

PHA Name : Travis County

PHA Code : TX480

MTW Supplement for PHA Fiscal Year Beginning : (MM/DD/YYYY): 1/1/2022

PHA Program Type: Combined

MTW Cohort Number: MTW Flexibility for Smaller PHAs

MTW Supplement Submission Type: Amended Annual Submission

B. MTW Supplement Narrative.

As an MTW agency, the Housing Authority of Travis County (HATC) will be given the flexibility and authority to develop policies outside of the limitations of certain HUD regulations and provisions. The HATC was granted participation under the Moving to Work Expansion (MTW), Cohort #1, the Overall Impact of MTW Flexibility cohort (MTW Flexibilities for Smaller PHAs).

The Housing Authority of Travis County's mission is to preserve and develop affordable housing and vibrant communities which enhance the quality of life for all. The agency is an innovative, progressive, high performing housing authority whose values support the agency's mission and vision, help define the culture, and reflect HATC's purpose, principles and identity: Integrity. People. Excellence. Sustainability. Innovation. Transparency. Respect.

As the HATC does not operate a public housing program, HATC is able to focus its MTW efforts on its Housing Choice Voucher (HCV) program and families. The flexibilities allowed through the Moving-to-Work Program will allow the HATC to:

- Further encourage greater self-sufficiency by streamlining processes;
- Increase housing choices for families through enacting policies which encourage landlord participation and increase units available to families within the local market; and
- Reduce administrative costs through the reduction of administrative burdens while increasing efficiency, resulting in increased cost effectiveness.

Through the MTW initiatives and waiver requests, the HATC hopes to reduce administrative costs. The reduced number of required recertification's and related administrative actions will also promote a better understanding for families as to how their family share is determined, thus supporting increased self-sufficiency.

Through landlord incentives allowable through the MTW program, the HATC hopes to further housing choices and options for participating families.

C. The policies that the MTW agency is using or has used (currently implement, plan to implement in the submission year, plan to discontinue, previously discontinued).

1. Tenant Rent Policies	
f. Minimum Rent (HCV)	Plan to Implement in the Submission Year
h. Total Tenant Payment as a Percentage of Gross Income (HCV)	Plan to Implement in the Submission Year
j. Alternative Utility Allowance (HCV)	Plan to Implement in the Submission Year
o. Initial Rent Burden (HCV)	Plan to Implement in the Submission Year
s. Elimination of Deduction(s) (HCV)	Plan to Implement in the Submission Year
2. Payment Standards and Rent Reasonableness	
3. Reexaminations	
b. Alternative Reexamination Schedule for Households (HCV)	Plan to Implement in the Submission Year
d. Self-Certification of Assets (HCV)	Plan to Implement in the Submission Year
4. Landlord Leasing Incentives	
c. Other Landlord Incentives (HCV- Tenant-based Assistance)	Plan to Implement in the Submission Year
5. Housing Quality Standards (HQS)	
d. Alternative Inspection Schedule (HCV)	Plan to Implement in the Submission Year
6. Short-Term Assistance	
7. Term-Limited Assistance	
8. Increase Elderly Age (PH & HCV)	
9. Project-Based Voucher Program Flexibilities	
h. Limit Portability for PBV Units (HCV)	
10. Family Self-Sufficiency Program with MTW Flexibility	
11. MTW Self-Sufficiency Program	
12. Work Requirement	
13. Use of Public Housing as an Incentive for Economic Progress (PH)	
14. Moving on Policy	
15. Acquisition without Prior HUD Approval (PH)	
16. Deconcentration of Poverty in Public Housing Policy (PH)	
17. Local, Non-Traditional Activities	

C. MTW Activities Plan that Travis County Plans to Implement in the Submission Year or Is Currently Implementing

1.f. - Minimum Rent (HCV)
The PHA will establish a \$75 Minimum Rent. Agency goals for MTW activity: Increased cost effectiveness and self-sufficiency. How activity contributes to larger initiative (if applicable): In combination with activities 1.h. and 1.s., this initiative promotes rent simplification, which supports reduction of administrative costs while supporting self-sufficiency through promoting the family's increased understanding of how family share is determined.
This MTW activity serves the following statutory objectives: Cost effectiveness;Self-sufficiency
This MTW activity has the following cost implications: Decreased expenditures
An MTW activity may apply to new admissions only, to currently assisted households only, or to both new admissions and currently assisted households. The MTW activity applies only to a subset or subsets of assisted households

<p>This MTW activity applies to:</p> <p>New admissions and currently assisted households</p>
<p>An MTW activity may apply to all family types or to selected family types (i.e., non-elderly\non-disabled, elderly, disabled, other).</p> <p>The MTW activity applies only to selected family types</p>
<p>The MTW activity applies to all tenant-based units</p>
<p>Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.</p> <p>N/A</p>
<p>This MTW activity requires a Hardship Policy. The Hardship Policy is attached.</p>
<p>Attached Hardship policy applies to:</p> <p>1.f. - Minimum Rent (HCV);1.h. - Total Tenant Payment as a Percentage of Gross Income (HCV);1.s. - Elimination of Deduction(s) (HCV);3.b. - Alternative Reexamination Schedule for Households (HCV)}</p>
<p>No hardship were requested in the most recent fiscal year.</p>
<p>In the prior year, under this activity, Travis County MTW agency</p> <p>Received 0 hardship requests</p> <p>Approved hardship requests</p> <p>Denied hardship requests</p> <p>There is\are hardship requests pending.</p>
<p>This MTW activity requires an Impact Analysis. The Impact Analysis is attached.</p>
<p>The Impact Analysis that applies to this MTW activity also applies to the following MTW activities:</p> <p>1.f. - Minimum Rent (HCV);1.h. - Total Tenant Payment as a Percentage of Gross Income (HCV);1.s. - Elimination of Deduction(s) (HCV)</p>
<p>minimum rent or minimum Total Tenant Payment (TTP) -</p> <p>\$75</p>

<p>1.h. - Total Tenant Payment as a Percentage of Gross Income (HCV)</p> <p>The PHA will establish 28% of income as the Total Tenant Payment. Agency goals for MTW activity: Increased cost effectiveness and self-sufficiency. How activity contributes to larger initiative (if applicable): In combination with activities 1.f. and 1.s., this initiative promotes rent simplification, which supports reduction of administrative costs while supporting self-sufficiency through promoting the family's increased understanding of how family share is determined.</p>
<p>This MTW activity serves the following statutory objectives:</p> <p>Cost effectiveness;Self-sufficiency</p>
<p>This MTW activity has the following cost implications:</p> <p>Decreased expenditures</p>

An MTW activity may apply to new admissions only, to currently assisted households only, or to both new admissions and currently assisted households.

The MTW activity applies only to a subset or subsets of assisted households

This MTW activity applies to:

New admissions and currently assisted households

An MTW activity may apply to all family types or to selected family types (i.e., non-elderly/non-disabled, elderly, disabled, other).

The MTW activity applies only to selected family types

The MTW activity applies to all tenant-based units

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

N/A

This MTW activity requires a Hardship Policy. The Hardship Policy is attached.

Attached Hardship policy applies to:

1.f. - Minimum Rent (HCV);1.h. - Total Tenant Payment as a Percentage of Gross Income (HCV);1.s. - Elimination of Deduction(s) (HCV);3.b. - Alternative Reexamination Schedule for Households (HCV)}

No hardship were requested in the most recent fiscal year.

In the prior year, under this activity, Travis County MTW agency

Received 0 hardship requests

Approved hardship requests

Denied hardship requests

There is\are hardship requests pending.

This MTW activity requires an Impact Analysis. The Impact Analysis is attached.

The Impact Analysis that applies to this MTW activity also applies to the following MTW activities:

1.f. - Minimum Rent (HCV);1.h. - Total Tenant Payment as a Percentage of Gross Income (HCV);1.s. - Elimination of Deduction(s) (HCV)

Percentage of income will equal 28.00% of the Total Tenant Payment (TTP)

Income basis for calculating Total Tenant Payment is :

This activity uses a different definition of income because we are using the following MTW waivers (check all that apply)

1.r. and/or 1.s. "elimination of deductions"

1.j. - Alternative Utility Allowance (HCV)

Currently, the PHA's utility allowance schedule is based on unit type, unit size, and utility source (i.e., gas, electricity), and applies when the family is responsible for utilities. Under this activity, the PHA will adopt a flat utility allowance schedule based upon unit size (number of bedrooms). The PHA will review and review its schedule each year and revise a utility category used in the calculation of the flat utility allowance where there has been a change of 10 percent or more of the

cost from the prior year. The PHA will not include items in the utility schedule which are excluded under HUD regulations. Agency goals for MTW activity: Reduce administrative costs; promote self-sufficiency.

How activity contributes to larger initiative (if applicable):

This initiative promotes rent simplification, which supports reduction of administrative costs while supporting self-sufficiency through promoting the family's increased understanding of how family share is determined.

This MTW activity serves the following statutory objectives:

Cost effectiveness;Self-sufficiency

This MTW activity has the following cost implications:

Decreased expenditures

An MTW activity may apply to new admissions only, to currently assisted households only, or to both new admissions and currently assisted households.

The MTW activity applies to all assisted households

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

N/A

No hardship were requested in the most recent fiscal year.

In the prior year, under this activity, Travis County MTW agency

Received 0 hardship requests

Approved hardship requests

Denied hardship requests

There is\are hardship requests pending.

Under this activity, the PHA will adopt a flat utility allowance schedule based upon unit size (number of bedrooms). The new, simplified schedule will be based on an analysis of utility allowance information for existing assisted families, including the most common structures and utility costs. The analysis will review the average of utility allowances per bedroom size on a 12-month basis. This approach allows the PHA to be more cost effective by reducing administrative time spent on determining each family's utility allowance as based on structure type, utility types, and bedroom size. The PHA will review and review its schedule each year and revise a utility category used in the calculation of the flat utility allowance where there has been a change of 10 percent or more of the cost from the prior year. The PHA will not include items in the utility schedule which are excluded under HUD regulations.

Once established, the new utility allowance schedule will be implemented at the time of admission, biennial recertification, or change of unit. The schedule will be applied based on the lower of the family's voucher size or actual unit size.

1.o. - Initial Rent Burden (HCV)

The PHA will not approve an initial assisted tenancy if the family share exceeds 60% of the family's monthly income. Agency goals for MTW activity: Increased cost effectiveness; increased self-sufficiency; increases housing choices to low-income families.

How activity contributes to larger initiative (if applicable):

This initiative increases housing opportunities for assisted families while reducing the number of initial leases disapproved by the PHA, reducing PHA administrative burden.

This MTW activity serves the following statutory objectives:

Cost effectiveness;Housing choice

This MTW activity has the following cost implications:

Decreased expenditures
An MTW activity may apply to new admissions only, to currently assisted households only, or to both new admissions and currently assisted households.
The MTW activity applies to all assisted households
Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.
N/A
No hardship were requested in the most recent fiscal year.
In the prior year, under this activity, Travis County MTW agency
Received 0 hardship requests
Approved hardship requests
Denied hardship requests
There is\are hardship requests pending.
This MTW activity requires an Impact Analysis. The Impact Analysis is attached.
The Impact Analysis that applies to this MTW activity also applies to the following MTW activities:
1.f. - Minimum Rent (HCV);1.h. - Total Tenant Payment as a Percentage of Gross Income (HCV);1.s. - Elimination of Deduction(s) (HCV)
Maximum income-based rent percentage
60.00%

1.s. - Elimination of Deduction(s) (HCV)
Removing deductions. Agency goals for MTW activity: increased cost effectiveness and self-sufficiency. How activity contributes to larger initiative (if applicable): In combination with activities 1.f. and 1.h., this initiative promotes rent simplification, which supports reduction of administrative costs while supporting self-sufficiency through promoting the family's increased understanding of how family share is determined.
This MTW activity serves the following statutory objectives:
Cost effectiveness;Self-sufficiency
This MTW activity has the following cost implications:
Decreased expenditures
An MTW activity may apply to new admissions only, to currently assisted households only, or to both new admissions and currently assisted households.
The MTW activity applies only to a subset or subsets of assisted households
This MTW activity applies to:
New admissions and currently assisted households

An MTW activity may apply to all family types or to selected family types (i.e., non-elderly\non-disabled, elderly, disabled, other).

The MTW activity applies only to selected family types

The MTW activity applies to all tenant-based units

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

N/A

This MTW activity requires a Hardship Policy. The Hardship Policy is attached.

Attached Hardship policy applies to:

1.f. - Minimum Rent (HCV);1.h. - Total Tenant Payment as a Percentage of Gross Income (HCV);1.s. - Elimination of Deduction(s) (HCV)}

No hardship were requested in the most recent fiscal year.

In the prior year, under this activity, Travis County MTW agency

Received 0 hardship requests

Approved hardship requests

Denied hardship requests

There is\are hardship requests pending.

This MTW activity requires an Impact Analysis. The Impact Analysis is attached.

The Impact Analysis that applies to this MTW activity also applies to the following MTW activities:

1.f. - Minimum Rent (HCV);1.h. - Total Tenant Payment as a Percentage of Gross Income (HCV);1.s. - Elimination of Deduction(s) (HCV)

Following deduction(s) will be eliminated, modified, or added.

Dependent allowance;Unreimbursed childcare costs

3.b. - Alternative Reexamination Schedule for Households (HCV)

The PHA will establish a biennial recertification schedule for all households. The PHA will allow one interim per year at the request of the household if the household gross income has decreased by 10% or more.

Agency goals for MTW activity:
Increased cost effectiveness

This MTW activity serves the following statutory objectives:

Cost effectiveness;Self-sufficiency

This MTW activity has the following cost implications:

Decreased expenditures

An MTW activity may apply to new admissions only, to currently assisted households only, or to both new admissions and currently assisted households.

The MTW activity applies to all assisted households

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

N/A

This MTW activity requires a Hardship Policy. The Hardship Policy is attached.

Attached Hardship policy applies to:

1.f. - Minimum Rent (HCV);1.h. - Total Tenant Payment as a Percentage of Gross Income (HCV);1.s. - Elimination of Deduction(s) (HCV);3.b. - Alternative Reexamination Schedule for Households (HCV)}

No hardship were requested in the most recent fiscal year.

In the prior year, under this activity, Travis County MTW agency

Received 0 hardship requests

Approved hardship requests

Denied hardship requests

There is\are hardship requests pending.

This MTW activity requires an Impact Analysis. The Impact Analysis is attached.

The Impact Analysis that applies to this MTW activity also applies to the following MTW activities:

1.f. - Minimum Rent (HCV);1.h. - Total Tenant Payment as a Percentage of Gross Income (HCV);1.s. - Elimination of Deduction(s) (HCV)

Recertification Schedule is

Once every two years

Household may request 1 interim recertifications per year.

Changes in household composition will be processed only at biennial reexamination unless the family reports a household addition that impacts HQS space requirements.

3.d. - Self-Certification of Assets (HCV)

At reexamination, the agency will allow the self-certification of assets up to \$25,000 total family assets.

Agency goals for MTW activity: cost effectiveness

How activity contributes to larger initiative (if applicable):

This initiative supports reduction of administrative costs.

This MTW activity serves the following statutory objectives:

Cost effectiveness;Self-sufficiency

This MTW activity has the following cost implications:

Decreased expenditures

An MTW activity may apply to new admissions only, to currently assisted households only, or to both new admissions and currently assisted households.

The MTW activity applies to all assisted households

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

N/A

No hardship were requested in the most recent fiscal year.

In the prior year, under this activity, Travis County MTW agency

Received 0 hardship requests

Approved hardship requests

Denied hardship requests

There is\are hardship requests pending.

The dollar threshold for the self-certification of assets is

\$25,000.

4.c. - Other Landlord Incentives (HCV- Tenant-based Assistance)

At HAP Contract execution, the PHA will pay up to one month's rent to landlords newly participating in HATC's HCV tenant-based program.
Under this initiative, "new" landlord is a landlord who has not participated in HATC's tenant-based HCV program.
Agency goals for MTW activity: Increases participating landlords, thus increasing housing opportunities for low-income families.

This MTW activity serves the following statutory objectives:

Housing choice

This MTW activity has the following cost implications:

Increased expenditures

An MTW activity may apply to new admissions only, to currently assisted households only, or to both new admissions and currently assisted households.

The MTW activity applies to all assisted households

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

N/A

No hardship were requested in the most recent fiscal year.

In the prior year, under this activity, Travis County MTW agency

Received 0 hardship requests

Approved hardship requests

Denied hardship requests

There is\are hardship requests pending.

This policy applies to Certain types of units only (Display selected and additional Pop up is complex logic.)
The types of units policy applies to: Units/landlords new to the HCV program
Maximum payment to the landlord is \$Up to one month's contract rent.
0 payments were issued under this policy y in the most recently completed PHA fiscal year.
\$0 issued under this policy in the most recently completed PHA fiscal year.

5.d. - Alternative Inspection Schedule (HCV)
The PHA will inspect units under contract at least once every three years, applying minimum Housing Quality Standards. The PHA will also conduct an inspection at the request of the family or owner. Agency goals for MTW activity: Increased cost effectiveness.
This MTW activity serves the following statutory objectives: Cost effectiveness
This MTW activity has the following cost implications: Decreased expenditures
An MTW activity may apply to new admissions only, to currently assisted households only, or to both new admissions and currently assisted households. The MTW activity applies to all assisted households
Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation. N/A
No hardship were requested in the most recent fiscal year.
In the prior year, under this activity, Travis County MTW agency Received 0 hardship requests Approved hardship requests Denied hardship requests There is\are hardship requests pending.

D.	Safe Harbor Waivers.
D.1	Safe Harbor Waivers seeking HUD Approval: No Safe Harbor Waivers are being requested.

E.	Agency-Specific Waiver(s).
E.1	Agency-Specific Waiver(s) for HUD Approval: The MTW demonstration program is intended to foster innovation and HUD encourages MTW agencies, in consultation with their residents and stakeholders, to be creative in their approach to solving affordable housing issues facing their local communities. For this reason, Agency-Specific Waivers may be requested. No Agency-Specific Waivers are being requested.
E.2	Agency-Specific Waiver(s) for which HUD Approval has been Received: MTW Agency does not have approved Agency-Specific Waivers

F.	Public Housing Operating Subsidy Grant Reporting.
F.1	Total Public Housing Operating subsidy amount authorized, disbursed by 9/30, remaining, and deadline for disbursement, by Federal Fiscal Year for each year the PHA is designated an MTW agency.

Federal Fiscal Year (FFY)	Total Operating Subsidy Authorized Amount	How Much PHA Disbursed by the 9/30 Reporting Period	Remaining Not Yet Disbursed	Deadline
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G.	MTW Statutory Requirements.	
G.1	75% Very Low Income – Local, Non-Traditional. HUD will verify compliance with the statutory requirement that at least 75% of the households assisted by the MTW agency are very low-income for MTW public housing units and MTW HCVs through HUD systems. The MTW PHA must provide data for the actual families housed upon admission during the PHA's most recently completed Fiscal Year for its Local, Non-Traditional program households.	
	Income Level	Number of Local, Non-Traditional Households Admitted in the Fiscal Year*
	80%-50% Area Median Income	0
	49%-30% Area Median Income	0
	Below 30% Area Median Income	0
	Total Local, Non-Traditional Households	0

*Local, non-traditional income data must be provided in the MTW Supplement form until such time that it can be submitted in IMS-PIC or other HUD system.

G.2	Establishing Reasonable Rent Policy.
MTW agency established a rent reform policy to encourage employment and self-sufficiency	

G.3	Substantially the Same (STS) – Local, Non-Traditional.
The total number of unit months that families were housed in a local, non-traditional rental subsidy for the prior full calendar year.	0 # of unit months
The total number of unit months that families were housed in a local, non-traditional housing development program for the prior full calendar year.	0 # of unit months

Number of units developed under the local, non-traditional housing development activity that were available for occupancy during the prior full calendar year:

PROPERTY NAME/ ADDRESS	0/1 BR	2 BR	3 BR	4 BR	5 BR	6+ BR	TOTAL UNITS	POPULATION TYPE*	if 'Population Type' is Other	# of Section 504 Accessible (Mobility)**	# of Section 504 Accessible (Hearing/ Vision)	Was this Property Made Available for Initial Occupancy during the Prior Full Calendar Year?	What was the Total Amount of MTW Funds Invested into the Property?
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G.4	Comparable Mix (by Family Size) – Local, Non-Traditional.
To demonstrate compliance with the statutory requirement to continue serving a 'comparable mix' of families by family size to that which would have been served without MTW, the MTW agency will provide the number of families occupying local, non-traditional units by household size for the most recently completed Fiscal Year in the provided table.	

Family Size:	Occupied Number of Local, Non-Traditional units by Household Size
1 Person	0
2 Person	0
3 Person	0
4 Person	0
5 Person	0
6+ Person	0
Totals	0

H.	Public Comment
	Attached you will find a copy of all of the comments received and a description of how the agency analyzed the comments, as well as any decisions made based on those comments.
	No additional public hearing was held for an Agency-Specific Waiver and/or Safe Harbor waiver

I.	Evaluations.
	No known evaluations.

MTW CERTIFICATIONS OF COMPLIANCE**U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
OFFICE OF PUBLIC AND INDIAN HOUSING****Certifications of Compliance with Regulations:
Board Resolution to Accompany the MTW Supplement to the Annual PHA Plan**

Acting on behalf of the Board of Commissioners of the Moving to Work Public Housing Agency (MTW PHA) listed below, as its Chairperson or other authorized MTW PHA official if there is no Board of Commissioners, I approve the submission of the MTW Supplement to the Annual PHA Plan for the MTW PHA Fiscal Year beginning (_____), hereinafter referred to as "the MTW Supplement", 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 MTW Supplement and implementation thereof:

- (1) The PHA made the proposed MTW Supplement and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the MTW Supplement and invited public comment.
- (2) The MTW PHA took into consideration public and resident comments (including those of its Resident Advisory Board(s) or tenant associations, as applicable) before approval of the MTW Supplement by the Board of Commissioners or Board of Directors in order to incorporate any public comments into the annual MTW Supplement.
- (3) The MTW PHA certifies that the Board of Directors has reviewed and approved the budget for the Capital Fund Program grants contained in the Capital Fund Program Annual Statement/Performance and Evaluation Report, form HUD-50075.1 (or successor form as required by HUD).
- (4) The MTW PHA will carry out the MTW Supplement in conformity with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d-4), the Fair Housing Act (42 U.S.C. 3601-19), section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), and title II of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) all regulations implementing these authorities; and other applicable Federal, State, and local civil rights laws.
- (5) The MTW Supplement is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
- (6) The MTW Supplement contains a certification by the appropriate state or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the MTW PHA's jurisdiction and a description of the manner in which the MTW Supplement is consistent with the applicable Consolidated Plan.
- (7) The MTW PHA will affirmatively further fair housing, which means that it will: (i) take meaningful actions to further the goals identified by the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR 5.150-5.180 and 903.15; (ii) take no action that is materially inconsistent with its obligation to affirmatively further fair housing; and (iii) address fair housing issues and contributing factors in its programs, in accordance with 24 CFR 903.7(o)(3) and 903.15(d). Note: Until the PHA is required to submit an AFH, and that AFH has been accepted by HUD, the PHA must follow the certification requirements of 24 CFR 903.7(o) in effect prior to August 17, 2015. Under these requirements, the PHA will be considered in compliance with the certification requirements of 24 CFR 903.7(o)(1)-(3) and 903.15(d) if it: (i) examines its programs or proposed programs; (ii) identifies any impediments to fair housing choice within those programs; (iii) addresses those impediments in a reasonable fashion in view of the resources available; (iv) works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and (v) maintains records reflecting these analyses and actions.
- (8) The MTW PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975 and HUD's implementing regulations at 24 C.F.R. Part 146.
- (9) In accordance with 24 CFR 5.105(a)(2), HUD's Equal Access Rule, the MTW PHA will not make a determination of eligibility for housing based on sexual orientation, gender identify, or marital status and will make no inquiries concerning the gender identification or sexual orientation of an applicant for or occupant of HUD-assisted housing.
- (10) The MTW PHA 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.
- (11) The MTW PHA 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.
- (12) The MTW PHA will comply with requirements with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.
- (13) The MTW PHA will comply with requirements with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment.
- (14) The MTW PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.

- (15) The MTW PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
- (16) The MTW PHA will provide HUD or the responsible entity any documentation needed to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58. Regardless of who acts as the responsible entity, the MTW PHA will maintain documentation that verifies compliance with environmental requirements pursuant to 24 Part 58 and 24 CFR Part 50 and will make this documentation available to HUD upon its request.
- (17) With respect to public housing and applicable local, non-traditional development the MTW PHA 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.
- (18) The MTW PHA will keep records in accordance with 2 CFR 200.333-200.337 and facilitate an effective audit to determine compliance with program requirements.
- (19) The MTW PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.
- (20) The MTW PHA will comply with the policies, guidelines, and requirements of 2 CFR Part 200.
- (21) The MTW PHA must fulfill its responsibilities to comply with and ensure enforcement of housing quality standards as required in PIH Notice 2011-45, or successor notice, for any local, non-traditional program units. The MTW PHA must fulfill its responsibilities to comply with and ensure enforcement of Housing Quality Standards, as defined in 24 CFR Part 982, for any Housing Choice Voucher units under administration.
- (22) The MTW PHA will undertake only activities and programs covered by the Moving to Work Operations Notice in a manner consistent with its MTW Supplement and will utilize covered grant funds only for activities that are approvable under the Moving to Work Operations Notice and included in its MTW Supplement. MTW Waivers activities being implemented by the agency must fall within the safe harbors outlined in Appendix I of the Moving to Work Operations Notice and/or HUD approved Agency-Specific or Safe Harbor Waivers.
- (23) All attachments to the MTW Supplement have been and will continue to be available at all times and all locations that the MTW Supplement is available for public inspection. All required supporting documents have been made available for public inspection along with the MTW Supplement and additional requirements at the primary business office of the PHA and at all other times and locations identified by the MTW PHA in its MTW Supplement and will continue to be made available at least at the primary business office of the MTW PHA.

Housing Authority of Travis County

TX480

MTW PHA NAME

MTW PHA NUMBER/HA CODE

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).

Ana Denton

Ana Denton

NAME OF AUTHORIZED OFFICIAL

Chair, Board of Commissioners

TITLE

Ana Denton

SIGNATURE

4/13/22

DATE

** Must be signed by either the Chairperson or Secretary of the Board of the MTW PHA's legislative body. This certification cannot be signed by an employee unless authorized by the MTW PHA Board to do so. If this document is not signed by the Chairperson or Secretary, documentation such as the by-laws or authorizing board resolution must accompany this certification.*

HATC Action Item IV.A.

April 7, 2022

Resolution No. HATC-2022-04: To Approve the Moving to Work (MTW) Supplement to the Annual PHA Plan for fiscal year beginning 1/1/2022.

WHEREAS, the HATC's Board of Director's authorized the Executive Director to take all the actions necessary to submit an application for the HATC's participation in the MTW Demonstration program Expansion; and

WHEREAS, on 9/25/2020, the HATC provided written notice to all HCV households regarding its intended vision and goals upon acceptance into the MTW Program and held three public meetings on October 7, 2020, at 9:00 AM, October 7, 2020, at 2:00 PM, and October 21, 2020, at 1:00 PM; and

WHEREAS, the HATC was notified on January 7, 2021, by HUD, of its selection for admission to Cohort #1: Overall Impact of Moving to Work Flexibility of the MTW Demonstration Program Expansion; and

WHEREAS, the HATC received approval on March 7, 2021 from the Board of Director's to amend the Annual Contributions Contract (ACC) to include participation in the MTW Program; and

WHEREAS, the HATC submitted approved documents to amend HATC's ACC and received MTW designation from HUD in May 2021; and

WHEREAS, following approval from HUD as an MTW agency, the HATC held two public meetings for HCV participants to provide comments on proposed activities on August 4, 2021 at 10 AM and August 6, 2021 at 1:00 PM; and

WHEREAS, the HATC is required to submit an amendment to the Annual PHA Plan to include the MTW supplement; and

WHEREAS, the HATC published the MTW Supplement to the Annual PHA Plan on February 28, 2022 for public process which allows a 45 day comment period; and

WHEREAS, the HATC met the public process requirements described in the MTW Operations Notice and PIH Notice 2018-17; and

WHEREAS, the PHA's Board of Commissioners must approve the MTW Plan by resolution no less than 15 days after that public hearing.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of HATC hereby:

1. Approves Resolution No. HATC-2022-04,
2. Authorizes the CEO/Executive Director to execute all necessary documents and extensions.

Passed and approved the 7th day of April 2022.



Ann Denton, Chair, Board of Commissioners

Attested and approved as to form:



Patrick B. Howard, CEO/Executive Director

MTW Supplement General Overview

PHA Name: Housing Authority of Travis County

PHA Code: TX480

MTW Supplement for FY Beginning: 01/01/2022

PHA Program Type: Housing Choice Voucher (HCV) only

MTW Cohort Number: #1

Summary: As an MTW agency, the Housing Authority of Travis County (HATC) is provided the flexibility and authority to develop policies outside of the limitations of certain HUD regulations and provisions. In May 2021, the HATC was granted participation under the Moving to Work Expansion (MTW), Cohort #1, the Overall Impact of MTW Flexibility cohort (MTW Flexibilities for Smaller PHAs).

A selection of waivers are provided to each MTW agency for possible implementation. The MTW waivers HATC plans to adopt are listed below. Each waiver will result in policy changes to the HCV program and will directly impact each household in the HCV program.

A full listing of all the waivers available and information regarding MTW Cohort # 1 is in the MTW Operations Notice located at <https://www.hudexchange.info/programs/mtw/>.

MTW Waivers and Associated Activities

Activity 1.f. Minimum Rent – Minimum rent to change from \$50-75 monthly for all non-elderly and non-disabled families.

Activity 1.h. Tenant Payment as a Modified Percentage of Income – Total tenant payment to reduce from 30% of the family's monthly adjusted income (MAI) to 28% of the family's monthly income (MI) for all non-elderly and non-disabled families.

Activity 1.j. Alternative Utility Allowance – Utility allowance will be revised by adopting a flat utility allowance based upon average yearly utility allowance cost per bedroom size for all families.

Activity 1.o. Initial Rent Burden – Initial rent burden refers to how much a family can afford upon leasing a new unit based on their income/voucher size. Initial burden to change from 40% of MAI to 60% of MI for new unit approvals for all families.

Activity 1.s. Elimination of Deductions – Due to decrease in total tenant payment percentage in activity 1.h., unreimbursed childcare costs and dependent allowance to be eliminated for all non-elderly and non-disabled families.

Activity 3.b. Alternative Reexaminations Schedule for Households – Annual reexaminations to be conducted biennial (every other year) instead of annually for all families.

Activity 3.d. Self-Certification of Assets – Families may report assets up to \$25,000 through self-certification. For all families, proof of assets will only be required to be provided if total assets exceed \$25,000.

Activity 4.a. Vacancy Loss (HCV Tenant-Based Assistance) – HATC may pay up to one month's rent to all NEW landlords participating in the HCV program.

Activity 5.d. Alternative Inspection Schedule (HCV) – Recertification annual inspections will be conducted every 3 years for all households who pass the inspection on the first scheduled inspection date.

*Details of each waiver are outlined in the MTW supplement available for public comment on HATC's website <https://www.hatctx.com/moving-to-work/>. If a paper copy of the MTW supplement is needed, send a direct email with that request. The 45-day comment period will begin **February 18, 2022**, and end **April 4, 2022**. Please submit all comments in writing through mail to Christina Montes/ Director of Voucher Programs & Homeless Initiatives or by email christina.montes@traviscountytx.gov.*

April 7, 2022
9:30 A.M.

The Board of Commissioners will meet at 502 E. Highland Mall Blvd., 106-B Austin, Texas 78752 and Via Zoom. Join the Meeting by using the Link, Meeting ID and Password provided below.

<https://us02web.zoom.us/j/85423715742?pwd=STBYZDNSMWhXem5GVGRoNGtOczdjZz09>

Dial by your location: <https://us02web.zoom.us/u/kGiFs56SM>

Meeting ID: 854 2371 5742

Passcode: 079542

I. CALL TO ORDER / ROLL CALL / CONFIRMATION OF QUORUM

MISSION STATEMENT: The Housing Authority of Travis County, Texas, preserves and develops affordable housing and vibrant communities which enhance the quality of life for all.

II. CONSENT AGENDA

- A. Approval of the Minutes from the February 9, 2022 Regular Meeting
- B. Approval of the Minutes from the March 15, 2022 Regular Meeting
- C. Approval of the Minutes from the March 23, 2022 Regular Meeting

III. PUBLIC FORUM / CITIZEN COMMUNICATION

- Anyone desiring to discuss or comment on items directly related to the HATC is always welcome.
- If the item is deemed related to an Agenda item at the current meeting, the presiding officer will inform the citizen that pending action(s) remain.
- Speakers must sign-in prior to the start of the Board Meeting by emailing Omar Nesbit at Omar.Nesbit@traviscountytx.gov
- Maximum three-minute limit per speaker.

IV. ACTION ITEM

A. Resolution No. HATC-2022-04	To <u>Approve</u> the Moving to Work (MTW) Supplement to the Annual PHA Plan for fiscal year beginning 1/1/2022
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V. REGULAR AGENDA

- A. Election of Officers

VI. CEO / EXECUTIVE DIRECTOR'S REPORT

- A. Voucher Programs/ Homeless Initiatives - *Christina Montes*
 - 1. HCV Program (Conventional)
 - 2. Homeless Initiatives
 - 3. Special Purpose Vouchers

- B. Affordable Housing Programs - *Gabrielle Jones / Carlos Guzman*
- C. Real Estate Development - *Robert Onion / Keith Hoffpauir*
 - 1. *Eastern Oaks*
 - 2. *Manor Town, Phase II*
 - 3. *SEA RAD Oaks*
- D. Finance - *Subra Narayanaier*
- E. Human Resources/Org. Development – *Steve Peglar*

VII. BOARD COMMITTEE REPORT

- A. Real Estate Development Committee
- B. Governance Committee
- C. HR Committee
- D. Quality of Life Committee

VIII. NEW / UNFINISHED BUSINESS

- A. Discussion and consideration regarding Board of Commissioners issues and concerns.

IX. EXECUTIVE SESSION

- *The Board of Commissioners may consider any item posted on the Agenda in Executive Session if there are issues that require consideration, and the Board of Commissioners announce that the item will be considered during such time in accordance with one or more of the following:*
 - *Texas Government Code Annotated 551.071, Consulting with Attorney*
 - *Texas Government Code Annotated 551.072, Real Property*
 - *Texas Government Code Annotated 551.074, Personnel Matters*
 - *Texas Government Code Annotated 551.076, Security*
 - *Texas Government Code Annotated 551.087, Economic Development Negotiations*

X. ADJOURNMENT

**Housing Authority of Travis County
MTW Hardship Policy – Multiple Activities**

Hardship Exemptions - Descriptions

1.f. Minimum Rent

This is a minimum rent hardship exemption to protect tenants from potential rent burden caused by the minimum rent. It applies to all families impacted by HATC's minimum rent, including non-elderly, non-disabled families with a minimum rent of \$75 and elderly and/or disabled families with a minimum rent of \$50.

1.h. Tenant Payment as Modified Percentage of Income

This is a percentage of income hardship exemption to protect non-elderly, non-disabled families from potential rent burden caused by the decreased minimum rent. The exemption will only apply to those also impacted by activity 1.s.: Elimination of Deductions.

1.s. Elimination of Deductions

This is an elimination of deductions hardship exemption to protect non-elderly, non-disabled families from potential rent burden caused by the elimination of deductions. Application of this exemption will cause the family's percentage of income to revert to 30% of adjusted monthly income.

3.b. Alternative Reexamination Schedule for Households

This is a hardship policy to protect families from potential rent burden caused by a change in family circumstances for which the PHA would generally not conduct an interim reexamination. The family may request a hardship to request more than one interim recertification within a calendar year. The PHA will grant an additional interim recertification within a calendar year if the family's gross income decreases 10% or more due to qualifying circumstances as described in the PHA's qualifying hardship policy, or for increased expenses as described in the PHA's qualifying hardship policy.

At the PHA's discretion, the PHA may conduct a biennial recertification in lieu of an interim for administrative purposes.

Agency Review of Hardship Exemption

The PHA will review its hardship policies with families at intake and reexamination processing. In addition, the PHA will consider whether a family qualifies for a hardship exemption at the time of potential termination of assistance that is due to an MTW activity.

Request for Hardship Exemption

Other than at time of potential termination of assistance as described above, a family must submit a request for a hardship exemption in writing to qualify for a hardship exemption. The request must explain the nature of the hardship and how the hardship has affected the family's ability to pay the family share of rent.

Upon receipt of a hardship exemption request, the PHA will suspend the MTW activity for the family as of the first of the following month until it is determined whether the hardship exemption is warranted. The PHA will make the determination of hardship within 30 calendar days.

If it is determined a qualifying hardship does not exist, the MTW activity will resume. Any amounts owed to the PHA due to the suspension of the MTW activity will be collected through a reasonable repayment agreement.

When a family's request for a financial hardship exemption (other than alternative reexamination schedule) is granted, the PHA will remove the family from the MTW initiative for a period of 12 months. The hardship will be reassessed on **the earlier of** the next scheduled biennial recertification or within 12 months from the date the hardship was approved.

The hardship period ends when at an interim or annual reexamination, the family's calculated MTW TTP is greater than the TTP as calculated under the hardship exemption.

For a minimum rent hardship exemption based upon hardship-related expenses, the minimum rent exemption will continue to be recognized until the cumulative amount exempted is equal to the expense incurred.

If the family disagrees with the denial of a hardship request, the family is entitled to and may request an informal hearing.

The PHA will keep of all hardship requests received and the results of these requests and supply them at HUD's request. Requests related to the PHA's MTW status will be retained for the duration of HATC's participation in the MTW demonstration program and will be available for public review and inspection at the principal office location during normal business hours.

Qualifying Hardship

The financial hardship exemptions apply only to families impacted by the PHA's MTW activities, either at the PHA's implementation of MTW policies, or due to subsequent circumstances as described below:

1. Minimum Rent

Implementation of \$75 minimum rent. The exemption applies to all families impacted by HATC's minimum rent, including non-elderly, non-disabled families with a minimum rent of \$75 and elderly and/or disabled families with a minimum rent of \$50.

2. Tenant Payment as 28% Percent of Adjusted Monthly Income

The exemption will only apply to non-elderly, non-disabled families also impacted by activity 1.s.: Elimination of Deductions.

3. Elimination of Deductions

This exemption applies only to non-elderly, non-disabled families. Application of this exemption will also result in the family's percentage of income reverting to 30% of adjusted monthly income.

4. Alternative Reexamination Schedule for Households

This hardship policy is applicable to families who experience a change in family circumstances for which the PHA would generally not conduct an interim reexamination.

HUD-Defined Financial Hardship (includes required MTW provision)

Families may request a hardship exemption effective with the PHA's adoption of MTW policies. Thereafter, financial hardship includes the following situations:

- (1) The family has lost eligibility for or is awaiting an eligibility determination for a federal, state, or local assistance program. This includes a family member who is a noncitizen lawfully admitted for permanent residence under the Immigration and Nationality Act who would be entitled to public benefits but for Title IV of the Personal Responsibility and Work Opportunity Act of 1996.

PHA Policy

A hardship will be considered to exist only if the loss of eligibility has an impact on the family's ability to pay the minimum rent. For a family waiting for a determination of eligibility, the hardship period will end as of the first of the month following: (1) implementation of assistance, if approved, or (2) the decision to deny assistance. A family whose request for assistance is denied may request a hardship exemption based upon one of the other allowable hardship circumstances.

- (2) The family would be evicted because it is unable to pay the minimum rent.

PHA Policy

For a family to qualify under this provision, the cause of the potential eviction must be the family's failure to pay rent to the owner or tenant-paid utilities.

- (3) Family income has decreased because of changed family circumstances, including the loss of employment, or reduction in or loss of earnings or other assistance.

- (4) A death has occurred in the family.

PHA Policy

To qualify under this provision, a family must describe how the death has created a financial hardship (e.g., because of funeral-related expenses or the loss of the family member's income).

- (5) The family has experienced an increase in expenses because of changed circumstances for medical costs, childcare, transportation, education, or similar items.

- (6) Such other situations and factors determined by the agency to be appropriate.

Impact Analysis – Activity 1.f. Minimum Rent; 1.h. Tenant Payment as a Modified Percentage of Income; 1.s. Elimination of Deductions

		HCV
1.	Impact on the agency’s finances	In combination with activities 1.h. and 1.s., this activity is expected to reduce administrative costs. Overall, there is no anticipated impact on HAP expenditures (net change to average TTP without hardship exemption = \$0).
2.	Impact on affordability of housing costs for affected families	None
3.	Impact on the agency’s waitlist(s)	None
4.	Impact on the agency’s termination rate of families	None
5.	Impact on the agency’s current utilization rate in the HCV program	None
6.	Impact on meeting the MTW statutory goals of cost effectiveness, self-sufficiency and/or housing choice	The rent simplification initiative will increase operational cost effectiveness while supporting family self-sufficiency through families having a better understanding of how family share is calculated.
7.	Impact on the agency’s ability to meet MTW statutory requirements	In combination with activities 1.h. and 1.s the PHA will experience zero to minimal impact on average paid HAP, supporting the statutory requirement to ensure that the agency will assist substantially the same total number of eligible low-income families as would have been served absent MTW. No negative impact on other statutory requirements.
8.	Impact on the rate of hardship requests and the number granted and denied as a result of this activity	HATC does anticipate a moderate increase in the number of hardships requested and granted. However, the agency intends to ensure impacted families are fully informed and have the opportunity to request a hardship upon implementation of the initiatives.
9.	Impact on protected classes (and any disparate impact)	This activity should have not disparate impact on protected classes.

Impact Analysis – 1.o. Initial Rent Burden

		HCV
1.	Impact on the agency’s finances	Reduced administrative burden.
2.	Impact on affordability of housing costs for affected families	Increased housing choice.
3.	Impact on the agency’s waitlist(s)	None
4.	Impact on the agency’s termination rate of families	None
5.	Impact on the agency’s current utilization rate in the HCV program	We expect the utilization rate to increase.
6.	Impact on meeting the MTW statutory goals of cost effectiveness, self-sufficiency and/or housing choice	This activity meets the statutory goal of cost effectiveness and in increasing housing choices for eligible low-income families.
7.	Impact on the agency’s ability to meet MTW statutory requirements	This activity increases housing opportunities for families, supporting the requirement for the PHA to continue to assist substantially the same total number of eligible families that would have been served absent MTW.
8.	Impact on the rate of hardship requests and the number granted and denied as a result of this activity	None
9.	Impact on protected classes (and any disparate impact)	This activity should have not disparate impact on protected classes.

Impact Analysis - Activity 3.b. – Alternative Reexamination Schedule for Households

		FY2022
		HCV
1.	Impact on the agency's finances	This activity is expected to reduce administrative costs due to fewer required annual and interim recertifications, but HAP costs may remain stagnant as family is not required to report increases in income annually. In FY2021, across all programs (regular voucher plus special purpose vouchers), the HATC processed 683 annual recertifications and 612 interim certifications. The annual recertifications will reduce by approximately 50%. Interims should decrease by at least 37% each year.
2.	Impact on affordability of housing costs for affected families	None
3.	Impact on the agency's waitlist(s)	None
4.	Impact on the agency's termination rate of families	None
5.	Impact on the agency's current utilization rate in the HCV program	None
6.	Impact on meeting the MTW statutory goals of cost effectiveness, self-sufficiency and/or housing choice	This activity meets the statutory goals of self-sufficiency and cost effectiveness.
7.	Impact on the agency's ability to meet MTW statutory requirements	This activity will increase the PHA's ability to encourage self-sufficiency as families may earn additional income that does not have to be reported right away. Additionally, administrative costs will decrease since less reexams will be required to be processed annually.
8.	Impact on the rate of hardship requests and the number granted and denied as a result of this activity	This is the initial year of implementation. The HATC expects a hardship rate of 5%.
9.	Impact on protected classes (and any disparate impact)	This activity should have no disparate impact on protected classes.