

MOVING TO WORK 2016 ANNUAL PLAN



Vancouver Housing Authority

Re-submitted for HUD Approval - January 15, 2016

Moving to Work 2016 Annual Plan

VANCOUVER HOUSING AUTHORITY

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SECTION I: INTRODUCTION

The Vancouver Housing Authority

The mission of the Vancouver Housing Authority (VHA) is to provide opportunities to people who experience barriers to housing because of income, disability, or special needs in an environment which preserves personal dignity, and in a manner which maintains the public trust. In order to fulfill that mission the VHA owns and manages numerous low-income housing projects and operates several subsidized housing programs. Foremost among these is the Section 8 Housing Choice Voucher program. The VHA contracts with the Department of Housing and Urban Development (HUD) to operate this program throughout Clark County in the state of Washington.

Starting in 1999 the VHA was selected by HUD to participate in a new demonstration program named Moving to Work. This program provides the VHA the opportunity to design and test innovative, locally-designed strategies that use Federal dollars more efficiently, help residents find employment and become self-sufficient, and increase housing choices for low-income families. As a Moving to Work Agency, the VHA receives exemptions from many program rules and more flexibility regarding the use of Federal funds.

The Moving to Work Statutory Objectives:

- ***Reduce cost and achieve greater cost effectiveness in Federal expenditures***
- ***Give incentives to families with children where the head of household is working, is seeking work, or is preparing for work by participating in job training, educational programs, or programs that assist people to obtain employment and become economically self-sufficient***
- ***Increase housing choices for low-income families***

Initiatives developed and approved under the MTW demonstration that utilize the flexibility offered under the terms of the MTW Agreement require approval from HUD and are known as MTW Activities. Each year the VHA writes and provides for public comment an annual plan that describes ongoing and new activities that use MTW flexibility. After consideration of public comments the plan is approved by the VHA Board of Commissioners and is submitted to HUD for final approval. The content and format of this plan is mandated by HUD and is described in an attachment to the Moving to Work Agreement. The attachment is periodically updated and this 2016 Annual MTW Plan conforms to the latest requirements.

Short and Long-Term MTW Goals and Objectives

Each year the VHA Board and agency staff review and restate the strategic plan for the agency. The strategic plan identifies five key areas within which our specific goals and strategies fall. These areas are Housing Access, Resident Services, Portfolio Management, Fiscal Stability, and Operations:

- VHA goals for increasing housing access include developing new affordable housing, increasing housing options through partnerships and innovative programming, and providing housing for under-served populations and those with special needs.
- Long-term goals around resident services include expanding work readiness and employment support program availability, expanding linkages with community social and educational partners to encourage school success and investigating programming that supports independence of seniors and other vulnerable adults.
- Portfolio Management goals include increasing VHA's capital funding flexibility to allow for fiscally sound property improvements and enhancing our ability to secure private funding.
- Long-term goals for fiscal stability include exploring ways to increase revenue, reducing development cost and managing revenue and expenses to ensure the agency maintains long term fiscal stability.
- Operations goals are to encourage an innovative and effective workforce and ensure that employment law and Human Resources best practice compliances are being met.

This Plan introduces VHA's short-term goals for 2016 that are specific to MTW. New MTW activities include a new variation of the Family Self-Sufficiency program (FSS) to be offered in addition to the current FSS program. VHA is also proposing a Local Blended Subsidy (LBS) activity that will allow the VHA to add additional MTW funds to Public Housing operating funding for placement of new Public Housing units. The first proposed use of LBS will be at Caples Terrace, a 25 unit development to be located at the former site of the administration building at Skyline Crest. VHA is also planning to use single fund flexibility to fund a new landlord incentive program that will pay a \$100 lease-up fee to landlords when leasing to a new tenant with a Housing Choice Voucher. The program is intended to counter any disadvantage voucher holders have in the current tight rent market.

VHA recognizes and appreciates that the MTW demonstration is a valuable tool for meeting the housing needs of Vancouver and Clark County and that the statutory objectives of the demonstration align with VHA's goals of promoting resident empowerment and self-sufficiency, maximizing the use of federally subsidized housing and rent assistance, and providing opportunities to people who experience barriers to housing because of income, disability or special needs.

SECTION II: GENERAL HOUSING AUTHORITY OPERATING INFORMATION

A. Housing Stock Information

Planned New Public Housing Units to be Added During the Fiscal Year											
AMP Name and Number	Bedroom Size							Total Units	Population Type *	# of UFAS Units	
	0	1	2	3	4	5	6+			Fully Accessible	Adaptable
TBD Caples Terrace	12	9	4	0	0	0	0	25	General	5	20
Total Public Housing Units to be Added								25			

* Select Population Type from: Elderly, Disabled, General, Elderly/Disabled, Other
 If Other, please describe:

Planned Public Housing Units to be Removed During the Fiscal Year		
PIC Dev.#/AMP and PIC Dev. Name	Number of Units to be Removed	Explanation for Removal
NA NA	None	NA
Total Number of Units to be Removed	None	

New Housing Choice Vouchers to be Project-Based During the Fiscal Year		
Property Name	Anticipated Number of New Vouchers to be Project-Based	Description of Project
Freedom's Path	40	A 69 unit building to be completed in 2016. Located on Vancouver's VA campus, the project will serve homeless and low-income veterans. 40 units will be VASH PBV.
Isabella Court	10	A 60 unit building to be completed in 2016 owned and operated by Reach Community Development.
The Meadows	15	A 30 unit property owned and operated by 2 nd Step Housing. Construction will begin in 2016.
Anticipated Total New Vouchers to be Project-Based	65	Anticipated Total Number of Project-Based Vouchers Committed at the End of the Fiscal Year 616*
		Anticipated Total Number of Project-Based Vouchers Leased Up or Issued to a Potential Tenant at the End of the Fiscal Year 601

* Note that 212 PBV units result from conversions under RAD and are not be counted toward VHA's 20% PBV cap.

Other Changes to Housing Stock During the Fiscal Year
VHA does not anticipate any changes to housing stock other than those described in the previous tables.

General Description of All Planned Capital Fund Expenditures During the Plan Year

VHA does not anticipate any Capital Fund expenditures in 2016.

B. Leasing Information

Planned Number of Households Served at the End of the Fiscal the Fiscal Year

MTW Households to be Served Through:	Planned Number of Households to be Served*	Planned Number of Unit Months Occupied/Leased***
Federal MTW Public Housing Units to be Leased	0	0
Federal MTW Voucher (HCV) Units to be Leased	2120	25440
Number of Units to be Occupied/Leased through Local, Non-Traditional, MTW Funded, Property-Based Assistance Programs **	30	360
Number of Units to be Occupied/Leased through Local, Non-Traditional, MTW Funded, Tenant-Based Assistance Programs **	10	120
Total Households Projected to be Served	2160	25920

* Calculated by dividing the planned number of unit months occupied/leased by 12.

** In instances when a local, non-traditional program provides a certain subsidy level but does not specify a number of units/households to be served, the PHA should estimate the number of households to be served.

***Unit Months Occupied/Leased is the total number of months the PHA has leased/occupied units, according to unit category during the fiscal year.

Reporting Compliance with Statutory MTW Requirements

VHA is currently in compliance with required statutory MTW requirements.

Description of any Anticipated Issues Related to Leasing of Public Housing, Housing Choice Vouchers and/or Local, Non-Traditional Units and Possible Solutions

Housing Program	Description of Anticipated Leasing Issues and Possible Solutions
Housing Choice Vouchers	VHA anticipates that the current tight rental market will continue into 2016 making finding an available rental unit more challenging for voucher holders. The situation should begin improving as newly constructed properties come online. VHA has already increased payment standards to 110% of FMR and is planning to implement a landlord incentive program that should improve the current leasing difficulties for voucher holders.
Public Housing Program	VHA does not anticipate any Public Housing units available to lease in FY 2016. Caples Terrace is not expected to be completed until Spring 2017.
Local Non-Traditional Units	VHA anticipates that the 2 nd Step program will not have any leasing issues. The School Stability Subsidy Program may continue to have difficulty in the tight local rental market.

C. Waiting List Information

Wait List Information Projected for the Beginning of the Fiscal Year

Housing Program(s)*	Wait List Type**	Number of Households on Wait List	Wait List Open, Partially Open or Closed***	Are There Plans to Open the Wait List During the Fiscal Year
Federal MTW HCV Program	Community-Wide	304	Partially Open	No
Federal MTW HCV Program (PBV)	Site-Based (Camas Ridge)	47	Closed	No
Federal MTW HCV Program (PBV)	Site-Based (Van Vista)	20	Closed	No
Federal MTW HCV Program (PBV)	Site-Based (Vista Court)	252	Closed	No
Federal MTW HCV Program (PBV)	Site-Based (RAD-VHA Apts)	551	Closed	No
Federal MTW HCV Program (PBV)	Site-Based (RAD-Arbor Rdg)	100	Open	NA
Federal MTW HCV Program (PBV)	Site-Based (RAD-Skyline)	127	Partially Open	No

* Select Housing Program: Federal MTW Public Housing Units; Federal MTW Housing Choice Voucher Program; Federal non-MTW Housing Choice Voucher Units; Tenant-Based Local, Non-Traditional MTW Housing Assistance Program; Project-Based Local, Non-Traditional MTW Housing Assistance Program; and Combined Tenant-Based and Project-Based Local, Non-Traditional MTW Housing Assistance Program.

** Select Wait List Types: Community-Wide, Site-Based, Merged (Combined Public Housing or Voucher Wait List), Program Specific (Limited by HUD or Local PHA Rules to Certain Categories of Households which are Described in the Rules for Program Participation), None (If the Program is a New Wait List, Not an Existing Wait List), or Other (Please Provide a Brief Description of this Wait List Type).

*** For Partially Open Wait Lists, provide a description of the populations for which the waiting list is open.

The community- wide HCV program list is partially open for applicants who qualify for two local preferences: Public Housing residents who qualify for HOV program and residents displaced by VHA under disposition or condemnation actions.

The site-based PBV Skyline waiting list is partially open for applicants who qualify for two local preferences: participants in the CHASE program and residents displaced by VHA under disposition or condemnation actions.

If Local, Non-Traditional Program, please describe:

NA

If Other Wait List Type, please describe:

NA

If there are any changes to the organizational structure of the wait list or policy changes regarding the wait list, provide a narrative detailing these changes.

VHA anticipates partially opening the community wide HCV list late in 2015 for two new local preferences. These include a preference for families with school children who are homeless and that have been identified as such and referred to VHA by a school district homeless liaison where the school district has a signed Memorandum of Understanding (MOU) with the VHA or; families that are participants in the Washington State Health Care Authority's (HCA) Health Home Program and that have been referred to the VHA by a local organization or health plan that contracts with the HCA and has a signed MOU with the VHA. Each local school district is tasked with identifying students who do not have a regular, fixed address and providing them with additional supports such as transportation to school. The school definition of homelessness is interpreted broadly and includes families that are doubled-up with friends or family or at imminent risk of losing their apartment.

- In 2013, there were 1714 homeless school children in Clark County
- Statewide only 45% of high school seniors who were homeless graduated compared to 75% of all seniors

Each school district has a homeless liaison that keeps a list of students who are homeless and helps students connect to resources. The homeless liaisons will help to communicate the preference to families and will provide documentation that they are eligible for the preference.

The Affordable Care Act created the Health Home Program to provide care coordination to high cost Medicaid recipients and dual eligibles (Medicaid and Medicare). The Washington State Health Care Authority (HCA) implemented the program and contracts with several local organizations and health plans that provide intensive case management, care transition services, and referrals to social service agencies. The program has shown initial success in improving health outcomes and lowering costs. However, one of the barriers to success has been that while case managers are able to identify social service needs there is often no way to meet the need. Case managers say that lack of affordable housing is one of the largest gaps.

By providing access to affordable housing to participants in the Health Home Program, the VHA will improve the health outcomes for high cost Medicaid recipients while helping to reduce costs and strengthen our hospitals and behavioral health providers. The local Health Home providers will help to communicate the preference to participants and provide documentation of preference eligibility.

VHA anticipates opening a new site-based Public Housing waiting list for Caples Terrace as that new project nears completion, currently assumed to be in late 2017.

SECTION III: PROPOSED MTW ACTIVITIES

VHA is proposing two new MTW activities for the 2016 plan year: A new version of the FSS program that will be offered along with the current FSS program and a Local Blended Subsidy program.

Activity 2016-01: Family Self-Sufficiency Lite

Description

VHA is planning to offer a new self-sufficiency program in addition to the traditional version of FSS we currently operate. The new program will be administered by the VHA Self-Sufficiency Program Manager and the FSS Coordinators under her supervision. The goal is for individual FSS Coordinators to have caseloads consisting of participants in just one of the FSS versions, but it is possible that a single FSS Coordinator could end up with a mixed caseload. This new version of the FSS program is not intended to replace the current offering nor is it intended to siphon any potential applicants from that program. Rather it is intended for those households that have an interest in increasing self-sufficiency but are reluctant to commit to the full FSS program. This version will have a much shorter commitment and will allow for more modest self-sufficiency goals, but will be convertible to the full program should any participant find they wish to do so during their participation.

Program rules are as follows:

- The Contract of Participation (COP) will be for two years
- Required classroom participation to address employment, education, financial management, and family dynamics goals.
- Escrow calculation is traditional. TTP at time of contract signing will determine escrow calculation during the two years. No requirement of eligibility review within 180 days of contract signing
- Maximum escrow earned is \$2,000
- Goals in ITSP must be met to graduate from the program
- Pay points that are allowed under VHA's full FSS program are not allowed in FSS Lite
- Residents may choose to participate in FSS Lite only once. Participants who have graduated from FSS Lite will not be permitted to participate in the Mainstream FSS program after graduation. However FSS Lite participants will be permitted to convert to the Mainstream FSS program prior to completing their FSS Lite COP (see Contract Extensions, below).
- Current Mainstream FSS participants will be permitted to terminate their Mainstream FSS Contract of Participation and enroll in FSS Lite only once. Any accumulated escrow while in FSS Mainstream will be forfeited.

Contract Extensions:

Contract extensions in FSS Lite are not allowed, however participants may choose to "upgrade" to the Mainstream FSS program using their original COP date in FSS Lite, thereby extending their participation in the program. Adjustment of the COP will not only extend the dates, but also set the TTP for any further escrow accumulation at \$450, the current amount in the MTW Activity 2013 under the Mainstream FSS program.

Participants who choose this option must also agree to set a goal in their ITSP to be free from all forms of public assistance, including VHA subsidized housing at the time of graduation. The reason for offering conversion rather than full participation in Mainstream FSS after graduation from FSS Lite is to prevent any participant the opportunity to earn more escrow than one who chose the full version of FSS at entry.

Relation to Statutory Objectives

This proposed activity will give incentives to households toward obtaining employment and become economically self-sufficient.

Impact on Statutory Objectives

Participants in this activity are expected to increase their earned income and savings and have positive outcomes in employment status.

Metrics and Data Collection

Metrics will include the following Standard HUD Metric for activities impacting the housing choice objective (note that most baselines and benchmarks cannot be determined until families are admitted to the new program):

SS #1: Increase in Household Income				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average earned income of households affected by this policy in dollars (increase).	Average earned income of households who enroll in this activity at admission.	Expected average earned income of households after one year = \$10,000.	Actual average earned income of households participating in this activity.	Whether the outcome meets or exceeds the benchmark.

SS #2: Increase in Household Savings				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average amount of escrow of households affected by this policy in dollars (increase).	Average escrow amount of households at enrollment = \$0.	Expected average escrow amount of households after one year = \$1000.	Actual average escrow of households participating in this activity.	Whether the outcome meets or exceeds the benchmark.

SS #3: Increase in Positive Outcomes in Employment Status				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
(1) Employed Full-Time	Head(s) of households employed full-time at admission to program.	Expected head(s) of households employed full-time after one year of participation.	Actual head(s) of households employed full-time after one year of participation.	Whether the outcome meets or exceeds the benchmark.
	Percentage of households employed full-time at admission to program.	Expected percentage of households employed full-time after one year of participation.	Actual percentage of households employed full-time after one year of participation.	Whether the outcome meets or exceeds the benchmark.
(2) Employed Part-Time	Head(s) of households employed part-time at admission to program.	Expected head(s) of households employed part-time after one year of participation.	Actual head(s) of households employed part-time after one year of participation.	Whether the outcome meets or exceeds the benchmark.
	Percentage of households employed part-time at admission to program.	Expected percentage of households employed part-time after one year of participation.	Actual percentage of households employed part-time after one year of participation.	Whether the outcome meets or exceeds the benchmark.
(3) Enrolled in an Educational Program	Head(s) of households in program at	Expected head(s) of households in program	Actual head(s) of households in program	Whether the outcome meets or exceeds the

	admission to program.	after one year of participation.	after one year of participation.	benchmark.
	Percentage of households in program at admission to program.	Expected percentage of households in program after one year of participation.	Actual percentage of households in program after one year of participation.	Whether the outcome meets or exceeds the benchmark.
(4) Enrolled in Job Training Program	Head(s) of households in program at admission to program.	Expected head(s) of households in program after one year of participation.	Actual head(s) of households in program after one year of participation.	Whether the outcome meets or exceeds the benchmark.
	Percentage of households in program at admission to program.	Expected percentage of households in program after one year of participation.	Actual percentage of households in program after one year of participation.	Whether the outcome meets or exceeds the benchmark.
5) Unemployed	Head(s) of households unemployed at admission to program.	Expected head(s) of households unemployed after one year of participation.	Actual head(s) of households unemployed after one year of participation.	Whether the outcome meets or exceeds the benchmark.
	Percentage of households unemployed at admission to program.	Expected percentage of households unemployed after one year of participation.	Actual percentage of households unemployed after one year of participation.	Whether the outcome meets or exceeds the benchmark.

SS #4: Households Removed from Temporary Assistance for Needy Families (TANF)				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households receiving TANF assistance (decrease).	Households receiving TANF at admission to program.	Expected number of households receiving TANF after one year of participation.	Actual households receiving TANF after one year of participation.	Whether the outcome meets or exceeds the benchmark.

SS #5: Households Assisted by Services that Increase Self Sufficiency				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households receiving services aimed to increase self sufficiency (increase).	Households receiving self sufficiency services at admission to program.	Expected number of households receiving self sufficiency services after one year of participation.	Actual number of households receiving self sufficiency services after one year of participation.	Whether the outcome meets or exceeds the benchmark.

SS #6: Reducing Per Unit Subsidy Costs for Participating Households				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average amount of Section 8 and/or 9 subsidy per household affected by this policy in dollars (decrease).	Average subsidy per household affected by this policy at admission to program.	Expected average subsidy per household affected by this policy after one year of participation.	Actual average subsidy per household affected by this policy after one year of participation.	Whether the outcome meets or exceeds the benchmark.

SS #7: Increase in Tenant Rent Share				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Tenant rent share in dollars (increase).	Tenant rent share at admission to program.	Expected tenant rent share after one year of participation.	Actual tenant rent share after one year of participation.	Whether the outcome meets or exceeds the benchmark.

SS #8: Households Transitioned to Self Sufficiency				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households	Households transitioned	Expected households	Actual households	Whether the outcome

transitioned to self sufficiency by graduating from FSS and leaving housing program.	to self sufficiency at admission to program. Zero.	transitioned to self sufficiency after one year of participation.	transitioned to self sufficiency after one year of participation.	meets or exceeds the benchmark.
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Authorizations

This activity is authorized under Section E of Attachment C to the Amended and Restated Agreement.

Activity 2016-02: Local Blended Subsidy

Description

This proposed activity is to create a program that uses a blend of funding from both Public Housing and the Section 8 Voucher Program in order to develop replacement units for VHA Public Housing units disposed of under recent approved disposition plans. The current Public Housing operating subsidy by itself is not adequate to be able to locate Public Housing in new or existing housing. However by adding funds from the Section 8 program VHA will be able to bring the rental revenue up to a level that allows for new subsidized units in the community at a cost less than a Section 8 Voucher alone and that would not be able to be developed absent the blended subsidy program. VHA plans to use this new method of housing subsidy for the 25 unit project planned for the old site of the VHA administrative offices at Skyline Crest. This project is named in honor of Elwood Caples, the first Chairman of the Vancouver Housing Authority Board, and a rendering of the proposed project is on the cover of this plan. Caples Terrace is anticipated to cost \$5.5 million to develop the residential portion of the building and is expected to produce \$280,000 in annual revenue from tenant rent and LBS. The anticipated amount of monthly housing assistance from Section 8 is \$255 for each of the 12 studio units, \$377 for the 9 one bedroom units and \$456 for the 4 two bedroom units. This comes to a total of \$8,277 in S8 subsidy per month or \$99,324 annually.

The length of time the blended subsidy would be available is dependent upon VHA remaining under an MTW Agreement (currently through 2018, although a contract extension through 2028 is currently pending). Should VHA no longer have MTW authority any units under the blended subsidy would revert to Public Housing. VHA will obtain specific approval from any financial partner or investor in a property utilizing this blended subsidy in writing.

Projects utilizing blended subsidy will be developed under Public Housing development regulations found at 24 CFR 905 and must be specifically approved by HUD separate from any approval of the Annual MTW Plan. For the purpose of regulatory compliance these units will be considered Public Housing.

Relation to Statutory Objectives

This activity will increase housing choice for low-income families.

Impact on Statutory Objectives

The LBS will enable VHA to develop replacement Public Housing units that will increase the supply of subsidized housing available for families in need of affordable housing.

Metrics and Data Collection

Metrics will include the following Standard HUD Metric for increasing housing choice:

HC #1: Additional Units of Housing Made Available				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of new housing units made available for households at or below 50% AMI as a result of the activity.	Housing units of this type prior to implementation of the activity (zero).	Expected housing units of this type after implementation of the activity (25).	Actual housing units of this type after implementation of the activity.	Whether the outcome meets or exceeds the benchmark.

HC #2: Units of Housing Preserved				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of housing units preserved for households at or below 80% AMI that would otherwise not be available (increase).	Housing units preserved prior to implementation of the activity (zero).	Expected housing units preserved after implementation of the activity (zero).	Actual housing units preserved after implementation of the activity (number).	Whether the outcome meets or exceeds the benchmark.

HC #5: Increase in Resident Mobility				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase).	Households able to move to a better unit and/or neighborhood of opportunity prior to implementation of the activity (zero).	Expected households able to move to a better unit and/or neighborhood of opportunity after implementation of the activity (25).	Actual increase in households able to move to a better unit and/or neighborhood of opportunity after implementation of the activity (number).	Whether the outcome meets or exceeds the benchmark.

CE #4: Increase in Resources Leveraged				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Amount of funds leveraged in dollars (increase).	Amount leveraged prior to implementation of the activity (zero).	Expected amount leveraged after implementation of the activity (TBD).	Actual amount leveraged after implementation of the activity (in dollars).	Whether the outcome meets or exceeds the benchmark.

Authorizations

This activity is authorized under Section B.1. of Attachment C of the Amended and Restated Agreement.

SECTION VI: APPROVED MTW ACTIVITIES

A. Implemented Activities

The table below lists all approved, implemented, and ongoing activities from prior Plan years. Following the table is a description and update of each activity.

Approved, Implemented and Ongoing Activities		
Activity Number	Activity Name	Plan Year Approved
2014-06	Alternative Project-Based Voucher Program	FY 2014 Plan Amendment
2014-05	Interim Verification Policy	FY 2014 Plan Amendment
2014-04	Second Step Transitional Housing Program	FY 2014 Plan Amendment
2014-02	Utility Allowance in HCV Program lesser of Unit Size or Voucher Size	FY 2014 Annual Plan
2014-01	Modified FSS Escrow Calculation	FY 2014 Annual Plan
2013-02	School Stability Subsidy Program	FY 2013 Plan Amendment
2013-01	Minimum Income Rent Reform	FY 2013 Annual Plan
2012-04	Short Term Rental Assistance	FY 2012 Plan Amendment
2012-03	Home Sharing in Housing Choice Voucher Program	FY 2012 Annual Plan
2012-01	Community Supported Self Reliance	FY 2012 Annual Plan
2011-04	VHA staff to perform HQS and rent reasonable on VHA owned properties	FY 2011 Annual Plan
2010-02	Skyline Crest Campus of Learners	FY 2010 Annual Plan
2009-19	Special admission procedure for assisted living program	FY 2009 Plan Amendment
2009-16	Renter Education Required for Applicants	FY 2009 Plan Amendment
2009-15	Limit contract rent increases in the HCV program to one per year	FY 2009 Plan Amendment
2009-13	Reset of next required reexamination after interim reexamination	FY 2009 Plan Amendment
2009-10	Replacement of medical expense deduction	FY 2009 Plan Amendment
2009-08	Simplified utility allowance schedule in HCV program	FY 2009 Plan Amendment
2009-06	Alternate required inspection schedule in HCV program	FY 2009 Plan Amendment
2009-03	Verification of assets limited to those declared greater than \$50,000	FY 2009 Annual Plan
2008-01	Time-Limited Vouchers tied to services	FY 2008 Annual Plan
2007-02	Alternate required reexamination schedule	FY 2007 Annual Plan

2014-06 Alternative Project-Based Voucher Program

Description

The VHA first proposed an alternative Project-Based Voucher program in the FY 2008 MTW Annual Plan. Subsequently a number of MTW policies relating to the PBV program were incorporated into specific MTW Activities or as standalone MTW activities. This activity consolidated those policies in order to clarify that they apply to all PBV projects funded under MTW. VHA’s Alternative Project-Based Voucher program utilizes the existing regulations under 24 CFR §983 with the following exemptions:

- The required competitive bidding process is waived when VHA is placing PBV in a project owned by the VHA or a closely affiliated organization.

- The requirement to offer a move voucher after one year of tenancy if requested and one is available is waived and the VHA will not provide move vouchers except in cases of overcrowded or under-occupied units where VHA does not anticipate an appropriate sized PBV becoming available. (Note that HUD continues to require move vouchers in PBV projects converted under RAD)
- The requirement that tenants be selected from a waiting list may be waived for projects where participation in specific services is a requirement of residency. Instead selection will be based on referral from the service providing agency. Services may include, but are not limited to, case management, self-sufficiency, mental health and alcohol and drug dependency programs.
- VHA may allow up to 100% of the units in a project to be PBV even when the project is not exclusively for elderly or disabled households or when no services are required.
- MTW Activity 2011-05, which allows VHA to perform HQS inspections and to make determinations of ongoing rent reasonableness in both project-based and tenant-based vouchers remains a stand-alone activity, but is also referenced in the description of this activity.

Status Update

This activity was approved by HUD on August 6, 2014 and will be ongoing in 2016. VHA is not planning any significant changes or modification to this activity or to the metrics and authorization/s employed.

Activity 2014-05: Interim Verification Policy

Description

This activity will change the way reductions of income and family changes are verified and the effective dates for interim reexaminations in the HCV and Public Housing programs. Participants and residents may still request an interim reexamination at any time but will also have to provide appropriate verification of the change that they are reporting prior to any resulting change in tenant rent becoming effective. If the request *and* the verification is received before the 15th of the month, any resulting change in tenant rent will be effective the first of the following month. Current program regulations [24 CFR § 982. 516 (a)(2)] require the VHA to obtain verification so this change requires MTW authority in order to shift the responsibility for obtaining verification to the participant. The VHA will still obtain verification for initial eligibility reexaminations and for regular/annual reexaminations.

Status Update

This activity was approved by HUD on August 6, 2014 and will be ongoing in 2016. VHA is not planning any significant changes or modification to this activity or to the metrics and authorization/s employed.

Activity 2014-04: Second Step Transitional Housing Program

Description

The Second Step Transitional Housing Program is a program for homeless individuals and families with income below 30% of the Area Median Income (AMI). The program has

successfully operated for a number of years with funding from a HUD Continuum of Care grant. Unfortunately that grant will no longer be available for this program so the VHA plans to utilize our ability under the Second Amendment to our MTW Agreement to take on continued funding of this valuable community resource. VHA plans to initially fund the program \$90,000 for one year. Subsequent funding will depend on program performance, VHA budget consideration and MTW status.

Second Step Housing utilizes 11 large group homes for this program. They have a capacity of about 35 individuals and families at one time. Tenants must be homeless at admission, income eligible and willing to participate in case management, classes, and shared living. Utilities are provided and tenants pay 30% of their adjusted income for rent. Calculation of income for eligibility and rent is done in compliance with the regulations found at 24 CFR § 5.609. All housing units are alcohol and drug free. The maximum length of stay in the program is two years.

Status Update

This activity was approved by HUD on August 6, 2014. The activity will be ongoing in 2016. VHA is not planning any significant changes or modification to this activity or to the metrics and authorization/s employed.

Activity 2014-02: Utility Allowance in HCV Program lesser of Unit Size or Voucher Size

Description

This activity changes the current calculation of tenant rent and housing assistance in the HCV program for those households that have chosen to rent a unit with more bedrooms than the number assigned on their voucher under the VHA subsidy standards. In these cases the utility allowance used will be based on the lesser of the unit bedroom size or voucher bedroom size. Currently a significant number of HCV households choose larger units. When they do, and the gross rent is still below the payment standard for their voucher size, the VHA pays a higher amount of housing assistance due to the HCV program requirement that the utility allowance for the unit bedroom size be used in the calculation of assistance. This has the effect of the household receiving a larger subsidy that they would have received if they had chosen a unit with the same number of bedrooms as their voucher.

Update on Status

This activity will be ongoing in 2016. VHA is not planning any significant changes or modification to this activity or to the metrics and authorization/s employed.

Activity 2014-01: Modified FSS Escrow Calculation

Description

This activity modifies the way escrow is calculated in the Section 8 Family Self-Sufficiency Program (FSS). VHA's method under MTW has two parts. The first part is a monthly deposit to a participants escrow account when they have increased earned income that results in a Total Tenant Payment (TTP) over the baseline set when they join FSS. However the baseline is a

fixed amount set at \$450 for all new participants regardless of their income rather than the conventional practice of setting it at the TTP of their most recent eligibility reexamination prior to their admission to FSS. The second part is that VHA pays a specific amount to a participant's escrow account based on specific achievements. Some of these "pay points" result in an immediate deposit to the escrow account while others are not calculated and paid until a successful program graduation. The current pay points and deposit amounts are listed below:

1. Complete 50% of required core GOALS* classes in first 12 months (24 months if working/school full time) = \$500
2. Complete entire GOALS curriculum = \$500
3. Employment obtained at a minimum of 20 hours per week in industry specified in ITSP = \$500
4. Maintain employment (calculated at end of contract)
 - a. At least 32 hours per week for 6 consecutive months =\$500; or
 - b. At least 32 hours per week for 12 months or more =\$1,000
5. Increased credit score(one only, calculated at end of contract)
 - a. To 550 = \$300
 - b. To 600 = \$350
 - c. To 650 = \$400
 - d. To 700+ = \$500
6. Complete educational goal (one only, calculated at end of contract)
 - a. GED = \$150
 - b. Post-Secondary Certification (minimum 6 months) =\$250
 - c. AA degree = \$500
 - d. BA degree or higher \$750
7. Established savings account with \$500 minimum for 12 months = \$500
8. Complete all ITSP goals and graduate prior to contract end date = \$750
9. Purchase a home= \$1,000 (available at closing of home loan)

The maximum allowable that a participant may earn under pay points is \$6,000. There is no limit set on the amount a participant may earn under the increased earned income part of the escrow calculation. Under this new system FSS participants are only eligible for one interim withdrawal from their escrow account during their program participation.

Update on Status

This activity was implemented for all FSS participants admitted after January 1, 2014 and will be ongoing in 2016. VHA is not planning any significant changes or modification to this activity or to the metrics and authorization/s employed.

Activity 2013-02: School Stability Subsidy Program

Description

This is a local non-traditional rental subsidy activity that uses MTW funds for a pilot subsidy program in partnership with Family Resource Centers (FRC) at selected local schools and a local agency serving the homeless. Families with a student enrolled in the partnering school, and who are either homeless or at risk of homelessness, are selected for participation in the program in order to prevent them from having to relocate outside of the school district. The

subsidy allows the family to remain in the same school district providing needed stability for the student.

This activity has been modified slightly from the initial description from 2013. The income limit for eligibility is now 30% of the Area Median Income. The housing subsidy has been changed from a flat amount with a 36 month time limit to a tiered subsidy over a four-year period. The first year the family pays 20% of the rent and the housing subsidy is the remaining 80%; the second year the family share increases to 40%; in year three the family share is 60% and the fourth year the family's rent increases again to 80%. At the end of the fourth year the subsidy ends. The family must participate in ongoing economic self-sufficiency meeting provided by the VHA and educational planning meetings provided by the partnering agencies.

Update on Status

This activity will be ongoing in 2016. VHA does not anticipate changes or modification to this activity significant enough to change the metrics and authorization/s employed.

Activity 2013-01: Minimum Income Rent Reform

Description

This activity utilizes a minimum income when calculating rent for any HCV or Public Housing household that contains one or more work-able family members. Work-able is defined as an adult under the age of 62 who is not disabled, a dependent, or a full-time caretaker for a disabled household member. The minimum income is \$9000 annually for each work-able family member. For example a household with one work-able member has a minimum income of \$9000; a household with two workable members has a minimum income of \$18,000, and so on. If the household's actual annual income as determined under the program regulations falls below the minimum, tenant rent and housing assistance is calculated using the minimum. If the household's actual income is greater than the minimum, the actual income is used and the minimum income will not be a factor. A household subject to the minimum still has any deductions they might be eligible for under HUD regulations (as modified by VHA MTW policy) deducted from the minimum income as part of the rent calculation.

Update on Status

This activity will be ongoing in 2016. VHA is not planning any significant changes or modification to this activity or to the metrics and authorization/s employed.

Activity 2012-04: Short-Term Rental Assistance

Description

This activity utilizes MTW funds to provide short-term rental assistance through a partnering agency. VHA will fund up to \$200,000 annually for this activity. The intent of this project is to provide families in Clark County the opportunity to manage short-term budget shortfalls by assisting them with one-time housing assistance. The program is based on HUD's Homeless Prevention and Rapid Re-Housing Program.

For the purpose of this project short-term rental assistance will be considered assistance that lasts less than 18 months. This includes temporary assistance with rent payments, and eviction

prevention assistance in order to obtain or remain in housing, including up to six months of arrears. Partners have the discretion to determine how to structure the rental subsidy so that rental assistance may be used to cover all or just a portion of a program participant's monthly rent. In addition use of the fund in order to provide landlords with an incentive to rent to a person who may be considered high-risk, such as modest improvements to the unit or an additional deposit, will also be considered short-term rental assistance for the purpose of this activity.

Partner agencies are required to match funds provided by the VHA on a 1:1 basis. Match could include funds used to staff or administer the program, and funds used for short-term rental assistance. Eight percent of VHA funds will be allowable for program administrative costs.

The target population is residents of Clark County who are either very recently experiencing homelessness or are at imminent risk of homelessness. Rental assistance must be utilized within Clark County. Households must be at or below 50 percent of AMI. To be considered at imminent risk of homelessness, the following conditions must be met: eviction, or utility termination is imminent; the household has an inability to make required payments due to a sudden reduction in income; the assistance is necessary to avoid eviction or termination of services; and there is a reasonable prospect that the family will be able to resume payment within a reasonable period of time.

Update on Status

This activity was implemented in 2013 in partnership with Impact NW. In 2014 the partnering agency was changed to Share. This activity will be ongoing in 2016. VHA is not planning any significant changes or modification to this activity or to the metrics and authorization/s employed.

Activity 2012-03: Home-Sharing in Housing Choice Voucher Program

Description

Home-Sharing is a variation on the shared housing option permitted under special housing types under the regulations for the HCV program. However in this case the vouchers are set aside and designated for use in shared housing only. Applicants issued a Home-Sharing Voucher (HSV) will only be able to use their voucher for shared housing. A separate waiting list with no local preferences is utilized for Home-Sharing.

Status Update

Implementation of this activity was delayed due to the funding shortfall experienced under sequestration. In 2015 VHA partnered with a local agency to provide a roommate matching services and began issuing vouchers. This activity will be ongoing in 2016. VHA is not planning any significant changes or modification to this activity or to the metrics and authorization/s employed.

Activity 2012-01: Community Supported Self Reliance

Description

Community Supported Self Reliance (CSSR) is a pilot project where housing assistance along with intensive wrap around services are made available through partnering agencies to very-low income clients with multiple barriers to self-reliance. Up to 16 participants are provided a Housing Choice Voucher with a time-limit of five and a half years (66 months). In addition to the regular HCV program obligations, participants are required to actively participate in their approved self-reliance plans developed with their assigned case manager from a partnering agency; failure to do so results in expulsion from the program. Participants facing expulsion may file a grievance with the project's Review Board. If the expulsion is upheld by the Review Board, the participant will be considered to be in violation of their HCV family obligations and will be terminated from the HCV program. Participants facing termination of housing assistance will have an opportunity for an HCV informal hearing.

In addition to access to a housing voucher participants in this program, and their case managers, will have access to the expertise and resources provided by members of the Project Team and the Review Board. Participants will also participate in a VHA sponsored Self-Sufficiency program such as Family Self-Sufficiency (FSS).

Update on Status

This activity will be ongoing in 2016. VHA is not planning any significant changes or modification to this activity or to the metrics and authorization/s employed.

Activity 2011-05: VHA Staff to Perform HQS and Rent Reasonableness on VHA Owned Properties.

Description

This MTW activity allows the VHA to have Section 8 HCV department staff perform HQS inspections and determine rent reasonableness for units owned by the VHA or owned by an entity substantially controlled by the VHA such as a tax credit property. This authority creates substantial savings compared to what the VHA was being charged by contracted inspectors.

Update on Status

This activity will be ongoing in 2016. VHA is not planning any significant changes or modification to this activity or to the metrics and authorization/s employed.

Activity 2010-02: Skyline Crest Campus of Learners

Description

The Skyline Crest Campus of Learners is a partnership between VHA and the residents of Skyline Crest; which was VHA's largest Public Housing Property and has recently been converted to PBV under a combination of RAD and Section 18. VHA provides children and young adults' resources and activities through the community center and families develop and commit to success plans centered on their child's school attendance and community involvement.

Update on Status

This activity will be ongoing in 2016. VHA is not planning any significant changes or modification to this activity or to the metrics and authorization/s employed. However, significant changes to the site are happening and will continue into 2016. These changes include construction of both a new Boy's and Girl's Club, a new community center, and major rehabilitation of all of the units.

Activity 2009-19: No Waiting List for Assisted Living Facility

Description

This MTW activity allows for tenant selection to be made by the assisted living administration rather than utilizing a waiting list. The Van Vista Assisted Living program regularly receives inquiries regarding the availability of a unit. If a unit is not immediately available the agency or person making the inquiry continues their search elsewhere as waiting on a list for a unit with assisted living services is not a desirable option. Once a vacancy is anticipated then the next inquiry will be notified and the vacancy filled. The waiver of the waiting list requirement allows for the unique needs of the assisted living population and their need for services.

Update on Status

This activity will be ongoing in 2016. VHA is not planning any significant changes or modification to this activity or to the metrics and authorization/s employed.

Activity 2009-16: Renter Education Required for Applicants

Description

Under this activity new applicants for Public Housing and the Housing Choice Voucher program must complete a rent education course prior to being offered a unit or voucher when they reach the top of the waiting list. Exemptions can be made for disability related or other issues. The course covers topics including money management and credit, landlord/tenant rights and responsibilities, how to be a good renter, and how to find landlords that will rent to you. Applicants who complete the course receive a certificate of completion that is recognized by many landlords in the community and can substitute for good credit and references in tenant screening policies.

Update on Status

This activity will be ongoing in 2016. VHA is not planning any significant changes or modification to this activity or to the metrics and authorization/s employed.

Activity 2009-15: Owners Restricted to Annual Rent Increases

Description

Under this MTW policy owners in the Housing Choice Voucher program are restricted to a single rent increase each year.

Update on Status

This activity will be ongoing in 2016. VHA is not planning any significant changes or modification to this activity or to the metrics and authorization/s employed.

Activity 2009-13: Next Required Reexamination 12 Months after Interim

Description

This MTW activity provides that the next required reexamination (AKA Annual Review) will be rescheduled to at least 12 months after the effective date of an interim reexamination. This policy reduces the overall number of reexaminations required each year.

Update on Status

This activity will be ongoing in 2016. VHA is not planning any significant changes or modification to this activity or to the metrics and authorization/s employed.

Activity 2009-10: Replacement of Medical Expense Deduction

Description

Under this activity the VHA has eliminated individual calculation and verification of medical expenses for Elderly and Disabled designated families, replacing the deduction with an Elderly/Disabled deduction increased to \$700.

Update on Status

This activity will be ongoing in 2016. VHA is not planning any significant changes or modification to this activity or to the metrics and authorization/s employed.

Activity 2009-08: Simplified Utility Allowance Schedule

Description

VHA utilizes a simplified utility allowance schedule for vouchers funded under MTW in the Housing Choice Voucher program that simplifies rent calculations, particularly for participants prior to leasing, and encourages reduced energy consumption. The schedule is based on the conventional HCV utilities schedules for newer energy efficient all electric units by bedroom size.

Update on Status

This activity will be ongoing in 2016. VHA is not planning any significant changes or modification to this activity or to the metrics and authorization/s employed.

Activity 2009-06: Alternate Required HQS Inspection Schedule

Description

VHA performs a Housing Quality Inspection (HQS) inspection prior to approving a new lease in the Housing Choice Voucher program and then performs subsequent inspections at least once every 24 months. Both owners and tenants may request special inspections to address any concerns and VHA also conducts quality control inspections.

Update on Status

This activity will be ongoing in 2016. VHA is not planning any significant changes or modification to this activity or to the metrics and authorization/s employed.

Activity 2009-03: No Verification of Assets Less Than \$50,000

Description

VHA does not obtain a verification of a reported asset if the reported value is less than \$50,000. This MTW activity saves VHA significant administrative funds by eliminating verifications on the vast majority of assets and any income from those assets that has little or no effect on housing subsidy and/or tenant rent.

Update on Status

This activity will be ongoing in 2016. VHA is not planning any significant changes or modification to this activity or to the metrics and authorization/s employed.

Activity 2008-01: Time-Limited Vouchers Tied to Services

Description

This activity partners with other community organizations in order to provide housing assistance tied to case management and other services. VHA has set aside 50 vouchers for this activity. Tenant selection may be done by the partner so that appropriate clients they have already identified can be readily served. The partnering agency may also place time limits on assistance.

Update on Status

This activity will be ongoing in 2016. VHA anticipates that this program will be expanded is not planning any significant changes or modification to this activity or to the metrics and authorization/s employed.

Activity 2007-02: Alternate Required Reexamination Schedule

Description

VHA identifies households with a fixed income and places them on a schedule to have a full reexamination every three years rather than annually. Fixed income means the household has no work-able members and the only household income is from sources such as Social Security, Supplemental Security Income (SSI), and/or pensions. Households that are not determined to have a fixed income are scheduled to have a reexamination 12 months after their last reexamination.

Update on Status

This activity will be ongoing in 2016 and no changes are planned to the activity, the metrics used to determine outcome, or the authorizations required for implementation.

B. Not Yet Implemented Activities

The table below lists all proposed but not yet implemented activities from prior Plan years. Following the table is a update of implementation plans for each activity.

Activities Not Yet Implemented		
Activity Number	Activity Name	Plan Year Approved
2015-02	33% Household Share Rent Reform	FY 2015 Annual Plan
2015-01	Rent Buy-Down Local Subsidy Program	FY 2015 Annual Plan
2013-03	Shelter and Transitional Housing Facilities Support	FY 2013 Plan Amendment
2012-02	Use of MTW Funds for Leveraging New Affordable Housing	FY 2012 Annual Plan

Activity 2015-02: 33% Household Share Rent Reform

Description

This proposed activity is to increase the percentage of adjusted income used to calculate tenant rent and housing assistance from 30% to 33%. Under the HCV program 33% of the household’s monthly adjusted income would be deducted from the lesser of the gross rent or the payment standard to determine the Housing Assistance Payment (HAP). Under Public Housing the Utility Allowance (UA) would be subtracted from 33% of the household’s monthly adjusted income to determine tenant rent. VHA will also allow households to have a family share of up to 50% of the family’s adjusted monthly income at initial occupancy. This change will offset the reduction in dollars in the 40% maximum family share that occurs with the decrease in HAP resulting from the change to using 33% of monthly adjusted income.

Status Update

Implementation of this activity was delayed due to the need to obtain additional HUD approval for the revision of the activity that increased the maximum family share. The amended Plan containing this revision was approved by HUD in August 2015.

Timeline for Implementation

VHA anticipates that we will begin implementation of this activity in November 2015 with full implementation achieved by December 2016.

Activity 2015-01: Rent Buy-Down Local Subsidy Program

Description

This proposed activity is for the VHA to create a local program that will “buy-down” rents at a market rate apartment property (not subsidized or receiving tax credits) so that the units become affordable for, and only available to, households at or below 50% of the Area Median Income (AMI). If selected an owner would receive funds from the VHA to offset the amount the project would require to reduce apartment rents to reach the affordable level. To be considered affordable the bought-down gross rents will be calculated by taking 33% of an income equal to 45% of AMI assuming 1.5 persons per bedroom. The current VHA S8 MTW Utility Allowance(UA) will deducted from the gross rent to determine the final bought-down

rent for any units where the tenant is responsible for at least the utility providing the heat for the unit.

Status Update

To date VHA has not had any response to our ongoing Request for Proposals (RFP) that was initially posted in May 2015. It is believed the current local rental market, with vacancy rates as low as 1.5%, is discouraging interested landlords from submitting a proposal at this time.

Timeline for Implementation

VHA anticipates that we will not be able to implement this activity until the local vacancy rises above 5%; something not expected to occur for several years.

Activity 2013-03: Shelter and Transitional Housing Facilities Support

Description

This activity is to use funding received under MTW for a pilot subsidy program in partnership with local agencies operating shelter or transitional housing programs. VHA will provide funds for improvements to the facilities that are required to maintain or expand transitional housing and shelter space for homeless low-income households.

Status Update

This activity was initially delayed due to funding shortfalls under sequestration. VHA is also seeking alternative funding sources for the capital improvements to the shelters.

Timeline for Implementation

This activity will be implemented in 2016 if no alternative funding source is found.

Activity 2012-02: Use of MTW Funds for Leveraging New Affordable Housing

Description

VHA is committing up to \$2,000,000 in MTW funds for the development of additional affordable housing in Clark County Washington. The re-programmed funds will be used to leverage additional investment funds in amounts far greater than the MTW funds. Development activities may include site acquisition, substantial rehabilitation of existing housing, and the development of new units.

Status Update

The first project that VHA anticipated using this activity to help fund was able to be developed absent the additional MTW funds. VHA continues to seek development opportunities where this flexibility can be utilized.

Timeline for Implementation

VHA anticipates that this activity will only be implemented when an appropriate development opportunity is found.

C. Activities on Hold

At this time VHA has no approved MTW activities that have been placed on hold.

D. Closed Out Activities

The following table lists all of VHA’s closed out activities since becoming a MTW agency in 1999, the year the activity was approved and the year and reason the activity was closed out.

Closed Out Activities				
Activity Number	Activity Name	Plan Year Approved	Plan Year Closed	Reason
2014-03	Local Non-Traditional Rent Subsidy Program	FY2014 Annual Plan	FY 2014	Never Implemented
2013-05	Health Advocate Training Program	FY 2013 Plan Amendment	FY 2013	Concluded
2013-04	Admin Fee for Owners in HCV Program	FY2013 Annual Plan	FY 2013	Withdrawn
2011-03	Up to 50% of units in a Project may be PBV	FY 2011 Annual Plan	FY2014	Merged with 2014-06
2011-02	“Floating Units” in Project-Based Voucher program	FY 2011 Annual Plan	FY 2013	Concluded
2011-01	Minimum Rent / Income Limits for New Public Housing	FY 2011 Annual Plan	FY 2015	Never Implemented
2010-04	Waiting List Preference for Applicants without Subsidy	FY 2010 Annual Plan	FY 2015	Concluded
2010-01	Community Involvement and Educational Opportunity	FY 2010 Annual Plan	FY 2013	Concluded
2009-18	Local Preference for FSS Participation	FY 2009 Plan Amendment	FY 2009	Withdrawn due to NOFA
2009-17	Mandatory Self-Sufficiency Program (Yes We Can)	FY 2009 Plan Amendment	FY 2009	Never Implemented
2009-14	Simplified Recertification Process	FY 2009 Plan Amendment	FY 2009	Never Implemented
2009-09	Limited Utility Allowance Payments	FY 2009 Plan Amendment	FY 2013	Concluded
2009-04	Asset Based Initiative (IDA)	FY 2009 Annual Plan	FY2010	Never Implemented
2009-02	Imputed TANF Income for Voluntary Grant Closures	FY 2009 Annual Plan	FY 2013	Concluded
2009-01	Pilot Rental Subsidy Project	FY 2009 Annual Plan	FY 2009	Never Implemented
2008-02	Alternate HCV Homeownership Program	FY 2008 Annual Plan	FY 2011	Concluded
2007-01	Flat rent and Flat HCV Subsidy	FY 2007 Annual Plan	FY 2008	Never Implemented
2004-01	Alternative Rent Reasonable Procedure	FY 2004 Annual Plan	FY 2009	Concluded
2003-01	Escrow Accounts Capped at \$6000	FY 2003 Annual Plan	FY 2005	Concluded
2002-01	“Request Line” Single Waiting List	FY 2002 Annual Plan	FY 2003	Concluded
2001-02	\$480 Deduction for Child Support Payments	FY 2001 Annual Plan	FY 2004	Concluded
2001-01	Eight Percent Earned Income Deduction	FY 2001 Annual Plan	FY 2004	Concluded
1999-09	No Earned Income Disallowance in Public Housing	1999 MTW Agreement	FY 2015	Concluded
1999-08	No Flat Rent Option in Public Housing	1999 MTW Agreement	FY 2005	Concluded
1999-07	Maximum Family Share 45% of Gross Income	1999 MTW Agreement	FY 2005	Concluded
1999-06	Restrictions on HCV Port-Outs	1999 MTW Agreement	FY 2005	Concluded
1999-05	All Households Eligible for Escrow Accounts	1999 MTW Agreement	FY 2005	Concluded
1999-04	FSS Absorbed into MTW Self-Sufficiency Program	1999 MTW Agreement	FY 2005	Concluded
1999-03	Five-Year Time Limit for Non Elderly/Disabled Households	1999 MTW Agreement	FY 2005	Concluded
1999-02	Mandatory Participation in Self-Sufficiency Program	1999 MTW Agreement	FY 2005	Concluded
1999-01	All HCV Port-Ins to be Absorbed by VHA	1999 MTW Agreement	FY 2001	Concluded

SECTION V: SOURCES AND USES OF FUNDS

A. Sources and Uses of MTW Funds

Estimated Sources of MTW Funding for the Fiscal Year		
Sources		
FDS Line Item	FDS Line Item Name	Dollar Amount
70500 (70300+70400)	Total Tenant Revenue	-
70600	HUD PHA Operating Grants	13,800,973.00
70610	Capital Grants	-
70700 (70710+70720+70730+70740+70750)	Total Fee Revenue	1,383,415.00
71100+72000	Interest Income	3,000.00
71600	Gain or Loss on Sale of Capital Assets	-
71200+71300+71310+71400+71500	Other Income	2,719,216.00
70000	Total Revenue	17,906,604.00

Estimated Uses of MTW Funding for the Fiscal Year		
Uses		
FDS Line Item	FDS Line Item Name	Dollar Amount
91000 (91100+91200+91400+91500+91600+91700+91800+91900)	Total Operating - Administrative	2,004,794.00
91300+91310+92000	Management Fee Expense	182,979.00
91810	Allocated Overhead	-
92500 (92100+92200+92300+92400)	Total Tenant Services	193,500.00
93000 (93100+93600+93200+93300+93400+93800)	Total Utilities	-
93500+93700	Labor	-
94000 (94100+94200+94300+94500)	Total Ordinary Maintenance	-
95000 (95100+95200+95300+95500)	Total Protective Services	-
96100 (96110+96120+96130+96140)	Total insurance Premiums	4,500.00
96000 (96200+96210+96300+96400+96500+96600+96800)	Total Other General Expenses	-
96700 (96710+96720+96730)	Total Interest Expense and Amortization Cost	-
97100+97200	Total Extraordinary Maintenance	-
97300+97350	Housing Assistance Payments + HAP Portability-In	15,527,746.00
97400	Depreciation Expense	-
97500+97600+97700+97800	All Other Expenses	9,000.00
90000	Total Expenses	17,922,519.00

Describe the Activities that Will Use Only MTW Single Fund Flexibility

VHA will continue to use single-fund flexibility to support the following activities:

- Additional administrative costs associated with MTW such as planning and data collection.
- VHA’s Resident Services Department which includes the Work Opportunity Program, the Rise and Stars Community Center, and other MTW related programs for residents and participants.
- Supportive services at Lincoln Place, a housing first project for chronically homeless expected to be completed by 2016.
- VHA is also using single-fund flexibility to set initial contract rents for the 12 RAD PBV units at Mill Creek as allowed under PIH 2012-32 Section 1.6.A.5.a.
- Funding for a landlord incentive program that will provide a \$100 lease up fee to landlords upon an initial lease up of a HCV participant.

B. Local Asset Management Plan

Local Asset Management Plan

Is the PHA allocating costs within Statute?

Yes	or	
	or	No

Is the PHA implementing a local asset management plan (LAMP)?

If the PHA is implementing a LAMP, it shall be described in an appendix every year beginning with the year it is proposed and approved. The narrative shall explain the deviations from existing HUD requirements and should be updated if any changes are made to the LAMP.

Has the PHA provided a LAMP in the appendix?

	or	No
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SECTION VI: ADMINISTRATIVE

A. Resolution Adopting the Annual Plan

Copies of the VHA Board of Commissioners Resolution adopting the Plan and the MTW Certifications of Compliance are included in Appendix A.

B. Public Process

The 2016 Annual Plan was made available for public comment from August 3, 2015 until the Public Hearing held on September 3, 2015 at 6:00 PM in the VHA Community Room at the Main Street Offices. No public comments were received on the Plan.

C. Agency Directed Evaluations

VHA does not currently have any ongoing agency directed evaluations of the MTW program or activities and is not planning any for the plan year.

D. Annual Statement/Performance and Evaluation Report

The Annual Statement/Performance Evaluation Reports (HUD Form 50075.1) for the Capital Fund Program are included in Appendix D.

APPENDIX A: BOARD RESOLUTION AND CERTIFICATION

HOUSING AUTHORITY OF THE CITY OF VANCOUVER

CLARK COUNTY WASHINGTON

RESOLUTION NO. 3107

RESOLUTION TO APPROVE THE MOVING TO WORK ANNUAL PLAN FOR FISCAL YEAR 2016

WHEREAS, the Housing Authority of the City of Vancouver has entered into various contracts with the United States of America pertaining to the Housing Act of 1937, as amended; and

WHEREAS, the Department of Housing and Urban Development and the Housing Authority of the City of Vancouver have entered into a Moving to Work Demonstration Agreement as amended and restated on March 26, 2008; and

WHEREAS, the Moving to Work Agreement with the Department of Housing and Urban Development requires the submission of a Annual MTW Plan; and

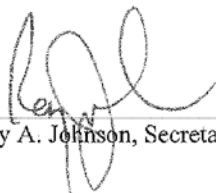
WHEREAS, the Annual Plan for Fiscal Year 2016 has been prepared and made available for public comment for thirty days and a public hearing was held on September 3, 2015. No public comments were received.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Vancouver Housing Authority that:

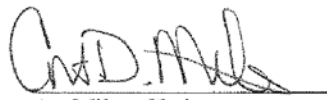
1. The Board of Commissioners approves the 2016 Moving to Work Annual Plan and authorizes the Executive Director to complete the Plan documents and submit the Plan to the Department of Housing and Urban Development, and to revise VHA policy to reflect the proposals in the Plan once HUD approval is obtained.
2. The Board of Commissioners certifies that the Public Hearing Requirement has been met and authorized the Chair of the Board to execute the attached Certifications of Compliance.

ADOPTED by the majority of members of the Board of Commissioners and signed by me in open session in authentication of its passage this 24th day of September 2015.

ATTEST:



Roy A. Johnson, Secretary-Treasurer


Art Miles, Chair

OMB Control Number: 2577-0216
 Expiration Date: 5/31/2016

Form 50900: Elements for the Annual MTW Plan and Annual MTW Report

Attachment B

Certifications of Compliance

Annual Moving to Work Plan
 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 Annual Moving to Work Plan***

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the Annual Moving to Work Plan for the PHA fiscal year beginning January 1, 2016, hereinafter referred to as "the 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. The PHA published a notice that a hearing would be held, that the Plan and all information relevant to the public hearing was available for public inspection for at least 30 days, that there were no less than 15 days between the public hearing and the approval of the Plan by the Board of Commissioners, and that the PHA conducted a public hearing to discuss the Plan and invited public comment.
2. The PHA took into consideration public and resident comments (including those of its Resident Advisory Board or Boards) before approval of the Plan by the Board of Commissioners or Board of Directors in order to incorporate any public comments into the Annual MTW Plan.
3. The 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.
4. The PHA will carry out the 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.
5. The Plan 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 Plan 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 PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
7. The PHA will affirmatively further fair housing by examining its programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
9. The 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.
10. The 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.
11. The PHA will comply with requirements with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.
12. The 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 and implementing regulations at 49 CFR Part 24.

OMB Control Number: 2577-0216
Expiration Date: 5/31/2016

- 13. The 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.
- 14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
- 15. The 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 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.
- 16. With respect to public housing the 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.
- 17. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
- 18. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.
- 19. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments) and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
- 20. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the Moving to Work Agreement and Statement of Authorizations and included in its Plan.
- 21. All attachments to the Plan have been and will continue to be available at all times and all locations that the Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its Plan and will continue to be made available at least at the primary business office of the PHA.

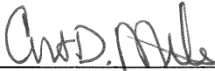
Vancouver Housing Authority
PHA Name

WA008
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)

Art Miles
Name of Authorized Official

Chairman
Title


Signature

9/24/2015
Date

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

APPENDIX B: DOCUMENTATION OF PUBLIC PROCESS

The 2016 Plan was developed in consultation with VHA’s Moving to Work Advisory Committee and our Resident Advisory Board. A draft of the plan was made available for public comment for 30 days prior to the scheduled public hearing. Notification of the comment period and the hearing was made on the VHA website, the local newspaper and the resident newsletter. No comments regarding the plan were received.

<p>News About VHA Our History Our Board Board Agenda & Minutes Contact Us Public Records Request Reasonable Accommodations Doing Business with VHA - Bids & RFPs For Employers Jobs @ VHA Publications Housing Matters TV Awards</p>	<p>NEWS ABOUT VHA</p>	<p>Find the latest announcements, notices, publications, press releases, and other interesting information about the VHA here.</p>
	<p>Your Opinion Counts! Notice of Public Hearing on VHA’s 2016 Moving to Work Plan</p>	<p>The VHA is requesting your comments on the 2016 Moving to Work Plan. New VHA policies being proposed in the Plan include the following:</p>
		<ul style="list-style-type: none">• A Local Blended subsidy program. This means that funding for the Section 8 program would be blended with Public Housing funding for developing new (replacement) Public Housing Units. This subsidy is planned for Caples Terrace, a new 25 unit building to be located at Skyline Crest.• A new Family Self-Sufficiency (FSS) Program. This new program will not replace the existing FSS program but will instead be an alternative for participants who would like to build escrow and obtain other benefits but may not be ready for the full program.
		<p>Click here see a copy of the Plan, or you can receive a copy at the VHA Main Street Office (2500 Main Street).</p>
		<p>You can send written comments to David Overbay, Vancouver Housing Authority, 2500 Main Street, Vancouver, WA 98660. You can email your comments to doverbay@vhausa.com.</p>
		<p>To comment in person and to hear others, please come to the public hearing: Thursday, September 3, 2015 at 6:00 pm Vancouver Housing Authority, 2500 Main Street</p>

in the Community Room at the VHA office. Can't make it to a meeting? You can reach an FSS Coordinator at (360) 993-5301 or (360) 993-9522. Or you can email for more information by contacting Karin LaValla at klavalla@secondstephousing.org or Regina Woolbright at rwoolbright@vhausa.com.

YOUTH EMPLOYMENT PROGRAM UPDATES

Thank you to those who participated in our annual high school graduation survey. We are pleased to announce that Grace Marchesseault is the winner of the \$100 gift card to Office Max. For those of you who graduate in 2016, we will keep your information and you will be entered into next year's raffle.

David Blair, our AmeriCorps VISTA, completed his term of service on July 19th. For anything related to youth employment, please contact Bridgette Fahnbulleh.

We are currently recruiting for an AmeriCorps member, age 18 – 25, to continue facilitating the Youth Employment Program. If you would like more information on this opportunity please contact Bridgette at (360) 993-9556 or bfahnbulleh@vhausa.com for the internet link to apply.

TIPS TO PREPARE YOUR CHILD FOR THE FIRST DAY OF KINDERGARTEN

The first day of school is an important milestone in your child's life. Make it easier on everyone with these simple tips:

Adjust their bedtime. If you've been on a flexible summer bedtime schedule, start easing your child back into a "school" bedtime. Figure out what time your child needs to be awake, and work backwards on what bed-

time will work. Start moving back the bedtime at least five minutes every night.

Make sure you know your morning routine. Figure out how much time you need in the morning for various tasks and develop a schedule, including: picking out clothes (or will that be done the night before?) dressing; grooming (brushing teeth and hair); getting a lunch together (if bringing from home); putting the backpack together; making and eating breakfast; and transportation time.

Practice the morning routine. Do a few dry run-throughs in the morning to see if your time estimates are adequate, and if you can indeed get to school/the bus stop/before-care/ or other essentials on time.

Make sure everyone in the family can see the schedule. Post the schedule where everyone in the family can see it—and put it in view of a clock.

Eliminate any potential lunch frustration. If you send a cold lunch with your son or daughter, make sure your child can open everything you plan to put in the lunch.

Go to the library and find some books about kindergarten. It doesn't hurt to read a few books about the first day of kindergarten. Tell your child about your own memories of kindergarten. You should also talk with your child so he/she will know what to expect.

Explain to your child how they will get to school each day. Will you walk with them, drive them, or take the school bus? Remind your child how they will get home and who will pick them up. If your child is taking the school bus, show them the bus stop and teach them to wait for the bus on the sidewalk, well back from the road. Remind your child about

listening to the driver and sitting in their seat. Help your child recognize their regular stop and that they should only get off the school bus "here."

YOUR OPINION COUNTS!

Notice of Public Hearing on VHA's 2016 Moving to Work Plan

The VHA is requesting your comments on the 2016 Moving to Work Plan. New VHA policies being proposed in the Plan include:

- A Local Blended Subsidy program. This means that funding for the Section 8 program would be blended with Public Housing funding for developing new (replacement) Public Housing Units. This subsidy is planned for Caples Terrace, a new 25-unit building to be located at Skyline Crest.
- A new Family Self-Sufficiency (FSS) Program. This new program will not replace the existing FSS program but will instead be an alternative for participants who would like to build escrow and obtain other benefits but may not be ready for the full program.

Beginning August 3th, 2015, you can see a copy of the Plan on the VHA website at www.vhausa.com or at the VHA Main Street Office (2500 Main Street).

You can send written comments to David Overbay, Vancouver Housing Authority, 2500 Main Street, Vancouver, WA 98660. You can email your comments to doverbay@vhausa.com.

To comment in person and to hear others, please come to the public hearing on Thursday, September 3, 2015, 6:00 p.m., at Vancouver Housing Authority, 2500 Main Street.



Please Sign In

*Vancouver Housing Authority
Public Hearing on the 2016 MTW Annual Plan*

*Thursday, September 3, 2015
2500 Main Street
Vancouver, WA 98660*

	Name	Organization or Housing Program	Planning to Comment?
1.	<i>Sasha Nickelson</i>		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
2.	<i>Amf and Evelyn</i>		<input type="checkbox"/> Yes <input type="checkbox"/> No
3.			<input type="checkbox"/> Yes <input type="checkbox"/> No
4.			<input type="checkbox"/> Yes <input type="checkbox"/> No
5.			<input type="checkbox"/> Yes <input type="checkbox"/> No
6.			<input type="checkbox"/> Yes <input type="checkbox"/> No
7.			<input type="checkbox"/> Yes <input type="checkbox"/> No
8.			<input type="checkbox"/> Yes <input type="checkbox"/> No
9.			<input type="checkbox"/> Yes <input type="checkbox"/> No
10.			<input type="checkbox"/> Yes <input type="checkbox"/> No
11.			<input type="checkbox"/> Yes <input type="checkbox"/> No
12.			<input type="checkbox"/> Yes <input type="checkbox"/> No

APPENDIX C: ADVISORY COMMITTEES

RESIDENT ADVISORY BOARD

Joy Howard, Chair	Housing Choice Voucher Participant
John Glenn, Vice Chair	Public Housing Resident
Barbarita Gately	Housing Choice Voucher Participant
Evelyn Hallett	Project-Based Voucher Participant
Stacey Paggett	Housing Choice Voucher Participant
Michael Ralston	Project-Based Voucher Participant
Billie Reed	Housing Choice Voucher Participant
Roger Ullenburg	Project-Based Voucher Participant
Michael Yancy	Housing Choice Voucher Participant

MOVING TO WORK ADVISORY COMMITTEE

Debby Dover	Second Step Housing
Kevin Gillette	Community Housing Resource Center
Amy McCullough	Northwest Justice Project
Pete Munroe	Clark County
Amy Reynolds	Share
Peggy Sheehan	City of Vancouver
Andy Silver	Council for the Homeless
Tamara Shoup	Vancouver School District

APPENDIX D: ANNUAL STATEMENT/PERFORMANCE EVALUATION REPORTS