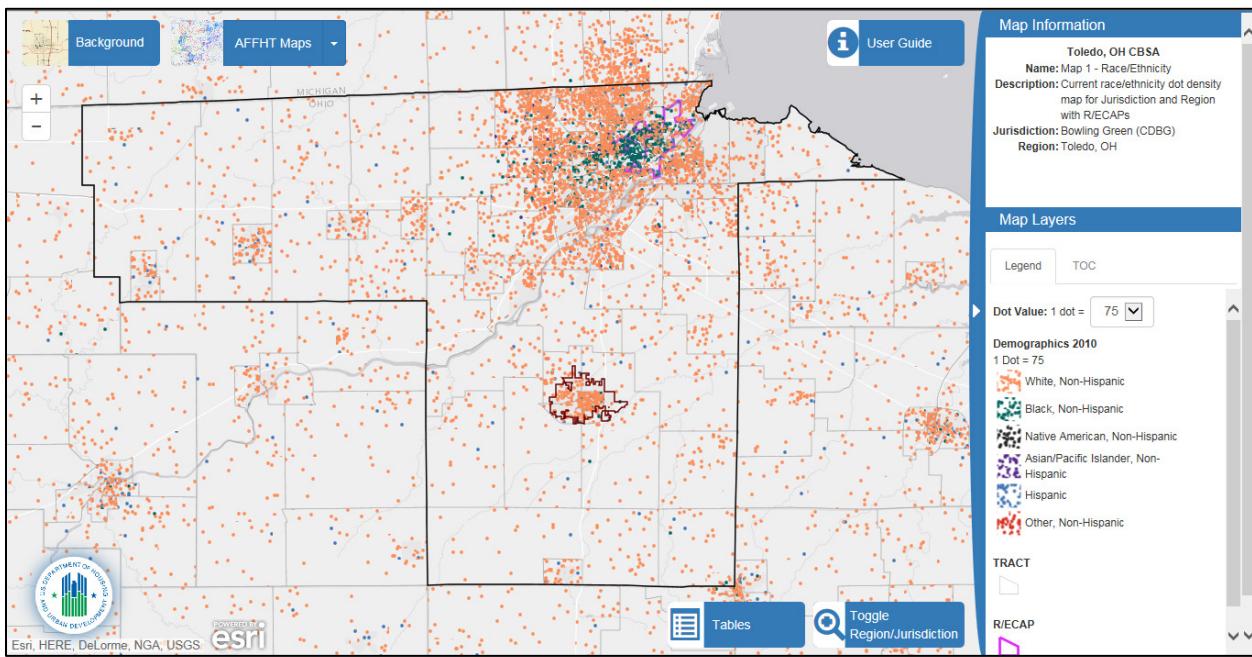
## 2.26 Toggle Jurisdiction/Region Button



The *Toggle Jurisdiction/Region* button allows the user to switch back and forth between two alternate views on the screen.

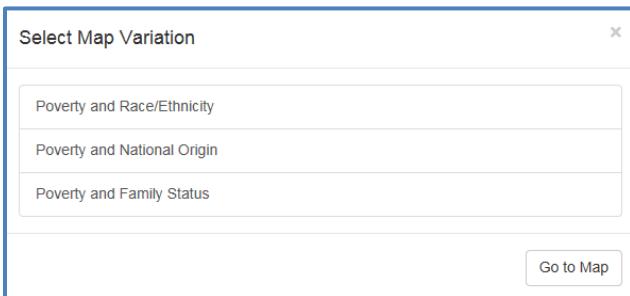


## Regional View



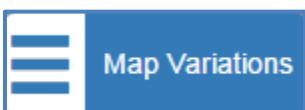
## 2.27 Select Map Variation

The *Select Map Variation* pop-up window allows the user to pick amongst variations of the selected map. Select the correct map variation that is appropriate and then select *Go to Map*.



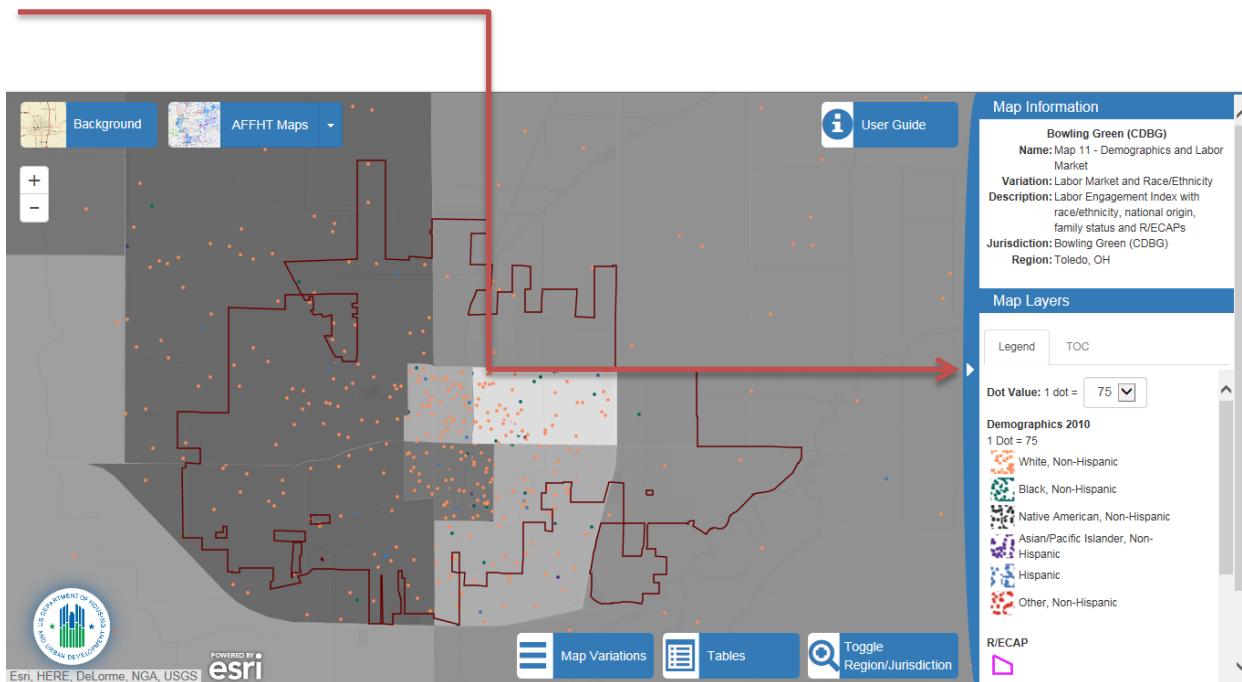
## 2.28 Map Variations Button

The *Map Variations* button allows the user to pick amongst variations of the selected map.



## 2.29 Hide/Show Legend Area on Map

The user can hide or show the Legend area by clicking the edge of the Legend area as shown. When the clicked, the Legend area disappears. Then when clicked again, the Legend area reappears.



## 3. Report Capabilities

The following reports are available:

- Table 1 Demographics – Tabular demographic data for Jurisdiction and Region (including total population, the number and percentage of persons by race/ethnicity, national origin (10 most populous), LEP (10 most populous), disability (by disability type), sex, age range (under 18, 18-64, 65+), and households with children)
- Table 2 Demographic Trends – Tabular demographic trend data for Jurisdiction and Region (including the number and percentage of persons by race/ethnicity, total national origin (foreign born), total LEP, sex, age range (under 18, 18-64, 65+), and households with children)
- Table 3 Racial/Ethnic Dissimilarity – Tabular race/ethnicity dissimilarity index for Jurisdiction and Region
- Table 4 R/ECAP Demographics – Tabular data for the percentage of racial/ethnic groups, families with children, and national origin groups (10 most populous) for the Jurisdiction and Region who reside in R/ECAPs

- Table 5 Publicly Supported Housing Units by Program Category – Tabular data for total units by 4 categories of publicly supported housing in the Jurisdiction (Public Housing, Project-Based Section 8, Other Multifamily, Housing Choice Voucher (HCV) Program) for the Jurisdiction
- Table 6 Publicly Supported Housing Residents by Race/Ethnicity – Tabular race/ethnicity data for 4 categories of publicly supported housing (Public Housing, Project-Based Section 8, Other Multifamily, HCV) in the Jurisdiction compared to the population as a whole, and to persons earning 30% AMI, in the Jurisdiction
- Table 7 R/ECAP and Non-R/ECAP Demographics by Publicly Supported Housing Program Category – Tabular data on publicly supported housing units and R/ECAPs for the Jurisdiction
- Table 8 Demographics of Publicly Supported Housing Developments by Program Category – Development level demographics by Public Housing, Project-Based Section 8, and Other Multifamily for the Jurisdiction
- Table 9 Demographics of Households with Disproportionate Housing Needs – Tabular data of total households in the Jurisdiction and Region and the total number and percentage of households experiencing one or more housing burdens by race/ethnicity and family size in the Jurisdiction and Region
- Table 10 Demographics of Households with Severe Housing Cost Burden – Tabular data of the total number of households in the Jurisdiction and Region and the number and percentage of households experiencing severe housing burdens by race/ethnicity for the Jurisdiction and Region
- Table 11 Publicly Supported Housing by Program Category: Units by Number of Bedrooms and Number of Children – Tabular data on the number of bedrooms for units of 4 categories of publicly supported housing (Public Housing, Project-Based Section 8, Other Multifamily, HCV) for the Jurisdiction
- Table 12 Opportunity Indicators by Race/Ethnicity – Tabular data of opportunity indices for school proficiency, jobs proximity, labor-market engagement, transit trips, low transportation cost, low poverty, and environmental health for the Jurisdiction and Region by race/ethnicity and among households below the Federal poverty line~~~~~
- Table 13 Disability by Type – Tabular data of persons with vision, hearing, cognitive, ambulatory, self-care, and independent living disabilities for the Jurisdiction and Region
- Table 14 Disability by Age Group – Tabular data of persons with disabilities by age range (5-17, 18-64, and 65+) for the Jurisdiction and Region
- Table 15 Disability by Publicly Supported Housing Program Category – Tabular data on disability and publicly supported housing for the Jurisdiction and Region

## **3.1 Report Procedures**

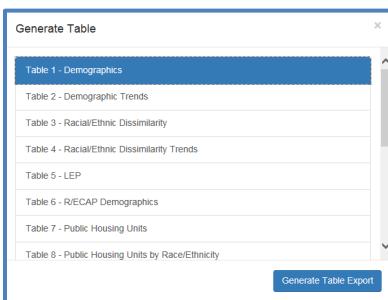
### **3.1.1 Tables Button**

The *Tables* button allows the user to access reports.



### 3.1.2 Generate Table

The Generate Table pop-up allows user to access to picks amongst 15 different tables and export the results to an Excel file.

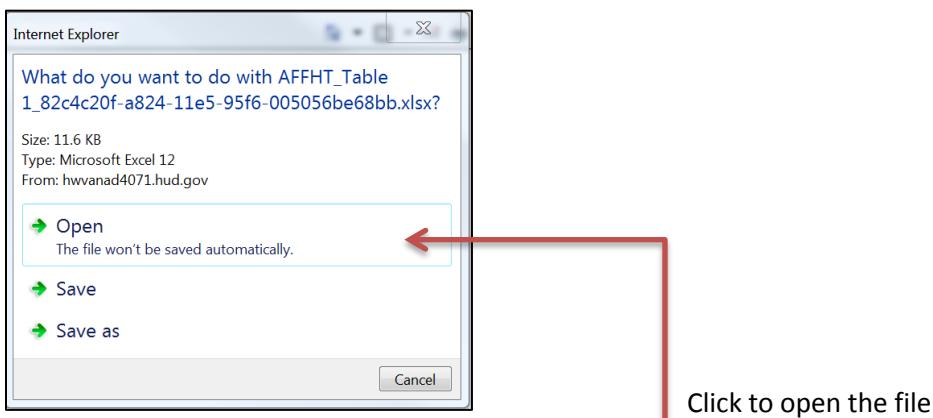


After you click the Generate Table Export button **Generate Table Export**,

you will get a Generating Table File... message until the Download Table File clickable link

**Download Table File** appears when the Excel file is ready to download.

Click the link to download the file. Depending on your browser, you will get a message similar to the one below asking what you want to do with the file. Shown is an example from Internet Explorer.

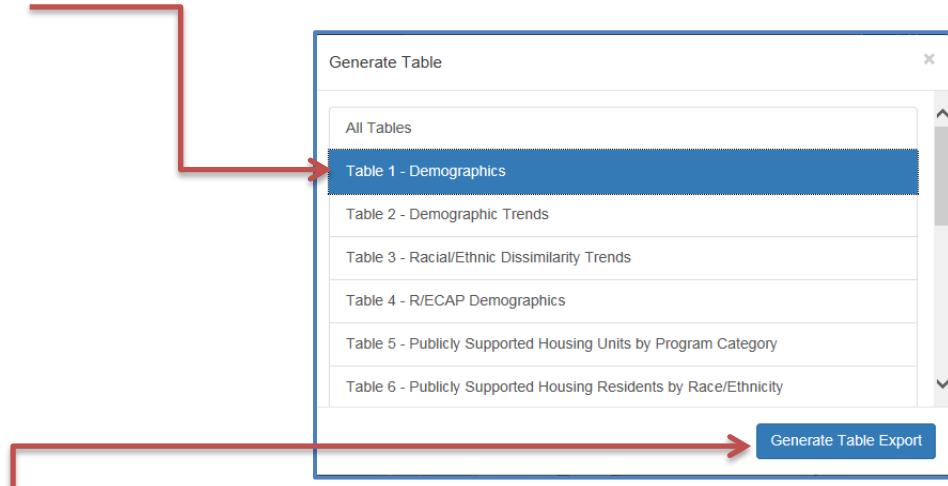


The popup will close. You may then close the Excel file to go back to the Generate Table popup.

The following sections show how to select and generate a report for each table.

### 3.1.3 Table 1 – Demographics

To access information regarding demographics, click the Table 1 - Demographics button located in the Generate Table pop-up.

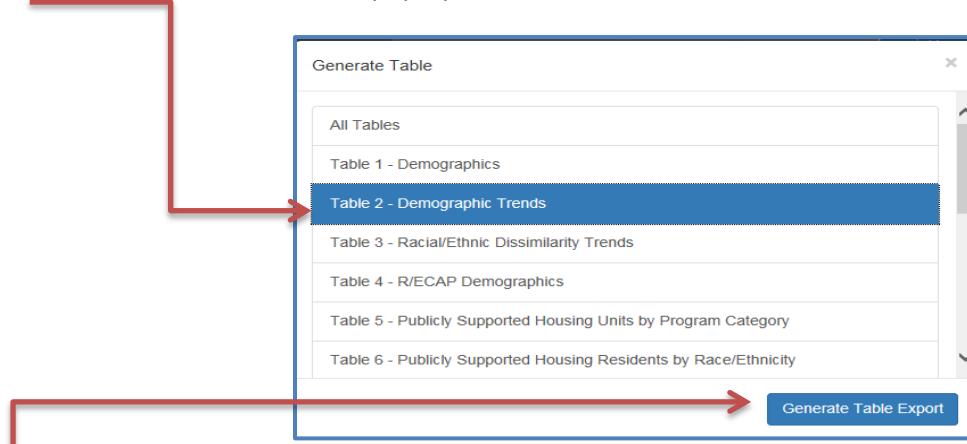


Select the Generate Table Export button located at the bottom right of the pop-up.

Follow instructions in section 3.1.2 for opening or saving the generated Excel file.

### 3.1.4 Table 2 - Demographics Trends

To access information regarding demographic trends, click the Table 2 - Demographics Trends button located in the Generate Table pop-up.



Select the Generate Table Export button located at the bottom right of the pop-up.

Follow instructions in section 3.1.2 for opening or saving the generated Excel file.

### 3.1.5 Table 3 - Racial/Ethnic Dissimilarity Trends

To access information regarding Racial/Ethnic Dissimilarity Trends, click the Table 4- Racial/Ethnic Dissimilarity Trends button located in the Generate Table pop-up.

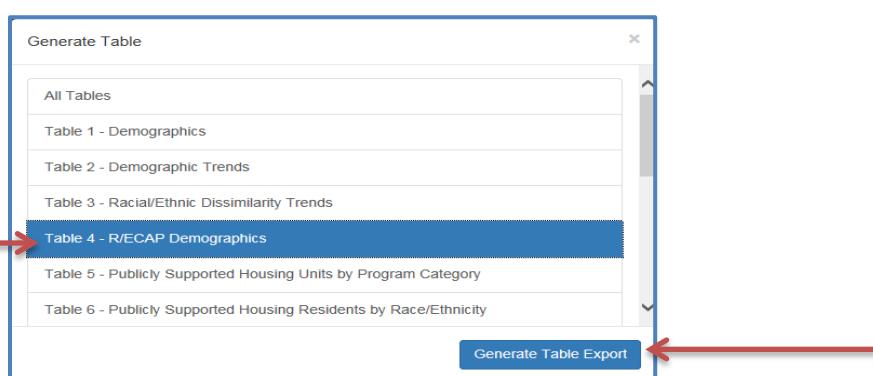


Select the Generate Table Export button located at the bottom right of the pop-up.

Follow instructions in section 3.1.2 for opening or saving the generated Excel file.

### 3.1.6 Table 4 – R/ECAP Demographics

To access information regarding R/ECAP Demographics, click the Table 4 – R/ECAP Demographics button located in the Generate Table pop-up.

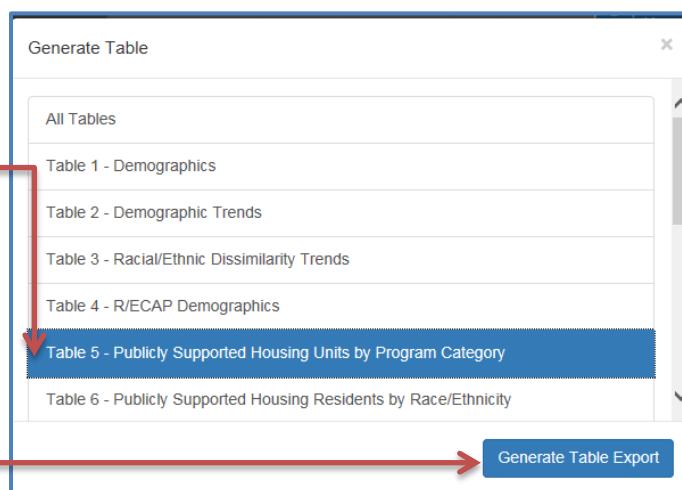


Select the Generate Table Export button located at the bottom right of the pop-up.

Follow instructions in section 3.1.2 for opening or saving the generated Excel file.

### 3.1.7 Table 5 – Publicly Supported Housing Units by Program Category

To access information regarding Publicly Supported Housing Units by Program Category, click the Table 5 - Publicly Supported Housing Units by Program Category button located in the Generate Table pop-up.

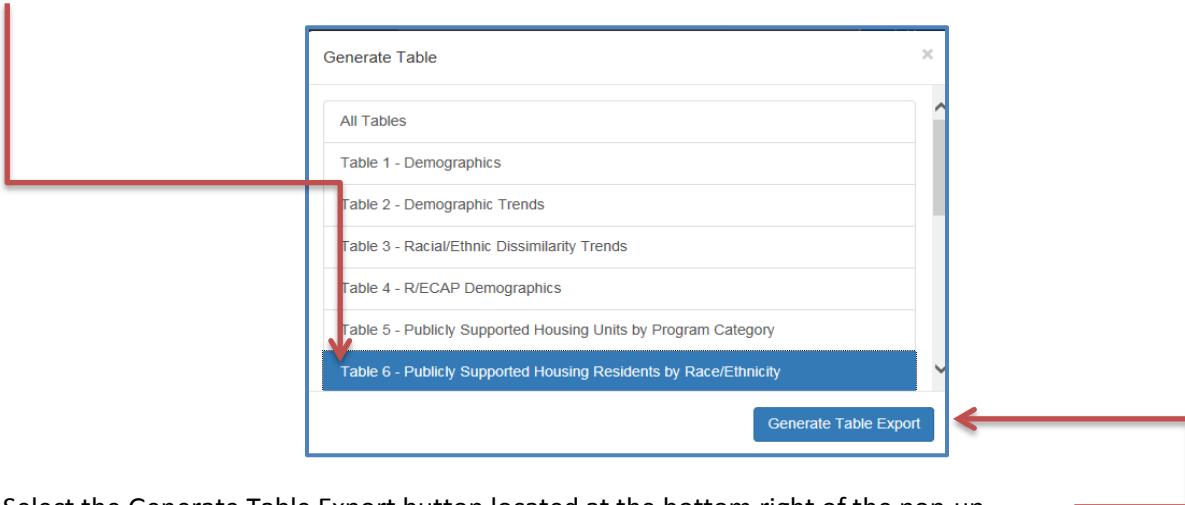


Select the Generate Table Export button located at the bottom right of the pop-up.

Follow instructions in section 3.1.2 for opening or saving the generated Excel file.

### **3.1.8 Table 6 – Publicly Supported Housing Residents by Race/Ethnicity**

To access information regarding Publicly Supported Housing Residents by Race/Ethnicity, click Table 6 - Publicly Supported Housing Residents by Race/Ethnicity button located in the Generate Table pop-up.

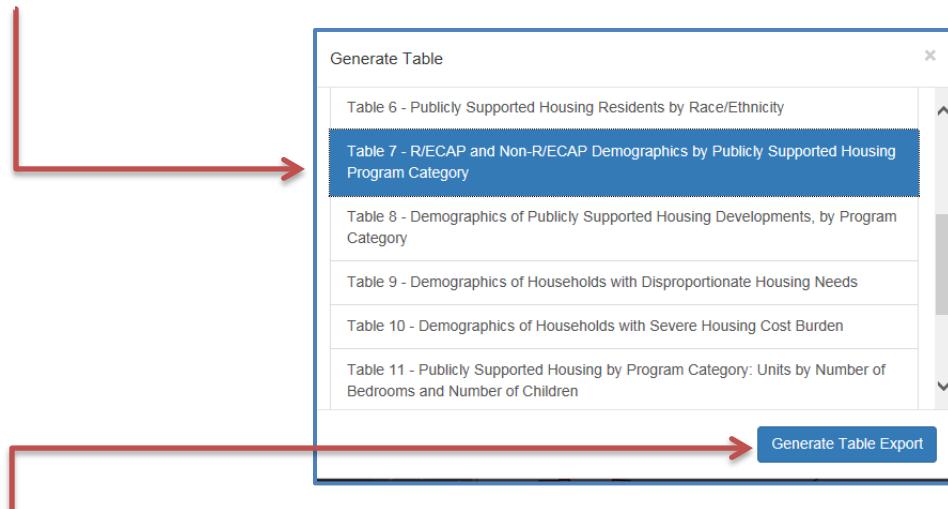


Select the Generate Table Export button located at the bottom right of the pop-up.

Follow instructions in section 3.1.2 for opening or saving the generated Excel file.

### **3.1.9 Table 7 – R/ECAP and Non-R/ECAP Demographics by Publicly Supported Housing Program Category**

To access information regarding R/ECAP and Non-R/ECAP Demographics by Publicly Supported Housing Program Category, click the Table 7 - R/ECAP and Non-R/ECAP Demographics by Publicly Supported Housing Program Category button located in the Generate Table pop-up.

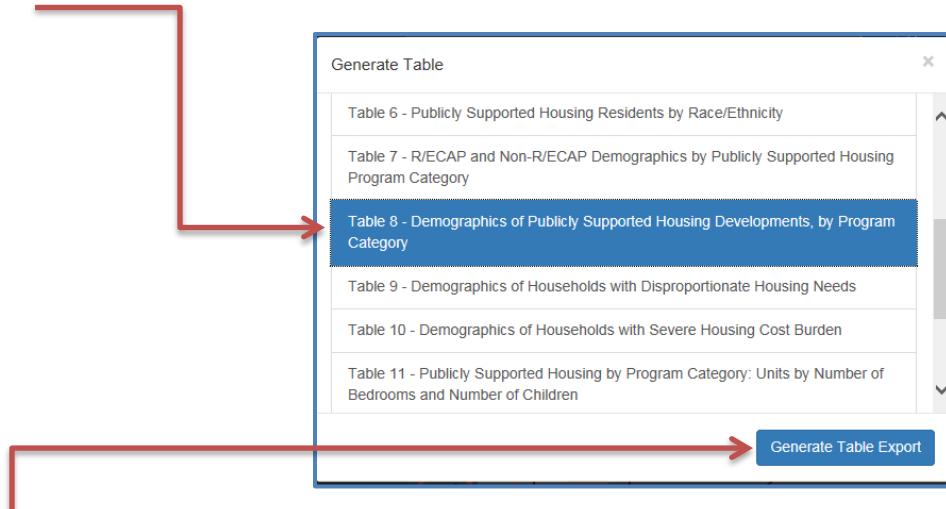


Select the Generate Table Export button located at the bottom right of the pop-up.

Follow instructions in section 3.1.2 for opening or saving the generated Excel file.

### **3.1.10 Table 8 – Demographics of Publicly Supported Housing Developments by Program Category**

To access information regarding Demographics of Publicly Supported Housing Developments by Program Category, click the Table 8 - Demographics of Publicly Supported Housing Developments by Program Category button located in the Generate Table pop-up.

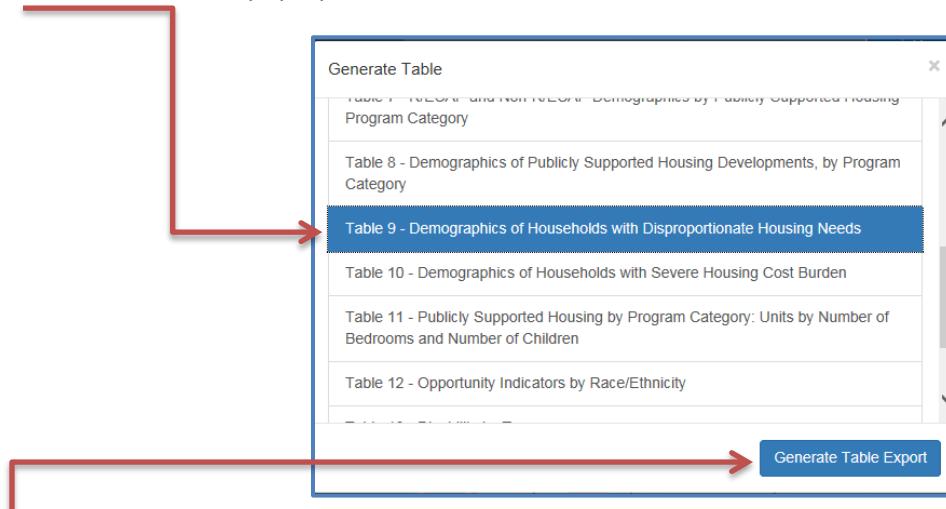


Select the Generate Table Export button located at the bottom right of the pop-up.

Follow instructions in section 3.1.2 for opening or saving the generated Excel file.

### **3.1.11 Table 9 - Demographics of Households with Disproportionate Housing Needs**

To access information regarding Demographics of Households with Disproportionate Housing Needs, click the Table 9 - Demographics of Households with Disproportionate Housing Needs button located in the Generate Table pop-up.

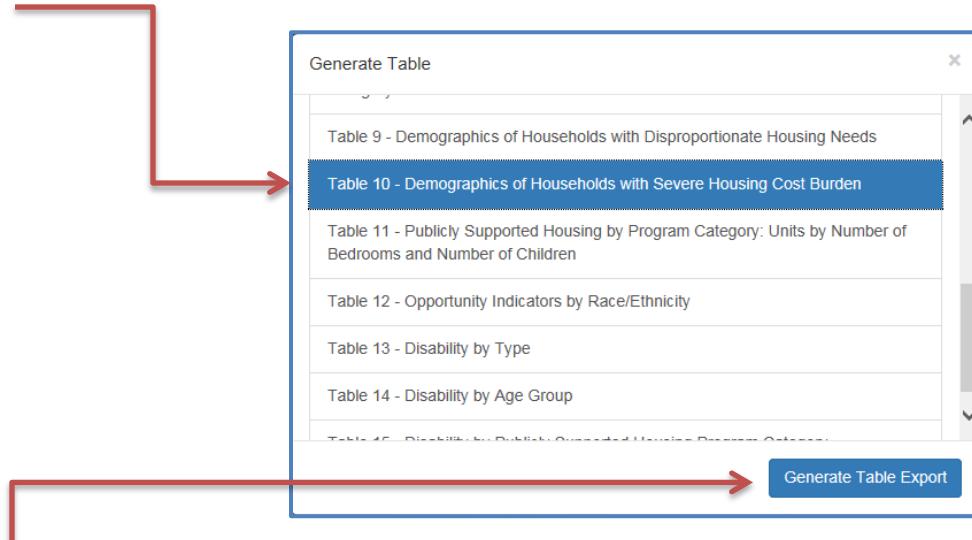


Select the Generate Export Table button located at the bottom right of the pop-up.

Follow instructions in section 3.1.2 for opening or saving the generated Excel file.

### 3.1.12 Table 10 - Demographics of Households with Severe Housing Cost Burden

To access information regarding Demographics of Households with Severe Housing Cost Burden, click the Table 10 - Demographics of Households with Severe Housing Cost Burden button located in the Generate Table pop-up.

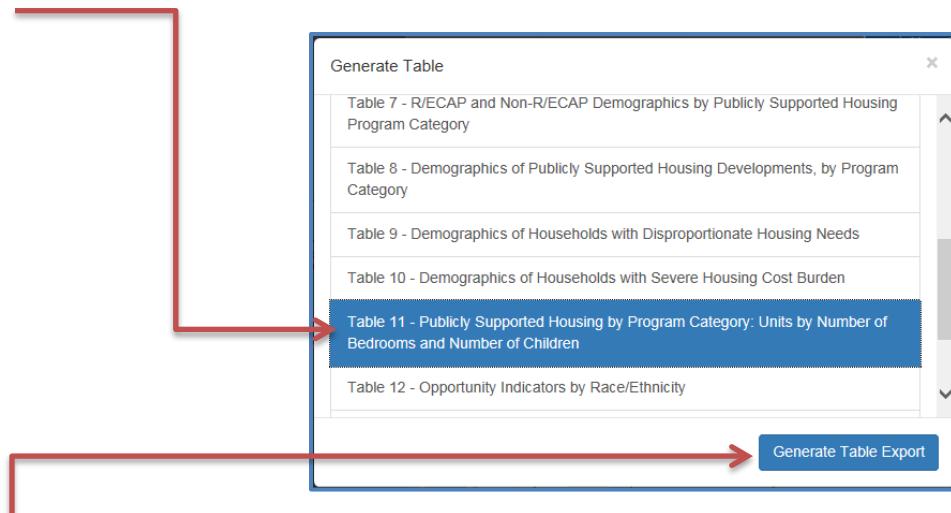


Select the Generate Table Export button located at the bottom right of the pop-up.

Follow instructions in section 3.1.2 for opening or saving the generated Excel file.

### **3.1.13 Table 11 – Publicly Supported Housing by Program Category: Units by Number of Bedrooms and Number of Children**

To access information regarding Publicly Supported Housing by Program Category: Units by Number of Bedrooms and Number of Children, click Table 11 - Publicly Supported Housing by Program Category: Units by Number of Bedrooms and Number of Children button located in the Generate Table pop-up.

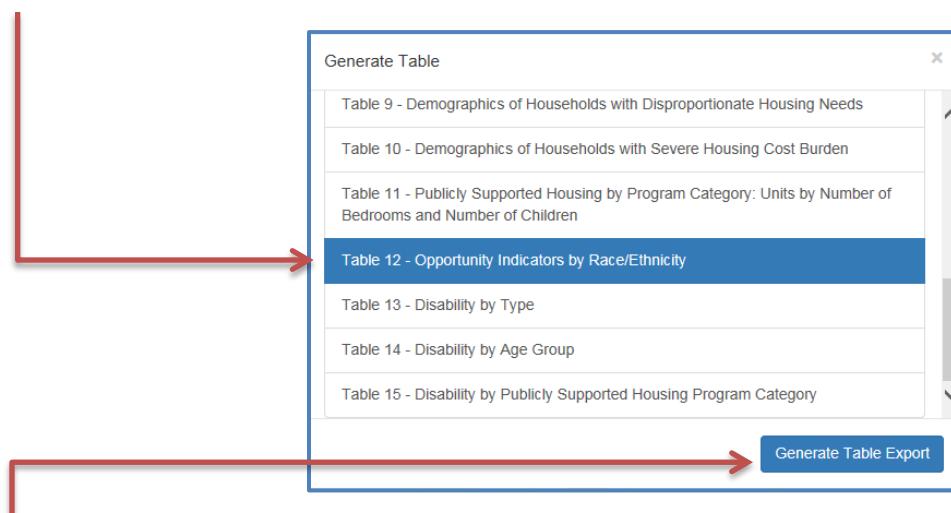


Select the Generate Table Export button located at the bottom right of the pop-up.

Follow instructions in section 3.1.2 for opening or saving the generated Excel file.

### **3.1.14 Table 12 – Opportunity Indicators by Race/Ethnicity**

To access information regarding the Opportunity Indicators by Race/Ethnicity, click the Table 12 - Opportunity Indicators by Race/Ethnicity button located in the Generate Table pop-up.

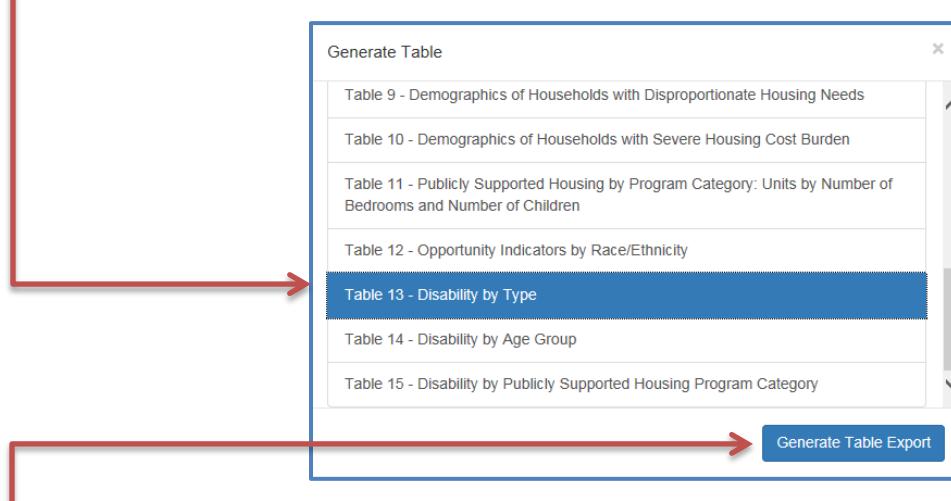


Select the Generate Table Export button located at the bottom right of the pop-up.

Follow instructions in section 3.1.2 for opening or saving the generated Excel file.

### 3.1.15 Table 13 – Disability by Type

To access information regarding Disability by Type, click the Table 13 – Disability by Type button located in the Generate Table pop-up.

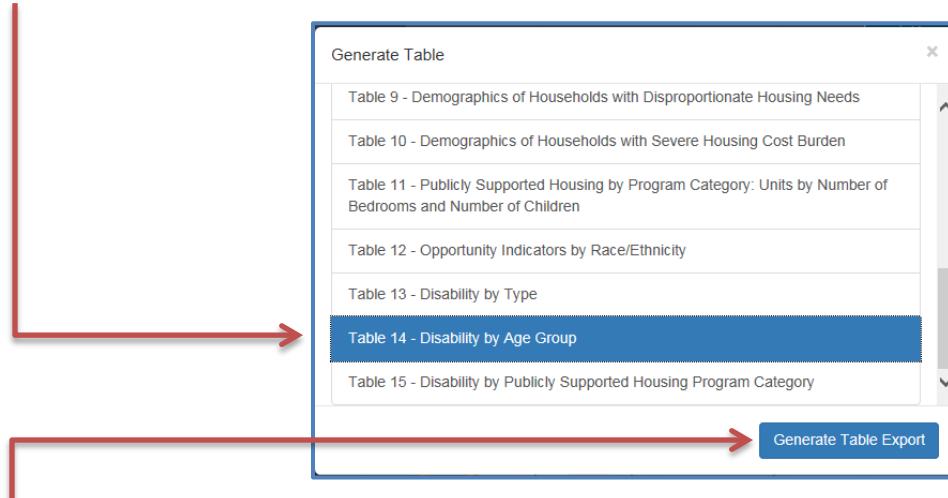


Select the Generate Table Export button located at the bottom right of the pop-up.

Follow instructions in section 3.1.2 for opening or saving the generated Excel file.

### **3.1.16 Table 14 – Disability by Age Group**

To access information regarding Disability by Age Group, click the Table 14 - Disability by Age Group button located in the Generate Table pop-up.

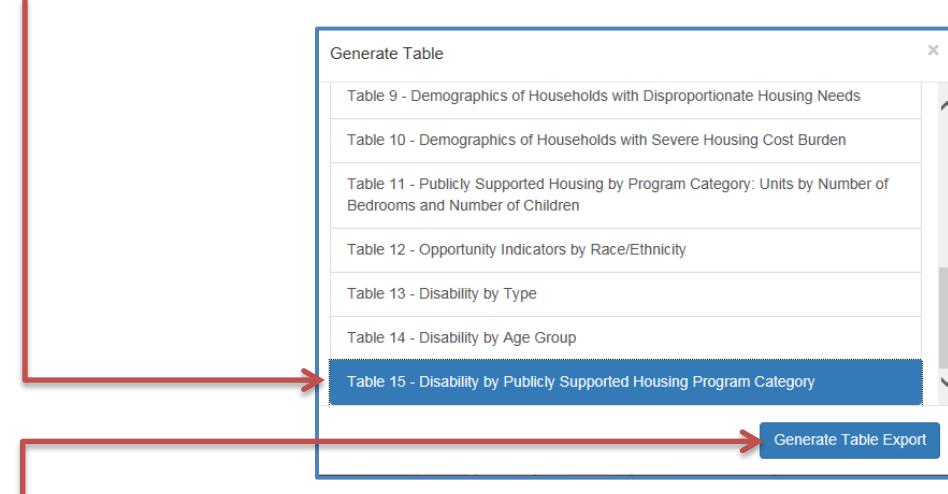


Select the Generate Table Export button located at the bottom right of the pop-up.

Follow instructions in section 3.1.2 for opening or saving the generated Excel file.

### **3.1.17 Table 15 - Disability by Publicly Supported Housing Program Category**

To access information regarding Disability by Publicly Supported Housing Program Category, click the Table 15 - Disability by Publicly Supported Housing Program Category button located in the Generate Table pop-up.



Select the Generate Table Export button located at the bottom right of the pop-up.

Follow instructions in section 3.1.2 for opening or saving the generated Excel file.

## **4. Getting Help**

If you have any questions regarding the AFFH Data and Mapping Tool please go to the HUD Exchange by visiting, <https://www.hudexchange.info/affh>, and submit the question through the ask-a-question feature. HUD staff will work to provide you with answers. Please stay connected to HUD Exchange to access AFFH resources such as trainings, fact sheets and guidance materials.