

SEATTLE HOUSING AUTHORITY

MOVING TO NEW WAYS DEMONSTRATION PROGRAM FISCAL YEAR 2008 ANNUAL PLAN



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SEATTLE HOUSING AUTHORITY

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Cover photos:

(Top) Community members at a Yesler Terrace international games event.
(Bottom) Construction at High Point.

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EXECUTIVE SUMMARY

What is “Moving To new Ways”?

The Seattle Housing Authority (SHA) is one of about 24 housing authorities across the country participating in the U.S. Department of Housing and Urban Development (HUD) “Moving To new Ways” (MTW) Demonstration Program, which allows SHA to test innovative methods to improve housing services and to better meet local needs.¹ As a participant in MTW, SHA may propose and implement alternatives to federal regulations for certain issues spelled out in a 1999 agreement between HUD and SHA. Fiscal year 2008 will be SHA’s tenth year in MTW.

Every year SHA adopts a plan that describes activities planned for the following fiscal year.² At the end of the year, SHA prepares a report describing its accomplishments.

Stakeholder involvement

As part of developing the MTW Plan and annual budget, SHA provides opportunities for public review and comment. The primary opportunity is a public hearing. Residents are notified of the hearing through *The Voice* (a monthly newspaper for SHA residents), a notice on rent statements, posters in SHA buildings, and a letter to about 120 resident leaders. The public is informed via SHA’s free monthly e-mail newsletter, *Building*

¹ Because HUD’s name for the demonstration, “Moving To Work,” sounded like a jobs program for SHA residents, the demonstration has been renamed, “Moving To new Ways,” to keep the acronym and avoid confusion over the program’s purpose.

² In FY 2007, SHA’s fiscal year was changed from October 1 through September 30 to January 1 through December 31.

Community, which reaches about 1,300 subscribers, and through posting on www.seattlehousing.org and an ad in the Seattle/King County newspaper of record, the *Daily Journal of Commerce*.

Public hearing: A public hearing was held on September 17, 2007. About 40 people attended, including residents of various SHA housing programs and others. The draft plan and annual budget were presented and testimony taken, followed by a general question and answer period.

Joint Policy Advisory Committee: JPAC, made up of resident representatives who advise SHA on issues of concern to residents, discussed major plan activities on September 11 and 13, 2007. In total, about 50 resident leaders attended.

What is in this plan?

The Annual Plan follows an outline established in the MTW agreement:

Section I: Households Served projects the number and characteristics of households in SHA housing programs and on wait lists for housing assistance for the next fiscal year.

Section II: Occupancy and Admissions Policies provides updates on adopted policies and describes new policies to be developed or implemented in 2008.

Section III: Changes in Housing Stock describes how and why SHA housing resources will change during the year.

Section IV: Sources and Amounts of Funding estimates 2008 revenues.

Section V: Uses of Funds compares the 2008 and FY 2007 budgets, and describes the level and adequacy of financial reserves. This

section also describes redevelopment activities and organizational and administrative improvements for the year.

Section VI: Capital Planning lists capital, disposition, demolition, and homeownership activities in 2008.

Section VII: Owned and Managed Units projects performance on required indicators in public housing: vacancy rates, rent collection, work orders and inspections.

Section VIII: Administration of Leased Housing projects performance on selected

indicators and describes new policies for the Housing Choice Voucher Program.

Section IX: Resident Programs describes 2008 community and supportive services.

Moving to new Ways priorities for 2008

SHA's MTW agreement with HUD contains a specific list of activities for which SHA may exercise its MTW flexibility. MTW activities for 2008 are described in the table below.

MTW Areas for Innovation	Activity in 2008
Areas for innovation – proposed or potential new activity in 2008	
Adopt a policy for project-basing Housing Choice Vouchers to meet local needs.	SHA will continue implementing the project-basing policy adopted in FY 2001. In 2008 SHA may raise the maximum percentage of vouchers that may be project-based. SHA will also continue piloting the “provider-based” program that ties supportive services with housing subsidy, especially for the homeless.
Simplify, streamline and enhance management and maintenance.	SHA will continue to use HUD's asset management model as a guide. Where HUD's model is inconsistent with SHA's MTW block grant, creates unnecessary inefficiencies in SHA's financial management practices, or fails to recognize unique local conditions, SHA will employ local asset management strategies consistent with OMB Circular A-87. SHA may enable project-based Housing Choice Vouchers and low-income public housing to operate seamlessly in communities that operate both programs. SHA will also develop and begin implementing a plan for efficiently providing future space requirements for administrative, maintenance, and client services based on a comprehensive facilities assessment conducted in FY 2007.
Create new public housing rent policy to foster resident self-sufficiency while reducing administrative burden and respecting residents' privacy.	At the close of FY 2007, effects of the MTW rent policy adopted in June 2005 (Resolution 4785) on tenant self-sufficiency and SHA rent revenues will be evaluated. Changes to policies or procedures may be needed to address issues identified through this evaluation or to maintain compliance with tax credit rules.
Deploy a cost-benefit and risk management approach for property inspections in lieu of HUD requirements for comprehensive annual inspections.	The public housing inspection protocol began in FY 2003; no changes are planned for 2008. SHA continues to evaluate options for inspecting Housing Choice Voucher units.

MTW Areas for Innovation	Activity in 2008
Create site-based wait lists (applicant choice policy).	Effects of the applicant choice policy will continue to be evaluated. The policy or procedures may be refined to streamline admissions, support implementation of the King County Ten-Year Plan to End Homelessness or ensure consistency with low-income housing tax credit rules. Affirmative fair marketing will continue to be implemented.
Tailor the Housing Choice Voucher Tenant-Based Assistance Program to local needs.	In 2008 SHA may develop limitations or conditions for tenants living in subsidized housing to be eligible to participate in the Housing Choice Voucher program. SHA may also explore replacing the rent reasonable determination for rent increase requests with more efficient limitations on rent levels.
Create a new lease and community rules based on proven private management models.	NewHolly, Rainier Vista and High Point leases, which are based on private management models, emphasize curb appeal, and require residents to pay their own utilities. In 2008 SHA may implement new grievance hearing procedures for these communities described in Section II.
Replace HUD investment policies with State of Washington investment policies.	In 2008 SHA will review its investment policies and industry best-practices and may revise investment practices.
Areas for innovation - ongoing implementation in 2008	
Create mandatory self-sufficiency program participation requirements for residents who are employable but not currently employed.	Self-sufficiency requirements at NewHolly, Rainier Vista and High Point include an employment assessment for every family and a self-sufficiency plan for every adult household member. SHA also implements the HUD Community Service and Self-Sufficiency Requirement.
Operate Family Self-Sufficiency (FSS) to meet locally defined needs.	In 2008 SHA will continue developing and implementing FSS program changes initiated in FY 2007. These include selection preference; length, form, and other terms of FSS participation contracts; FSS graduation requirements; and escrow calculation, investment, and withdrawal policies.
Combine public housing operating and capital funds and tenant-based voucher assistance into a single budget where sources are interchangeable. Establish obligation and expenditure timelines in the Annual MTW Plan instead of adhering to HUD timelines.	SHA will continue these practices in 2008. SHA expects to prepare its 2007 financial statements and audit to reflect the MTW Block Grant by consolidating MTW Block Grant sources and uses in SHA's balance sheet and income statements, as represented in the Comprehensive Annual Financial Report. SHA will also continue to leverage its MTW block grant funds to complement and further advance public housing and other affordable housing program expansion and stabilization goals.
Maintain an operating reserve consistent with sound housing management practices.	In 2008 SHA will review its reserve policies and practices and formalize/revise reserve policies and implementation plans to conform with best prudent practices and guidance.
Create Jobs and Resource Centers in large SHA family public housing communities.	Grant funding and MTW block grant funds support The Job Connection at Yesler Terrace, NewHolly, Rainier Vista, High Point and in north Seattle. In 2008 SHA will look for grants and support partners' fundraising to maintain the highest possible level of service.

MTW Areas for Innovation	Activity in 2008
Cooperate with other housing authorities to further MTW goals.	SHA's participation in Sound Families with six regional housing authorities and several local governments will continue in 2008. As part of work with the Committee to End Homelessness in King County, SHA and King County Housing Authority (also an MTW agency) are cooperating in using MTW authority to leverage local government and philanthropic funding for significantly increased amounts of service-enriched housing.
Simplify and streamline HUD approval for homeownership, mixed finance agreements, partnerships and property demolition and disposition.	SHA anticipates using HUD's new Streamlined Application Process in Public/Private Partnerships for the Mixed-Finance Development of Public Housing Units. In 2004, SHA negotiated a streamlined demolition/disposition protocol with HUD. This protocol will continue to be used in 2008.
Deploy a cost-benefit approach for resource conservation in lieu of HUD-required energy audits every five years.	The resource conservation protocol adopted in FY 2003 continues to be implemented.
Purchase properties without prior HUD approval so long as HUD site selection criteria are met.	Under MTW, SHA has purchased several properties without prior HUD approval. This practice will continue in 2008 with purchases to replace disposed-of or demolished public housing. SHA follows an acquisition protocol to ensure appropriate review and documentation of purchases.
Use SHA's own form of construction contract rather than the HUD-prescribed form.	SHA has exercised this flexibility for the last several years. While the SHA construction contract retains HUD requirements, it provides enhanced protection for the housing authority, for example by specifying alternative dispute resolution methods that reduce risk and cost.
Areas for innovation - MTW flexibility not currently being exercised	
Adopt an alternative procurement system that is competitive and results in SHA paying reasonable prices to qualified contractors.	SHA's procurement policies are currently consistent with federal regulations. In 2008 SHA may design and implement policies consistent with the new Washington State "Responsible Bidders" legislation while continuing to comply with federal procurement statutory requirements.
Establish reasonable, modest design, unit size and unit amenity guidelines for development and redevelopment activities.	Through its various HOPE VI projects SHA has established such guidelines without the need to utilize MTW flexibility.
Replace HUD's Total Development Cost (TDC) limits with reasonable limits that reflect the local market place for quality construction.	If HUD's TDCs fall behind increases in the price of building supplies, SHA will adjust TDCs to local conditions.
SHA may enter into contracts with any related nonprofit.	SHA does not anticipate utilizing MTW authority to enter into contracts with related nonprofits in 2008.
Merge Housing Choice vouchers and certificates into a single program.	All remaining certificates were converted to vouchers in FY 2007.

Other activities

Meeting Seattle's housing needs

Community revitalization

SHA will both continue several revitalization activities throughout Seattle and explore new opportunities. Community revitalization activities in 2008 will include:

High Point and Rainier Vista: New low-income and workforce housing completed in High Point Phase II. Continued infrastructure work and beginning of construction of new rental housing in Phase II of Rainier Vista. Start of construction for the High Point Neighborhood Center and completion of the new Rainier Vista Boys and Girls Club. Homes for sale built by private builders in High Point and Rainier Vista.

homeWorks: Continue "homeWorks," a five-year capital program involving bond- and tax credit-financing to renovate 22 public housing high-rises, including comprehensive rehabilitation of building systems and common areas.

Yesler Terrace: Begin to develop a formal plan for the future of Yesler Terrace using the guiding principles established in 2007.

Scattered sites: Sell the remaining 40–45 units in the scattered sites portfolio reconfiguration started in 2004; replace them with others that are more efficient to manage and maintain.

Mixed-use sites: Market mixed-use sites at NewHolly and Rainier Vista to private developers with appropriate design and use restrictions. Execute the purchase and sale agreement for the mixed-use site at High Point.

Holly Court: Identify replacement housing options for Holly Court, and begin planning for the redevelopment of this poorly-designed and -constructed community and adjacent SHA-owned property.

Lake City Village: Beginning in 2007 and continuing in 2008, SHA will market a portion of the Lake City Village site to private townhome builders, evaluate options for the balance of the site, and apply for a HOPE VI grant.

Villa Park and Yesler Terrace

neighborhoods: Plan for and possibly implement redevelopment of recent acquisitions: the Douglas Apartments and adjacent property, and several properties owned by SHA in the Yesler Terrace area.

Off-site replacement housing: Continue to meet off-site replacement housing obligations for High Point (50 units) and scattered sites (as many units as are sold).

New affordable housing potential: Continue to work in partnership with local developers to provide up to 290 affordable housing units in mixed-income developments and, if selected, become the master developer for Fort Lawton.

Meeting applicant and resident needs

SHA will improve access to its affordable housing programs through a variety of strategies in 2008 including:

Implement strategies developed in FY 2007 to improve access to housing information for residents and applicants with limited English proficiency.

Reopen the Housing Choice Voucher wait list and increase utilization to 100 percent.

Explore and possibly implement new local preferences for victims of domestic violence, families leaving transitional housing programs such as Sound Families, and households that previously transitioned off housing subsidies owing to earned income.

SHA's successful community services programs will continue in 2008 including: Continue the successful mental health crisis intervention and case management program in the public housing high-rises that was expanded during FY 2005.

Assist at least 160 SHA residents and Housing Choice Voucher participants in developing skills and finding jobs through the Job Connection program.

In collaboration with several partner agencies, pilot the Seattle Asset Building Initiative to help residents move toward economic security.

Other 2008 activities to better meet resident and applicant needs include:

Assess the feasibility of enabling residents to pay their rent electronically and possibly begin offering this service.

Possibly pilot a homeownership program using Housing Choice Vouchers to assist with mortgage payments.

Develop and begin implementing new policies and procedures to guide decision-making regarding the use of public housing dwelling units by non-profit service providers.

Organizational improvements

Work with HUD to extend SHA's MTW participation.

Implement a new computerized financial management system to enhance capital and operating budget management, integration of component unit (tax credit properties) financial reporting, and the capabilities of the financial system to meet management information needs.

Review and revise debt policies to reflect best practices designed to maintain SHA's financial stewardship, while maximizing capacity to support rehabilitation of existing and new low-income and affordable housing stock.

Develop a local system for measuring resident satisfaction.

Increase SHA's ability to function in the face of a crisis or natural disaster.

Continue to clarify and update the Section 8 Administrative Plan and the SHA Policy and Procedures Manual.

Consolidated Budget Sources and Uses

The table below summarizes total sources for all SHA housing management and development activities for the 12-month FY 2007 and CY 2008 and the variance for these comparable periods.

All SHA Sources and Uses	FY 2007 (10/1/06-9/30/07)	CY 2008 (1/1/08-12/31/08)	Percent Change 2007 to 2008
Sources			
Consolidated MTW	\$103,003,110	\$113,348,000	10.0%
Other Programs	<u>247,238,202</u>	<u>154,247,000</u>	(37.6)%
Total	\$350,241,312	\$267,595,000	(23.6)%
Uses			
Consolidated MTW	\$103,003,110	\$108,421,000	5.3%
Other Programs	<u>198,029,153</u>	<u>153,202,000</u>	(22.6)%
Total	\$301,032,263	\$261,623,000	(13.1)%
Net	\$49,209,049	\$5,972,000	

The principal differences reflected in the above table relate to Other Programs capital funding. With two-thirds of homeWorks completed in 2007 and HOPE VI projects moving toward completion, capital funding and capital expenditures have dropped.

Net resources in 2007 reflect capital funds expected to be expended in subsequent years; this is not the case in 2008.

In 2008 SHA expects to make a \$2.2 million contribution to MTW reserves.

SECTION I: HOUSEHOLDS SERVED

This section describes possible demographic changes among households served in 2008. Appendix A contains information on residents and applicants as of September 30, 2006.

Residents

Number of households

The number of households served in Section 8 New Construction and the Seattle Senior Housing Program (SSHP) is expected to remain stable during 2008. Owing to new units coming on line in High Point, the number of households served by Low Income Public Housing (LIPH or public housing) is expected to increase by 136. The number of households served by the Housing Choice Voucher (HCV) program is expected to increase as SHA improves the utilization rate from about 96 percent in mid-2007 to 100 percent in 2008.

Projected number of households to be served at the end of 2008

Low Income Public Housing	4,923
Housing Choice Vouchers	8,342
Section 8 New Construction	97
Seattle Senior Housing Program	973

Income levels

For households that are or could be working, incomes are expected to increase slightly. However, higher-income households leaving SHA housing programs and the many barriers to self-sufficiency faced by residents who remain in the programs will likely curtail average income increases. The Job Connection, SHA's employment program, will help working residents stay working, though wage progression and job advancement may prove more difficult for them. Residents will need to train for occupations with higher wage potentials.

Senior and disabled residents' income levels are expected to increase slightly with cost of

living increases to such fixed-income sources as Social Security.

Average income of SSHP residents is expected to rise slightly, in keeping with the SSHP rent policy establishing a "sustainable distribution of incomes" for the financial health of the program. At least 75 percent of residents will have extremely low incomes.

Racial and ethnic composition

While significant changes to the racial and ethnic composition in SHA's programs are not anticipated, SHA will continue close monitoring to bring to light trends attributable to SHA policies or other factors in the Seattle housing market.

Elderly/young disabled mix

The project-based Housing Choice Voucher program's efforts to improve housing opportunities for the homeless will likely continue to bring about incremental increases in the percentage of HCV participants who are elderly or disabled. Little change in the mix of elderly/young disabled residents is anticipated in SHA's other housing programs.

Applicants

Number of applicants

For two weeks in FY 2006, SHA opened the Housing Choice Voucher wait list for the first time in three years. Using a computer-based lottery system, 4,000 households were placed on the wait list. SHA anticipates needing to reopen the Housing Choice Voucher wait list in the latter part of 2008 using a similar lottery approach to create a wait list that will last two or three years.

Income levels

Income levels among public housing and Housing Choice Vouchers applicants are expected to remain about the same – almost entirely extremely-low income.

Applicant income levels for SSHP may rise slightly, on average, as SHA improves its marketing for the program to achieve the sustainable distribution of incomes envisioned in the SSHP rent policy.

Racial and ethnic composition

Changes to the racial and ethnic composition of households on SHA wait lists are not anticipated. However, close monitoring will help SHA identify any trends that may be attributable to policy changes or other Seattle housing market factors.

Elderly/young disabled mix

SHA does not anticipate changes in the age mix of applicants, except in the project-based HCV program as noted above under Residents in this section.



Yesler Terrace community redevelopment meeting, exterior repairs at Capitol Park as part of homeWorks, Rainier Vista cross-cultural cooking class

SECTION II: OCCUPANCY AND ADMISSIONS POLICIES

Eligibility, selection, admissions, assignment and occupancy

General

Local preferences³

Current status:

In 2003, the SHA Board adopted a local preference for households that are homeless or whose income is below 30 percent of the area median (Resolution 4680). This preference applies to public housing and Housing Choice Vouchers.

Changes proposed for 2008:

SHA may explore and add local preferences for victims of domestic violence, families leaving such transitional housing programs as Sound Families, and households that previously transitioned off of housing subsidy owing to earned income.

Poverty deconcentration strategies

Current status:

SHA fosters deconcentration of poverty by—
setting appropriate payment standards for Housing Choice Voucher subsidy;
continuing to redevelop large public housing developments into mixed-income communities and requiring low-income residents of those communities to abide by self-sufficiency lease provisions;
creating a “mix of incomes from within,” by assisting SHA residents to get a first job or a better one and
providing incentives in the public housing rent policy to encourage people to work and increase their income.

Changes proposed for 2008:

No changes are proposed.

³ The term “local preferences” refers to criteria for selecting applicants from a housing authority’s wait list.

Streamlined management

Current status:

Some of SHA’s properties will utilize both project-based Housing Choice Vouchers and low-income public housing subsidy. While these two programs serve the same population, they have different requirements that are confusing to residents and administratively burdensome to administer in a single property.

Changes proposed for 2008:

- SHA will explore and possibly implement amendments to policies and the Section 8 administrative plan to allow project-based HCVs and low-income public housing to function more seamlessly in communities that operate both programs.

Public housing

Applicant choice policy

Current status:

The applicant choice policy establishes “site-specific” and “expedited next available unit” wait lists, giving applicants a choice of where to live while addressing fair housing concerns.

Changes proposed for 2008:

If low-income housing tax credit requirements change, SHA may revise application procedures and policies to ensure continued consistency where applicable.

SHA may amend its policy to define conditions under which a site-specific wait list may be closed.

SHA may amend its policy to establish separate wait lists for studio and one-bedroom units.

SHA may also amend its policy or procedures to support implementation of the Ten-Year Plan to End Homelessness.

Monitoring will continue with each MTW annual report. Affirmative fair marketing will continue.

Admissions

Current status:

Admissions policies have been amended over the last several years to increase the percent of applicants approved and reduce file processing time, denial of applicants and requests for an administrative review of denials. None of these changes required MTW flexibility.

In FY 2007 SHA expanded the check-in system to all LIPH wait lists. Applicants check in once a month to affirm their continued interest in housing. Applicants may check in 24 hours a day, seven days a week, either by calling a simple, automated phone system or visiting a website (www.savemyspot.org).

Changes proposed for 2008:

SHA will complete revisions to suitability criteria and other admissions policies for survivors of domestic violence and persons with disabilities to reduce barriers to their obtaining affordable housing. Monitoring of the monthly check-in system will continue. Unforeseen implementation issues or impacts on applicants may necessitate changes in policy and procedures.

Local leases and community rules

Current status:

NewHolly, Rainier Vista and High Point leases are based on private management models, emphasizing the best property management practices including require residents to pay their own utilities.

Changes proposed for 2008:

SHA may seek to implement revised grievance hearing procedures in HOPE VI communities. These procedures would allow management to require tenants to remedy lease violations and be up to date

in their rent payments before granting a grievance hearing for proposed tenancy terminations.

Self-sufficiency requirement

Current status:

During FY 2004, SHA implemented the community service and self-sufficiency requirement in all its public housing communities in accordance with federal law (Resolution 4716, October 2003).

In all of SHA's HOPE VI redevelopments, low-income residents in subsidized units are required to abide by self-sufficiency lease provisions.

Changes proposed for 2008:

No changes are proposed.

Occupancy standards

Current status:

In FY 2005 SHA simplified public housing occupancy standards. The standards are consistent with HUD policies and local law. New occupancy standards are being implemented as new residents move in and existing residents transfer to different units.

Changes proposed for 2008:

No changes are proposed.

Elderly/near-elderly designation

Current status:

During FY 2007 HUD approved SHA's request to extend for two years the "senior" designation for Westwood Heights and Ballard House.

Changes proposed for 2008:

SHA is considering revising the definition of elderly for the purpose of admissions to senior-designated buildings. The current age limit of 62 and older limits the pool of applicants.

SHA will continue to evaluate the success of the two senior-designated buildings and explore the possibility of establishing a third community.

Smoke-free public housing

Current status:

During FY 2005, the now smoke-free Tri-Court was fully leased after its complete rehabilitation. Residents are willingly complying with the smoke-free policy and enforcement has not been difficult.

Changes proposed for 2008:

No changes are proposed.

Agency units

Current status:

SHA currently leases about 150 public housing units to non-profit service providers. Most of these units are used for transitional housing. Others are used for service provider offices.

Changes proposed for 2008:

SHA may develop and implement new policies and procedures to guide decision-making regarding the use of public housing dwelling units by non-profit service providers.

Housing Choice Voucher program

While maximizing Housing Choice Voucher utilization, SHA will continue to identify and carry out specific strategies for voucher use that address geographic dispersion, regional impact, strategic partnerships and the ability to support community priorities through direct or indirect investments.

Admissions

Current status:

Admissions policies have been amended over the last several years to increase the percent of applicants approved and to reduce file processing time, denial of applicants and requests for an administrative review of denials. None of these changes has required MTW flexibility.

Changes proposed for 2008:

SHA may expand the monthly check-in system piloted in public housing to the Housing Choice Voucher wait list.

SHA will implement an online tool that will help participants with disabilities locate accessible units.

SHA may revise suitability criteria for the provider-based, project-based, and moderate rehabilitation (Mod-Rehab) programs to reduce barriers for former participants and SHA residents.

SHA may explore and implement ways of streamlining eligibility verification.

In 2008 SHA may develop limitations or conditions for tenants living in subsidized housing to be eligible to participate in the Housing Choice Voucher program.

Project-basing policy

Current status:

SHA continues to implement the project-basing policy adopted in FY 2001.

SHA's participation in Sound Families with six regional housing authorities and several local governments will continue in 2008. Through this program, the housing authorities agree to project-base Section 8 subsidy in new transitional housing approved by local governments and funded by the Gates Foundation.

In FY 2003, SHA allocated up to 150 tenant-based vouchers to contribute to the financial stability of SSHP and to ensure extremely low-income applicants and residents continued access to the program. In FY 2007, SHA amended this policy to make the vouchers program-specific.

In FY 2007, SHA developed a pilot "provider-based" program to support the King County Ten-Year Plan to End Homelessness. On a small scale, the pilot is testing the efficiency and effectiveness of using vouchers with community partners to meet the supportive housing needs of these populations in ways that

SHA's traditional subsidized housing programs are not designed to address. This new program allocates funding in tandem with partner publicly funded services and behavioral healthcare systems.

Changes proposed for 2008:

SHA may raise the maximum percentage of vouchers that may be project-based. SHA may make changes to the provider-based program based on results of initial implementation and available budget authority.

Occupancy standards

Current status:

In FY 2005 SHA adopted new minimum occupancy standards (Resolution 4784). The occupancy standards became effective July 1, 2005 for new participants and port-ins. Current participants are grandfathered in, in their current unit. If the household moves or if its composition changes, the new standards will apply.

Changes proposed for 2008:

SHA may consider relaxing minimum occupancy standards after evaluating their impact on average per-voucher subsidy levels and participant housing choices.

Statement of rent policy

MTW public housing rent policy

Current status:

In June 2005 SHA modified the rent policy to achieve the following goals:

- Prepare people with good prospects for economic self-sufficiency for the conventional housing market;
- Remove disincentives and provide rewards for resident employment, job retention and wage progression;
- Preserve an economic safety net;
- Generate sufficient revenues for SHA to supplement federal subsidies;

- Create revenue for self-sufficiency support services and budget skills training;
- Reduce unnecessary administrative procedures;
- Remove incentives for manipulation and fraud; and
- Implement an equitable policy that staff and service providers can support in order to educate and motivate residents.

Major changes included:

- Expanding the Tenant Trust Account so that more working households are eligible, and households can accumulate savings faster for clearly defined self-sufficiency purposes;
- Setting almost all tenants' rents at 30 percent of adjusted income instead of setting a punitive (higher) rent for TANF households, and establishing rent steps to protect some earned income for employed households;
- Requiring residents to report all increases in income above \$100 per month, between annual reviews, so that SHA may increase rent accordingly;
- For households reporting zero income that appear to be eligible for TANF or unemployment benefits, imputing income from these sources until ineligibility is documented; and
- Allowing property managers to differentiate rents in studios and one-bedroom apartments to maintain high occupancy of studio units in a soft rental market.

Changes proposed for 2008:

- Implementation of the revised rent policy will continue; changes to policy or procedures may be needed to address issues made apparent through the evaluation that will be conducted at the end of FY 2007.
- SHA may consider changing utility allowance policies where metering permits to foster self-sufficiency and encourage resource conservation.

SHA may develop a policy to permit utility allowance changes to be implemented on different schedules for current residents and new move-ins.

Minor changes to policy or procedures may be needed to ensure compliance with tax credit rules.

Housing Choice Voucher rent policy

Current status:

In FY 2005 the SHA Board of Commissioners adopted Resolution 4787 amending the Housing Choice Voucher program rent policy in various ways. While most of SHA's voucher funding is part of the MTW block grant, some of it is not. HUD has taken the position that vouchers funded by non-MTW funding must be administered according to HUD rules and that MTW regulatory flexibility does not apply to those vouchers. Rather than have two sets of rent rules, SHA has chosen to implement only those parts of Resolution 4787 that are consistent with HUD regulations and apply them to all vouchers.

In FY 2002 SHA adopted policies to allow voucher payment standards to exceed 120 percent of HUD's Fair Market Rents when certain market conditions are met. However, SHA has not needed to exercise this option. In fact, in FY 2005 the voucher payment standard was decreased owing to a reduction in federal funding and the Board of

Commissioners' decision to serve the maximum number of eligible families. This policy change resulted in a lower average Housing Assistance Payment and allowed the HCV program to have sufficient funding to reach 95 percent of utilization. However, based on the four percent increase in market rent so far in 2007 and an expected increase of seven percent in 2008, it is becoming increasingly difficult for participants to secure and maintain housing. Many families are becoming rent burdened. In FY 2007 the voucher payment standard was increased with the commitment to still be able to maintain 95 percent utilization.

Changes proposed for 2008:

SHA will evaluate the revised rent policy as part of the FY 2007 MTW Report.

Through this evaluation, needed changes to the policy or procedures may be identified.

In 2008 SHA may exercise the option to allow even higher voucher payments as needed to meet deconcentration and utilization goals. This may include revising Voucher Payment Standards (VPS) to reflect the range of housing costs in different neighborhoods.

SHA may permit utility allowance changes to be implemented on different schedules for current participants and new participants.

SECTION III: CHANGES IN HOUSING STOCK

This section provides the number of Housing Choice Vouchers authorized and the number (and types) of housing units available and projects SHA's housing resources to the end of 2008.

HOUSING PROGRAM	October 1, 2006 (actual)	January 1, 2008 (updated projections)	January 1, 2009 (projected)
Housing Choice Vouchers	8,309	8,342	8,342
Section 8 New Construction units	100	100	100
Low-Income Public Housing units	5,242	5,270	5,324
Seattle Senior Housing Program units	993	993	993
HOPE VI workforce & market rate units	423	423	617
Other affordable housing	923	1,078	1,097
Managed by SHA for other owners	37	37	37
Total Units	16,027	16,243	16,510

Included in these figures are units leased to agencies that provide supportive services and units for live-in staff.

SHA forecasts the following changes in housing resources between January 1, 2008 and December 31, 2008:

Other affordable housing: For 2008, SHA plans to add High Point replacement units to this portfolio. SHA will also focus on the rehabilitation of properties acquired in 2007 and planning for new units that are expected to come on line in 2009 and 2010.

Housing Choice Vouchers: In 2007 SHA received 18 relocation vouchers for residents living in scattered sites units impacted by SHA's repositioning of assets in this portfolio. SHA also received 15 tenant protection vouchers for residents of Burlingame Apartments. SHA plans to apply for 10 additional relocation vouchers for scattered sites in 2008. These vouchers are not included in the projections above. No other change to SHA's voucher authority is anticipated, although if other opportunities to apply for more vouchers arise SHA will take advantage of them.

Low Income Public Housing: By the end of 2008, 38 new public housing units will come

on line at High Point Phase II, with the remaining 12 units expected in 2009. Construction of new units will begin construction at Rainier Vista in 2009 with completion expected in 2010.

SHA will continue the reconfiguration of the scattered sites portfolio in 2008. This plan assumes that purchase of replacement units will keep pace with sales, resulting in no net change in unit count by year's end. Each year's actual disposition and acquisition activity will be documented in the MTW annual report.

HOPE VI workforce housing: By the end of 2008, 194 new units will be brought on line at High Point Phase II. Of these, 98 will include project-based Housing Choice Vouchers making them affordable to households earning below 30 percent of Area Median Income. The 12 remaining High Point workforce housing units, including 2 with project-based HCV subsidy, are expected in early 2009. At Rainier Vista, construction of new units will begin in 2009 with expected completion in 2010.

SECTION IV: SOURCES AND AMOUNTS OF FUNDING

This section describes the sources and amounts of funding included in the Consolidated MTW Budget and Other Programs.

Consolidated MTW Budget

The table below summarizes the MTW sources of funds in the adopted budget for Fiscal Year (FY) 2007 ending September 30, 2007, for the revised 15-month fiscal year ending December 31, 2007, and projected for the Calendar Year (CY) 2008 budget ending December 31, 2008.

Projected Sources--MTW	FY 2007	Revised FY 2007	CY 2008
	12-month Budget	15-month Budget	Budget
Dwelling Rental Income	\$9,696,432	\$12,120,540	\$10,373,000
Investment Income	295,416	369,270	356,000
Other Income	1,189,889	1,487,361	1,117,000
MTW Block Grant	90,973,616	111,902,327	101,502,000
Use of Reserves	847,757	1,759,696	0
Total Sources-MTW	\$103,003,110	\$127,639,194	\$113,348,000

- The increase in Dwelling Rental Income is the result of more units available for leasing due to completion of some rehabilitation projects and improved verification of tenants' employment income.
- The expected increase in MTW Block Grant from the level budgeted in FY 2007 is due predominately to a higher Housing Choice Voucher annual adjustment factor and full funding of the Housing Choice Voucher program. The MTW Block Grant is also impacted by an increase to capital grant allocations.

Other Programs

SHA operates a number of housing programs that are not part of the Consolidated MTW Budget, including the Seattle Senior Housing Program and other locally-funded housing, Non-MTW Section 8 and HOPE VI revitalization and community services grants. SHA also operates Impact Property Management (IPM) and Impact Property Services (IPS), which manage and maintain housing for SHA, tax credit properties and other property owners. The following table summarizes sources of funds projected for these activities.

Projected Sources—Other Programs	FY 2007	Revised FY 2007	CY 2008
	12-month Budget	15-month Budget	Budget
Dwelling Rental Income	\$11,801,897	\$14,752,371	\$12,583,000
Investment Income	2,275,185	2,843,981	2,540,000
Other Income	9,945,127	12,431,409	12,125,000
Non-MTW Section 8	13,462,416	16,828,020	10,024,000
Grants	18,076,274	18,076,274	9,810,000
Capital Sources:			
homeWorks	54,795,147	83,117,963	17,600,000
Other Capital	47,410,743	47,410,743	29,472,000
Other Revenues for HOPE VI Projects	89,471,413	100,940,728	16,826,000
Prior Year Capital Sources	--	--	43,267,000
Total Sources-Other Programs	\$247,238,202	\$296,401,489	\$154,247,000

The increase in Dwelling Rental Income is the result of more housing units coming on line or being on line the full year.

Investment Income increased as a result of projected higher returns on restricted investments.

The primary reasons for the increase in Other Income are (1) the projected revenue related to the expanding business opportunities for IPS maintenance and solid waste services; and (2) projected For Sale proceeds that balance revenues with expenditures.

The Non-MTW Section 8 subsidy decreased due to the loss of Housing Assistance Contract Administration program contracts administered for privately owned projects.

Grants represents HOPE VI grant funds and community and supportive services grants budgeted to be used in each year and drawn down from HUD accounts. The capital grants were projected to be nearly exhausted in 2007. The Rainier Vista II reconfiguration moved \$9 million from 2007 to 2008. Under the CY 2008 assumptions essentially all HOPE VI grant funding will be expended by 2008. Several grants that support community services activities will expire before the CY 2008 budget begins. These include funding for the High Point Career and Technology Center, the Rainier Vista Technology Center, and overall Rainier Vista HOPE VI community and supportive services (including the Job Connection and youth programs).

Capital Sources outside the MTW Capital Block Grant are reflected above to provide a more complete picture of the scope of SHA's development, rehabilitation, and asset management programs.

homeWorks is a program in 22 high-rises to address rehabilitation of major building systems for at least 15 years. This program is being implemented in three phases with mixed finance closings and use of tax credits. Phase I will be completed in 2007, Phase II in 2008 and Phase III will be completed in 2009.

- Other Capital Sources includes the planned final year of the Scattered Site Program repositioning with 2008 sales proceeds of \$16.8 million; the \$8.4 million mixed financing for rehabilitation of the Douglas Apartments; and \$2.4 million in reserves from the Seattle Senior Housing Program for asset preservation projects.
 - The HOPE VI projects are funded from a variety of fund sources represented in the table above as Other Revenues for HOPE VI Projects and Prior Year Capital Sources. The 2007 budget included mixed financing for projected closing of two phases of HOPE VI projects – High Point Phase II and Rainier Vista Phase II. High Point Phase II closed as planned in June 2007 and will be implemented through early 2009. Work in Rainier Vista Phase II will take place in two sub-phases, divided by Oregon Street. In 2008, SHA will proceed with development of a mixed use site and rental housing south of Oregon Street. Phase II work north of Oregon Street will be deferred to 2009 pending a revised financing plan and amendments to the revitalization plan.
 - Prior Year Capital Sources represent financing transactions that have taken place in prior years and provide funding for multi-year projects. These sources were not included in the adopted 2007 budgets.
-

SECTION V: USES OF FUNDS

This section describes CY 2008 planned capital and operating expenditures, changes in proposed activities and investments from the previous year, and the level and adequacy of reserves.

Planned Expenditures CY 2008: Consolidated MTW Budget and Other Programs

The table below shows planned expenditures by line item for FY 2007 and CY 2008 (12-month and 15-month budgets).

Projected Expenses—MTW and Other Programs	FY 2007 12-month Budget	Revised FY 2007 15-month Budget	CY 2008 Budget
Consolidated MTW Budget			
Administration and General	\$17,723,284	\$22,154,105	\$19,803,000
Housing Assistance Payments	60,649,268	75,811,585	63,923,000
Utilities	3,370,015	4,212,519	3,483,000
Maintenance and Contracts	10,533,351	13,166,689	10,856,000
Development and Capital Projects	9,446,060	10,692,881	9,829,000
Capital Equipment	1,281,132	1,601,415	527,000
Total Expenses-MTW	\$103,003,110	\$127,639,194	\$108,421,000
Other Programs			
Administration and General	\$17,390,064	\$21,737,580	\$19,062,000
Non-MTW Section 8	12,407,861	15,509,826	9,095,000
Utilities	1,404,260	1,755,325	1,506,000
Maintenance and Contracts	5,651,390	7,064,238	7,228,000
Community and Supportive Services Grants	887,724	1,109,655	814,000
Non-Routine Projects	49,400,076	49,400,076	37,156,000
HOPE VI	76,447,932	82,447,932	50,170,000
homeWorks	34,439,846	35,439,846	28,171,000
Total Expenses-Other	\$198,029,153	\$214,464,478	\$153,202,000

Administration and General expenses in the MTW portfolio increased as a result of higher employee benefit expense rates, higher insurance rates and higher expenses in the Housing Choice Voucher program related to the program expansion referenced below.

Housing Assistance Payments changes are due to proposed program expansion for MTW vouchers resulting from increasing utilization to 100 percent and modifying occupancy standards to better address participant housing needs.

The Capital Equipment budget of \$527,000 includes carryover funding from FY 2007 to continue implementation of the Electronic Document Management System project.

Administration and General expenses in the Other Programs portfolio increased as a result of interest expense, facility costs, additional staff for homeWorks and accounting changes to implement HUD Project Expense Level and Asset Management requirements.

Non-MTW Section 8 will decrease due to the transfer of the Housing Assistance Contract program for privately owned projects from SHA to Bremerton Housing Authority. This change has no impact on Seattle housing resources, but does eliminate the administrative fee SHA earned for managing these contracts.

Maintenance and Contracts for Other Programs increased due to increased costs of marketing For Sale properties paid from proceeds from private home builders. Also of note is an increase in Impact Property Services costs due to expanding and changing demands for building maintenance, solid waste and landscaping services.

Impact Property Services is an SHA division that provides maintenance services to SHA communities and other external entities.

Community and Supportive Services Grants decreased due to the expiration of three grants in 2007. These grants previously supported technology centers at High Point and Rainier Vista and a variety of community services at Rainier Vista including the Job Connection.

Non-routine Projects, HOPE VI and homeWorks balances are provided in order to present a more complete understanding of SHA's capital activities. The FY 2007 and CY 2008 budgets include Limited Partnership activities, property acquisitions, and other capital related activities not included in prior years' budgets.

Description of proposed activities

This section describes 2008 community revitalization activities and organizational and administrative improvements. Consolidated MTW Budget activities are not distinguished from activities funded in Other Programs.

Community revitalization

NewHolly

All rental housing in NewHolly was completed in 2005. The construction, marketing and sale of new homes for sale will be completed in 2008. Bennett-Sherman LLC will complete construction and sell the final 40 NewHolly for-sale homes. Called "Village Homes," these high-density single-family homes will be close to the soon-to-be-built light rail station in NewHolly Phase II.

As the HOPE VI revitalization moves into ongoing management, SHA's focus is shifting to revitalization of the underdeveloped commercial area adjacent to NewHolly. In prior years, SHA purchased several properties on the corner of Martin Luther King Jr. Way S. (MLK) and S. Othello Street to complete the northeast corner of Othello Station.⁴ During 2008, SHA will market these sites to private developers with design, income and use restrictions.

Rainier Vista

Phase I of Rainier Vista is nearly complete. During FY 2007 SHA continued Phase II with the demolition of the Boys and Girls Club.

⁴ No HOPE VI funds were used for these purchases.

Construction of the new Club will begin in Fall 2007 and be completed in 2008, offering more than 40,000 square feet of community space serving youth and teens.



The future Rainier Vista Boys and Girls Club

Phase II infrastructure will continue during 2008. SHA will proceed with planning and design for about 200 rental units for households with a mix of incomes.

Construction of 86 of these units (48 public housing and 38 tax credit) will begin in 2008 and come on line in early 2010. SHA may seek an amendment to the Rainier Vista revitalization plan in 2008 after discussion with HUD and the Rainier Vista Citizens' Review Committee. SHA will continue to meet its replacement housing obligations.

In 2008, for-sale homebuilders will complete building and selling 128 homes at Rainier Vista Phase I, including 13 set aside for buyers with incomes below 80 percent of area median.

Land for 12 additional homes remains to be sold on a site in Phase I currently needed for stormwater detention while the light rail line is under construction. This site will be marketed to homebuilders when stormwater mains in Martin Luther King Jr. Way S. are complete and hooked up to the on-site stormwater management system at Rainier Vista.

Following its anticipated release in 2008 from use as a Sound Transit construction staging area, a site in Phase I at the corner of MLK and S. Alaska will be offered for a mixed-use development with ground floor retail and affordable condominiums above. A portion of the units in this development will be sold to buyers with incomes less than 80 percent of area median.

Land for homes for sale at Rainier Vista Phase II will be marketed beginning in 2008, with some transactions possibly completed during the year.

High Point

In 2008 SHA will complete the construction of 232 affordable rental housing units in Phase II. Upon completion in early 2009, SHA-built rental housing at High Point will comprise 600 affordable rental units. Of these, 350 units will serve public housing-level residents. These units include 60 *Breathe Easy* homes (35 in Phase I and 25 in Phase II)—homes specially designed to minimize the incidence of asthma in low-income families. The remaining 250 units will be rented to households earning 50 or 60 percent of area median income.

Construction of Commons Park will be finished in 2008. The park, more than four acres at the heart of High Point, will include an amphitheater, and will accommodate a variety of outdoor activities for children and adults alike.

During 2008 construction of the High Point Neighborhood Center will begin with completion scheduled for 2009. The program for this proposed 18,000-square-foot energy-efficient LEED Gold-certified building centers on youth enrichment and environmental learning. Neighborhood House will own and manage the building.



Drawing of the High Point Neighborhood Center

In 2008, SHA will conclude land sales to private builders at High Point Phase II. Construction of homeownership units on several parcels will be underway. Approximately 425 market-rate homes are planned for Phase II; the exact number will be determined when builders' site use plans are finalized.

During 2008, with the site's private developer, SHA will approve final plans for the mixed-use development planned at 35th Avenue SW and SW Graham Street. Construction is expected to begin in FY 2009, following site clean-up—part of the property was once a gas station—and entitlements.

In early 2008 Holiday Retirement Corporation's 160-unit market-rate senior building will be finished and occupied. Meeting and activity spaces at the building will be available to the High Point community.

The natural drainage system at High Point Phase II will be connected with Phase I in 2008. At that point, all stormwater from the entire 34-block High Point redevelopment will be filtered by this natural system. Stormwater leaving the site and entering Longfellow Creek will be as clean as if High Point were a forest meadow.

Three governance associations have been established at High Point: homeowners', open space, and neighborhood. In 2008, once a sufficient number of residents move to Phase II, elections will be held for new neighborhood association trustees.

Off-site replacement housing

Part of SHA's HOPE VI commitment to the community is one-for-one replacement of all low-income units.

Holly Park: Replacement of all 871 Holly Park units was completed in FY 2007.

Rainier Vista: SHA and the City of Seattle have entered into formal Memoranda of Agreement (MOA), approved by the City Council, that outline SHA's replacement housing obligations for Rainier Vista. Should SHA seek an amendment to the revitalization plan, SHA will work with the City to also amend the replacement housing MOAs if necessary. In the meantime, SHA continues to meet its replacement housing commitments.

High Point: The SHA Board of Commissioners adopted a replacement housing plan for High Point that calls for 50 replacement units per year. In 2008 SHA will look for properties to purchase or partnership opportunities to meet this goal.

Scattered sites portfolio reconfiguration

SHA is in the process of reconfiguring its 787-unit "scattered sites" portfolio by selling up to 200 units and replacing them with units that are more efficient to manage and maintain and that are located to better meet residents' needs. The reconfiguration will continue into 2008. The remaining 40–45 units identified for disposition will be sold in 2008. (Disposition of these units was approved by the Board in the FY 2004 and FY 2005 MTW plans and in Resolutions 4743 and 4776.)

The sales will generate revenue to help meet other low-income housing needs while minimizing the need to tap local or state subsidies. SHA will use revenue from scattered sites sales and replacement housing factor funds from HUD to purchase replacement units.

So that the number of units available remains stable, SHA will strive to replace scattered sites housing units as properties are sold. Replacement units will be in neighborhoods all across Seattle. SHA looks to buy units near transit and with easy access to shopping, parks, schools and neighborhood services. The low-density "scattered" nature of the program will be preserved. Units will blend seamlessly into surrounding neighborhoods.

Although the reconfiguration will result in fewer single-family houses, the portfolio will continue to serve families with children.

Yesler Terrace

The SHA Board of Commissioners has made the redevelopment of Yesler Terrace a priority. The first step, which began in FY 2006 and will conclude in Fall 2007 with the adoption of guiding principles, is to engage residents, immediate neighbors and the wider community in creating a vision for the new neighborhood. Important principles guiding the planning include but are not limited to the following:

Every unit at Yesler Terrace will be replaced, one-for-one, in Seattle, if possible within or near the community.

SHA expects to build a portion of the replacement units at Yesler Terrace. Until a vision and plan are created, it is impossible to know how many low-income units will be replaced on the existing footprint and how many will be in the surrounding neighborhood. One key variable will be the total amount of development that can be accommodated on the site through zoning changes.

As part of the planning process, SHA established a Yesler Terrace citizens' review committee (CRC) of residents and other stakeholders. The residents have become engaged through a series of community meetings that supplement the formal CRC meetings.

Once it begins, redevelopment will most likely be accomplished incrementally, which would allow many Yesler residents to stay on site during the process.

Residents required to move will receive relocation benefits and assistance finding housing.

In 2008 SHA will use these guiding principles to begin preparing a formal site plan that addresses such issues as mixed uses, density, housing types, open space and financing.

Other community revitalization activities

Holly Court: Holly Court, which was poorly constructed to low standards, has aluminum wiring and other flawed building systems that make its rehabilitation impracticable. Moreover, the design of the community detracts from public safety and the overall revitalization of the NewHolly neighborhood. In 2008, SHA will determine a development approach for Holly Court and adjacent parcels owned by SHA, to include relocation plan, timelines and disposition process.

Yesler Terrace area: SHA has assembled several parcels near Yesler Terrace, including the purchases of the Baldwin Apartments and another parcel near the Ritz Apartments in 2007. During 2008 SHA will determine their long-term development potential. Environmental remediation will continue on some of the parcels with the assistance of a grant from the Environmental Protection Agency.

Villa Park area revitalization: During FY 2007, SHA purchased two adjacent properties near Villa Park—the Henderson and the Douglas Apartments. The Henderson, an 11-unit apartment building, was largely uninhabitable owing to structural concerns, and residents were relocated out of the building in 2007. The Douglas, comprising 68 apartments in four buildings, is in need of significant capital improvements. In 2007, SHA began to plan for the redevelopment of

these properties and submitted applications for renovation financing. Revitalization activities will continue in 2008.



The Douglas Apartments

Qwest Field – North Lot: SHA is the affordable housing developer in a major mixed-use project on the north parking lot of Qwest Field. In 2008 SHA will be involved in project planning and early design review for the overall project. SHA will also begin design for 75–90 workforce housing units and begin applying for project funding.

Fort Lawton: SHA expects to lead the community planning effort to create a reuse plan for the surplus part of this former Army base. The reuse plan is expected to provide for a mix of housing including single-family for-sale homes, housing for the homeless, self-help home ownership units and workforce housing. If the plan is approved by the city of Seattle, HUD and the US Army, SHA will be the site’s master developer.

Dearborn: In 2007 SHA entered into a preliminary agreement with Dearborn Properties to create 200 units of housing, half for very low-income seniors and half workforce housing.

Other development opportunities:

The Deputy Director will continue to chair the Urban Land Institute Workforce Housing Committee. This role has increased recognition of SHA’s expertise and has resulted in SHA’s being approached by a number of government entities and private

developers to jointly venture to create low-income and workforce housing.

New Market Tax Credits: In FY 2006 Community Investments (SCI), SHA's community development entity, received a \$20 million Qualified Equity Investment from US Bank. When its original plan for a grocery store-anchored, mixed-use development at High Point became moot owing to the expansion of several grocery stores near the proposed location, SCI began to explore other New Market investment opportunities. SCI expects to close on \$20 million of investments by the end of the 2008.

Lake City Village site: The 16-unit Lake City Village public housing complex was demolished in 2002. SHA has since acquired several adjacent properties to assemble a parcel large enough to redevelop. In FY 2005 SHA began planning for the development of a mixed-income, mixed-use community. Preliminary designs provide for about 85 low-income and work-force rental units. SHA was not successful in securing funding in FY 2007 to proceed with construction. Beginning in 2007 and continuing in 2008, SHA intends to sell a portion of the site to a for-sale builder as planned and apply for a HOPE VI redevelopment grant for the remainder of the site.

Organizational and administrative improvements

Performance measurement: SHA will continue to supplement HUD's performance indicators for public housing and the Housing Choice Voucher program with internal indicators to assess performance against asset management goals. In 2008 SHA may develop its own system for measuring resident satisfaction in lieu of HUD's Resident Assessment Sub-System (RASS) survey.

SHA will continue to participate in HUD's resident and unit data reporting systems

(50058 and PIC respectively). Beginning in 2008 SHA is requesting operating subsidy for all public housing units, including those used as employee residences and for social service agencies. SHA plans to utilize an exception status in HUD reporting for units used to achieve MTW goals.

Asset management: SHA will continue to use HUD's asset management model as a guide. Where the model is inconsistent with SHA's MTW block grant, creates unnecessary inefficiencies in SHA's financial management practices, or fails to recognize unique local conditions, SHA will employ local asset management strategies consistent with OMB Circular A-87. Examples of SHA's local asset management strategies include:

SHA assigns costs for capital projects to the appropriate property at the completion of a project, as the most prudent way to perform the accounting tasks and manage capital budgets.

SHA allocates costs among properties where that is a more efficient and reasonable way to distribute labor costs than direct charges.

SHA employs fees for service where that is consistent with the business structure and practices in SHA for HUD-supported and locally funded housing.

SHA uses a management fee for central administrative costs, inclusive of costs that are not readily assigned to individual properties or that are unique one time costs.

Total Development Cost (TDC) limits: If needed because of significant increases in supply or construction costs, SHA will use its MTW authority to set reasonable TDCs based on local market conditions. The rationale for the new TDCs will be well documented.

Streamline HUD approval of mixed-finance deals: In FY 2004 SHA and HUD worked on a mixed-finance waiver similar to

that of the Atlanta Housing Authority. A formal waiver request was submitted to HUD in FY 2005. SHA has yet to receive a response to this request. In the meantime, HUD issued a proposed Streamlined Application Process in Public/Private Partnerships for the Mixed-Finance Development of Public Housing Units. SHA anticipates using HUD's new protocol once it is finalized.

Streamline demolition/disposition: In September 2004 SHA and HUD negotiated and began implementing a streamlined disposition protocol. Use of this protocol (Attachment F) will continue in 2008.

Resource conservation: The business practices spelled out in the resource conservation protocol are being implemented.

Local utilities will continue to invest in energy efficiency and resource conservation measures in low-income housing, including low-flow toilets and compact fluorescent light fixtures. The City's Office of Housing will continue its support of energy conservation commitments at the HOPE VI redevelopments at High Point and Rainier Vista, homeWorks buildings, SSHP, scattered sites and newly acquired properties. The improvements will include lighting upgrades, front load washing machines, window replacement and ventilation improvements, and low-flow toilets. In 2008 SHA will explore a renewable energy (solar) demonstration project.

Enterprise Community Partners has funded a study to assess the costs and benefits of green communities, using SHA's High Point and NewHolly developments. The study's results will inform SHA's future resource conservation efforts.

Comprehensive facilities assessment: In FY 2007 SHA hired a consultant to conduct an in-depth assessment of long-term office and maintenance shop facilities needs to identify

ways to deploy staff and operate more efficiently, reduce costs and take advantage of real estate equity. In 2008 this analysis will continue and SHA will develop an action plan to streamline its facilities.

Enterprise resource planning system: In 2008 SHA will implement a new agency-wide enterprise resource planning software system. This system will consolidate a number of stand-alone systems for both financial and operational applications including work orders, service billing, inventory, accounts receivable, warranty tracking and contract management. The new system will simplify management reporting and provide real-time, accessible information to project and budget managers.

Communication strategies: In 2008 SHA will continue to look for ways to improve communication with residents and the community. SHA will implement and refine a plan to improve access to housing information for current and potential residents and participants with limited English proficiency. SHA also plans to make website enhancements.

New fiscal year dates: In FY 2007 SHA changed its fiscal year from October 1 through September 30 to January 1 through December 31. FY 2007 was extended to a 15-month transition year. FY 2008 will be SHA's first year on its new fiscal calendar. This change was needed because more and more of the housing stock that SHA manages is part of tax credit partnerships, all of which start their fiscal years January 1. Having all of SHA's programs and properties on the same fiscal year is anticipated to simplify accounting and reporting.

Electronic Document Management System (EDMS): This is a multiyear technology initiative to make documents immediately accessible via computer to staff regardless of location and reduce the amount of paper to handle, copy and store. In 2008 SHA plans to

fully implement EDMS for processing public housing applications and applicant files as well as project-based Housing Choice Vouchers. Following these implementation phases, SHA will focus on HCV port-out files and forms and tenant-based vouchers.

Emergency preparedness: In 2008 SHA will continue to increase its ability to function in the face of a crisis or natural disaster. Building on the agency's recently upgraded emergency preparedness system, SHA will develop a business continuity plan to restore

critical business functions as quickly as possible.

MTW Extension: In 2008 SHA will work with HUD to extend its MTW participation. SHA's current MTW agreement with HUD expires on September 30, 2009. SHA will seek an immediate short-term extension to align the expiration date of the agreement with SHA's new fiscal year-end date. In addition, if no long-term congressional solution is produced, SHA will seek to extend its MTW agreement for ten years.

Level and adequacy of reserves: Consolidated MTW Budget and Other Programs

The table below reflects projected reserves balances at the end of CY 2007 and at the end of CY 2008.

Reserves	Year End CY 2007 (Revised Estimate)	Year End CY 2008 (Estimate)
Total Consolidated MTW Budget Reserves	\$31,700,000	\$26,700,000
Other Program Reserves	\$10,200,000	\$8,600,000

The change in the level of MTW reserves between year-end 2007 and 2008 projections results from a combination of an increase of about \$2.2 million to Housing Choice Voucher reserves and a reduction in Scattered Site sale proceeds of \$7.1 million, reflecting the expected completion of the sale of scattered site properties part of the repositioning of the program. The change in Other Program Reserves results primarily from the use of about \$2.4 million in SSHP reserves for capital asset preservation projects, including 2008 reserve contributions.

Regarding overall reserve policies, SHA and the Housing Authority Risk Retention Group require an insurance reserve of \$800,000 for general liability and several of

our properties require various reserve requirements for debt service, replacement reserves, and operating reserves. By early 2008, SHA will have completed a review of our reserve needs and requirements; review of the classification of reserves as among unrestricted, restricted, and designated with our audit firm; reviewed reserve policies and practices of other housing authorities; and consulted financial advisors regarding both reserve and debt policies. With this work complete, we will develop a more comprehensive set of policies regarding reserves, minimum level of operating reserve guidelines, intercompany loans, and use of short-term and long-term debt.

SECTION VI: CAPITAL PLANNING

This section lists planned capital expenditures, demolition and disposition requests and home ownership activities for 2008.

2008 Capital Program

A detailed list of capital activities for public housing, SSHP, and other SHA-owned properties can be found in Appendix C. In addition to implementing the 2008 capital program, SHA will explore alternate funding sources, including tax credits and state and city funds, to meet future capital needs.

Public Housing

SHA is midway through “homeWorks,” its ambitious effort to renovate 22 public housing high-rises over five years. Funding comes from a combination of low-income housing tax credit investment and bonds. The bonds will be repaid using part of the public housing capital grant from HUD over the next 20 years. Renovations include exterior repairs, mechanical systems replacement and common area improvements. Phase I construction will be completed in FY 2007. Phase II construction has also started and will be completed in 2008. Phase III construction will begin in 2008. Appendix C lists building-specific work plans for Phases II and III.

homeWorks Phase II (renovation underway)

Cal-Mor Circle	Olympic West
Cedarvale House	Queen Anne Heights
Center Park	University West
Lake City House	

homeWorks Phase III (construction begins 2008)

Barton Place	Stewart Manor
Center West	University House
Jackson Park House	West Town View*
Ross Manor	

*May not be part of mixed-finance closing, West Town View may be funded out of FY 2009 public housing capital.



An example of homeWorks communication materials.

SHA will continue to leverage its MTW block grant funds (including capital subsidy and replacement housing factor [RHF] funds) to replace public housing units demolished or disposed of as part of SHA’s redevelopment and asset repositioning activities. RHF funds will be used in combination with program income to replace sold scattered site units.

The 2008 capital budget for public housing capital activities that are not part of homeWorks, for projects in other properties and for overall program administration is detailed in Attachment C.

Universal Federal Accessibility Standards

In 2007, SHA began negotiating a voluntary compliance agreement with HUD’s Office of Fair Housing and Equal Opportunity to increase the number of SHA’s low-income public housing units that meet Universal Federal Accessibility Standards (UFAS) for people with disabilities. To the extent called for in the finalized UFAS agreement, SHA will begin implementation in 2008.

Seattle Senior Housing Program

The SSHP capital budget totals \$2,372,500. This budget is larger than usual because of significant water intrusion incidents in several buildings.

Projects prioritized for 2008 include:

- Repair/replace damaged balcony railings at Gideon-Matthews and Phinney Terrace.
- Repair exterior damage from water intrusion and implement measures to avert future water intrusion at Reunion House, Schwabacher House and Willis House.

In addition to 2008 capital activities, the SSHP buildings will require comprehensive elevator modernization and building envelope rehabilitation in the next five years. The current cost estimate for elevator modernization and known building envelope repairs is \$12 million, not including inflation and related soft costs. A determination of the extent of building envelope repairs, which is under investigation, may significantly increase estimated costs.



Schwabacher House will receive extensive exterior repairs in 2008.

Other capital projects

Funding for projects in locally owned buildings will come from local sources

including cash flow and the buildings' reserves. Significant 2008 projects include: The first of three phases of repairs to the Wedgewood Estates exteriors and decks. Wedgewood Estates is a 203-unit locally funded apartment complex in Northeast Seattle.

Repair exterior damage from water intrusion and implement measures to avert future water intrusion at Wisteria Court.

In addition to 2008 capital activities, SHA estimates the construction costs for known capital needs in the Special Portfolio (other affordable housing) over the next five years at \$5 million, mostly for building envelope rehabilitation. This estimate does not include related soft costs or inflation and may increase significantly as the extent of building envelope needs, which is being investigated, is determined.

The comprehensive facilities assessment described in Section V will provide a solid basis for long-term planning for capital and operational costs for administrative and maintenance buildings.

Planned demolition and disposition

The following demolition or disposition requests may be submitted during 2008.

Dispositions

Dispositions may be requested as follows:

A portion of Bell Tower may be disposed to a condominium to develop the commercial potential of the building's ground floor and front plaza and address public safety issues.

Vacant land at Rainier Vista for redevelopment.

Vacant land at the Lake City House and Village site for redevelopment.

Scattered site units to non-profit agencies currently using the units for transitional

housing, pending policy decisions described in Section II.

SHA will finance homeWorks by leveraging capital subsidy with low-income housing tax credits. This will require disposing of the buildings included in the third homeWorks phase to a limited partner. A mixed-finance closing entailing the disposition of Barton Place, Center West, Jackson Park House, Ross Manor, Stewart Manor, University House, and possibly West Town View to a limited partnership is planned by the end of 2007. SHA will be Managing General Partner.

If Holly Court units can be replaced in a timely fashion, SHA may request disposition approval of the land and buildings. If the units are sufficiently distressed to warrant demolition, then SHA may dispose of the vacant land after the buildings are demolished.

The MLK maintenance base may be disposed to SHA, including a vacant parcel that SHA may sell pending the results of the facilities assessment described in Section V.

In 2008, as part of the agency unit policy discussed in Section II, SHA may determine that it is best to dispose of units currently used by providers and replace them with housing that better meets the goals for the scattered sites portfolio.

As SHA continues to reposition its assets to advance toward its mission and strategic priorities, SHA may also dispose of locally-funded parcels that do not require HUD approval because no federal funds are involved.

Demolition

If SHA determines that Holly Court units are distressed to the point of meeting HUD's definition of "extremely distressed," SHA may request demolition approval. A replacement housing plan will be developed concurrently.

SHA may also demolish locally-financed units (with no federal funding) where demolition is determined to be more practicable for meeting SHA's mission and strategic goals than other options such as rehabilitation or continued operation as is.

Home ownership activities

Section 8 home ownership: SHA and King County Housing Authority completed a ROSS-funded Section 8 homeownership pilot program in FY 2006 that funded home ownership counseling. At the outset SHA anticipated providing 30 households with down payment assistance of up to \$15,000 and allocated \$450,000 in MTW block grant funds for this purpose. Owing to the high cost of housing in this area and the strict eligibility guidelines the ROSS grant set forth, the 30-household target was not met. Twelve public housing households did receive down payment assistance.

In August 2006 SHA began using the balance of the allocated \$450,000 to provide additional households with down payment assistance. (As set out in SHA's FY 2007 MTW Plan, down payment assistance is governed by eligibility requirements that are less stringent than those of HUD's ROSS grant.) Down payment assistance is also being offered to Housing Choice Voucher (HCV) participants in the Family Self-Sufficiency (FSS) Program and HCV participants who meet eligibility criteria. Between the ROSS-funded Section 8 homeownership pilot and SHA's continuation of the program, 16 residents have become homeowners. SHA expects that the Urban League, International District Housing Alliance and El Centro de la Raza will continue to provide homeownership counseling and support to interested residents who are eligible for the down payment assistance. Depending on the success of the down payment assistance program, SHA may

continue it into 2008 in order to meet the original target of 30 home purchases.

SHA will also explore the potential for developing a homeownership program based on monthly mortgage subsidy instead of down-payment assistance. Depending on the findings, SHA may begin a small pilot program in 2008.

Family Self-Sufficiency: SHA's FSS program includes a staff position, funded by an FSS Coordinator Grant, dedicated to working with FSS participants who are interested in home ownership. The FSS Homeownership Specialist—

provides home ownership workshops for FSS participants and other interested SHA residents on such topics as homeownership basics and credit repair; pre-qualifies participants and helps them create home ownership plans; and partners with several lenders, Realtors, escrow companies and inspectors who have agreed to work with FSS participants.

In 2008 the FSS Specialist will emphasize financial literacy, credit repair and, because of the high cost of houses in the Seattle area, long-term planning for savings and homeownership.

SECTION VII: OWNED AND MANAGED UNITS

This section describes SHA performance goals for vacancy, rent collection and work order response time for 2008. It also describes SHA's inspection protocol and security activities.

Performance projections

Vacancy rates

Excluding the scattered sites portfolio, which is undergoing asset repositioning, SHA expects to maintain a vacancy rate in public housing and SSHP of two percent. FY 2006 actual and FY 2008 targeted vacancy rates are compared below.

	FY 2006 Actual %	FY 2008 Target %
Public Housing	2.50	2.00
SSHP	1.04	2.00
Sec. 8 New Construction	3.65	2.50

Public housing vacancy rates by community are provided in Appendix D.

Rent collections

Because of the implementation of Earned Income Verification and timely follow-up of fraud cases, SHA expects the percentage of uncollected public housing rents for CY 2008 to remain close to the 2.6 percent level experienced at the end of FY 2006.

Work orders

In 2008 SHA will implement a new work order software system as part of the comprehensive enterprise resource planning system. SHA will review standards and processes and may develop new local benchmarks for work orders. SHA will continue to respond within 24 hours to all emergency maintenance work orders. Non-emergency, tenant-requested work orders will be addressed within 10 days, according to local Landlord Tenant Law, and completed within 30 days. Such other tasks as cyclical, preventative and maintenance

plan work may require longer response times. Maintenance tasks may be handled by site-based crews at certain communities.

	FY 2006 Actual %	FY 2008 Target %
Emergency work orders within 24 hours	98.7	100
Regular resident-requested maintenance work orders within 30 days	95.4	100

Inspections

In FH 2003 a new inspection protocol was implemented under which all family units receive a comprehensive inspection while high-rise apartments and one-bedroom units receive either a comprehensive or a limited inspection annually. In a limited inspection, smoke detectors and emergency pull cords are tested, at a minimum. No changes are proposed for 2008.

Security in public housing

Community policing: In 2008 SHA will continue to work with the Seattle Police Department (SPD) Community Police Team (CPT). This partnership entails SHA's contracting with the SPD for four CPT positions that serve traditional public housing units.

Crime prevention organizing and education: Several community-based crime prevention organizations in central, south-east and west Seattle that SHA partners with have strong working relationships with Seattle Police. SHA will continue to work through these organizations to coordinate activities with neighbors and businesses to minimize crime in Yesler Terrace, NewHolly, Rainier Vista and High Point.

Emphasis patrols: SHA supplements the Seattle Police presence at Yesler Terrace by funding additional emphasis patrols during the spring and summer months, when the likelihood of nuisance and illegal activities is highest.

Off-duty police officers: SHA employs off-duty uniformed police officers for security services in several high-rise buildings. These officers, who impart an effective, authoritative and professional presence, maintain safety and security in communities affected by criminal activity or at high risk of renewed activity. In addition to providing security, these officers actively support investigations and work with residents to help them contribute to the safety and security of their communities.

Private security: SHA has contracted with a private security firm to patrol selected

communities affected by trespassing, drug trafficking or uncivil behavior. These regular patrols help keep out unauthorized persons and enhance resident safety. The firm is on call for immediate response to a variety of emergency situations, and undertakes fire-watch and lockout patrols, in all SHA communities.

At NewHolly, Rainier Vista and High Point, private security officers patrol residential blocks and open spaces. The security firm provides homeowners and builders, renters and agencies a contact point for parking lot surveillance and enforcement, for reporting parking violators and disturbances and graffiti, deters youthful mischief and loitering in the parks, and provides lockout and door-check services on request.

SECTION VIII: ADMINISTRATION OF LEASED HOUSING

This section provides information on performance indicators and notes issues and policy actions that may affect these indicators during 2008.

Performance projections

Leasing

In 2008 SHA plans to maximize voucher resources and maintain an average utilization rate of 100 percent. SHA's utilization goal includes meeting outstanding commitments for project-basing Housing Choice Vouchers in off-site HOPE VI replacement housing, Sound Families transitional housing for homeless families, state service bundled funding and Seattle Housing Levy-funded projects. About 300 project-based units are expected to come on line in 2008.

Inspections

To encourage timely compliance with program rules by landlords and participants, Resolution 4784 (June 2005) permits SHA to impose fines for failing to be present at inspections or re-inspections. In 2008, SHA will reevaluate the need for this program to see whether this provision will be cost effective in reducing no-shows by landlords and participants and thus increasing productivity.

In FY 2007 SHA began a new process of consolidating inspections. Unit inspections in buildings that house a large number of assisted tenants are being consolidated and performed back to back, making for more efficient scheduling and saving inspectors' driving time. The same strategy is being implemented in buildings with project-based voucher holders. Building managers are supportive of this new inspections scheduling protocol. (Previously, only Mod Rehab and Project-based buildings were on this type of schedule.)

SHA will continue to inspect Housing Choice Voucher units in accordance with HUD rules until new MTW Housing Choice Voucher inspection protocols are established in FY 2007/2008. All inspections are conducted by inspectors trained in Housing Quality Standards. In addition, supervisory staff will conduct quality control inspections of a minimum of five percent of units.

Planned inspection rates for 2008:

Annual HQS inspections	100 percent
Pre-contract HQS inspections	100 percent
HQS quality control inspections	5 percent

Ensuring rent reasonableness

In 2008, to reduce administrative expenses, SHA may explore replacing the "rent reasonable" determination for rent increase requests with other limitations on rent levels, such as using the "annual adjustment factor," which is set by HUD once a year. Currently fewer than three percent of proposed tenancies are rejected by reason of a rent reasonable determination. The payment standard and the 40 percent cap on affordability at lease up generally prevent over subsidizing rents. In the meantime, rent reasonableness determinations will be carried out per HUD regulations.

Housing Choice Voucher opportunities in 2008

If opportunities arise to apply for additional vouchers, SHA will take advantage of them.

Plans to de-concentrate Housing Choice Voucher families

SHA will continue its efforts to de-concentrate Housing Choice Voucher

families. These efforts include marketing SHA-owned or -managed tax credit and bond-financed units on its website. By City policy, these units are dispersed all over town and typically structure rents to be affordable to households at 50–60 percent of area median income, which is generally consistent with payment standards. Families that use their vouchers in tax credit properties are much less likely to experience rent burden over time if the rental market heats up without corresponding increases in HUD fair market rents or funding.

Housing Choice Voucher MTW policy changes

MTW voucher budget authority: In 2008 SHA will continue implementation of the pilot “provider-based program” described in Section II and may make changes to the program, including expanding it, depending on the results of implementation and available budget authority.

SECTION IX: RESIDENT PROGRAMS

This section describes current supportive services available to SHA residents and Housing Choice Voucher participants, as well as issues and proposed actions during 2008. An overview of services funded in whole or in part by SHA can be found in Appendix E.

Self-sufficiency and employment services

The Job Connection

In 2008, the Job Connection will continue to provide a range of service to help chronically under- and unemployed public housing residents, Housing Choice Voucher participants and income-qualified residents living near a HOPE VI community find and keep job. These services include:

Multilingual and multicultural case management, job placement and referrals to supportive services;

Linkages to a broad array of skill development resources;

Career exploration and pre-employment training, including Adult Work Experiences;

Referral of participants to agencies that can establish Individual Development Accounts, car ownership, basic telephone services and financial counseling services that lead to economic security and home and business ownership; and

Linkages to various partner agencies that offer leveraged supportive services to meet such particular needs as English as a Second Language, home ownership counseling and career-specific training.

The Job Connection's 2008 goals include:

Make at least 160 job placements with an average hourly wage of at least \$10.75 and at least 65 percent having benefits;

Place at least 10 participants to the successful Adult Work Experience Program piloted in FY 2006/07;

Identify a new business with which to develop long-term apprenticeship programs to provide career-specific training for jobs with benefits and wages at least 20 percent above minimum wage;

Expand service delivery to scattered site residents in the North Seattle office from three days per week to five;

Work with SHA Property Managers to identify and work with residents who are at risk of eviction by reason of loss of income; and

Work with newly employed residents and their employers to assure job retention for all permanent placements. Six-month retention rates will be at least 70 percent.

Tenant Trust Accounts

The purpose of the Tenant Trust Account (TTA) program is to enhance public housing residents' economic self-sufficiency by helping them save for home ownership or education or to start a small business. SHA establishes a TTA on behalf of eligible households that choose to participate, depositing a portion of the household's monthly rent payment into the account. Deposits range from \$10 to \$170 per month depending on household income and rent paid, up to a lifetime maximum of \$10,000. In 2008 SHA will continue to focus on growing the program. As part of SHA's FY 2007 rent policy evaluation, the TTA program's effect on participants' self-sufficiency will be analyzed and indicated program modifications may be made in 2008.

Section 3

During FY 2006 and into FY 2007 the Section 3 program revamped employment and

hiring expectations so that contractors could more clearly understand their roles in the hiring of qualified Section 3 residents. Language was also introduced into all new outgoing requests for proposals (RFPs) offering preferential points to businesses that meet Section 3 employment guidelines.

SHA's Section 3 goals for 2008 include:

For every RFP or bid offered, at least one business will complete the Section 3 certification process;
At least 10 public housing residents will obtain a Section 3 qualified position;
Section 3 and the process to become a Section 3-certified business will be explained at all pre-proposal conferences; and
Establish a uniform process to identify apprenticeship opportunities for Section 3 certified residents with key contractors and subcontractors.

Family Self-Sufficiency

In 2008, should SHA successfully gain renewal of its FSS Coordinator grants, FSS staff will continue to:

Maintain an enrollment level of 280 Housing Choice Voucher participants and 70 public housing residents;
Strengthen the Program Coordinating Committee (PCC) and its subcommittees (employment and training, home ownership, small business, and resources);
Provide comprehensive case management and coordination of services with local providers;
Improve tracking of participant status and outcomes; and
Provide financial literacy, long-term financial planning and home ownership counseling.

In addition, SHA will continue efforts started in 2007 to develop and implement policy and program changes to improve FSS participant outcomes and increase program efficiencies. Areas being focused on for changes include but are not limited to:

Selection preference for FSS slots;
Length, form and other terms of the FSS contract of participation;
Graduation requirements;
Program incentives;
Escrow calculation, investment and withdrawal policies; and
Structure of the Program Coordinating Committee.

Family Self-Sufficiency home ownership activities are described above in Section VI.

Bridging the digital divide

SHA partners with the following nonprofits and government agency to operate four computer labs:

Digital Promise: Westwood Heights (elderly high-rise) and the Special Technology Access Resource (STAR) Center at Center Park (elderly and non-elderly disabled high-rise);

Seattle Parks and Recreation: Yesler Community Center at Yesler Terrace; and
Neighborhood House: Rainier Vista.

These labs offer high-speed Internet access, software training, English as a Second Language, and classes designed specifically for youths and seniors. Tax return assistance and help with the Earned Income Tax Credit are also offered. The STAR Center offers computer and Internet access to residents with limited mobility and to blind patrons.

In 2008 SHA will have two active Neighborhood Networks (NN) grants from HUD to support the labs at Center Park and Yesler Terrace. Rainier Vista's NN grant will wind down in FY 2007. SHA will continue to collaborate with partners to identify funding with which to maintain all four centers.

Community building

SHA relies on community building to enhance the quality of life in SHA housing generally and residents' self-sufficiency and

connection to the greater Seattle community, in particular. In all of SHA's communities Community Builders develop and support opportunities for integration of residents of various income levels, housing types, cultures, ages and languages to form strong, supportive communities.

Neighborhood associations and resident councils

Neighborhood associations in mixed-income HOPE VI communities and Duly-Elected Resident Councils in Low Income Public Housing buildings bring residents together to celebrate their communities, plan neighborhood events and address common concerns.

In FY 2007, renters and homeowners in High Point formed the High Point Neighborhood Association (HPNA). In 2008 this organization and its leaders will begin working on a variety of community-identified issues and will expand membership to new households in Phase II.

NewHolly residents have been developing a comprehensive structure for the NewHolly Council. Residents want to ensure representation from all three phases of NewHolly and from all of the community committees that have been tackling critical topics for several months. This Council will be formed officially in 2008.

In SHA's 29 Low Income Public Housing buildings, residents have already formed 20 Duly-Elected Resident Councils to unite and lead their communities. In 2008, SHA's Community Builders will support the formation of additional Councils and encourage new Councils' involvement in the Joint Policy Advisory Committee, utilization of Tenant Participation Funds and participation in leadership and training.

Community committees to address critical topics

Residents throughout SHA's communities have been collaborating to address critical topics including leadership development, traffic and safety, community park use and beautification and multicultural communication. The work of these resident-driven committees will continue in 2008.



Tea time at Beacon Tower

Seventeen public housing resident leaders comprise the Resident Leadership Development Planning Team, which serves as a clearinghouse for leadership and training opportunities for public housing residents. In 2008 this team will work with other residents and local training providers to create three new workshops: a workshop on record keeping and expenditure tracking; a workshop entitled "Meetings: Before, During and After;" and a workshop/community dialogue on classism and other forms of discrimination.

Other neighborhood organizations and events

Residents from all SHA communities have been encouraged by Seattle District Council members and Department of Neighborhoods staff to participate in District Council meetings. In 2007 residents from the HOPE VI communities regularly participated in their local District Council meetings. In 2008 Community Builders will engage more residents, especially public housing residents

from high rise buildings and scattered sites, in these meetings and other community events.

Resident collaboration across communities

SHA recognizes the importance of residents' learning from and teaching one another, and SHA's Community Builders encourage residents to reach out to one another across communities. In 2008 Community Builders will further facilitate residents' collaboration across communities. Residents will work together on community committees and jointly participate in District Council meetings. They will also share their experiences working with government agencies and addressing community issues.

Resident participation funds

SHA expects to have about \$126,000 in public housing resident participation subsidy for 2008. In anticipation of that funding, SHA will sign a Memorandum of Agreement with all duly-elected public housing resident councils setting out how the funds are to be budgeted. The funds will be used for interpretation and translation for resident councils, office supplies and computer equipment for the councils, resident training, and costs associated with resident council meetings and elections. In 2008 a greater amount of funding is being set aside for training. The Resident Leadership Development Planning Team (mentioned in the Community Building section above) will plan how the training resources should be spent.

Issues and proposed actions

Formerly homeless families

In 2008, SHA will partner with Family Services to dedicate ten units at Wisteria Court and 20 units at High Point as Sound Families Initiative units for families that were recently homeless. Through Family Services, The Job Connection, and Family Self-

Sufficiency programs, participating families will enroll in case management, mental health, employment and other self-sufficiency services for up to five years. One of the program's goals is to enable families graduating from this program to transition in place in these mixed-income communities.

Eviction prevention in public housing high-rises

The population distribution of SHA public housing high-rise portfolio is 47 percent younger disabled, 37 percent seniors, and 16 percent nonelderly/nondisabled adults. SHA will continue to implement several strategies to address problems related to housing these different populations in the same buildings, such as exploring building designations and sustaining mental health case management for residents in crisis.

In addition, SHA partners with several agencies to provide comprehensive case management and eviction prevention programs. SHA has historically provided funding for many of these programs, but as funding continues to decline, SHA has worked collaboratively with agencies to find other resources to continue vital services.

Mental health case management: In 2008 SHA will continue to partner with Community Psychiatric Clinic (CPC) to provide mental health case management services to high-rise residents in crisis. Three CPC case managers assist residents through outreach, needs assessment and referral. CPC works closely with property managers and Aging and Disability Services case managers providing long-term services. CPC will soon complete the third year of its ROSS grant. SHA is working with CPC in applying for another ROSS grant.

Aging and Disability Services: In 2008 SHA will continue partnering with Aging and Disability Services (ADS) to provide longer-term case management support to residents of

SHA public housing and SSHP communities. ADS leverages SHA funds nearly two to one with CDBG and Title XIX funding. The numbers of SSI-eligible residents in SHA housing continues to decrease, reducing ADS' ability to match at higher ratios. SHA will work with ADS to identify grants and evaluate program elements.

Domestic violence

SHA participated in the Housing Subcommittee of the City of Seattle's Domestic Violence Prevention Council, when it developed a strategic plan to end homelessness for domestic violence survivors and their children as part of the County Ten-Year Plan to End Homelessness (CEH). SHA convened an internal domestic violence work group in 2007 that began to develop an action plan to integrate CEH elements. In 2008 the action plan will be completed and its implementation will begin. The goals of the action plan are to:

- Ensure the agency's compliance with federal, state and local legislation;
- Increase the safety of employees and their families and SHA residents;
- Maximize the productivity of SHA human resources; and
- Decrease the human and economic impacts of domestic violence on SHA, our employees, and our residents and communities.

The impact of Action Plan implementation will be evaluated annually.

Youth Programming

SHA will continue to partner with several organizations to support youth programs. In some cases such partnerships entail SHA's providing limited financial support. We anticipate that the most popular programs will continue to be youth tutoring (serving over 425 youth), computer lab classes and Internet access, and youth leadership. SHA also supports summer employment opportunities

in our communities through the Seattle Youth Employment Program.



NewHolly youth committee members

Financial sustainability of supportive services

SHA's *Outcomes for Independence* (OFI) initiative will continue to move forward in 2008 to build and promote best practices in self-sufficiency strategies for SHA residents. OFI goals include:

- Individuals and families achieve stability and those who are able progress toward economic self-sufficiency do so.
- Decision-makers in regional economic self-sufficiency services, policy-making, and funding systems understand the characteristics of Seattle's low-income citizens living in subsidized housing and respond with appropriate policies, programs and resources.
- SHA has the knowledge base, funding and partnerships to ensure an adequate and sustainable level of services that effectively promote economic self-sufficiency among residents.

OFI includes several specific projects that will continue in 2008, among them the Seattle Asset Building Initiative and the Housing and Economic Security Project.

Seattle Asset Building Initiative: The Seattle Asset Building Initiative, a pilot project of the Seattle - King County Asset Building

Collaborative (ABC), will be evaluated in 2008. This project seeks to identify the most effective asset-building service delivery methods/system for two distinct SHA household types—families that were recently homeless, on the one hand, and families and individuals who have stabilized and reached the “phase of vulnerability” when they may lose public benefits owing to earned income and thus risk returning to poverty. By tracking the asset-building outcomes of services delivered in relationship to each participant’s self-determined financial goals and economic security, the ABC seeks to develop an effective system that will help both population groups maximize economic benefits.

Housing and Economic Security Project: The Housing and Economic Security Project (HESP) is a unique public/private partnership motivated by the combination of difficult economic and societal influences on Puget Sound communities. With the support of the West Coast Poverty Center, SHA, University of Washington researchers and local

workforce development and supportive service providers have come together in this project to identify and problem-solve the growing challenges faced by the lowest-income residents of Seattle. HESP is seeking a planning grant to move toward its vision of reducing poverty and increasing economic security for SHA’s work-likely residents through effective holistic strategies that integrate housing stability, workforce development, asset-building and service system enhancement and coordination. In 2008 HESP will build on the work of the ABC Pilot Project Developing to enhance economic security for SHA residents through partnerships and research.

Data tracking: In 2008, to progress toward the goals of the OFI initiative, SHA will be testing software that tracks resident and program indicators so that outcomes of every specific project can be analyzed. This data collection and analysis will be integral to identification of best practices that further the economic self-sufficiency of SHA residents.

SECTION X: OTHER INFORMATION REQUIRED BY HUD

SHA Commission resolutions and required HUD certifications

Board Resolution adopting this 2008 MTW Annual Plan

PHA Certifications of Compliance with MTW Plan Requirements

Board Resolution adopting the SHA 2008 Budget

Form HUD-50071, Certification of Payments to Influence Federal Transactions

Form SF-LLL, Disclosure of Lobbying Activities

Funding allocation forms

Form HUD-52837, CGP Annual Statement, Parts I, II and III

Note: The following forms will be submitted separately to HUD by the applicable deadlines:

Form HUD-52723, Calculation of PFS Subsidy

Form HUD-52722-A, Calculation of Allowable Utilities Expense Level

RESOLUTION NO. 4882

RESOLUTION APPROVING THE 2008 MOVING TO NEW WAYS
ANNUAL PLAN

WHEREAS, the Department of Housing and Urban Development (HUD) has selected the Housing Authority of the City of Seattle (SHA) to participate in the Moving To Work Demonstration Program to design and test new ways of providing housing assistance and services to low-income households; and

WHEREAS, the SHA has changed the name of this program to Moving To new Ways (MTW) to more accurately describe the intent of this demonstration opportunity; and

WHEREAS, as a participant in the MTW demonstration, SHA is required to develop an MTW Annual Plan for each fiscal year that outlines the annual budget and the activities that will be pursued that year; and

WHEREAS, the MTW Annual Plan for Fiscal Year 2008 (Plan) must be submitted to HUD by November 1, 2007, to enable SHA to fully use its MTW flexibility; and

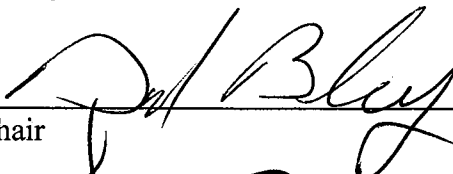
WHEREAS, a public hearing on the Plan was held on September 17, 2007, and comments pertinent to the MTW demonstration have been addressed in the Plan; and

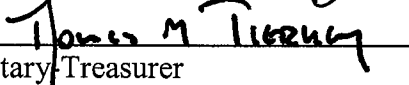
WHEREAS, a Board Resolution approving the Plan and certifying that the Plan complies with MTW agreement requirements must be included in the Plan:

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the City of Seattle as follows:

1. The Board of Commissioners approves the 2008 MTW Annual Plan and authorizes the Executive Director to complete the Plan document.
2. The Board of Commissioners certifies that the Public Hearing Requirement has been met and authorizes the Chair of the Board to execute the attached HUD Certification of Compliance with MTW Plan Requirements and Related Regulations.

ADOPTED by a majority of members of the Board of Commissioners and signed by me in open session in authentication of its passage this 15th day of October, 2007.


Chair


Secretary/Treasurer

CERTIFIED BY:

PHA Certifications of Compliance with MTW Plan Requirements and Related Regulations

Acting on behalf of the Board of Commissioners of the Housing Authority of the City of Seattle (SHA), as its chair, I approve the submission of the MTW Annual Plan for the SHA fiscal year 2008 beginning January 1, 2008, hereinafter referred to as the 2008 Plan of which this document is a part, and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:


1. SHA held a public hearing on September 17, 2007.
2. SHA will carry out the 2008 Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, Section 504 of the Rehabilitation Act of 1973, and Title II of the Americans with Disabilities Act of 1990.
3. As the 2008 Plan anticipates modifications to SHA's site-based waiting list policy to be developed and adopted during CY 2008:
 - SHA will regularly submit required data to HUD's MTCS in an accurate, complete and timely manner;
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including: basic information about available sites, and an estimate of the period of time the applicant would likely have to wait to be admitted to the units of different sizes and types at each site;
 - Adoption of site-based waiting lists will not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - SHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
 - SHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications as specified in 24 CFR Part 903.7.
4. SHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
5. SHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
6. SHA will comply with the requirements of Section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low- or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
7. SHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 as amended and implementing regulations at 49 CFR Part 24 as applicable.
8. SHA will comply with 24 CFR 5.105(a).
9. SHA will provide HUD or the responsible entity any documentation that the Department needs to carry out its review under the National Environmental Policy Act and other related authorities, in accordance with 24 CFR Part 58.

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
OFFICE OF PUBLIC AND INDIAN HOUSING

10. With respect to public housing, SHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
11. SHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
12. SHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.
13. SHA will comply with the policies, guidelines and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments) and 25 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
14. SHA will undertake activities and programs covered by the Plan in a manner consistent with its Plan and the MTW Agreement executed by SHA and HUD and will utilize funds made available under the Capital Fund, Operating Fund and Section 8 tenant-based assistance only for activities that are allowable under applicable regulations as modified by the MTW Agreement and included in this Plan.

Housing Authority of the City of Seattle
PHA Name

WA-001
PHA Number


SHA Board Chair

October 15, 2007
Date

RESOLUTION NO. 4880

RESOLUTION APPROVING SEATTLE HOUSING AUTHORITY'S
COMBINED OPERATING AND CAPITAL BUDGET
FOR CALENDAR YEAR 2008

WHEREAS, the Board of Commissioners (Board) has reviewed the combined operating and capital budget for the Seattle Housing Authority (SHA) as proposed by the Executive Director for Calendar Year 2008, and believes the proposed expenditures are necessary and reasonable for the efficient and effective operation of the Housing Authority for the purposes of housing low-income families;

WHEREAS, SHA has been designated to participate in HUD's Moving To Work (MTW) Demonstration Program and SHA's MTW contract extends through 2009;

WHEREAS, SHA will implement its new fiscal year to coincide with the calendar year in 2008, as approved by the Board in April 2007 and authorized by HUD via amendment to SHA's 2007 MTW Plan;

WHEREAS, under the MTW Program, SHA is allowed to pool its Housing Choice Vouchers, Capital and Public Housing funds into a single block grant for maximum spending flexibility among its programs;

WHEREAS, the operating revenue projections are consistent with SHA's MTW funding calculation and the annual contributions contracts;

WHEREAS, the proposed expenditures are consistent with the strategic directions set forth in the SHA Strategic Plan 2005 - 2010 which was adopted by the Board in May 2005;

WHEREAS, this Calendar Year 2008 Budget serves as a part of SHA's Moving To Work Plan on which there was a public hearing held September 17, 2007 and for which public comments were received through October 8, 2007;

NOW, THEREFORE, BE IT RESOLVED, that the CY 2008 Proposed Seattle Housing Authority Budget, as amended, for operations and capital expenditures, excluding depreciation, be approved:

<u>SHA Operating and Capital Expenditures</u>	<u>CY 2008 Budget</u>
Operating Budget	\$61,941,000
Choice-Based Payments/HAPS	<u>\$73,020,000</u>
Total Routine Operating Expense	\$134,961,000
Grant Expenditures	\$810,000
Capital and Non-routine Expenditures	<u>\$125,850,000</u>
Total Combined Budget	\$261,621,000

BE IT FURTHER RESOLVED, that the CY 2008 Adopted Budget shall include the above authorization and the following changes and corrections to the CY 2008 Proposed SHA Budget book:

- (1) Amendments 1 and 2 appended hereto as Exhibit 1 and included in the approved CY 2008 Operating Budget approved herein;
- (2) Revisions to the draft operating and capital budgets for the eleven limited partnerships for which SHA is the General Partner and Managing Agent;
- (3) A final count of full-time equivalent positions (FTE's);
- (4) Any necessary technical corrections or changes; and,

The CY 2008 Adopted Budget consistent with this resolution and in the form prescribed by HUD shall be submitted to HUD sixty days prior to the start of the new fiscal year. The CY 2008 Adopted Budget book shall be available to the public and provided to the Board of Commissioners by December 1, 2007; and,

BE IT FURTHER RESOLVED, that the CY 2008 combined Seattle Housing Authority operating and capital budget incorporates the CY 2008 MTW budgeted income and expenditures;


BE IT FURTHER RESOLVED, that in SHA's capacity as General Partner and Managing Agent for eleven tax credit limited partnerships, the Board approves submittal of draft operating and capital budgets to the limited partnerships, and recognizes that the budgets are subject to the approval of each limited partnership.

BE IT FURTHER RESOLVED, as required by Section 6(c)(4) of the US Housing Act of 1937, the Board of Commissioners certify that, in directing the actions herein, all proposed changes and expenditures will be consistent with the provisions of law, the Annual Contributions Contract, and the Moving To Work agreement, and the Commissioners further certifies, to the best of their knowledge and advice, that:

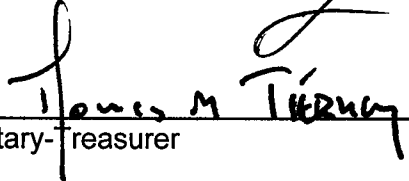
- (1) All regulatory and statutory requirements have been met;
- (2) The PHA has sufficient operating reserves and bridge financing to meet the working capital needs of its developments;
- (3) Proposed budget expenditures are necessary in the efficient and economical operation of the housing for the purpose of serving low-income residents;
- (4) The budget indicates a source of funds adequate to cover all proposed expenditures;

- (5) The PHA will comply with the wage rate requirements under 24 CFR 968.110(e) and (f);
- (6) The PHA will comply with the requirements for access to records and audits;

ADOPTED by a majority of all members of the Board of Commissioners and signed by me in open session in authentication of its passage this 15th of October 2007.



Chair



Secretary-Treasurer

CERTIFIED BY:

Certification of Payments to Influence Federal Transactions

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Applicant Name

Seattle Housing Authority

Program/Activity Receiving Federal Grant Funding

Moving to Work Program

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.
(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

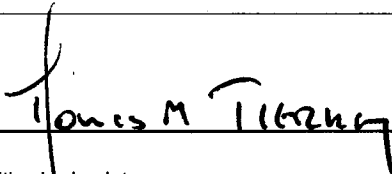
Name of Authorized Official

Thomas M. Tierney

Title

Executive Director

Signature



Date (mm/dd/yyyy)

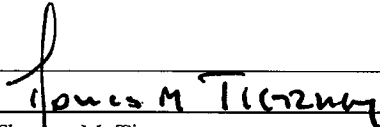
10/15/2007

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

Approved by OMB
0348-0046

(See reverse for public burden disclosure.)

1. Type of Federal Action: <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> B b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	2. Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> A b. initial award c. post-award	3. Report Type: <input type="checkbox"/> a. initial filing <input checked="" type="checkbox"/> A b. material change For Material Change Only: year _____ quarter _____ date of last report _____
4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: Congressional District, if known: 4C	5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: Seattle Housing Authority 120 Sixth Avenue N., P.O. Box 19028 Seattle, WA 98109 Congressional District, if known:	
6. Federal Department/Agency: HUD, Office of Public and Indian Housing	7. Federal Program Name/Description: Moving to Work, Public Housing, Capital Grant CFDA Number, if applicable: _____	
8. Federal Action Number, if known: WA19P00150107, WA19R00150107, WA19R00150207	9. Award Amount, if known: \$ 12,628,777	
10. a. Name and Address of Lobbying Registrant (if individual, last name, first name, MI): NOTE: SHA is not involved in lobbying activities pursuant to 31 U.S.C. 1352.	b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI): Not applicable	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: <u></u> Print Name: <u>Thomas M. Tierney</u> Title: <u>Executive Director</u> Telephone No.: <u>(206) 615-3500</u> Date: <u>10/15/2007</u>	
Federal Use Only:		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Annual Statement / Performance and Evaluation Report
Comprehensive Grant Program (CGP) **Part I: Summary**

HA Name: **Seattle Housing Authority** Comprehensive Grant Number: **WA19P00150107** FFY of Grant Approval: **2007**

Line No.	Summary by Development Account	Original	Total Estimated Cost Revised ¹		Total Actual Cost ²	Expended
			Original	Revised ¹		
1	Total Non-CGP Funds					
2	1406 Operations (May not exceed 10% of line 20)					
3	1408 Management Improvements					
4	1410 Administration					
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs					
8	1440 Site Acquisition					
9	1450 Site Improvement					
10	1460 Dwelling Structures					
11	1465.1 Dwelling Equipment—Non-expendable					
12	1470 Non-dwelling Structures					
13	1475 Non-dwelling Equipment					
14	1485 Demolition					
15	1490 Replacement Reserve					
16	1492 Moving to Work Demonstration				\$11,155,192	
17	1495.1 Relocation Costs					
18	1498 Mod Used for Development					
19	1502 Contingency (may not exceed 8% of line 20)					
20	Amount of Annual Grant (Sum of lines 2-19)				\$11,155,192	
21	Amount of line 20 Related to LBP Activities					
22	Amount of line 20 Related to Section 504 Compliance					
23	Amount of line 20 Related to Security					
24	Amount of line 20 Related to Energy Conservation Measures					

Signature of Executive Director: *[Signature]* Date: **10/15/2007**
Signature of Public Housing Director: _____ Date: _____

Annual Statement / Performance and Evaluation Report
 Comprehensive Grant Program (CGP) **Part II: Supporting Pages**

U.S. Department of Housing
 and Urban Development
 Office of Public and Indian Housing

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work ²
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
PHA Wide	MTW Block Grant	1492		\$11,155,192				
	Agency/PHA Total			\$11,155,192				

Signature of Executive Director

Date

10/15/2007

Signature of Public Housing Director

Date

James M. Turner

¹ To be completed for the Performance and Evaluation Report of a Revised Annual Statement.

² To be completed for the Performance and Evaluation Report.

Annual Statement / Performance and Evaluation Report
 Comprehensive Grant Program (CGP) **Part III: Implementation Schedule**

U.S. Department of Housing
 and Urban Development
 Office of Public and Indian Housing

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates ²
	Original	Revised ¹	Original	Revised ¹	
PHA Wide	12/31/2009		12/31/2011		
Capital					
Program					

Signature of Executive Director

James M. Timony

Date

10/15/2007

Signature of Public Housing Director

Date

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

² To be completed for the Performance and Evaluation Report.

HA Name: **Seattle Housing Authority** Comprehensive Grant Number: **WA19R00150107** FFY of Grant Approval: **2007**

Original Annual Statement and Evaluation Report for Program Year Ending _____
 Reserve for Disasters/Emergencies
 Revised Annual Statement/Revision Number _____
 Performance and Evaluation Report for Program Year Ending _____
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost ²	
		Original	Revised ¹	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 10% of line 20)				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Non-expendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration			\$718,411	
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant (Sum of lines 2-19)			\$718,411	
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				
24	Amount of line 20 Related to Energy Conservation Measures				

Signature of Executive Director: *Thomas M. T...* Date: **10/15/2007**
 Signature of Public Housing Director: _____ Date: _____

Annual Statement / Performance and Evaluation Report
Comprehensive Grant Program (CGP) Part II: Supporting Pages
U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

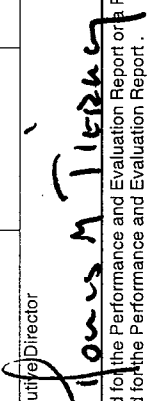
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work 2
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
PHA Wide	MTW Activities	1492		\$718,411				
	Agency/PHA Total			\$718,411				

Signature of Executive Director _____ Date 10/15/2007
 Signature of Public Housing Director _____ Date _____

Annual Statement / Performance and Evaluation Report
 Comprehensive Grant Program (CGP) Part III: Implementation Schedule

U.S. Department of Housing
 and Urban Development
 Office of Public and Indian Housing

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates ²
	Original	Revised ¹	Original	Revised ¹	
PHA Wide	12/31/2009		12/31/2011		
Capital					
Program					

Signature of Executive Director

 Date 10/15/2007
 Signature of Public Housing Director
 Date

HA Name: **Seattle Housing Authority** Comprehensive Grant Number: **WA19R00150207** FFY of Grant Approval: **2007**

Original Annual Statement and Evaluation Report for Program Year Ending _____
 Reserve for Disasters/Emergencies
 Revised Annual Statement/Revision Number _____
 Performance and Evaluation Report for Program Year Ending _____
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost ²	
		Original	Revised ¹	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 10% of line 20)				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Non-expendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration			\$755,174	
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant (Sum of lines 2-19)			\$755,174	
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				
24	Amount of line 20 Related to Energy Conservation Measures				

Signature of Executive Director: *Thomas M. [Signature]* Date: **10/15/2007**
 Signature of Public Housing Director: _____ Date: _____

Annual Statement / Performance and Evaluation Report
 Comprehensive Grant Program (CGP) **Part II: Supporting Pages**

U.S. Department of Housing
 and Urban Development
 Office of Public and Indian Housing

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work ²
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
PHA Wide	MTW Activities	1492		\$755,174				
	Agency/PHA Total			\$755,174				

Signature of Executive Director

Date

Signature of Public Housing Director

Date

Louis M. Tinsley

10/15/2007

¹ To be completed for the Performance and Evaluation Report on a Revised Annual Statement.

² To be completed for the Performance and Evaluation Report.

Annual Statement / Performance and Evaluation Report
 Comprehensive Grant Program (CGP) **Part III: Implementation Schedule**

U.S. Department of Housing
 and Urban Development
 Office of Public and Indian Housing

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates ²
	Original	Revised ¹	Original	Revised ¹	
PHA Wide	12/31/2009		12/31/2011		
Capital					
Program					

Signature of Executive Director

Louis D. Tinsley

10/15/2007

Signature of Public Housing Director

Date

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

² To be completed for the Performance and Evaluation Report.

APPENDIX A: HOUSEHOLD AND APPLICANT DEMOGRAPHICS

This Appendix provides specific data on the number and characteristics of housed households served by SHA and applicants on wait lists as of September 30, 2006, the end of the most recent complete fiscal year. Slight variations in totals from table to table indicate that some detailed data is missing for a few households.

Existing Households

Race¹ of head of household as of 9/30/2006

Low-Income Public Housing Residents	White	African/African American	Native American	Asian/Asian American	Native Hawaiian & Pacific Islander	Total
Garden Communities	132	542	20	516	2	1,212
Townhouses	12	31	1	16		60
Scattered Sites*	162	315	14	126		617
Mixed Income	21	25	1	1		48
Partnership Units	10	31	1	6		48
High-Rises**	1,660	636	69	437		2,802
LIPH Total	1,997	1,580	106	1,102	2	4,787
Percent: Actual	41.72%	33.01%	2.21%	23.02%	0.04%	100%
Section 8 Program Participants						
HCV Tenant-based ²	1,850	2,076	80	569	23	4,598
HCV Project-based	780	443	31	161	12	1,427
S8 New Construction	62	27	3	2	0	94
S8 Mod Rehab	359	121	26	143	3	652
Section 8 Total	3,051	2,667	140	875	38	6,771
Percent: Actual	45.06%	39.39%	2.07%	12.92%	0.56%	100%
SSHP Residents						
SSHP Total	698	96	10	146	0	950
Percent: Actual	73.47%	10.11%	1.05%	15.37%	0%	100%

Income distribution as a percent of median income

2006 Median Incomes Levels for the Seattle-Bellevue-Everett Area

Family Size	30% Median	50% Median	80% Median
Single Individual	\$16,350	\$27,250	\$ 41,700
Family of Two	\$18,700	\$31,150	\$ 47,700
Family of Three	\$21,050	\$35,050	\$ 53,650
Family of Four	\$23,350	\$38,950	\$ 59,600
Family of Five	\$25,250	\$42,050	\$ 64,350
Family of Six	\$27,100	\$45,200	\$ 69,150
Family of Seven	\$29,000	\$48,300	\$ 73,900
Family of Eight	\$30,850	\$51,400	\$ 78,650

¹ Hispanic households are included in their claimed race, e.g. White, African/African American, etc.

² Excludes households that have left SHA's jurisdiction (1,658 households, a.k.a port-outs)

Distribution of Households' Annual Income as of 9/30/2006

Program	Below 30% Median Income	30% - 50% Median Income	50% - 80% Median Income	Over 80% Median Income	Total
Low Income Public Housing	4,128	533	114	18	4,793
HCV Tenant-Based ³	3,906	574	111	7	4,598
HCV Project-Based	1,350	65	10	3	1,428
Section 8 Mod Rehab	630	16	5	1	652
Section 8 New Construction	83	11	1	0	95
Seattle Senior Housing Program	809	115	27	2	953
Total Households	10,906	1,314	268	31	12,519
Percent: Actual	87.12%	10.50%	2.14%	0.25%	100%

Total population by age group (minors, adults and elderly) as of 9/30/2006

Low-Income Public Housing Residents	Minors	Non-elderly Adults	Elderly Adults	Total Individuals	Elderly >70
Garden Communities	1,545	1,650	395	3,590	207
Townhouses	154	111	7	272	1
Scattered Sites	803	993	100	1,896	42
Partnership Units	100	81	5	186	2
High-Rises	9	1,839	1,151	2,999	650
Mixed Income	37	57	4	98	1
LIPH Total	2,648	4,731	1,662	9,041	903
Percent: Actual	29.29%	52.33%	18.38%	100%	
Section 8 Participants					
HCV Tenant-based ³	4,372	5,209	1,362	10,943	649
HCV Project-based	643	1,362	297	2,302	166
Section 8 Mod Rehab	87	570	165	822	59
Section 8 New Construction	0	68	33	101	16
Section 8 Total	5,102	7,209	1,857	14,168	890
Percent: Actual	36.01%	50.88%	13.11%	100.00%	
SSHP Residents					
SSHP Total	0	114	970	1,084	763
Percent: Actual	0.00%	10.52%	89.48%	100%	

³ Excludes port-outs and SSHP voucher holders.

People with disabilities as of 9/30/2006

Low-Income Public Housing Residents	Disabled Minor	Non-Elderly Disabled	Elderly Disabled	Total Disabled	Total Individuals
Garden Communities	8	225	207	440	3,590
Townhouses	3	10	2	15	272
Partnership Units	2	4	0	6	1,896
Scattered Sites	4	162	40	206	186
High-Rises	1	1,377	560	1,938	2,999
Mixed Income	1	15	0	16	98
LIPH Totals	19	1,793	809	2,621	9,041
Percent: Actual	0.21%	19.83%	8.95%	28.99%	
Section 8 Participants					
HCV Tenant-based ⁴	183	1,764	763	2,710	10,943
HCV Project-based	16	631	146	793	2,302
Section 8 New Construction	0	60	20	80	822
Section 8 Mod Rehab	3	272	117	392	101
Section 8 Total	202	2,727	1,046	3,975	14,168
Percent: Actual	1.43%	19.25%	7.38%	28.06%	
SSHP Residents					
SSHP Totals	0	87	154	241	1,084
Percent: Actual	0.00%	8.03%	14.21%	22.23%	

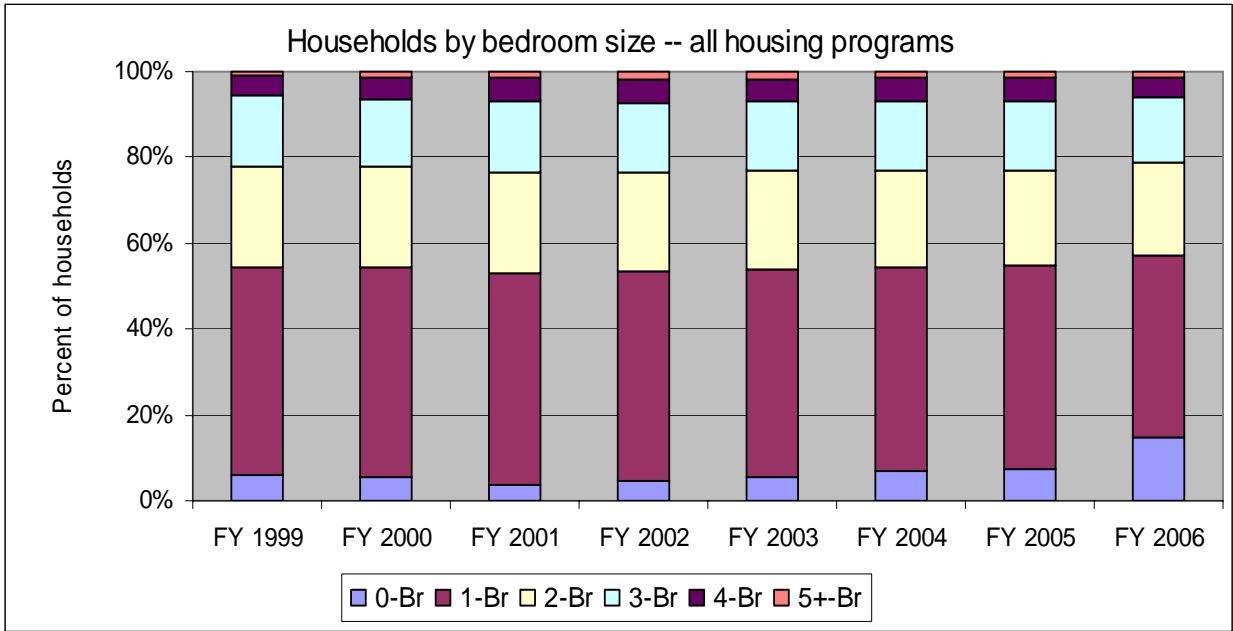
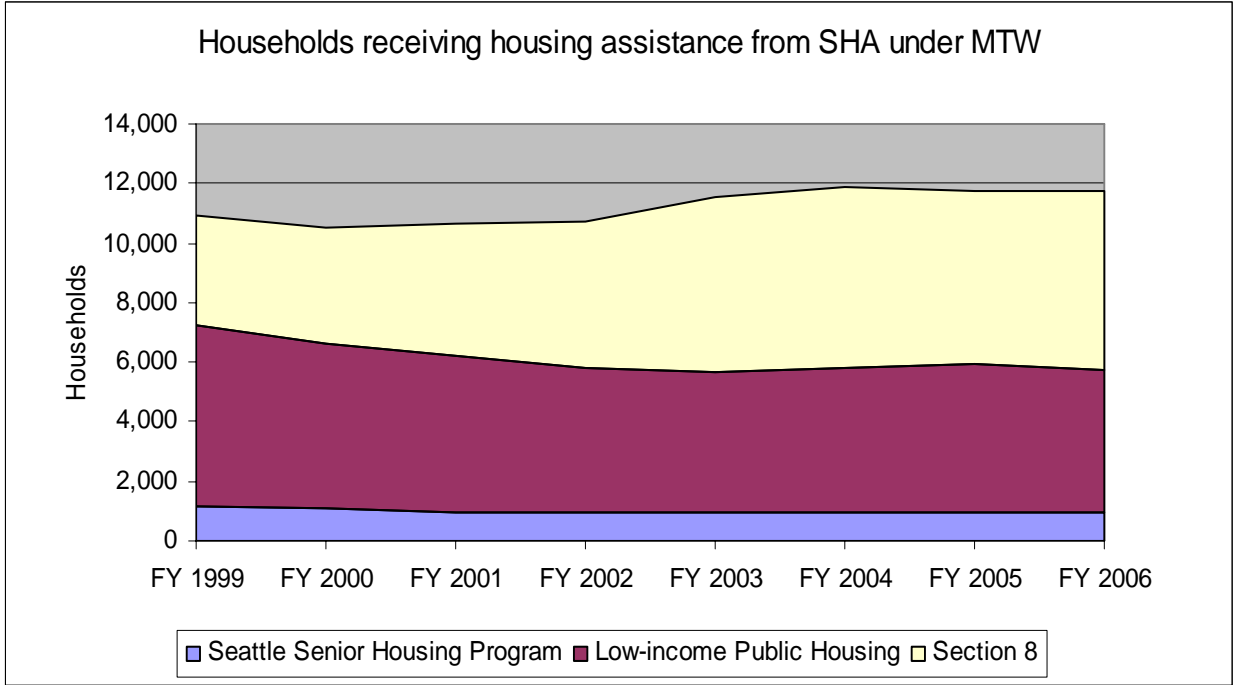
Households served by unit size – comparing SHA’s first year of MTW (FY 1999) and the most recent year (FY 2006)

Program	Year	0-Br	1-Br	2-Br	3-Br	4-Br	5+-Br	Total
Low-income Public Housing	FY 1999	257	3,158	1,470	935	231	36	6,087
	FY 2006	778	2,292	848	661	179	36	4,794
Housing Choice Voucher Assistance ⁵	FY 1999	250	1,117	1,079	872	279	82	3,679
	FY 2006	983	1,766	1,642	1,116	381	139	6,027
Section 8 New Construction	FY 1999	10	141	0	0	0	0	151
	FY 2006	0	95	0	0	0	0	95
Seattle Senior Housing Program ⁶	FY 1999	161	913	85	0	0	0	1,159
	FY 2006	0	864	89	0	0	0	953
Total	FY 1999	678	5,329	2,634	1,807	510	118	11,076
	FY 2006	1,761	5,017	2,579	1,777	560	175	11,869
Distribution of unit sizes	FY 1999	6.12%	48.11%	23.78%	16.31%	4.60%	1.07%	100%
	FY 2006	14.84%	42.27%	21.73%	14.97%	4.72%	1.47%	100%

⁴ Excludes port-outs and SSHP voucher holders.

⁵ Excludes Mod Rehab units. Includes both project- and tenant-based assistance.

⁶ The Morrison is excluded from SSHP after FY 2001.



Applicant demographics

Race of head of household by bedroom size⁷ as of 9/30/2006

Low-Income Public Housing Applicants	White	African/ African American	Native American	Asian & Pacific Islander	Total
0/1 bedroom	2270	1768	147	874	5,059
2 bedroom	1067	1449	115	496	3,127
3 bedroom	188	340	34	109	671
4 bedroom	10	51	7	10	78
5 bedroom	2	19	0	2	23
LIPH Total	3,537	3,627	303	1,491	8,958
Percent: Actual	39.48%	40.49%	3.38%	16.64%	100.00%

Note: Applicants to HOPE VI communities are not included in this analysis.

Section 8 Applicants

All bedroom sizes**	1,408	1,705	131	383	3,627
Percent: Actual	38.43%	47.40%	3.34%	10.83%	100%

Note: *An additional 374 households did not specify Race on initial application. **SHA does not currently assign bedroom sizes for Section 8 applicants.

Section 8 New Construction Applicants

0/1 bedroom	199	176	16	31	422
2 bedroom	1	4	0	0	5
Section 8 New Construction Total	200	180	16	31	427
Percent: Actual	46.84%	42.15%	3.75%	7.26%	100%

SSHP Applicants

0/1 bedroom	314	65	12	45	436
2 bedroom	20	2	1	7	30
SSHP Total	334	67	13	52	466
Percent: Actual	71.67%	14.38%	2.79%	11.16%	100%

Income distribution as a percent of median income as of 9/30/2006

Applicant Household Annual Incomes

Program	Below 30% Median Income	30% - 50% Median Income	50% - 80% Median Income	Over 80% Median Income	Total
Low Income Public Housing	8,062	685	130	50	8,927
Section 8 Tenant-Based	3,920	69	7	5	4,001
Section 8 New Construction	398	23	9	0	430
Seattle Senior Housing Program	375	62	18	2	457
Unique Households*	11,303	777	149	55	12,284
Percent: Actual	92.01%	6.33%	1.21%	0.45%	100%

*Since applicant households may appear on more than one wait list, the unique households row will not equal the total of the program rows.

⁷ Hispanic households are included in their claimed race, e.g. White, African/African American, etc.

APPENDIX B: FY 2006 EXPENDITURES BY LINE ITEM

The table below shows FY 2006 budget and expenditures by line item for the Consolidated MTW Budget and Other Programs.

Expenses	Budget	Actual Expenditures
Consolidated MTW Budget		
Administration and General	\$15,308,514	\$14,753,684
Housing Assistance Payments	56,057,606	49,291,578
Subsidy Pass-through	1,808,924	1,679,817
Utilities	3,570,171	3,384,244
Maintenance and Contracts	11,323,294	10,458,601
Capital and Development Projects	10,693,624	10,218,082
Capital Equipment and Non Routine	1,575,032	1,998,032
Total Expenses	\$100,337,165	\$91,784,038
Other Programs		
Administration and General	\$14,645,357	\$16,367,950
Housing Assistance Payments	13,920,455	13,005,415
Utilities	1,310,481	1,403,544
Maintenance and Contracts	4,280,640	6,435,664
Development and Capital Projects	12,040,678	4,600,087
Grants	782,035	1,394,144
Total Expenses	\$46,979,646	\$43,206,804
Note:		

APPENDIX C: 2008 CAPITAL ACTIVITIES

This Appendix contains planned capital activities for SHA-owned properties by housing program and building-specific details for the remaining phase of homeWorks, the public housing high-rise renovation program.

2008 Capital Projects for Low Income Public Housing

Community	Planned activities	Budget
F26 Cedarvale Village	Add attic and bathroom ventilation, repair crawlspace, seal and weatherproof attic penetrations and repair associated damage.	\$ 87,000
010 Center Park	Replace damaged community center siding.	25,000
S71 Denice Hunt Townhomes	Repair/replace siding and window flashings in public housing units.	110,000
Holly Court	Redevelopment planning	700,000
F24 Jackson Park Village	Add attic and bathroom ventilation, reconfigure crawlspace and sump pumps, seal and weatherproof attic penetrations and repair associated damage.	158,000
050-059 Scattered Sites	Work at specific properties includes: roof replacements or repairs; landscaping improvements; exterior painting; electrical work; floor abatement and replacement.	300,000
023 Westwood Heights	Repair and re-seal damaged exterior caused by water intrusion.	82,500
Yesler Terrace	Redevelopment planning and administration	1,538,000
PHA Wide	Floor abatement and replacement in vacated units.	200,000
PHA Wide	Debt Service for homeWorks.	3,100,000
PHA Wide	Salaries and benefits and administrative sundry expenses for the hazardous material program management and construction divisions.	1,004,786
PHA Wide	Capital program administration	1,126,633
PHA Wide	Contingency	1,396,858
Total 2008 Public Housing Capital Budget		\$9,828,777

2008 Capital Projects for the Seattle Senior Housing Program (SSHP)

	Community	Planned activities	Budget
325	Coach House	Repaint exterior.	\$ 25,000
323	Gideon-Matthews Gardens	Repair/replace damaged balcony railings.	33,000
317	Phinney Terrace	Repair/replace damaged balcony railings.	50,000
312	Reunion House	For south elevation and part of east elevation, replace cladding and windows, repair water damage. This will be the first phase of a larger project to resolve the water intrusion damages.	260,000
316	Schwabacher House	Replace windows, cladding sliding glass doors; upgrade crawlspace drainage; replace/repair damaged framing and sheathing.	1,100,000
306	Willis House	For south and west elevations, replace cladding and windows, repair water damage. This will be the first phase of work needed to resolve water intrusion damages.	357,000
	SSHP-wide	Architecture, engineer services, project management, permits and other owner soft costs for capital projects.	547,500
Total 2008 SSHP Capital Projects			\$2,372,500

2008 Other Capital Projects

	Local Housing	Planned activities	Budget
216	Wedgewood Estates	Repair to prevent water intrusion. This will be the first phase of repairs to address water intrusion damage.	\$1,219,000
228	Wisteria Court	Repair to prevent water intrusion. This will be the first phase of repairs to address water intrusion damage.	300,000
Total 2008 Other Capital Projects			\$1,519,000

	SHA Facilities	Planned activities	Budget
	South Operations Facility	Replace roof and repair wall	\$184,700
Total 2008 Facilities Projects			\$184,700

	Non-Facilities Capital Items	Planned activities	Budget
	Information Technology	Various equipment and repairs	\$628,004
	Impact Property Services	Fleet and other capital equipment	294,111
Total 2008 Non-Facilities Capital Items			\$922,115

homeWorks Summary - Phase III

Community Summary of Work Activities

Phase III projects

030	Barton Place	Replace emergency call system, intercom, ventilation equipment and waterlines. Repair roof and exterior masonry. New finishes and furnishings for the community room and kitchen, management and agency offices, laundry room public restroom, lobby and hallways.
014	Center West	Replace waterlines, unit breaker panels, emergency call system, intercom; repair exterior masonry and roof. New finishes and furnishings for the community room and kitchen, management and agency offices, laundry room, public restroom, lobby and hallways.
024	Jackson Park House	Replace boiler, emergency call system, intercom, ventilation equipment, waterlines and sewer lines to building; repair roof and masonry and paint exterior. New finishes and furnishings for the community room and kitchen, management and agency offices, laundry room, public restrooms, lobby and hallways.
046	Ross Manor	Replace emergency call system and ventilation equipment; repair roof; rehabilitate elevator. New finishes and furnishings for the community room and kitchen, management and agency offices, laundry room, public restroom, lobby and hallways.
011	Stewart Manor	Replace emergency call system, intercom, ventilation equipment and waterlines; repair exterior masonry and roof. New finishes and furnishings for the community room and kitchen, management and agency offices, laundry room, public restroom, lobby and hallways (carpet).
035	University House	Replace emergency call system, intercom, ventilation equipment and waterlines; repair exterior masonry and roof. New finishes and furnishings for the community room and kitchen, management and agency offices, laundry room, public restroom, lobby and hallways.
040	West Town View	Replace boilers, emergency call system, ventilation equipment and intercom; repair roof, rehabilitate elevator. New finishes and furnishings for the community room and kitchen, management and agency offices, laundry room, public restroom, lobby and hallways.

2008 Capital Projects for Low Income Public Housing

Community	Planned activities	Budget
F26 Cedarvale Village	Add attic and bathroom ventilation, repair crawlspace, seal and weatherproof attic penetrations and repair associated damage.	\$ 87,000
010 Center Park	Replace damaged community center siding.	25,000
S71 Denice Hunt Townhomes	Repair/replace siding and window flashings in public housing units.	110,000
Holly Court	Redevelopment planning	700,000

homeWorks Summary - Phase III

Community	Summary of Work Activities		
F24	Jackson Park Village	Add attic and bathroom ventilation, reconfigure crawlspace and sump pumps, seal and weatherproof attic penetrations and repair associated damage.	158,000
050-059	Scattered Sites	Work at specific properties includes: roof replacements or repairs; landscaping improvements; exterior painting; electrical work; floor abatement and replacement.	300,000
023	Westwood Heights	Repair and re-seal damaged exterior caused by water intrusion.	82,500
	Yesler Terrace	Redevelopment planning and administration	1,538,000
	PHA Wide	Floor abatement and replacement in vacated units.	200,000
	PHA Wide	Debt Service for homeWorks.	3,100,000
	PHA Wide	Salaries and benefits and administrative sundry expenses for the hazardous material program management and construction divisions.	1,004,786
	PHA Wide	Capital program administration	1,126,633
	PHA Wide	Contingency	1,396,858
Total 2008 Public Housing Capital Budget			\$9,828,777

2008 Capital Projects for the Seattle Senior Housing Program (SSHP)

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316	Schwabacher House	Replace windows, cladding sliding glass doors; upgrade crawlspace drainage; replace/repair damaged framing and sheathing.	1,100,000
306	Willis House	For south and west elevations, replace cladding and windows, repair water damage. This will be the first phase of work needed to resolve water intrusion damages.	357,000
	SSHP-wide	Architecture, engineer services, project management, permits and other owner soft costs for capital projects.	547,500
Total 2008 SSHP Capital Projects			\$2,372,500

2008 Other Capital Projects

	Local Housing	Planned activities	Budget
216	Wedgewood Estates	Repair to prevent water intrusion. This will be the first phase of repairs to address water intrusion damage.	\$1,219,000
228	Wisteria Court	Repair to prevent water intrusion. This will be the first phase of repairs to address water intrusion damage.	300,000
Total 2008 Other Capital Projects			\$1,519,000

	SHA Facilities	Planned activities	Budget
	South Operations Facility	Replace roof and repair wall	\$184,700
Total 2008 Facilities Projects			\$184,700

	Non-Facilities Capital Items	Planned activities	Budget
	Information Technology	Various equipment and repairs	\$628,004
	Impact Property Services	Fleet and other capital equipment	294,111
Total 2008 Non-Facilities Capital Items			\$922,115

homeWorks Summary - Phase III

Community Summary of Work Activities

Phase III projects

- 030 Barton Place Replace emergency call system, intercom, ventilation equipment and waterlines. Repair roof and exterior masonry. New finishes and furnishings for the community room and kitchen, management and agency offices, laundry room public restroom, lobby and hallways.
- 014 Center West Replace waterlines, unit breaker panels, emergency call system, intercom; repair exterior masonry and roof. New finishes and furnishings for the community room and kitchen, management and agency offices, laundry room, public restroom, lobby and hallways.
- 024 Jackson Park House Replace boiler, emergency call system, intercom, ventilation equipment, waterlines and sewer lines to building; repair roof and masonry and paint exterior. New finishes and furnishings for the community room and kitchen, management and agency offices, laundry room, public restrooms, lobby and hallways.
- 046 Ross Manor Replace emergency call system and ventilation equipment; repair roof; rehabilitate elevator. New finishes and furnishings for the community room and kitchen, management and agency offices, laundry room, public restroom, lobby and hallways.
- 011 Stewart Manor Replace emergency call system, intercom, ventilation equipment and waterlines; repair exterior masonry and roof. New finishes and furnishings for the community room and kitchen, management and agency offices, laundry room, public restroom, lobby and hallways (carpet).
- 035 University House Replace emergency call system, intercom, ventilation equipment and waterlines; repair exterior masonry and roof. New finishes and furnishings for the community room and kitchen, management and agency offices, laundry room, public restroom, lobby and hallways.
- 040 West Town View Replace boilers, emergency call system, ventilation equipment and intercom; repair roof, rehabilitate elevator. New finishes and furnishings for the community room and kitchen, management and agency offices, laundry room, public restroom, lobby and hallways.

APPENDIX D: PUBLIC HOUSING VACANCY RATES BY COMMUNITY

FY 2006 Actuals and FY 2008 Targets

Public Housing	Units	FY 2006 Vacancy Rates % - Actuals	FY 2008 Vacancy Rates % - Targets
Ballard House	79	1.17%	2.00%
Barton Place	90	3.72%	2.00%
Beacon Tower	108	0.05%	2.00%
Bell Tower	119	4.37%	2.00%
Cal-Mor Circle	74	4.46%	2.00%
Capitol Park	125	1.84%	2.00%
Cedarvale House	118	2.06%	2.00%
Cedarvale Village	24	9.37%	2.00%
Center Park	136	2.97%	2.00%
Center West	91	0.73%	2.00%
Denny Terrace	221	3.87%	2.00%
Green Lake Plaza	130	1.16%	2.00%
Harvard Court	80	0.39%	2.00%
Holly Court	97	2.57%	2.00%
International Terrace	100	0.22%	2.00%
Jackson Park House	71	0.80%	2.00%
Jackson Park Village	41	11.39%	2.00%
Jefferson Terrace	299	3.63%	2.00%
Lake City House	115	3.24%	2.00%
Lictonwood	80	0.42%	2.00%
Olive Ridge	106	1.85%	2.00%
Olympic West	75	1.40%	2.00%
Queen Anne Heights	52	1.11%	2.00%
Ross Manor	100	4.26%	2.00%
Scattered Sites*	787	<i>[under reconfiguration]</i>	<i>[under reconfiguration]</i>
Stewart Manor	74	3.85%	2.00%
Tri-Court	87	2.89%	2.00%
University House	101	1.46%	2.00%
University West	113	1.28%	2.00%
West Town View	58	1.49%	2.00%
Westwood Heights	130	4.77%	2.00%
Yesler Terrace	561	1.89%	2.00%

*During the reconfiguration of the Scattered Sites portfolio its vacancy percentages, omitted here, are skewed by the extra vacancy days needed to hold units for households relocating because their units were being sold.

NewHolly, Rainier Vista, and High Point have been excluded from this table. Vacancy in these communities is now measured using the private-sector practice of calculating vacancy loss.

APPENDIX E: LISTING OF SUPPORTIVE SERVICES

This Appendix lists current community and supportive services programs funded in whole or in part by SHA and available to SHA residents and Housing Choice Voucher participants.

Program Title	Program Description	Communities	Partners
High-rises/SSHP buildings			
Case management	8,750 hours of case management for 1,400 adult residents	All high-rises & SSHP buildings	Aging & Disability Services
Mental health case management	125 case management clients, crisis response within 24 hours	All high-rises & Bayview Tower	Community Psychiatric Clinic
Community-based resident activities	Community event planning, resident leadership development, community problem-solving assistance	All high-rises and SSHP buildings	SHA, community councils
Community policing	Community police officer assigned to SHA communities	High-rises	Seattle Police
Special Technology Access Resource (STAR) Center	Accessible computer lab and training for people with disabilities	Center Park (open to general public)	Digital Promise
Westwood Heights Technology Center	Free computer training and access, targeted at seniors	Westwood Heights (open to gen. public)	Digital Promise
Lifetime Fitness Program	Elderly-focused physical fitness program	Westwood Heights (open to gen. public)	Senior Center West Seattle
Family communities - Youth programs			
Youth Tutoring	After-school/summer tutoring for 490 elementary to high-school youth annually	Rainier Vista, High Point, Yesler Terrace, Cedarvale, Jackson Park, NewHolly	Catholic Community Services
Teen/Youth Leadership and Skill Development	Advanced teen leadership and youth skill building, after school program for 36 younger youth	High Point	SafeFutures
Family communities - Adult/youth programs			
Community building	Events and activities to promote social networks, resident leadership development, community problem-solving, and partnership opportunities	Rainier Vista, High Point, NewHolly, Yesler Terrace, scattered sites	SHA and on-site service providers
Community-based resident activities	Varies	Yesler Terrace, Rainier Vista, NewHolly, High Point	Community Councils and other community groups

Program Title	Program Description	Communities	Partners
Community gardens - P-patch	Organizational and technical assistance for community gardens for 160 families	High Point, Rainier Vista, Yesler Terrace	P-Patch Trust
Community policing	Community police officers assigned to SHA communities	Public housing high-rises in South, SW, East & North Precincts	Seattle Police
Employment services	Job coaching, readiness and placement, job retention and wage progression services with about 120 placements annually	Rainier Vista, High Point and Yesler Terrace, North-end	SHA Job Connection
Home ownership counseling and down payment assistance	Home ownership counseling for FSS and other SHA clients. Up to 30 households may receive down payment assistance	Public Housing and HCV tenant based	International District Housing Alliance, El Centro, Urban League, King County Housing Authority
New Citizenship Initiative	ESL/Citizenship program serving up to 600 residents per year with a goal of 150 passing the INS interview	All high-rises, Rainier Vista, High Point, Yesler Terrace, NewHolly.	City of Seattle and various partners
Outreach/translation services	Outreach / translation services to approximately 240 unduplicated East African and SE Asian clients	High Point, Rainier Vista, Yesler Terrace. NewHolly (limited)	Neighborhood House, International District Housing Alliance and various providers
Rainier Vista Technology Network	Technology access and training for about 89 adults and 50 youth	Rainier Vista	Neighborhood House, Boys & Girls Club
Yesler Computer Lab Coordinator	Lab Coordinator for Yesler Terrace Technology lab which serves about 150 residents	Yesler Terrace	Parks & Recreation

APPENDIX F: SEATTLE GENERAL DISPOSITION PROTOCOL

The following protocol was submitted to the Director of HUD's Special Application Center (SAC) on September 15, 2004. It was agreed upon by the SAC Director on September 21, 2004 and has been in use since that time.

General Conditions

For each disposition, Seattle will provide SAC a list of the specific properties to be disposed, along with a certification that:

- a) specifies the disposition reason under Section 18;
- b) the disposition is included in, and is consistent with, the agency plan;
- c) the resident relocation plan meets statutory requirements, if resident relocation is necessary given the purpose of the disposition; and
- d) the use of net proceeds meets statutory requirements.

SHA will also provide:

- a) documentation of the resident consultation process;
- b) a support letter signed by the Mayor of the City of Seattle;
- c) environmental review signed off by the City of Seattle as Responsible Entity; and
- d) an estimate of fair market value.

Where possible, this package will be submitted via the on-line PIC submodule.

SAC will apply the Atlanta protocol timelines to review of this material – initial response within two weeks, with ten-day turn around for any subsequent submissions to complete the approval, keeping in mind that QHWRA allows housing authorities to certify to the conditions listed above for which SAC formerly required documentation. As with Atlanta, SAC will provide a single point of contact for review, approval and technical assistance with SHA disposition applications.

Scattered Sites Disposition

Over the next several years, SHA intends to sell up to 200 scattered site units and replace them with units in more efficient management configurations and better locations for low-income residents. SHA's FY 2004 agency plan includes disposition of up to 75 units for the first round of disposition; 71 units have been identified per this plan. The FY 2005 agency plan includes disposition of up to 130 units for subsequent rounds of disposition.

Because the scattered sites reconfiguration calls for actual disposal of units over time, SAC would issue a "contingent approval letter" or something to that effect, upon finding that a submittal with general conditions for an identified list of units is complete and adequate. This contingent approval will state that: a) the general conditions are approved and will not be revisited when disposition requests for individual properties are formally submitted via the on-line PIC submodule; and b) SAC will grant final disposition approval for specific properties

within 10 working days of SHA's request. Requests for final approval will be timed to coincide with actual property sales as described below.

General conditions

For the scattered sites reconfiguration the disposition application will certify to and document the following general conditions:

Reason for disposition under Section 18: "The retention of the property is not in the best interests of SHA residents because the disposition will allow the acquisition, development or rehabilitation of other properties that will be more efficiently or effectively operated as low-income housing."

Method of sale: All sales will be for fair market value. Properties will be listed on the local Seattle MLS. Listing agent(s) will be procured competitively according to SHA purchasing policies.

Offer for sale: There is no agency-wide resident organization, nor is there such an organization for scattered sites residents. Therefore, no party meets the offer for sale requirements.

Use of proceeds: The proceeds will be used to acquire replacement scattered site units in more efficient management configurations and better locations for low-income residents. Any excess proceeds will be used for the provision of low-income housing or to benefit public housing residents.

Resident relocation: Resident relocation meets statutory requirements: families will be given comparable housing, in this case other public housing units, at comparable rents. SHA will pay for actual and reasonable relocation expenses.

Appraisals and determining fair market value: For purposes of the general conditions package, the current assessed value of each property will be the minimum benchmark for fair market value. State of Washington law requires that "all property shall be valued at one hundred percent of its true and fair value in money and assessed on the same basis" (RCW 84.40.030). SHA's listing agent(s) will determine the asking price of each property. SHA will list the property and entertain offers for as long as necessary to allow the market to establish market value, but at least two weeks.

Disposition applications for specific scattered sites:

SAC approval of specific disposition application: Upon entering into a Purchase and Sale Agreement, SHA will submit requests for final approval for specific properties through the on-line PIC submodule, referencing the pre-approved general conditions. SAC will have ten days, per the Atlanta timeline, to approve the specific disposition request, since the substantive review will have been completed in the pre-approval stage.

Partial release of Declaration of Trust: At the same time, SHA will provide the HUD local office with the anticipated closing date, a Partial Release of the Declaration of Trust for the property for signature, and the date the on-line disposition application was submitted to HUD. After receiving SAC's disposition approval, the local office will process the release of the Declaration of Trust in time for the real estate closing. In the event that the Purchase and Sale Agreement is for a price less than the assessed value, SHA will also submit documentation of due diligence in

marketing the property and the reasons for accepting the offer and request HUD local office approval of the revised purchase price.

Updating PIC: When the sale closes, SHA will work with the HUD local office to update PIC.

Sample timeline

The sample timeline below illustrates how this process might work in a typical closing for a desirable unit, after SAC has issued the “pre-approval.” This scenario represents a likely but minimum amount of time for a typical real estate deal.

1. Unit listed	Day 1
2. SHA entertains offers through:	Day 14
3. SHA enters into PSA with buyer for closing 30 days out, submits on-line application to SAC and sends Partial Release to HUD local	Day 15
4. SAC approves on-line application per Atlanta protocol, referencing pre-approval of general conditions	Day 15-29
5. HUD local processes Partial Release	Day 29-44
6. Deal closes	Day 45

Other concerns expressed by SAC about scattered sites disposition

One-for-One Replacement: SHA intends to fully replace units with units affordable to public housing eligible households – either public housing or project-based Section 8 units are considered acceptable in Seattle. Although QHWRA has eliminated the one-for-one replacement requirement, and therefore HUD no longer needs to verify replacement, SHA will include documentation in the general conditions package to demonstrate that proceeds should be sufficient to replace all the units as public housing using current TDCs as a benchmark of cost for replacement units.

Documentation of reason for disposition: This is another area where housing authority certification appears to be sufficient according to statute, and HUD oversight is no longer necessary. Nonetheless, SHA as part of the general conditions package will provide documentation of the excess operating costs of this portfolio.