



March 20, 2023

Via Upload: www.muckrock.com/respond/1452091

Mr. Todd Feathers
MuckRock News
DEPT MR 142816
263 Huntington Avenue
Boston, MA 02115

Re: March 13, 2023, Public Records Request

Dear Mr. Feathers:

This letter is in response to your public records request received by the Housing Authority of New Orleans (HANO) on March 13, 2023, seeking:

“...all algorithmic tools developed in-house by your agency, purchased for use by your agency, or otherwise used by your agency since Jan. 1, 2018. Such algorithmic tools include, but are not limited to, models for:

- Tenant screening
- Fraud detection
- Risk scoring
- Rate setting (e.g. for rent, utilities, or other fees)
- Maintenance/repair/budget allocation
- Investigations (e.g., crime hotspot prediction, facial recognition, complaint prioritization)
- Unit/voucher prioritization (e.g. models used to rank potential tenants or match them with available units)
- Advertising/outreach prioritization (e.g. models used to decide where or to which groups to advertise).

For each algorithmic tool your agency has used since Jan. 1, 2018, I request the following records:

- 1) Executive summaries, project overviews, or comparable records that describe the scope and purpose of the algorithmic tool.
- 2) Contracts, statements of work, successful RFP submissions and bid packets, or comparable records that describe the purchase and/or construction of the algorithmic tool.

3) User handbooks, guides, training manuals, agency policies, or comparable records that describe the tool's functions and its appropriate uses.

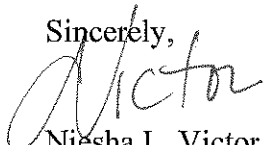
4) The data dictionary, data library, or comparable document that defines the data fields used by the algorithmic tool...”

Please be advised that HANO does not employ or make use of algorithmic tools to accomplish the following tasks:

- Tenant Screening, Fraud Detection and Risk Scoring: HANO maintains a database of applicants who are screened by HANO employees based on HUD guidelines.
- Rate Setting: HANO uses AffordableHousing.com to determine rent reasonableness and uses HUD guidelines to determine the agency's portion of utility payments.
- Maintenance/Repair/Budget Allocation: HANO's Board of Commissioners, Executive Director and Finance Department determine the budget for maintenance and repairs.
- Investigations: The HANO Police Department investigates complaints and any criminal issues.
- Advertising: No advertising made/used for targeted advertising.

Please do not hesitate to contact me with any questions or concerns.

Sincerely,



Niesha L. Victor
Paralegal