



VANCOUVER
HOUSING
AUTHORITY

▶ VHA FY2013 *Moving to Work* Annual Report

Fiscal Year 2013

▶ Submitted to HUD – March 28, 2014

VHA FY2013 Moving to Work Annual Report

Vancouver Housing Authority

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Table of Contents

VANCOUVER HOUSING AUTHORITY.....	3
BOARD OF COMMISSIONERS.....	3
SENIOR STAFF	3
PREPARED BY:	3
SECTION I. INTRODUCTION	6
THE VANCOUVER HOUSING AUTHORITY	6
MOVING TO WORK OBJECTIVES AND AGENCY GOALS	6
SECTION II. GENERAL HOUSING AUTHORITY OPERATING INFORMATION	8
A. HOUSING STOCK INFORMATION	8
B. LEASING INFORMATION	11
C. WAITING LIST INFORMATION.....	15
SECTION III. PROPOSED MTW ACTIVITIES: HUD APPROVAL REQUESTED	16
SECTION IV. APPROVED MTW ACTIVITIES: HUD APPROVAL PREVIOUSLY GRANTED	17
A. IMPLEMENTED ACTIVITIES.....	17
ACTIVITY 2013-01: MINIMUM INCOME RENT REFORM.....	18
ACTIVITY 2012-04: SHORT TERM RENTAL ASSISTANCE	20
ACTIVITY 2012-01: COMMUNITY SUPPORTED SELF RELIANCE.....	22
ACTIVITY 2011-04: VHA STAFF TO PERFORM HQS AND RENT REASONABLENESS ON VHA OWNED ...	24
ACTIVITY 2010-04: WAITING LIST PREFERENCE FOR APPLICANTS WITHOUT SUBSIDIZED HOUSING	26
ACTIVITY 2010-02: SKYLINE CREST CAMPUS OF LEARNERS.....	28
ACTIVITY 2009-19: SPECIAL ADMISSION PROCEDURE AT ASSISTED LIVING FACILITY	30
ACTIVITY 2009-15: LIMIT CONTRACT RENT INCREASES IN HCV PROGRAM TO ONE PER YEAR	32
ACTIVITY 2009-13: RESET OF NEXT REQUIRED REEXAMINATION AFTER INTERIM REEXAMINATION.....	34
ACTIVITY 2009-10: REPLACEMENT OF MEDICAL EXPENSE DEDUCTION	36
ACTIVITY 2009-08: SIMPLIFIED UTILITY ALLOWANCE SCHEDULE.....	38
ACTIVITY 2009-06: ALTERNATE REQUIRED HQS INSPECTION SCHEDULE	40
ACTIVITY 2009-03: NO VERIFICATION OF ASSETS LESS THAN \$5,000.....	42
ACTIVITY 2008-01: TIME LIMITED VOUCHERS TIED TO SERVICES	44
ACTIVITY 2007-02: ALTERNATE REQUIRED REEXAMINATION SCHEDULE.....	46

ACTIVITY 1999-09: NO EARNED INCOME DISALLOWANCE IN PUBLIC HOUSING.....	48
ACTIVITY 1999-08: NO FLAT RENT OPTION OFFERED IN PUBLIC HOUSING	50
B. NOT YET IMPLEMENTED ACTIVITIES.....	52
C. ACTIVITIES ON HOLD	52
D. CLOSED OUT ACTIVITIES	53
SECTION V. SOURCES AND USES OF FUNDING.....	56
A. SOURCES AND USES OF MTW FUNDS	56
B. LOCAL ASSET MANAGEMENT PLAN	56
C. COMMITMENT OF UNSPENT FUNDS.....	57
SECTION VI. ADMINISTRATIVE	58
A. HUD REVIEWS, AUDITS OR PHYSICAL INSPECTION ISSUES.....	58
B. AGENCY DIRECTED EVALUATIONS	58
C. CERTIFICATION OF STATUTORY REQUIREMENTS.....	58

Section I. Introduction

The Vancouver Housing Authority

The Vancouver Housing Authority (VHA) is located in the city of Vancouver in Clark County, Washington. The VHA provides affordable rental housing and housing assistance for more than 12,000 residents of Clark County, Washington. In addition to affordable housing, the VHA's community development activities also shape the lives of the people and neighborhoods we serve.

The VHA was among the original group selected to participate in Moving to Work (MTW) in 1999. More recently, the Department of Housing and Urban Development (HUD) and VHA executed an Amended and Restated Agreement on March 26, 2008. The new Agreement has a term of ten years and will end in 2018.

Each year the VHA prepares an annual report as required under the MTW Agreement in order to report on the outcomes of our participation in the MTW demonstration.

Moving to Work Objectives and Agency Goals

The MTW demonstration has three statutory objectives and in order to meet these objectives allows certain exceptions from federal rules governing the public housing and Section 8 Voucher programs and, in some cases, offers flexibility in the funding of these programs.

As a Moving to Work Agency, VHA utilizes the opportunity and funding flexibility offered under MTW to design and test innovative, locally-

designed housing and self-sufficiency strategies that support our mission and meet our short and long-term goals and commitments.

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*

In 2013 the VHA Board and agency staff reviewed and restated the strategic plan for the agency. The new 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. Specific MTW activities that support the goal of developing new affordable housing include activity number 2012-02, The Use of MTW Funds for Leveraging New Affordable Housing. Many MTW Activities provide increased housing options through partnerships including number 2012-04, Short-Term Rental Assistance; 2012-01 Community Supported Self Reliance; 2010-02 Skyline Crest Campus of Learners; and 2008-01 Time-Limited Vouchers tied to Services. VHA is also using MTW to provide housing to underserved populations such as those requiring assisted living (MTW Activity 2009-19). Several new MTW Activities are in the development stage for serving other special needs populations.

VHA uses funding flexibility to support a number of resident services including the Rise and Stars Community Center and our Work Readiness and Employment Support services. Work Readiness and Employment Support programs were expanded in 2013 in conjunction with the implementation of the new MTW Activity 2013-01, Minimum Income rent Reform.

Portfolio management goals directly related to MTW in 2013 include the ongoing disposition and conversion of VHA's existing Public Housing stock. One planned disposition was completed in 2013 and several applications for conversion under the Rental Assistance Demonstration (RAD) are underway. VHA also sought approval in 2013 in order to provide MTW funding to support needed capital improvements to the VHA owned shelters used by partnering local agencies for the homeless.

Many ongoing MTW Activities support VHA's goals around fiscal stability. Ten current ongoing MTW activities are designed to impact the MTW objective of reducing costs and achieving greater cost effectiveness. The new Minimum Income Rent Reform Activity implemented in 2013 is expected to reduce the cost of providing housing assistance considerably. Many other MTW activities reduce administrative costs allowing VHA to

meet other agency goals, as well as assuring agency operations are more efficient and effective.

Of course, the biggest impact on VHA goals for 2013 was the funding reductions under sequestration. The actions required to respond to this unanticipated event impacted almost every area of agency operations including many of our goals directly related to MTW. A number of MTW activities were delayed or reduced in scope because anticipated funding was not available or had to be used elsewhere. VHA was able to avoid terminating housing assistance due to the funding shortfall for families assisted with MTW funding, but in order to do this we had to stop housing new applicants from the housing voucher waiting list and allow the program to shrink considerably through attrition. Despite these efforts MTW funds set aside from previous years for other uses had to be used to pay housing assistance until attrition reduced the program. This in turn prevented the use of these funds for other activities that had been planned for 2013.

Activities that were not implemented as originally planned include activity numbers 2013-02, School Stability Subsidy; 2012-03, Home Sharing in the HCV Program and 2013-03, Shelter and Transitional Housing Facilities Support. Short Term Rental Assistance, number 2012-04, was implemented in 2013 but less funding than planned was provided. The Renter Education Activity, number 2009-16, was placed on hold as no new applicants were being selected from the waiting list. The impact of sequestration will continue into the future as VHA's commitments of unspent funds (see Section V. c.) has been reduced considerably due to the unplanned use of those funds under sequestration.

However, despite the challenge of sequestration, VHA was able to implement a significant new rent reform policy in 2013. Early indications are very promising that this activity will result in increased employment among the families we served and will reduce housing assistances costs allowing those funds to be used to meet other agency goals.

Section II. General Housing Authority Operating Information

A. Housing Stock Information

New Housing Choice Vouchers that were Project-Based During the Fiscal Year

Property Name	Anticipated Number of New Vouchers to be Project-Based *	Actual Number of New Vouchers that were Project-Based	Description of Project	
None	0	0	Not applicable	
	Anticipated Total Number of New Vouchers to be Project-Based *	Actual Total Number of New Vouchers that were Project-Based	Anticipated Total Number of Project-Based Vouchers Committed at the End of the Fiscal Year *	Anticipated Total Number of Project-Based Vouchers Leased Up or Issued to a Potential Tenant at the End of the Fiscal Year *
	0	0	280	274
			Actual Total Number of Project-Based Vouchers Committed at the End of the Fiscal Year	Actual Total Number of Project-Based Vouchers Leased Up or Issued to a Potential Tenant at the End of the Fiscal Year
			212	212

* From the Plan

Other Changes to the Housing Stock that Occurred During the Fiscal Year

VHA received HUD approval for the disposition of 84 Public Housing units during the 2013 fiscal year. These units were sold in June 2013 and the residents received replacement housing in the form of HCV Vouchers. Many residents were able to remain in place under lease with the new owners. This latest disposition brought the total number of Public Housing units down to 302 as of the end of the year. This disposition is part of a plan to dispose or convert all of the 575 units that comprised VHA's Public Housing stock for many years. VHA determined that the available operating and capital funding under Public Housing was not adequately addressing the long-term needs of these units. Prior to FY 2013 VHA completed one disposition action for a 100 unit project and another for 89 single family houses. Still pending is an approved RAD conversion for 122 units that was planned for 2013, but will now take place in early 2014. Another approved RAD conversion and transfer of assistance for 30 units will follow. Finally the 150 unit Skyline Crest project has applications for RAD, Voluntary Conversion and disposition all under consideration for approval from HUD.

Although VHA determined the Public Housing funding was not adequate for its existing housing stock, the agency does believe that there are possible opportunities for new Public Housing development that could be sustainable at that funding level. To that end, VHA submitted an application in October 2013 for a 30 unit project that will be operating under the Housing First model for chronically homeless individuals.

General Description of Actual Capital Expenditures During the Fiscal Year

In development 511, Skyline Crest, approximately \$46,000 in capital expenditures was used for design engineering fees to mitigate exterior drainage and ponding issues at the site; \$58,000 was used to repair the playground surface and equipment at the main Skyline playground and \$21,000 was used for siding/gutter cleaning and tree trimming/removal at scattered sites that are still part of this development number.

At development 512, Scattered Sites, approximately \$50,000 was used for fencing and tree trimming and removal and another \$6,000 for gutter inserts to stop the need for gutter cleaning. The properties in this development are preparing for a conversion under the Rental Assistance Demonstration (RAD) and just under \$100,000 was spent on repairs identified in the RAD Physical Condition Assessment (PCA) such as insulation, roofing, electrical upgrades, and concrete/asphalt work.

Also in the 2013 fiscal year, \$125,000 was used for salaries, management fees and staff training.

Overview of Other Housing Owned and/or Managed by the PHA at Fiscal Year End

Housing Program*	Total Units	Overview of Program
Tax Credit	846	VHA owns ten different properties under the Low Income Housing Tax Credit program. These properties are located throughout Clark County and are part of our Workforce Housing inventory. Workforce Housing has been developed by the VHA over the last 20 years to provide housing opportunities for households below 60% of AMI.
Market Rate	1171	VHA owns eight different market rate properties that comprise the rest of our Workforce Housing.
Non-MTW HUD Funded	458	VHA owns a 151 unit high-rise designated for elderly residents and funded by HUD under the Section 8 New Construction (S8NC) program. An additional 52 single family homes are also funded by HUD under five additional S8NC contracts. VHA also has ACC's for 255 non-MTW Vouchers; 75 Mainstream, 100 VASH, 30 VASH PBV and 50 FUP.
Non-MTW HUD Funded	306	VHA also manages nine properties under contracts with a local non-profit. Seven of these are funded by HUD under the 202 program and 2 are HUD funded under the 811 program.
Other	140	VHA owns four shelters that are leased without rent to local non-profits. Share operated two of these properties providing 100 units of temporary housing for homeless families. A 12 unit shelter is leased to Janus Youth for housing homeless youth. A 28 unit shelter is leased to the YWCA who operates it as a domestic violence shelter.
Total Other Housing Owned and/or Managed	2921	

*Select Housing Program from: Tax-Credit, State Funded, Locally Funded, Market Rate, Non-MTW HUD Funded, Managing Developments for other non-MTW Public Housing Authorities, or Other

If Other, please describe: Shelters owned by the VHA and managed by local non-profits

B. Leasing Information

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

Housing Program	Number of Households Served*	
	Planned	Actual
Number of Units that were Occupied/Leased through Local Non-Traditional MTW Funded Property-Based Assistance Programs **	0	0
Number of Units that were Occupied/Leased through Local Non-Traditional MTW Funded Tenant-Based Assistance Programs **	33	9
Port-In Vouchers (not absorbed)	375	388
Total Projected and Actual Households Served	408	397

* Calculated by dividing the planned/actual 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 Served, the PHA should estimate the number of Households served.

Housing Program	Unit Months Occupied/Leased****	
	Planned	Actual
Number of Units that were Occupied/Leased through Local Non-Traditional MTW Funded Property-Based Assistance Programs ***	0	0
Number of Units that were Occupied/Leased through Local Non-Traditional MTW Funded Tenant-Based Assistance Programs ***	400	111
Port-In Vouchers (not absorbed)	4,500	4,661
Total Projected and Annual Unit Months Occupied/Leased	4,900	4,772

The Short-term Rental Assistance activity (2012-04) has to be scaled back considerably from the planned funding of \$200,000 due to the funding shortfall under sequestration.

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

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

	Average Number of Households Served Per Month	Total Number of Households Served During the Year
Households Served through Local Non-Traditional Service Only	0	0

Reporting Compliance with Statutory MTW Requirements: 75% of Families Assisted are Very Low-Income

Fiscal Year	2011	2012	2013	2014	2015	2016	2017	2018
Total Number of Local, Non-Traditional MTW Households Assisted	0	0	73					
Number of Local, Non-Traditional MTW Households with Incomes Below 50% of Area Median Income	0	0	72					
Percentage of Local, Non-Traditional MTW Households with Incomes Below 50% of Area Median Income	0	0	99%					

Reporting Compliance with Statutory MTW Requirements: Maintain Comparable Mix

Baseline for the Mix of Family Sizes Served

Family Size:	Occupied Number of Public Housing units by Household Size when PHA Entered MTW	Utilized Number of Section 8 Vouchers by Household Size when PHA Entered MTW	Non-MTW Adjustments to the Distribution of Household Sizes *	Baseline Number of Household Sizes to be Maintained	Baseline Percentages of Family Sizes to be Maintained
1 Person	117	953	136	1206	43%
2 Person	145	525	0	670	24%
3 Person	111	308	0	419	15%
4 Person	64	203	0	267	9%
5 Person	18	117	0	135	5%
6+ Person	29	101	0	130	5%
Totals	484	2207	136	2827	100.00%

Explanation for Baseline Adjustments to the Distribution of Household Sizes Utilized

136 one person households added to account for 60 assisted living units that should have been included in the 2007 Public Housing data and 76 new elderly PBV units that were added in 2012 and were not related to MTW. Note that VHA does not have data on household size dating back to 1999. Earlier reporting was done on bedroom size rather than household size. Baseline data used is the oldest household size data we have and is from December 2007.

Mix of Families Served

	1 Person	2 Person	3 Person	4 Person	5 Person	6+ Person	Totals
Baseline Percentages of Household Sizes to be Maintained **	43%	24%	15%	9%	5%	5%	100.00%
Number of Households Served by Family Size this Fiscal Year ***	1301	601	291	236	131	149	2709
Percentages of Households Served by Household Size this Fiscal Year ****	48%	22%	11%	9%	5%	6%	100.00%
Percentage Change	5%	-2%	-4%	0%	0%	1%	0%

Justification and Explanation for Family Size Variations of Over 5% from the Baseline Percentages

* "Non-MTW adjustments to the distribution of family sizes" are defined as factors that are outside the control of the PHA. Acceptable "non-MTW adjustments" include, but are not limited to, demographic changes in the community's population. If the PHA includes non-MTW adjustments, HUD expects the explanations of the factors to be thorough and to include information substantiating the numbers used.

** The numbers in this row will be the same numbers in the chart above listed under the column "Baseline percentages of family sizes to be maintained."

*** The methodology used to obtain these figures will be the same methodology used to determine the "Occupied number of Public Housing units by family size when PHA entered MTW" and "Utilized number of Section 8 Vouchers by family size when PHA entered MTW" in the table immediately above.

**** The "Percentages of families served by family size this fiscal year" will reflect adjustments to the mix of families served that are directly due to decisions the PHA has made. HUD expects that in the course of the demonstration, PHAs will make decisions that may alter the number of families served.

Description of any Issues Related to Leasing of Public Housing, Housing Choice Vouchers or Local Non-Traditional Units and Solutions at Fiscal Year End

Housing Program	Description of Leasing Issues and Solutions
Public Housing	Public Housing did not have significant leasing issues in 2013. Some challenges did occur around the timing of disposition and conversion actions because of uncertainty about under which program a new resident might be under by the effective date of their lease. In some cases this required new applicants to complete program eligibility under both Public Housing and the Section 8 program.
Housing Choice Vouchers	Sequestration had the largest impact on leasing in 2013. VHA suspended new admission to the HCV program in 2013 except for project-based and non-MTW vouchers such as VASH. Current voucher participants who moved in 2013 faced challenges as the rental rates rapidly increased as the vacancy rate went down. As Clark County's vacancy rate decreases landlords can afford to be pickier about rental histories. For our participants with poor rental histories, this is narrowing the number of rentals available to them. VASH voucher holders desperately need assistance with deposits when coming on to the program. They are by definition chronically homeless and do not have savings for deposits.

Number of Households Transitioned to Self-Sufficiency by Fiscal Year End

Activity Name/#	Number of Households Transitioned*	Agency Definition of Self Sufficiency
Time Limited Vouchers Tied to Services/2008-01	17	Maintain stable housing after program exit.
Not attributable to a specific activity	93	Program participation ended (EOP) for positive reason. Positive reasons include zero HAP, home purchase, and voluntary exit while in good standing.
Households Duplicated Across Activities/Definitions	5	
ANNUAL TOTAL NUMBER OF HOUSEHOLDS TRANSITIONED TO SELF SUFFICIENCY	105	

*The number provided here should match the outcome reported where the metric SS #8 is used.

C. Waiting List Information

Wait List Information at Fiscal Year End

Housing Program(s)*	Wait List Type**	Number of Households on Wait List	Wait List Open, Partially Open or Closed***	Was the Wait List Opened During the Fiscal Year
Federal MTW HCV Program	Community-Wide	778	Partially Open	No
Federal MTW HCV Program (PBV)	Site-Based	58	Closed	No
Federal MTW HCV Program (PBV)	Site-Based	174	Closed	No
Federal MTW HCV Program (PBV)	Site-Based	295	Open	Yes
Federal MTW Public Housing Units	Site-Based	971	Partially Open	No
Federal MTW Public Housing Units	Site-Based	29	Partially Open	No
Federal MTW Public Housing Units	Site-Based	436	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 Public Housing waiting lists are 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.

None in FY 2013.

Section III. Proposed MTW Activities: HUD Approval Requested

All proposed activities that are granted approval by HUD are reported on in Section IV as “Approved Activities”.

Section IV. Approved MTW Activities: HUD Approval Previously Granted

A. Implemented Activities

Approved, Implemented and Ongoing Activities

Activity Number	Activity Name	Plan Year Approved	MTW Statutory Objective
2013-01	Minimum Income Rent Reform	FY 2013 Annual Plan	Provide Incentive Toward Self-Sufficiency
2012-04	Short Term Rental Assistance	FY 2012 Plan Amendment	Increase Housing Choices
2012-01	Community Supported Self Reliance	FY 2012 Annual Plan	Provide Incentive Toward Self-Sufficiency
2011-04	VHA staff to perform HQS and rent reasonable on VHA owned properties	FY 2011 Annual Plan	Reduce Cost and achieve Greater Effectiveness
2010-04	Waiting list preference for applicants without subsidized housing	FY 2010 Annual Plan	Reduce Cost and achieve Greater Effectiveness
2010-02	Skyline Crest Campus of Learners	FY 2010 Annual Plan	Provide Incentive Toward Self-Sufficiency
2009-19	Special admission procedure for assisted living program	FY 2009 Plan Amendment	Increase Housing Choices
2009-15	Limit contract rent increases in the HCV program to one per year	FY 2009 Plan Amendment	Reduce Cost and achieve Greater Effectiveness
2009-13	Reset of next required reexamination after interim reexamination	FY 2009 Plan Amendment	Reduce Cost and achieve Greater Effectiveness
2009-10	Replacement of medical expense deduction	FY 2009 Plan Amendment	Reduce Cost and achieve Greater Effectiveness
2009-08	Simplified utility allowance schedule in HCV program	FY 2009 Plan Amendment	Increase Housing Choices
2009-06	Alternate required inspection schedule in HCV program	FY 2009 Plan Amendment	Reduce Cost and achieve Greater Effectiveness
2009-03	Verification of assets limited to those declared greater than \$50,000	FY 2009 Annual Plan	Reduce Cost and achieve Greater Effectiveness
2008-01	Time-Limited Vouchers tied to services	FY 2008 Annual Plan	Increase Housing Choices
2007-02	Alternate required reexamination schedule	FY 2007 Annual Plan	Reduce Cost and achieve Greater Effectiveness
1999-09	No earned income disallowance in Public Housing	1999 MTW Agreement	Reduce Cost and achieve Greater Effectiveness
1999-08	Public Housing rent income based only, no flat rent option	1999 MTW Agreement	Reduce Cost and achieve Greater Effectiveness

Activity 2013-01: Minimum Income Rent Reform

Description of Activity

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.

Current Status

This activity was implemented on June 1, 2013 after a five-month period of participant outreach and education. Multiple notices went out to impacted households and a new employment specialist position was created and 13 job readiness classes were offered. Finally, implementation required VHA staff to complete over 600 interim reexaminations all to be effective June 1, 2013.

Impact on Statutory Objective

Even though the activity has been in effect for only seven months, increases in earned income that indicate increased self-sufficiency are already being noted as of the end of the year. In addition to the earned income increase, the minimum income itself has resulted in a significant cost savings to the agency. This savings amount was higher than anticipated because fewer residents than expected opted to use their hardship exemption immediately. For 2013 VHA's HAP expense was \$308,231 less than it would have been absent this activity.

Rent Reform Annual Evaluation and Report on Hardship Requests

Included in this activity was a modification to the VHA hardship policy that offered up to six months of exemption from the minimum rent to all households to use when they chose to do so. During the first seven months we have had an average of 137 households opt to use this exemption and 334 households choosing to save their exemption period for later, paying an average increase in rent of \$120 per month. VHA also received 59 requests for a hardship exemption beyond the six-month period. Of these requests, 14 were approved and the remainder denied primarily because the participants were found to not have a hardship because they still had untapped resources including the six-month exemption period.

Activity 2013-01 Scorecard Minimum Income Rent Reform

Detail

Plan Year Identified: FY 2013 MTW Annual Plan

Date Implemented: June 1, 2013

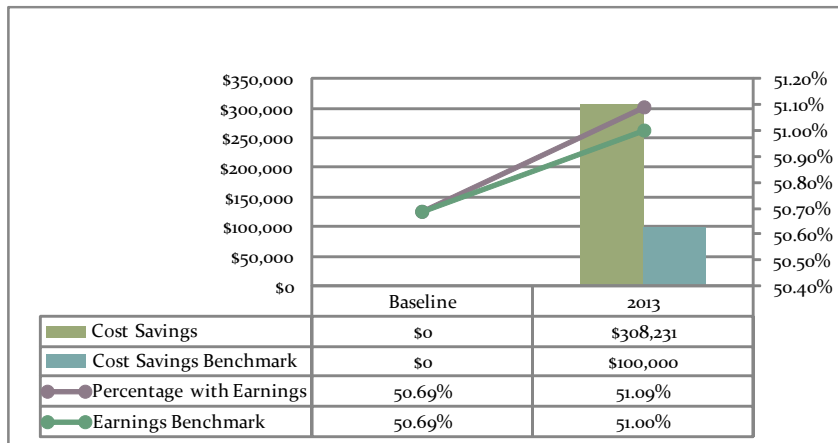
Statutory Objectives: Provide incentive toward self-sufficiency and reduce cost and greater cost effectiveness

Impact on Objective: Will result in increased earned income and will reduce costs by lowering average HAP expense

Authorization Cited: Sections C. 11. and D. 2.a. of Attachment C of the MTW Agreement

Provision/s Waived: Sections 3. and 8.(o)(2) of the 1937 Act and certain sections of 24 CFR § 5.628

Standard HUD Metrics	Baseline	Dec-2013	
		Benchmark	Outcome
CE #1 Agency Cost Savings	\$0	\$100,000	✔ \$308,231
SS #1 Increase in Household Earned Income	\$15,653	\$15,653	✔ \$17,289
SS #6 Reduced Per Unit HAP for Work-Able Households	\$665	\$650	✔ \$617
Agency Metrics			
Percentage of Work-Able Households with Earned Income	50.69%	51.00%	✔ 51.09%
Number of Evictions/Terminations for Unpaid Tenant Rent	13	18	✔ 9
Leasing Success Rate of New Voucher Admissions	91.00%	91.00%	✔ 99.07%
Days Required for New Voucher Admissions to Lease	47	47	✔ 37



Key

- ✔ Surpassing Benchmark
- ⚠ Just Missing Benchmark
- ✘ Not Meeting Benchmark

Activity 2012-04: Short Term Rental Assistance

Description of Activity

This activity utilizes MTW funds to provide a rental subsidy to be administered by a partnering agency who manages intake and administration of the program. In 2013 this partnering agency was HopeLift. Partnering 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 may be used for program administrative costs.

The intent of this project is to provide families in Clark County the opportunity to manage short-term budget shortfalls by assisting them with short-term housing assistance. For the purpose of this project, short-term rental assistance is 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. Partnering agencies 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.

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 and be in need of temporary assistance to end or prevent homelessness, but who have the capacity to maintain stable housing upon the conclusion of the assistance. 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.

Current Status

Due to the impact of sequestration as discussed in the introduction to this report, VHA was only able to provide just over \$30,000 in funding for this activity to a single partnering agency during 2013. VHA is anticipating bringing in at least one other agency in 2014 as well as increasing the funding to be made available.

Impact on Statutory Objective

The partnering agency, HopeLift, was able to assist 73 households at risk of becoming homeless with 111 months of rental assistance. Only three of those households went on to require additional assistance with housing from either the same or another agency.

Activity 2012-04 Scorecard Short-Term Rental Assistance

Detail

Plan Year Identified: FY 2012 MTW Annual Plan Amendment

Date Implemented: January 1, 2013

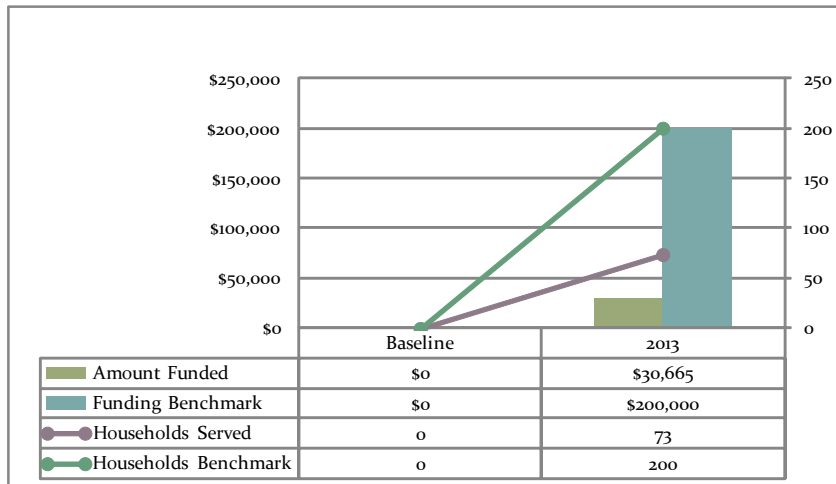
Statutory Objectives: Increase Housing Choice

Impact on Objective: Will increase housing choice for low-income residents by increasing the availability of affordable housing

Authorization Cited: The Second Amendment to the MTW Agreement.

Provision/s Waived: Allows for use of funds outside of Section 8 and Section 9 of the 1937 Act as described in Notice PIH 2011-45

Standard HUD Metrics	Baseline	Dec-2013	
		Benchmark	Outcome
HC#1 Additional Units of Housing Made Available	0	400	✗ 111
Agency Metrics			
The number of households Served	0	200	✗ 73
The amount funded annually for this activity	\$0	\$200,000	✗ \$30,665
Percentage who do not seek additional assistance	0	90%	✓ 96%



Key

- ✓ Surpassing Benchmark
- ! Just Missing Benchmark
- ✗ Not Meeting Benchmark

Activity 2012-01: Community Supported Self Reliance

Description of Activity

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. Each partnering agency provides one staff member to serve on the Project Team. The primary role of the Project Team is to screen and refer participants to the project, to support agency case managers, and to ensure that program participants are making steady progress toward self-reliance. In addition to the Project Team, the project is overseen by a Review Board. This board will be comprised of up to 12 members with expertise in a variety of disciplines and, whenever possible, personal experience as a recipient of local support services. The primary function of the Review Board is to provide final approval of resident selection and participation in the program, provide expertise and advice, approve graduation or expulsion processes, and manage tenant disciplinary actions or grievances. The 16 participants initially selected for the pilot project 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. Participants will also participate in a VHA sponsored Self-Sufficiency program.

Current Status

The activity was implemented at the beginning of 2012 with selection of the partnering agencies and the formation of the Review Board. The first participants were selected and leased up on April 1, 2012. To date there have been 12 participants in the program, nine of whom were active participants as of the end of the year.

Impact on Statutory Objective

Most of the metrics for this activity are not expected to show results until 2015. The one exception, the self-sufficiency indicator, does show significant improvement for all but one of the participants (one other participant was expelled before she could complete the indicator). The indicator measures 18 different factors relating to self-sufficiency including employment, child care, education, family relations, mental health and substance abuse.

Activity 2012-01 Scorecard Community Supported Self Reliance

Detail

Plan Year Identified: FY 2012 MTW Annual Plan

Date Implemented: April 1, 2012

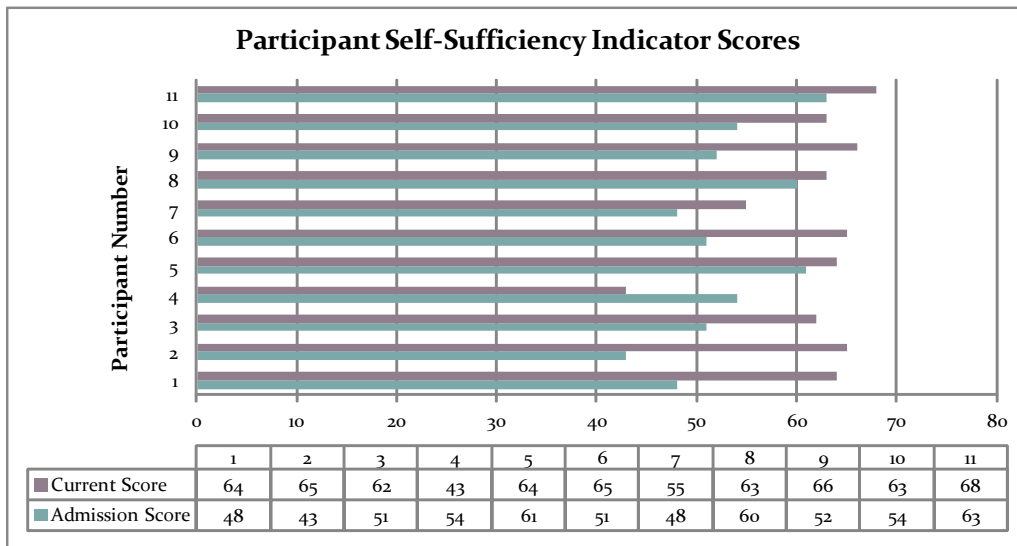
Statutory Objectives: Provide incentive toward self-sufficiency

Impact on Objective: Activity will match housing assistance with wrap-around case management services intended to transition clients to self-sufficiency

Authorization Cited: Sections D.2.d. and E. of Attachment C of the MTW Agreement

Provision/s Waived: Certain provisions of Section 8(o)(7), 8(o)(13) and Section 23 of the 1937 Act and 24 CFR § 982 subpart L and 24 CFR § 984

Standard HUD Metrics	Baseline	Dec-2012		Dec-2013	
		Benchmark	Outcome	Benchmark	Outcome
SS #5 Households Assisted by Services that Increase Self-Sufficiency	0	12	✗ 7	12	⚠ 11
Agency Metrics					
Percent with improved score on self-sufficiency indicator:	0%	85%	✓ 86%	85%	✓ 91%
Percent of participants with improved credit scores by year three:	0%	50%	na	50%	na
Percent of participants with improved financial habits by year three:	0%	50%	na	50%	na
Percent graduating to self-sufficiency by year five:	0%	75%	na	75%	na



Key

- ✓ Surpassing Benchmark
- ⚠ Just Missing Benchmark
- ✗ Not Meeting Benchmark

Activity 2011-04: VHA Staff to Perform HQS Inspections and Rent Reasonableness on VHA Owned Properties

Description of Activity

This activity allows VHA staff with the Housing Choice Voucher program to complete required HQS inspections and rent reasonableness determinations on HCV units located in VHA owned units or units owned by entities substantially controlled by the VHA. Previously VHA hired outside inspectors for these inspections as well as for rent-reasonableness determinations. The amount charged by the entities providing these inspections significantly exceeded the cost to VHA of our own inspectors.

VHA owned or controlled properties that are able to accept HCV tenants are managed by independent property management firms. They are typically inspected and have their rent monitored by independent agencies already (such as the State agency enforcing tax-credit programs). The rent reasonableness methodology that VHA uses is RentWatch, a web-based application from Nan McKay & Associates that assures an objective comparison regardless of who is requesting the data. For these reasons VHA does not have concerns that this activity will result in any conflict of interest issues.

Current Status

The activity was implemented at the beginning of 2011 and is ongoing.

Impact on Statutory Objective

A comparison between what VHA was previously charged per inspection compared to our actual costs when VHA staff perform inspections results in significant cost savings. For 2013 fewer inspections were required due to the suspended lease-up activity under sequestration so cost savings were somewhat lower than previous years.

Activity 2011-04 Scorecard

VHA Staff to Perform HQS and Rent Reasonable on VHA Owned Properties

Detail

Plan Year Identified: FY 2011 MTW Annual Plan

Date Implemented: January 1, 2011

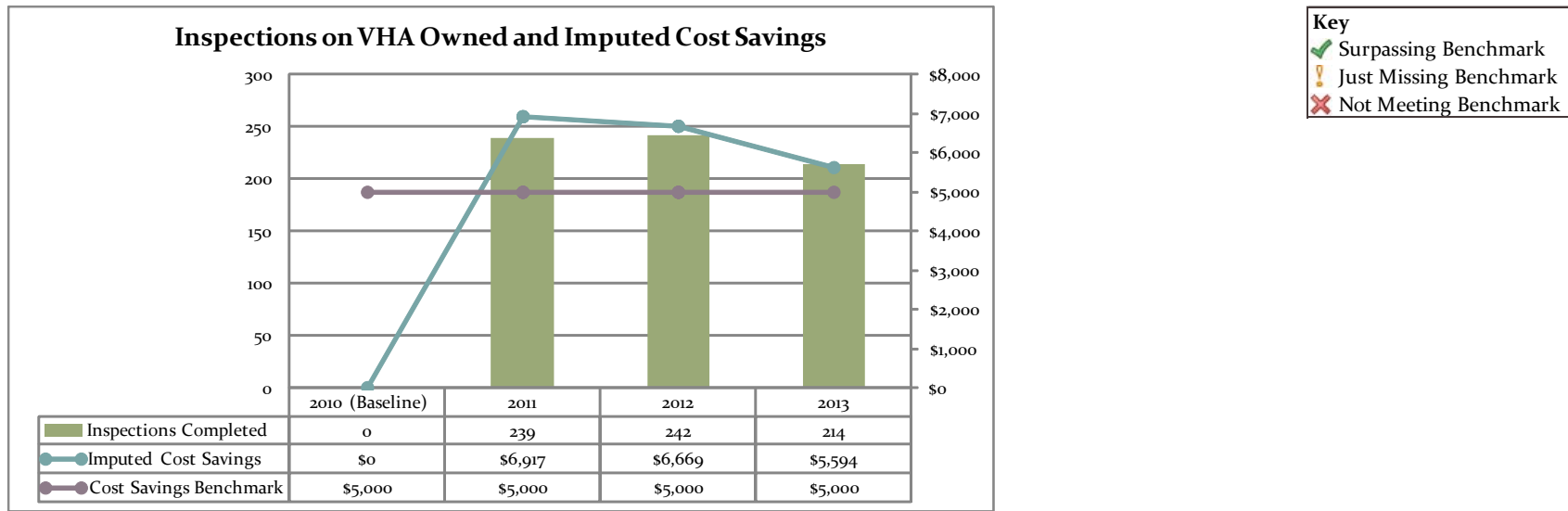
Statutory Objectives: Reduce cost and greater cost effectiveness

Impact on Objective: Reduce costs by moving activity in house where it can be completed at lower cost

Authorization Cited: Sections D. 2.c. and D. 5. of Attachment C of the MTW Agreement

Provision/s Waived: Section 8 (o)(11) of the 1937 Act and certain sections of 24 CFR § 982.352(b) and 983.59(b)

Standard HUD Metrics	Baseline	Dec-2011		Dec-2012		Dec-2013	
		Benchmark	Outcome	Benchmark	Outcome	Benchmark	Outcome
CE #1 Agency Cost Savings	\$0	\$5,000	✔ \$6,917	\$5,000	✔ \$6,669	\$5,000	✔ \$5,594
Agency Metrics							
Number of HQS inspections on VHA owned units:	0	175	✔ 239	175	✔ 242	175	✔ 214



Activity 2010-04: Waiting List Preference for Applicants without Subsidized Housing

Description of Activity

This initiative provides a local preference on the Public Housing and HCV waiting lists for applicants without subsidized housing. This assures that available units and vouchers go first to those most vulnerable and/or rent burdened. It requires authorization under MTW because HCV regulations do not allow a local preference that excludes a Public Housing resident.

Current Status

This local preference was implemented in 2010 and is currently ongoing. However, due to the sequestration, no new applicants were pulled from the voucher waiting list so there was no impact at all due to this activity in 2013. As described elsewhere in the report, VHA is in the process of disposition and/or conversion of its current Public Housing stock. When that is completed, possibly in 2014, this activity will no longer require a waiver under MTW. At that time VHA may decide to retain this as a “regular” local preference or may remove it altogether.

Impact on Statutory Objective

Impact on the statutory objective of reducing cost will be through fewer of the type of unit turnovers that occur when a Public Housing resident receives a voucher and vacates their Public Housing unit. Since the wait for a Public Housing unit is typically much shorter than the wait for the HCV program, and because historically both lists were kept open, many applicants choose a Public Housing unit as transitional housing until their name reaches the top of the HCV list. This results in more unit turnovers which on average cost the VHA \$3,000.

As noted above, this activity had no impact in 2013 due to the fact that no applicants were drawn from the general HCV waiting list.

Activity 2010-04 Scorecard

Waiting List Preference for Applicants Without Subsidized Housing

Detail

Plan Year Identified: FY 2010 MTW Annual Plan

Date Implemented: January 1, 2010

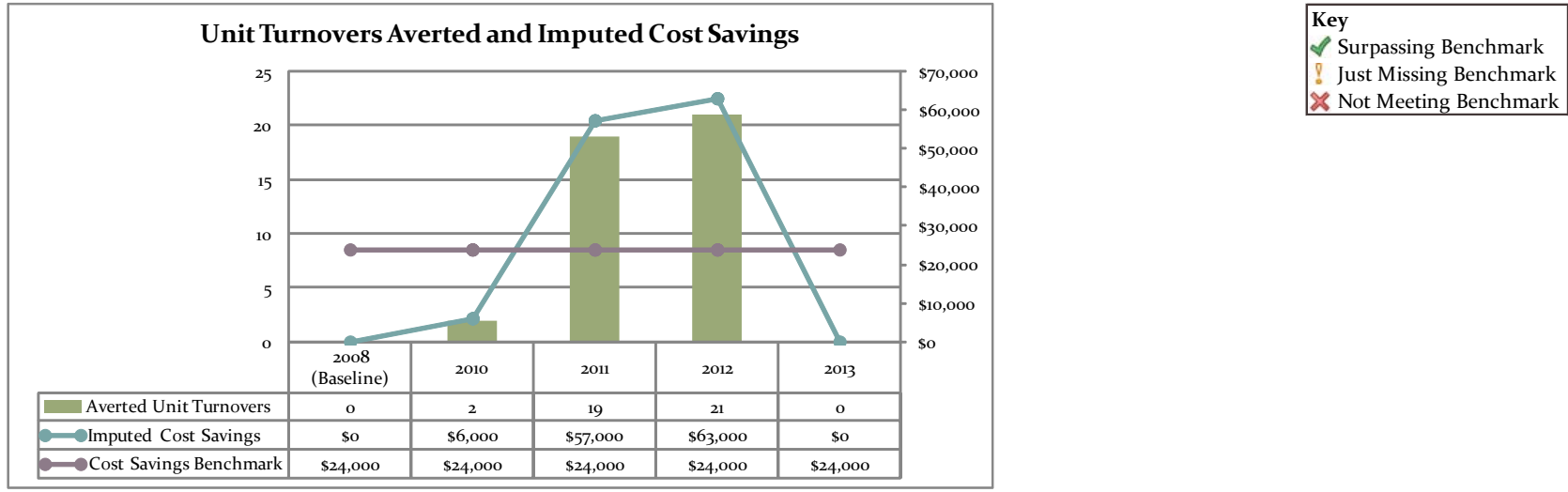
Statutory Objectives: Reduce cost and greater cost effectiveness

Impact on Objective: Reduce costs by reducing unit turnovers due to subsidized tenants moving from VHA property to HCV program

Authorization Cited: Sections C. 2. and D. 4. of Attachment C of the MTW Agreement

Provision/s Waived: Certain provisions of sections 3 and 8(o)(6) of the 1937 Act and 24 CFR § 960.206 and 982 Subpart E

Standard HUD Metrics	Baseline	Dec-2011		Dec-2012		Dec-2013	
		Benchmark	Outcome	Benchmark	Outcome	Benchmark	Outcome
CE #1 Agency Cost Savings	\$0	\$24,000	✔ \$57,000	\$24,000	✔ \$57,000	\$24,000	✘ \$0
Agency Metrics							
Potential unit turnovers due to residents on waiting list:	0	8	✔ 19	8	✔ 21	8	✘ 0



Activity 2010-02: Skyline Crest Campus of Learners

Description of Activity

Skyline Crest is VHA's oldest and largest Public Housing site. It contains 150 units ranging from one to four bedrooms. There are over 350 children living at Skyline Crest. The VHA community center is located at Skyline and is the location of a number of VHA programs including the Campus of Learners. The Skyline Crest Campus of Learners is a partnership between the VHA and the residents of Skyline Crest to invest in the long-term success of every child and young adult living in the development. VHA provides rich and varied activities to engage Skyline Crest children and young adults and their families in school and community, including homework help and tutoring, enrichment classes, clubs and activities, recreation, mentoring, and early childhood parent/child activities. VHA also supports parents and youth through family support and case management services. Each family develops a success plan centered on their children's school attendance and community involvement, and commits to helping make the community a positive, nurturing place for all youth. Elderly and disabled Skyline Crest tenants are not required to participate; however activities are open for them as well.

Current Status

The Campus of Learners was fully implemented prior to 2012 and is an ongoing activity. VHA currently has a number of applications pending for disposition and/or conversion of the units at Skyline Crest. If and when this occurs, possibly in 2014, VHA plans to retain the Campus of Learners activity at this site. In addition, VHA is working with the Boys and Girls Club to site a new facility at Skyline Crest that will bring more resources and opportunities for the families in the program.

Impact on Statutory Objective

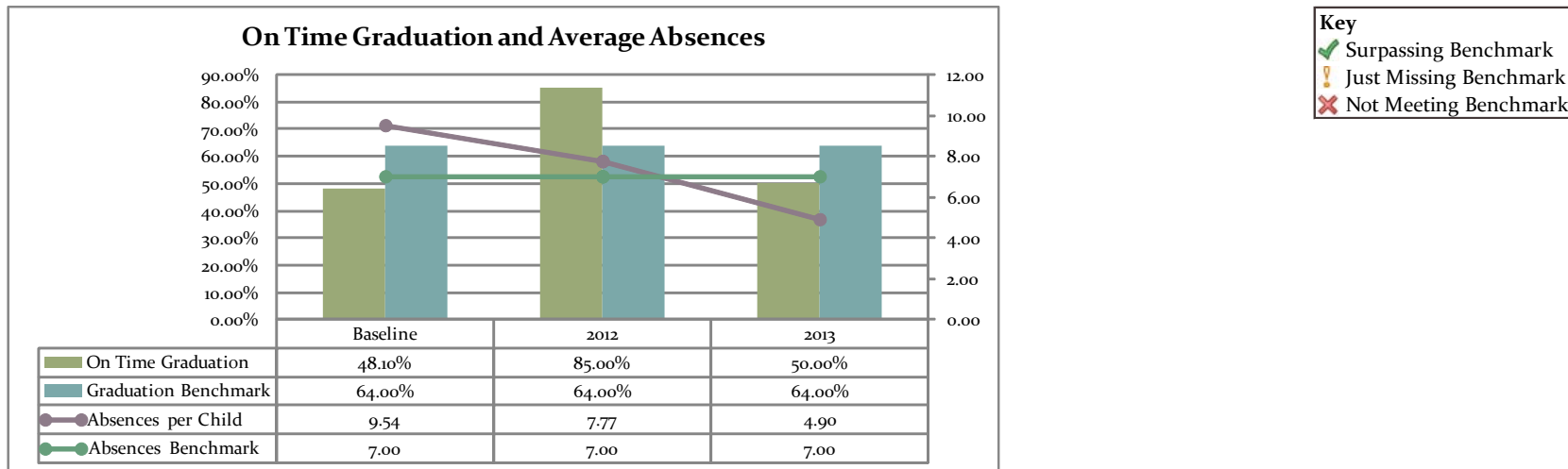
The long-term goal of this program is to increase educational attainment of residents which is directly related to greater economic self-sufficiency and success. The metrics for this activity focus on the graduation rates and attendance of school age children. The benchmark for the graduation rates, both the on-time rate and the extended rate (which includes students who graduate late) is the school system-wide rate for Vancouver. Prior to 2012 the rate for Skyline was far below the school system average. For 2012 the rate was far higher, at 85% for on time and 100% for extended. For 2013 the on-time rate was lower than the benchmark (but still higher than the historical rate for Skyline) while the extended rate still exceed the benchmark. The absentee rate improved dramatically in 2013 over previous years.

Activity 2010-02 Scorecard Skyline Crest Campus of Learners

Detail

Plan Year Identified: FY 2010 MTW Annual Plan
Date Implemented: January 1, 2010
Statutory Objectives: Provide incentive toward self-sufficiency
Impact on Objective: Activity will increase educational attainment of residents leading to greater economic self-sufficiency
Authorization Cited: Sections C. 5. and C. 10. of Attachment C of the MTW Agreement
Provision/s Waived: Certain provisions of section 6(c) of the 1937 Act and 24 CFR § 960.201

Standard HUD Metrics	Baseline	Dec-2012		Dec-2013	
		Benchmark	Outcome	Benchmark	Outcome
SS #5 Households assisted by self-sufficiency services	0	na	na	70	✓ 73
Agency Metrics					
On time high school graduation rate:	48.10%	64.00%	✓ 85.00%	64.00%	✗ 50.00%
Extended high school graduation rate:	55.20%	70.00%	✓ 100.00%	70.00%	✓ 75.00%
Average absences per child in school year:	9.54	7.00	✗ 7.77	7.00	✓ 4.90



Key

- ✓ Surpassing Benchmark
- ! Just Missing Benchmark
- ✗ Not Meeting Benchmark

Activity 2009-19: Special Admission Procedure at Assisted Living Facility

Description of Activity

The VHA operates a 60 unit assisted living facility within Van Vista Plaza, a 100 unit high-rise building in downtown Vancouver that was previously a Public Housing Project. The property recently underwent disposition and now utilizes Project-Based Vouchers. The waiting list requirement has always been problematic for the assisted living facility. Assisted living eligible clients are usually in a state of crisis at the time they are seeking a facility. Their advocates search for available vacancies until one can be located and then that is the unit they move into. If a facility has no vacancies, they search for one that does rather than go on a waiting list. When the facility was under Public Housing we attempted to operate a separate waiting list but that did not offer much advantage over the previously used general or site-based lists. Applicants that did go on the waiting list were not interested in a unit when it became available because they had moved into another facility rather than wait. When the property converted to PBV on August 1, 2011, it was decided to modify this MTW activity and operate with no waiting list.

Current Status

The previous program-based waiting list for assisted living was eliminated effective August 1, 2011. The facility has operated without a waiting list since that time.

Impact on Statutory Objective

This activity provides a housing choice for tenants that would normally not be served in the Public Housing or HCV programs. We are measuring the number of admissions and whether there are any complaints or requests for a waiting list. For 2013 there were thirteen new residents moved into Van Vista Assisted Living without the need for placement on a waiting list. The occupancy percentage was close to the benchmark and VHA received no requests to be on a waiting list and no complaints or concerns from the public.

Activity 2009-19 Scorecard Alternative Admissions for Assisted Living Units

Detail

Plan Year Identified: FY 2009 MTW Annual Plan Amendment

Date Implemented: September 1, 2009

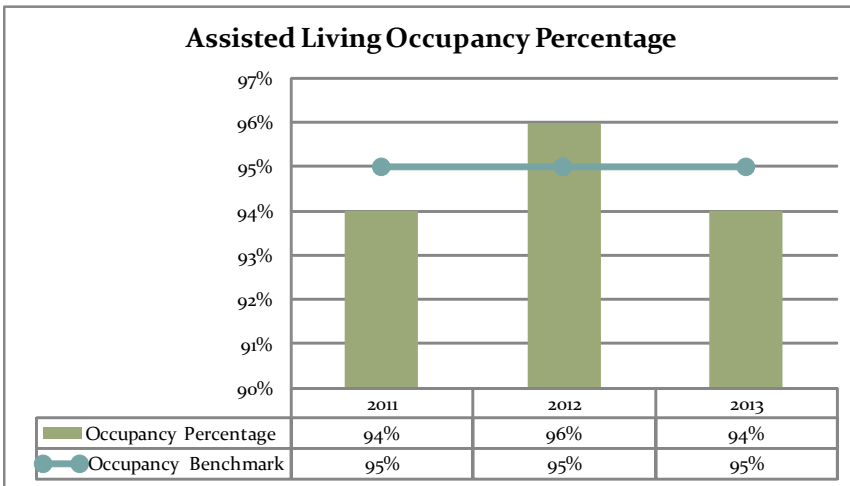
Statutory Objectives: Increase Housing Choice

Impact on Objective: Create housing opportunity and facilitate placement of residents in need of assisted living services with housing subsidy

Authorization Cited: Section D.4. of Attachment C of the MTW Agreement

Provision/s Waived: Certain provisions of section 8(o)(6) of the 1937 Act and 24 CFR § 983 subpart F

Agency Metrics	Baseline	Dec-2011		Dec-2012		Dec-2013	
		Benchmark	Outcome	Benchmark	Outcome	Benchmark	Outcome
Number of new admissions under this policy	0		9		18		13
Occupancy percentage of project	95%	95%	! 94%	95%	✓ 96%	95%	! 94%
Number of requests for placement on a waiting list	0	0	✓ 0	0	✓ 0	0	✓ 0



Key

- ✓ Surpassing Benchmark
- ! Just Missing Benchmark
- ✗ Not Meeting Benchmark

Activity 2009-15: Limit Contract Rent Increases in HCV Program to One per Year

Description of Activity

In addition to the current regulatory restriction that requires the initial term of a HCV lease to be one-year and does not allow the owner to increase the rent during that year, this MTW policy restricts subsequent rent increases to no more than one per year. This policy came about due to a small number of owners on the program requesting rent increases as frequently as every four or five months after the first year of tenancy.

Current Status

This MTW activity was implemented in 2009 and is ongoing.

Impact on Statutory Objective

It's difficult to determine the extent of the impact of this activity. How many more requests would we be receiving absent this activity? The local rental market for 2013 saw a dramatic increase in rents charged along with a decreasing vacancy rate. Overall rents increased by 4% and the vacancy rate went down to 2.5%. This is a continuation of a recent trend. The average apartment rent in Clark County has increased by over \$100 in recent years. As a result, the number of requests by owners in the HCV program for a rent increase rose dramatically to 794 in 2013. As a result, none of the benchmarks for this activity were met; however VHA believes the number of requests would be even higher had we allowed more frequent requests for rent increase from owners. Currently there is a boom in the construction of new apartments. When these new properties begin to open in 2014 and 2015, we expect to see an easing of the tight rental market and a reduction in the number of rent increase requests.

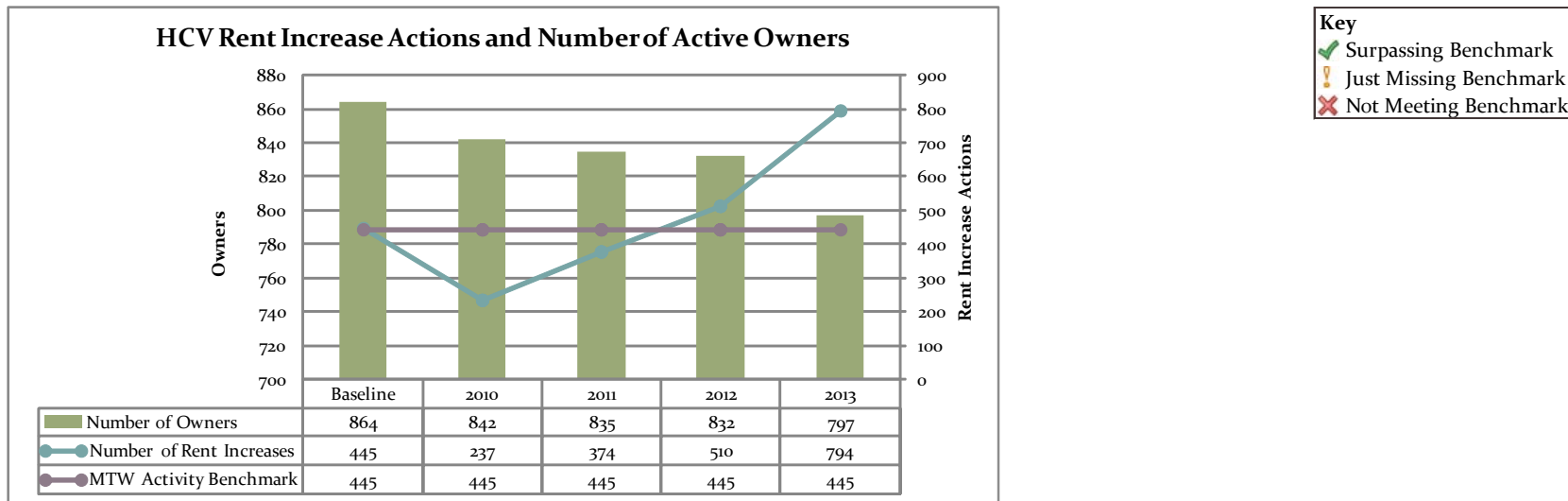
Activity 2009-15 Scorecard

Owners in HCV Program Restricted to Annual Rent Increase

Detail

Plan Year Identified: FY 2009 MTW Annual Plan Amendment
Date Implemented: September 1, 2009
Statutory Objectives: Reduce cost and greater cost effectiveness
Impact on Objective: Activity will reduce costs by lowering the number of rent increase actions thereby reducing administrative costs
Authorization Cited: Section D. 2.a. of Attachment C of the MTW Agreement
Provision/s Waived: Certain provisions of section 8(o)(7) of the 1937 Act and 24 CFR § 982.308 and 982.451

Agency Metrics	Baseline	Dec-2011		Dec-2012		Dec-2013	
		Benchmark	Outcome	Benchmark	Outcome	Benchmark	Outcome
Number of 50058 actions for rent increase only:	495	445	✓ 374	445	✗ 510	445	✗ 794
Number of active owners:	864	864	⚠ 835	864	⚠ 832	864	✗ 797



Activity 2009-13: Reset of Next Required Reexamination after Interim Reexamination

Description of Activity

This activity is intended to further reduce the number of reexaminations and their associated costs. For those families who are not on the new three-year schedule for fixed income, the due date for their next required reexamination will be updated if they have an interim review. The effective date of their next required review will be 12 months after the effective date of the interim.

Current Status

This activity was in effect throughout the reporting year.

Impact on Statutory Objective

By extending the date for the next required reexamination out from any completed interim, VHA reduces the total number of reexaminations it is required to complete in a given year. For 2013, VHA estimates the reduction in the total number of reexaminations was 251 due to this policy. Based on our average cost for a reexamination this equates to an annual cost savings of \$28,790.

Activity 2009-13 Scorecard

Reset of Required Reexamination Schedule after Interim

Detail

Plan Year Identified: FY 2009 MTW Annual Plan Amendment

Date Implemented: October 1, 2009

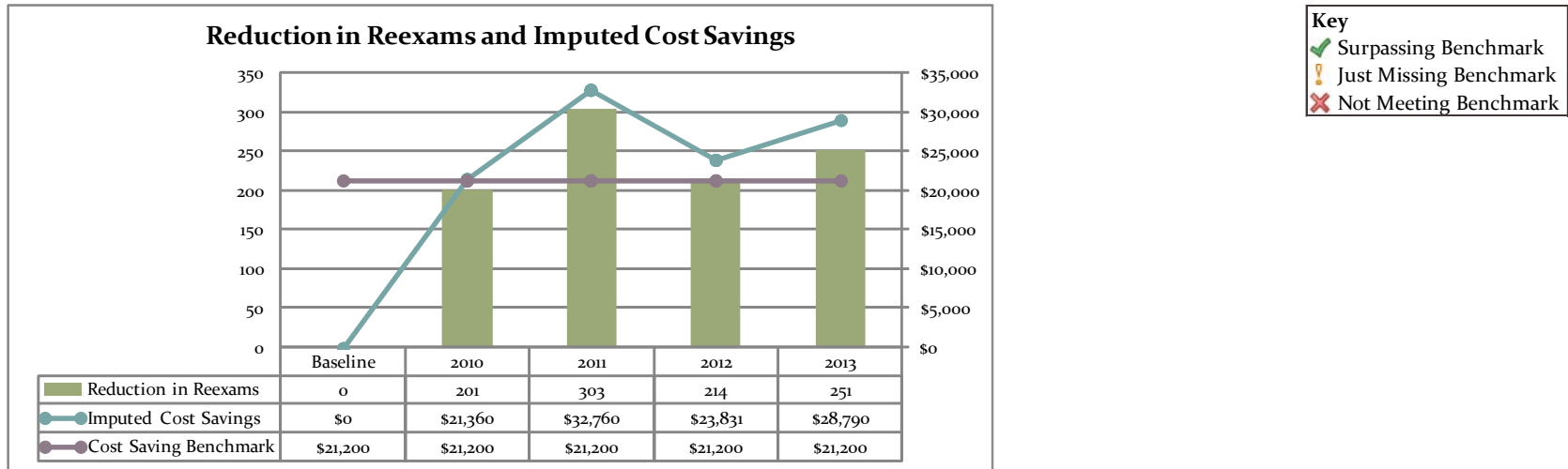
Statutory Objectives: Reduce cost and greater cost effectiveness

Impact on Objective: Activity will reduce costs by lowering the number of required reexaminations each year thereby reducing administrative costs

Authorization Cited: Section D.1.c. of Attachment C of the MTW Agreement

Provision/s Waived: Certain provisions of section 8(o)(5) of the 1937 Act and 24 CFR § 982.516

Standard HUD Metrics	Baseline	Dec-2011		Dec-2012		Dec-2013	
		Benchmark	Outcome	Benchmark	Outcome	Benchmark	Outcome
CE #1 Agency Cost Savings	\$0	\$21,200	✔ \$32,760	\$21,200	✔ \$23,831	\$21,200	✔ \$28,790
Agency Metrics							
Number of full interim actions completed:	na	na	606	na	428	na	502
Estimated reduction in number of required reexaminations:	0	200	✔ 303	200	✔ 214	200	✔ 251



Activity 2009-10: Replacement of Medical Expense Deduction

Description of Activity

For Public Housing and Housing Choice Vouchers included in the MTW demonstration, VHA has removed the deduction for medical expenses incurred by Elderly and Disabled families and replaced it with an increase in the standard deduction received by all Elderly and Disabled families from \$400 to \$700. This activity is estimated to be revenue neutral for the VHA as any decrease in subsidy due to no longer deducting medical will be offset by a corresponding increase due to the higher standard deduction.

Current Status

This activity was implemented in 2009 and continues to be in effect.

Impact on Statutory Objective

The metric for cost savings under this activity is a comparison between the number of medical verifications we are required to complete each year under this activity (mostly for non-MTW Vouchers) versus the total number we used to complete annually. The difference is then multiplied by the estimated cost for us to complete a medical verification. Actual savings are likely much higher than reflected by the metric. There is additional staff time saved from no longer having to communicate with participants regarding their deduction and previous to this activity staff spend a lot of time both communicating with participants about, and verifying medical expenses, that ultimately did not exceed the 3% of income threshold and therefore this effort was not captured in any data. Now that no medical deduction is given in most cases the reexamination process for elderly and disabled families is much more efficient.

Rent Reform Annual Evaluation and Report on Hardship Requests

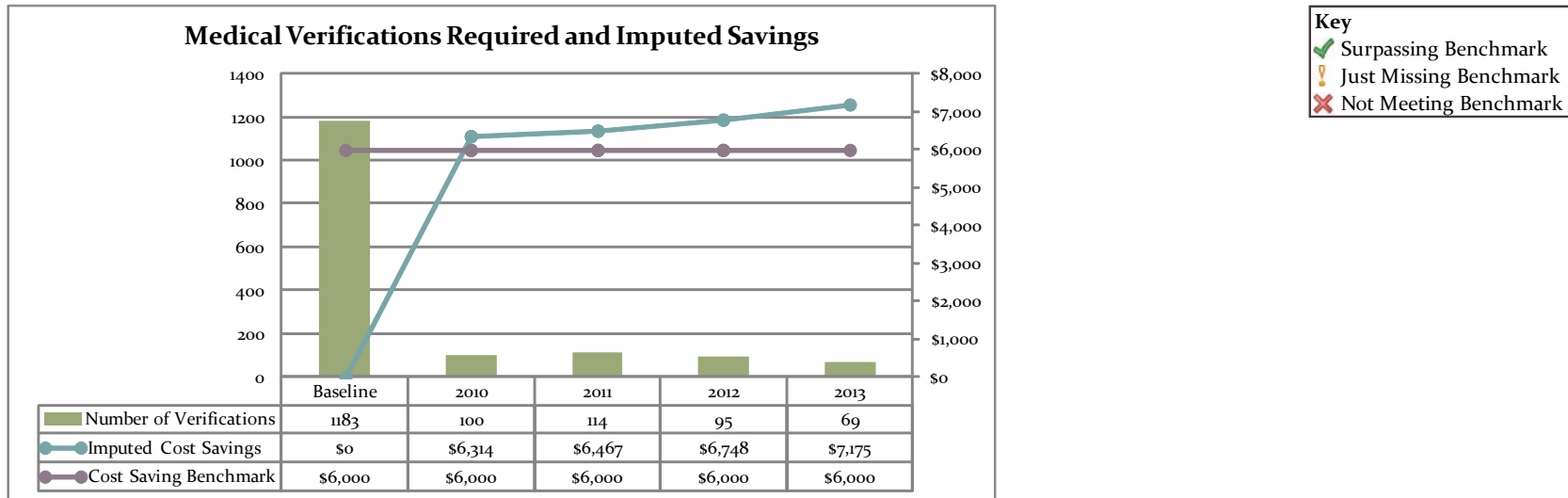
No requests for an exemption from this activity under the VHA hardship policy were received in 2013. This occurred even in a year in which the availability of a hardship exemption was communicated to participants even more than usual due to the new minimum income rent reform.

Activity 2009-10 Scorecard Replacement of Medical Expense Deduction

Detail

Plan Year Identified: FY 2009 MTW Annual Plan Amendment
Date Implemented: November 5, 2009
Statutory Objectives: Reduce cost and greater cost effectiveness
Impact on Objective: Activity will reduce costs by greatly reducing the administrative cost of obtaining verifications
Authorization Cited: Sections C. 11. and D. 2. Attachment C of the MTW Agreement
Provision/s Waived: Certain provisions of section 3(b)(5) of the 1937 Act and 24 CFR § 5.611

Standard HUD Metrics	Dec-2007		Dec-2011		Dec-2012		Dec-2013	
	Baseline	Benchmark	Outcome	Benchmark	Outcome	Benchmark	Outcome	
CE #1 Agency Cost Savings	\$0	\$6,000	✓ \$6,467	\$6,000	✓ \$6,748	\$6,000	✓ \$7,175	
Agency Metrics								
Number of medical deductions requiring verification:	1183	118	✓ 114	118	✓ 95	118	✓ 69	



Activity 2009-08: Simplified Utility Allowance Schedule

Description of Activity

This MTW initiative simplifies the utility allowance used in the Housing Choice Voucher program to a single schedule based on the number of bedrooms to be used when the tenant is responsible for at least the heating of the unit. The same rate is used for all units with the same number of bedrooms regardless of the type of unit. The simple schedule does away with the need to calculate a utility allowance in order for a new voucher holder to determine whether a prospective rental is below their maximum family share.

Current Status

This simplified utility allowance has been in effect since 2009 and was used throughout the reporting year for all MTW Vouchers.

Impact on Statutory Objective

For 2013, VHA has revised the MTW objective this activity is intended to impact along with the metrics used to measure that impact. Previously this activity was, at least in large part, intended to influence participants to choose more energy efficient and/or less costly units when searching for housing with their voucher. However there was little, if any, indication that this policy was having an impact in that regard. However the policy remained very popular among both staff and participants as it allows for participants to know a specific maximum rent number, without having to calculate an individual utility allowance, when searching for housing. This results in administrative time savings through fewer calls about whether a unit will be approved and a reduction in the number of RFTA denials for exceeding the maximum allowed tenant rent. Staff who work with non-MTW vouchers were able to obtain an estimate of the amount of time taken up with these activities for each new admission and move. This number was used to create the new metrics for this activity and show the impact on reducing staff time and the associated cost savings. For 2013, this activity reduced staff time by 192 hours.

Rent Reform Annual Evaluation and Report on Hardship Requests

No hardship requests have received since 2010 for this activity. The annual evaluation resulted in a change to the statutory objective and metrics.

Activity 2009-o8 Scorecard HCV Simplified Utility Allowance Schedule

Detail

Plan Year Identified: FY 2009 MTW Annual Plan Amendment

Date Implemented: September 24, 2009

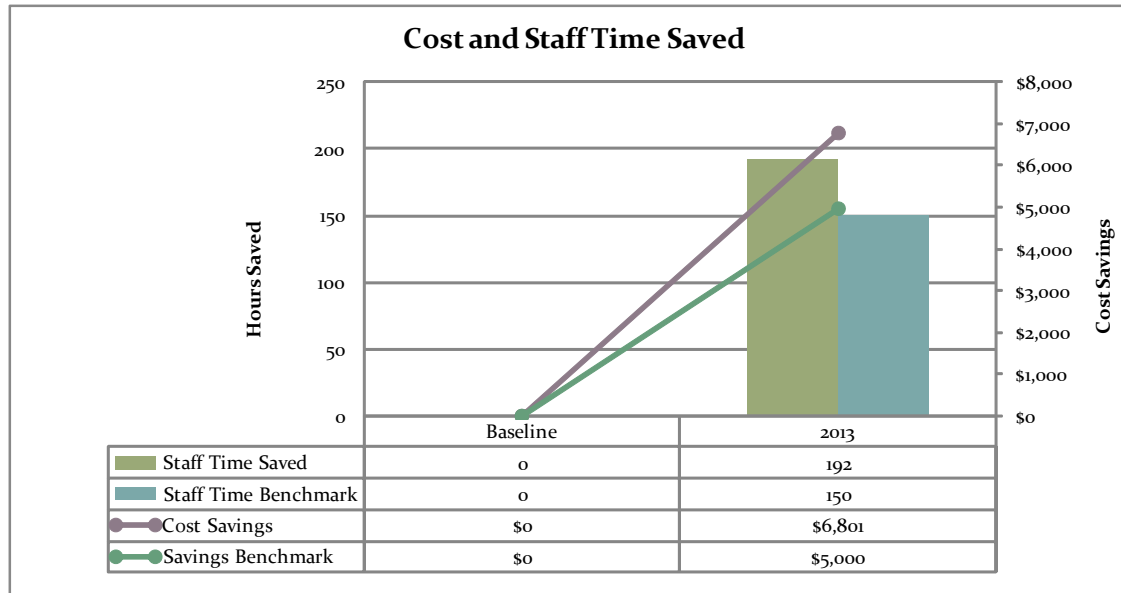
Statutory Objectives: Reduce Cost and Greater Cost Effectiveness

Impact on Objective: Activity will provide financial incentive for participants to choose newer more energy efficient units and apartments over single family units

Authorization Cited: Section D. 2.a. of Attachment C of the MTW Agreement

Provision/s Waived: Certain provisions of section 8(o)(2) of the 1937 Act and 24 CFR § 982.517

Standard HUD Metrics	Baseline	Dec-2013	
		Benchmark	Outcome
CE #1 Agency Cost Savings	0	\$5,000	✔ \$6,801
CE #2 Staff Time Savings in Hours	0	150	✔ 192



Key

- ✔ Surpassing Benchmark
- ⚠ Just Missing Benchmark
- ✘ Not Meeting Benchmark

Activity 2009-06: Alternate Required HQS Inspection Schedule

Description of Activity

This activity is designed to achieve cost savings through a reduction in the number of Housing Quality Standard (HQS) inspections required in the HCV program. VHA staff conduct an inspection at least every two years for ongoing tenancies. As originally developed, in alternate years landlords and tenants were required to inspect the unit and complete a form verifying that they believe the unit meets HQS. However in 2012 this requirement was dropped as obtaining and tracking these documents was problematic and there was no indication that the landlord/tenant certification was necessary.

Current Status

The activity was implemented on January 1, 2010 and has been ongoing since then.

Impact on Statutory Objective

The activity is intended to reduce costs by significantly reducing staff time dedicated to annual HQS inspections. The imputed cost savings are based on the cost per inspection and an estimate of the number of inspections that are no longer required due to this activity. However in this case the VHA has been able to reduce HCV inspection by one inspector position so another measure of savings would be one FTE. Significant cost savings has been achieved even though the benchmarks were not met in 2011 and 2012. The benchmarks were revised in 2012 to reflect the growth in the program and were met in 2013. However VHA also had a reduction in the number of inspections needed for new admissions as there were on hold due to sequestration funding.

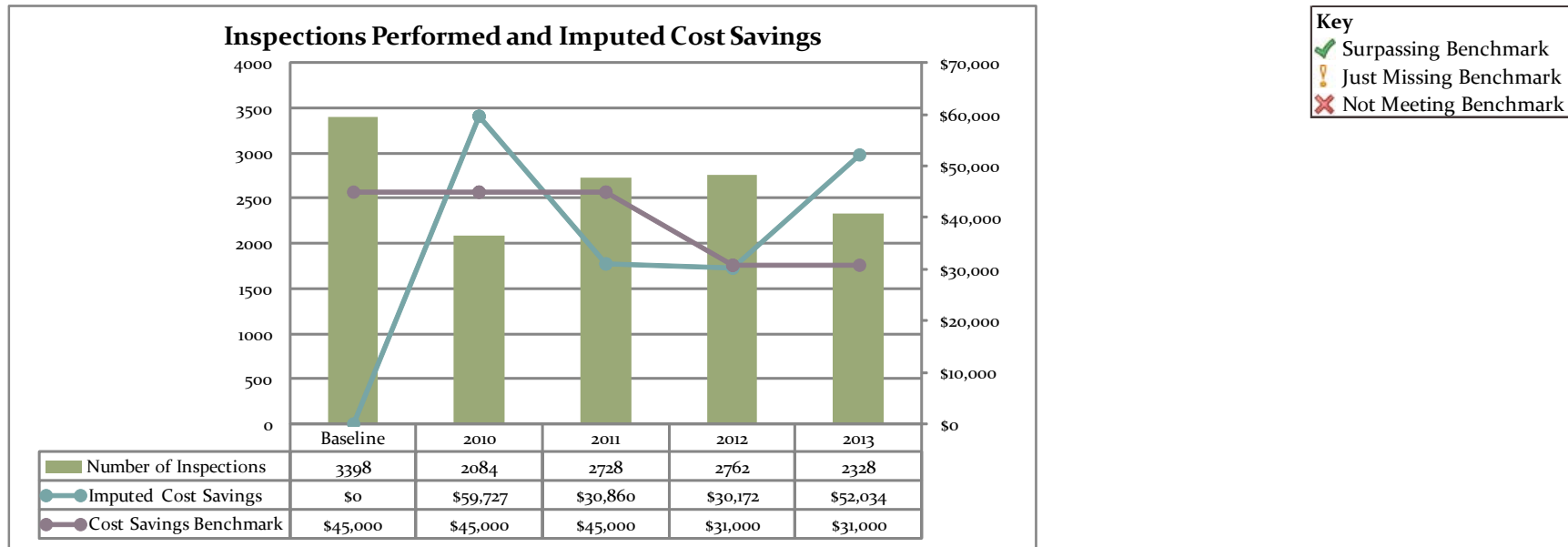
Activity 2009-06 Scorecard Alternate HQS Inspection Schedule

Detail

Plan Year Identified: FY 2007 and FY2009 Annual Plans
Date Implemented: January 1, 2010
Statutory Objectives: Reduce cost and greater cost effectiveness
Impact on Objective: Reducing the overall number of inspections will reduce administrative costs
Authorization Cited: Section D. 5. of Attachment C of the MTW Agreement
Provision/s Waived: Certain provisions of section 8(o)(8) of the 1937 Act and 24 CFR § 982. Subpart I

Standard HUD Metrics	Baseline	Dec-2011		Dec-2012		Dec-2013	
		Benchmark	Outcome	*Benchmark	Outcome	*Benchmark	Outcome
CE #1 Agency Cost Savings	\$0	\$45,000	✓ \$30,860	\$31,000	! \$30,172	\$31,000	✓ \$52,034
Agency Metrics							
Number of HQS inspections performed annually:	3398	2378	✗ 2728	2706	! 2762	2706	✓ 2328

*Benchmarks revised due to growth in program size since baseline year



Activity 2009-03: No Verification of Assets Less Than \$5,000

Description of Activity

This MTW policy provides that the VHA will not obtain third party verification when a tenant's declared assets are valued at less than \$5,000. The expense of preparing, mailing, following up, and receiving verifications for what are typically bank accounts with little or no balance and/or interest income made little sense. Assets valued at amounts greater than \$5,000 are still verified because they are anticipated to generate enough income to contribute at least a dollar or two to the rent determination.

Current Status

This policy was implemented in 2009 and continues to be in effect for both Public Housing and the Housing Choice Vouchers that are included in the MTW funding. For 2014, VHA plans to increase the threshold for requiring verification from \$5,000 to \$50,000 in order to increase cost savings.

Impact on Statutory Objective

In 2013, VHA calculated that there were 5915 instances where an eligibility action would have required a verification of an asset such as a checking or savings account under the current regulations but were not required due to this activity. The savings in staff time is conservatively estimated to be 542 hours and the cost savings based on both staff time and postage is \$15,973.

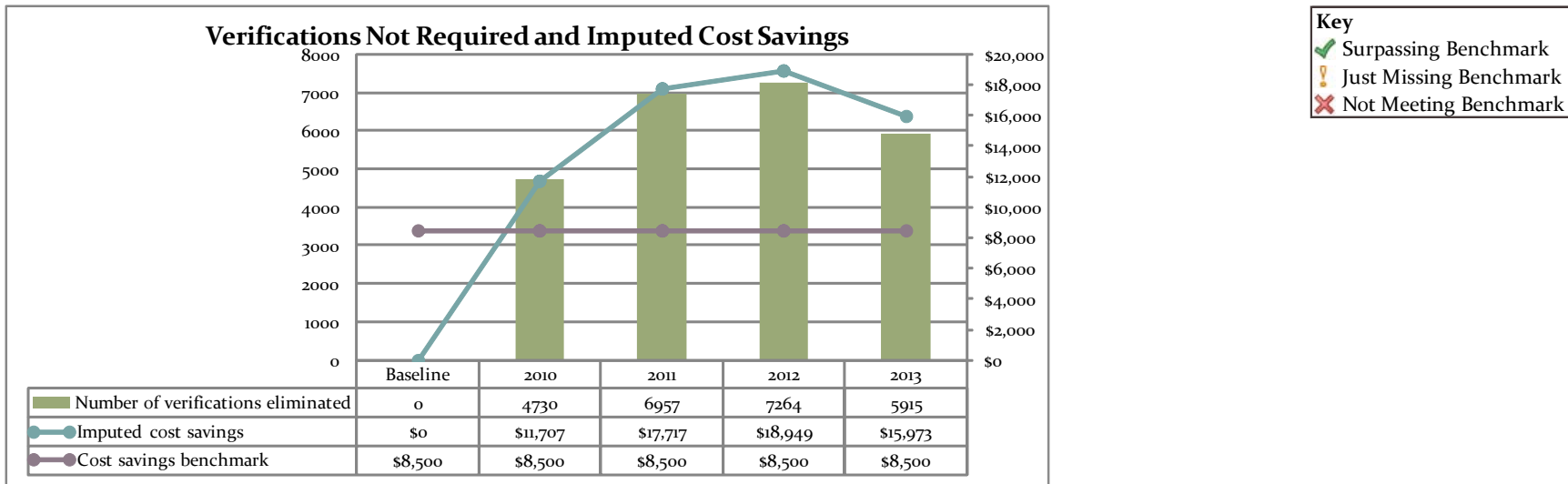
Activity 2009-03 Scorecard

No Verification of Assets Less Than \$5,000

Detail

Plan Year Identified: FY 2009 MTW Annual Plan Amendment
Date Implemented: January 1, 2009
Statutory Objectives: Reduce Cost and Greater Cost Effectiveness
Impact on Objective: Eliminating unnecessary verification activity reduces administrative costs
Authorization Cited: Sections C. 4. and D.3.b. of Attachment C of the MTW Agreement
Provision/s Waived: Certain provisions of sections 3(a)(1), 3(a)(2) and 8(o)(2) of the 1937 Act and 24 CFR § 962.259 and 982.516

Standard HUD Metrics	Baseline	Dec-2011		Dec-2012		Dec-2013	
		Benchmark	Outcome	Benchmark	Outcome	Benchmark	Outcome
CE #1 Agency Cost Savings	\$0	\$8,500	✓ \$17,717	\$8,500	✓ \$18,949	\$8,500	✓ \$15,973
CE #2 Staff Time Savings in Hours	0	318	✓ 638	318	✓ 663	318	✓ 542
Agency Metrics							
Number of asset verifications required:	3850	385	✓ 97	385	✓ 36	385	✓ 130
Number of asset verifications no longer required:	0	3465	✓ 6957	3465	✓ 7228	3465	✓ 5915
Percent of reported assets valued above \$5,000:	1.27%	1.00%	✓ 1.40%	1.00%	✗ 0.50%	1.00%	✓ 2.20%



Activity 2008-01: Time Limited Vouchers Tied to Services

Description of Activity

VHA is using the flexibility provided by MTW in partnership with other community agencies to provide housing assistance tied to case management and other services. 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. The partnering agencies and the VHA enter into a Memorandum of Understanding (MOU) that details the responsibilities of both parties.

Current Status

VHA implemented major changes to this activity in 2013. The agreements with the partnering agencies were revised and the project based vouchers were all converted to tenant based. Two of the properties that were contracted with for these special Project-Based Vouchers were sold and it was also determined tenant-based vouchers would be more of an incentive for participants in the program and would offer more flexibility in terms of available bedroom sizes.

Impact on Statutory Objective

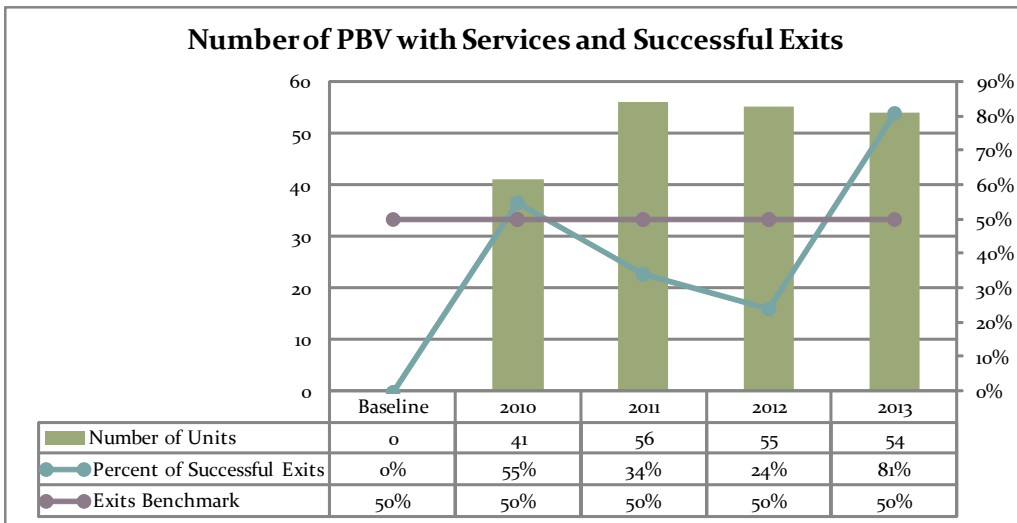
The program increases housing choice by making a housing subsidy quickly available to low-income families in crisis or otherwise identified for services by a partnering agency. In addition, incentive toward financial self-sufficiency is provided through the case management services and the time limit on assistance. The metrics for this activity are the number of units made available and the number or percentage of participating household who maintain stable renting after their housing subsidy and case management end. In 2013, 16 out of 21 program exits were positive and 17 out of 21 have not to date had to access any local rent assistance or homeless services. This outcome is a substantial improvement over previous years and is at least partially due to having a better tracking system in place.

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

Detail

Plan Year Identified: FY 2008 MTW Annual Plan
Date Implemented: May 28, 2008
Statutory Objectives: Increase Housing Choice
Impact on Objective: Create housing opportunities for low-income families in crisis coupled with the services they require
Authorization Cited: Sections D. 2.d., D. 4. & D.7. of Attachment C of the MTW Agreement
Provision/s Waived: Certain provisions of sections 8(o)(13)(F)-(J) of the 1937 Act and 24 CFR § 983

Standard HUD Metrics	Baseline	Dec-2011		Dec-2012		Dec-2013	
		Benchmark	Outcome	Benchmark	Outcome	Benchmark	Outcome
HC #1 Number of new housing units:	0	50	✓ 56	50	✓ 55	50	✓ 54
Agency Metrics							
Percentage of exits maintaining housing stability:	0	50%	✗ 34%	50%	✗ 24%	50%	✓ 81%



Key

- ✓ Surpassing Benchmark
- ! Just Missing Benchmark
- ✗ Not Meeting Benchmark

Activity 2007-02: Alternate Required Reexamination Schedule

Description of Activity

VHA has tried several alternative schedules for reexaminations before settling on the current schedule. Beginning in 2010 elderly and disabled families on fixed incomes are on schedule to have a required reexamination every three years. During years where a reexamination is not required the VHA revises rent and housing assistance by applying current payment standards and/or current utility allowances, and by applying the COLA published by the Social Security Administration. For households not considered elderly or disabled, or those that contain a Work-Able member in addition to the elderly or disabled member/s, an annual reexamination is required.

Current Status

The activity was in effect throughout the reporting year.

Impact on Statutory Objective

This activity creates significant cost savings through the reduction in staff time devoted to reexaminations. This year VHA modified the metrics somewhat for this activity in addition to changing them to reflect the new HUD Standard Metrics. Instead of trying to compare the total number of required (annual) reexaminations completed and comparing that to a baseline from many years ago, we are now tracking the number of fixed income families whose reexamination is being “skipped” in a given year in the three year cycle. The number of skipped reexaminations is then compared to a per reexamination cost estimate that is updated each year with a COLA. For 2013, VHA is estimating a cost savings of \$91,977 due to this activity. This number is higher than the one reported in previous years but is probably a more accurate estimate.

Activity 2007-02 Scorecard Alternate Required Reexamination Schedule

Detail

Plan Year Identified: FY 2007 MTW Annual Plan

Date Implemented: January 1, 2008

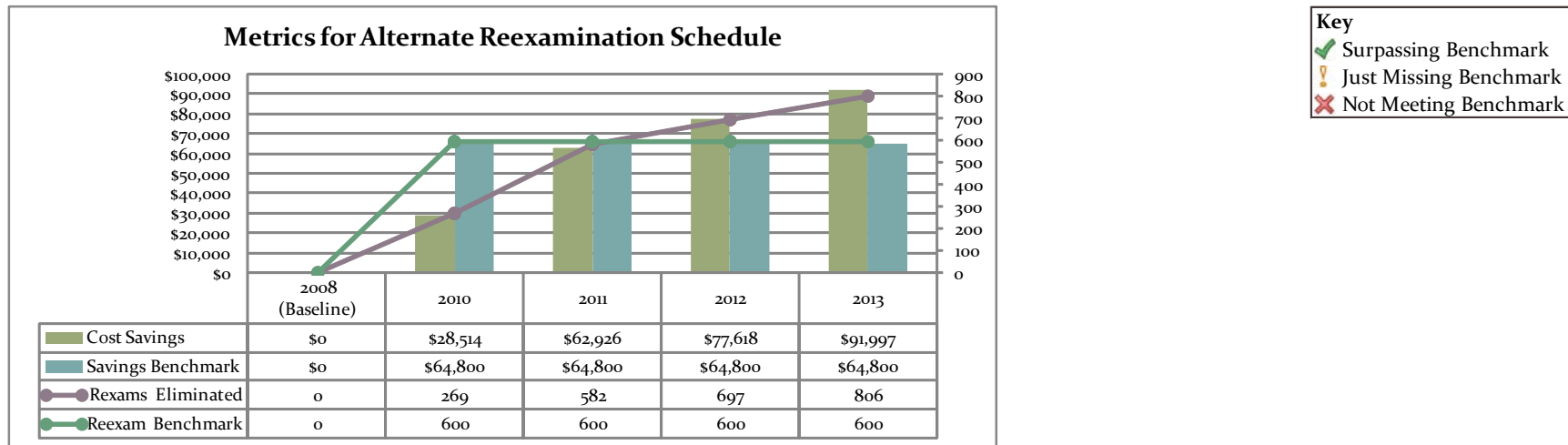
Statutory Objectives: Reduced cost and greater cost effectiveness

Impact on Objective: Reduce administrative costs by reducing the number of reexaminations of household eligibility that are performed each year

Authorization Cited: Sections C. 4. and D.1.c. of Attachment C of the MTW Agreement

Provision/s Waived: Certain provisions of sections 3(a)(1), 3(a)(2) and 8(o)(5) of the 1937 Act and 24 CFR § 960.257 and 982.516

Standard HUD Metrics	Baseline	2011		2012		2013	
		Benchmark	Outcome	Benchmark	Outcome	Benchmark	Outcome
CE #1 Agency Cost Savings	\$0	\$64,800	⚠️ \$62,926	\$64,800	✅ \$77,618	\$64,800	✅ \$91,997
Agency Metrics							
Number of reexaminations eliminated:	0	600	⚠️ 582	600	✅ 697	600	✅ 806



Activity 1999-09: No Earned Income Disallowance in Public Housing

Description of Activity

As in the case of the flat rent policy, this activity began when the VHA chose to use authorization under the MTW demonstration to not implement an element of the Quality Housing and Work Responsibility Act. In VHA's earlier MTW self-sufficiency program, all families with new earned income were able to have that income apply toward an escrow account. If the newly earned income had been disallowed, then it would not have contributed to the escrow account. It was decided that building an asset was a more effective tool for eventual self-sufficiency than a temporary disallowance of income. The mandatory program no longer exists, but VHA still offers an escrow account through the Public Housing FSS program.

Current Status

This policy continues to in effect. However, note that VHA's Public Housing stock was reduced in 2013 due to a disposition action and will likely be further reduced in 2014. For this reason this activity will likely be closed out or placed on hold at some point in the near future.

Impact on Statutory Objective

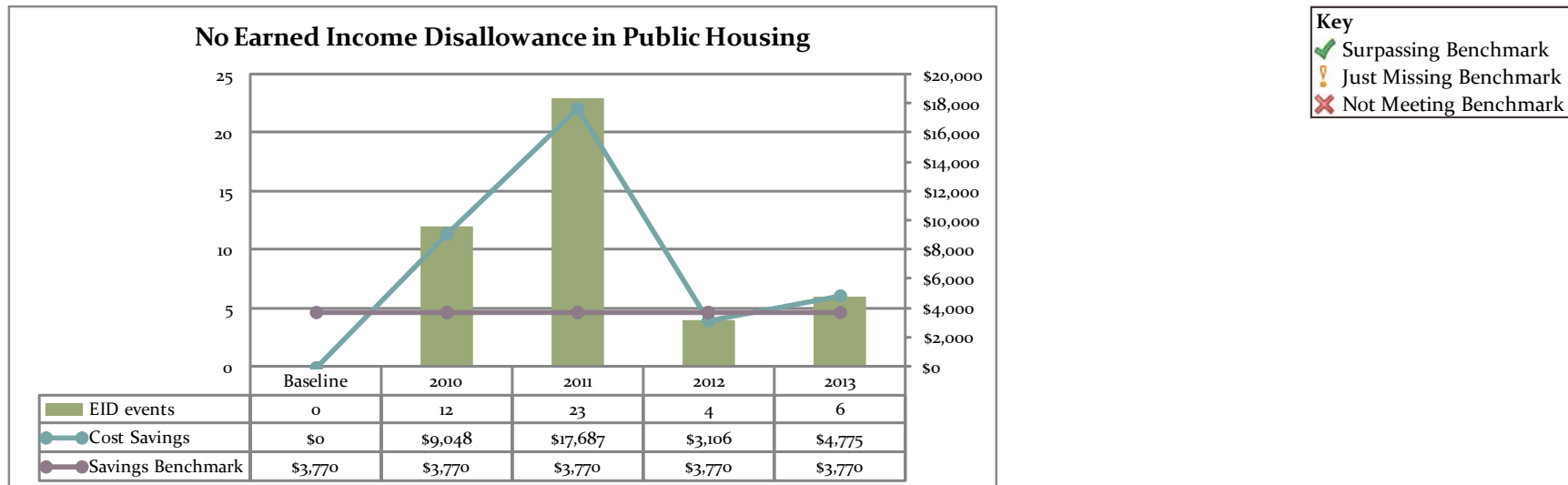
VHA measures the impact of this activity by tracking the number of reexaminations that would have resulted in a earned income disallowance each year and compares that number to a per EID cost savings provided to VHA from another MTW Agency because VHA did not have any experience with EID since this activity has been in place for so long. For 2013 VHA estimates the savings to be \$4,775.

Activity 1999-09 Scorecard No Earned Income Disallowance in Public Housing

Detail

Plan Year Identified: 1999 Moving to Work Agreement
Date Implemented: April 1, 1999
Statutory Objectives: Reduce cost and greater cost effectiveness
Impact on Objective: Achieve administrative cost saving by eliminating a time consuming tracking activity
Authorization Cited: Section C.11of Attachment C of the MTW Agreement
Provision/s Waived: Certain provisions of section 3(a)(2) of the 1937 Act and 24 CFR § 960.255

Standard HUD Metrics	Baseline	Dec-2011		Dec-2012		Dec-2013	
		Benchmark	Outcome	Benchmark	Outcome	Benchmark	Outcome
CE #1 Agency Cost Savings	\$0	\$3,770	✓ \$17,687	\$3,770	! \$3,106	\$3,770	✓ \$4,775
Agency Metrics							
Number of reexaminations that would have required EID:	0	5	✓ 23	5	! 4	5	✓ 6



Activity 1999-08: No Flat Rent Option Offered in Public Housing

Description of Activity

VHA's initial program utilizing the MTW demonstration was to implement time limits and a mandatory self-sufficiency program. This was intended in part to turnover badly needed subsidized housing units and create more opportunities for applicants on the waiting list. When the flat rent option was introduced under the Quality Housing and Work Responsibility Act (QHWRA), VHA determined that it would be counter to VHA's goals and it was decided to not implement flat rents. Instead, VHA continues to use ceiling rents and to limit occupancy for residents at ceiling rent to one-year. By doing this, the VHA makes more subsidized units available to low-income families through greater turnover.

Current Status

This activity has been in effect since VHA entered the MTW demonstration in 1999.

Impact on Statutory Objective

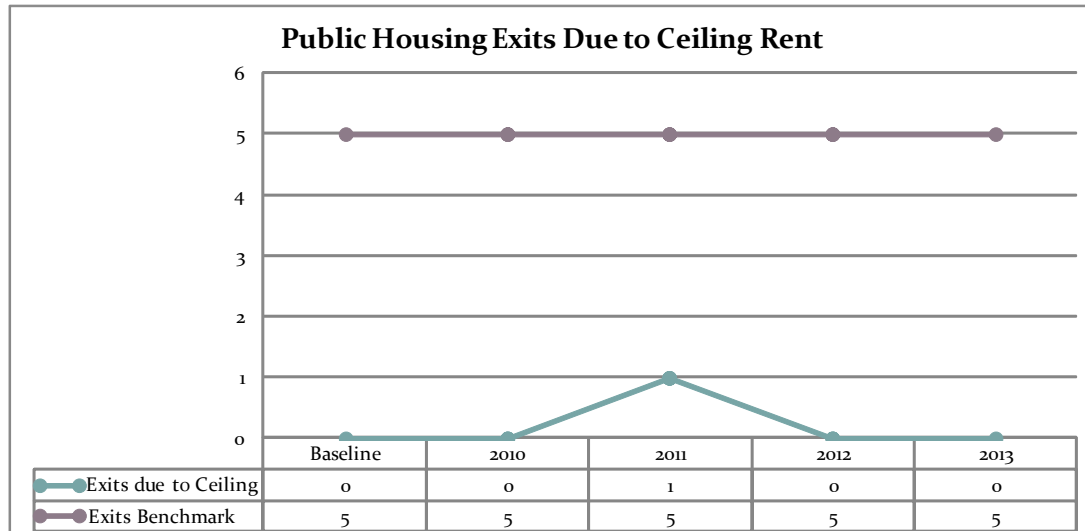
This activity provides some administrative savings through the elimination of the need to offer the flat rent option to all residents each year and the associated notifications, communication and documentation. More importantly however, it encourages residents who have attained higher incomes to move to private housing and create vacancies for applicants. However, over the last few years we have seen a major drop in the number of families reaching ceiling rent and exiting due to the ceiling rent policy compared to previous years. However, rather than drop this activity we are planning to let it sunset as the Public Housing stock is disposed and/or converted.

Activity 1999-08 Scorecard No Flat Rent Option Offered in Public Housing

Detail

Plan Year Identified: 1999 Moving to Work Agreement
Date Implemented: April 1, 1999
Statutory Objectives: Reduce Cost and Achieve Greater Cost Effectiveness
Impact on Objective: Achieve administrative cost saving by eliminating a time consuming tracking activity
Authorization Cited: Section C.11. of Attachment C of the MTW Agreement
Provision/s Waived: Certain provisions of section 3(a)(2) of the 1937 Act and 24 CFR § 960.253

Agency Metrics	Baseline	Dec-2011		Dec-2012		Dec-2013	
		Benchmark	Outcome	Benchmark	Outcome	Benchmark	Outcome
Number of households at ceiling rent:	0	10	✗ 1	10	✗ 1	10	✗ 1
Number of exits due to ceiling rent:	0	5	✗ 1	5	✗ 0	5	✗ 0



Key

- ✔ Surpassing Benchmark
- ⚠ Just Missing Benchmark
- ✗ Not Meeting Benchmark

B. Not Yet Implemented Activities

List of Activities Not Yet Implemented

Activities Not Yet Implemented			
Activity Number	Activity Name	Plan Year Approved	MTW Statutory Objective
2011-01	Minimum Rent and/or Income Limits for New Public Housing Units	FY 2011 Annual Plan	Increase Housing Choices
2012-02	Use of MTW Funds for Leveraging New Affordable Housing	FY 2012 Annual Plan	Increase Housing Choices
2012-03	Home Sharing in Housing Choice Voucher Program	FY 2012 Annual Plan	Increase Housing Choices
2013-02	School Stability Subsidy Program	FY 2013 Plan Amendment	Increase Housing Choices
2013-03	Shelter and Transitional Housing Facilities Support	FY 2013 Plan Amendment	Increase Housing Choices

Activity 2011-01 has never been implemented because an opportunity to develop new Public Housing units that could utilize this flexibility has not yet been found. The remaining four activities not yet implemented were all affected by sequestration. The use of funds for development was curtailed due to the need for available funds to support the existing HCV program. A much smaller commitment of funds than originally planned is being retained for the First Street Project that will close in 2014. Home Sharing requires the use of vouchers and VHA was required to reduce program utilization because of the funding shortfall. The School Stability Subsidy would also have required funds not available in 2013. As for supporting the capital needs of the shelters, VHA was unable to provide any funding in 2013 but has still committed a smaller amount of funds for 2014.

C. Activities on Hold

List of Activities on Hold

Activities on Hold			
Activity Number	Activity Name	Plan Year Approved	MTW Statutory Objective
2009-16	Renter Education Program for Applicants	FY 2009 Plan Amendment	Provide Incentive Toward Self-Sufficiency
2011-03	Up to 50% of units in a Project may be PBV	FY 2011 Annual Plan	Increase Housing Choices

Renter education was placed on hold because no new admissions from the HCV waiting list were possible in 2013 due to sequestration. Project-basing up to 50% of units in a project is on hold until a suitable project becomes available.

D. Closed Out Activities

List of Closed Out Activities and Year Concluded

Closed Out Activities			
Activity Number	Activity Name	Plan Year Approved	Plan Year Closed Out
1999-01	All HCV Port-Ins to be Absorbed by VHA	1999 MTW Agreement	Concluded in FY 2001
1999-02	Mandatory Participation in Self-Sufficiency Program	1999 MTW Agreement	Concluded in FY 2005
1999-03	Five-Year Time Limit for Non Elderly/Disabled Households	1999 MTW Agreement	Concluded in FY 2005
1999-04	FSS Program Absorbed into MTW Self-Sufficiency Program	1999 MTW Agreement	Concluded in FY 2005
1999-05	All Households Eligible for Escrow Accounts	1999 MTW Agreement	Concluded in FY 2005
1999-06	Restrictions on HCV Port-Outs	1999 MTW Agreement	Concluded in FY 2005
1999-07	Maximum Family Share 45% of Gross Income	1999 MTW Agreement	Concluded in FY 2005
2001-01	Eight Percent Earned Income Deduction	FY 2001 Annual Plan	Concluded in FY 2004
2001-02	\$480 Deduction for Child Support Payments	FY 2001 Annual Plan	Concluded in FY 2004
2002-01	“Request Line” Single Waiting List	FY 2002 Annual Plan	Concluded in FY 2003
2003-01	Escrow Accounts Capped at \$6000	FY 2003 Annual Plan	Concluded in FY 2005
2004-01	Alternative Rent Reasonable Procedure	FY 2004 Annual Plan	Concluded in FY 2009
2007-01	Flat rent and Flat HCV Subsidy	FY 2007 Annual Plan	FY 2008 - Never Implemented
2008-02	Alternate HCV Homeownership Program	FY 2008 Annual Plan	Concluded in FY 2011
2009-01	Pilot Rental Subsidy Project	FY 2009 Annual Plan	FY 2009 - Never Implemented
2009-02	Imputed TANF Income for Voluntary Grant Closures	FY 2009 Annual Plan	Concluded in FY 2013
2009-04	Asset Based Initiative (IDA)	FY 2009 Annual Plan	FY2010 - Never Implemented
2009-09	Limited Utility Allowance Payments	FY 2009 Plan Amendment	Concluded in FY 2013
2009-14	Simplified Recertification Process	FY 2009 Plan Amendment	FY 2009 - Never Implemented
2009-17	Mandatory Self-Sufficiency Program (Yes We Can)	FY 2009 Plan Amendment	FY 2009 - Never Implemented
2009-18	Local Preference for FSS Participation	FY 2009 Plan Amendment	FY 2009 - Withdrawn due to FSS NOFA
2010-01	Community Involvement and Educational Opportunity Initiative	FY 2010 Annual Plan	Concluded in FY 2013
2011-02	“Floating Units” in Project-Based Voucher program	FY 2011 Annual Plan	Concluded in FY 2013
2013-04	Admin Fee for Owners in HCV Program	FY2013 Annual Plan	FY 2013 - Withdrawn
2013-05	Health Advocate Training Program	FY 2013 Plan Amendment	Concluded in FY 2013

Detail for Activities Closed Out in FY 2013

2009-02 Imputed TANF Income for Voluntary Grant Closures

This activity was closed out in 2013 because the new minimum income rent reform activity rendered it moot. The minimum income imputed is greater than any imputed TANF income. The main lesson learned from this activity is to carefully measure the impact of a proposed activity before committing to implement it. It turned out that the number of participants who closed their TANF grant voluntarily rather than go through the sanction process and who were a participant in VHA’s HCV or Public Housing was very small. But rather than drop this activity as soon as that was realized it was retained for a number of years because our local TANF agency felt strongly that it was an important deterrent for TANF recipients.

No additional statutory exceptions outside of current MTW flexibilities would have provided additional benefit regarding this activity.

Summary Table of Outcomes:

Metric	2010			2011		2012	
	Baseline	Benchmark	Outcome	Benchmark	Outcome	Benchmark	Outcome
Number of households with imputed TANF due to policy	0	2	5	2	4	2	1

The outcomes for this activity never met the kind of numbers that were initially anticipated when first conceived in 2009.

2009-09 Limited Utility Allowance Payments

As in the case of the previous closed out activity the new minimum income rent reform caused this activity to be closed out as under the new policy any work-able family is no longer likely to have a UAP. The primary lesson learned from this activity is that allowing a household to retain a payment they are accustomed to may motivate them to join a program, but it may not result in them being really committed to that program. With one notable exception, most of the families that joined FSS and other self-sufficiency programs were reportedly not very motivated and caused the Service Coordinators additional work trying to engage them to fully participate.

No additional statutory exceptions outside of current MTW flexibilities would have provided additional benefit regarding this activity.

Summary Table of Outcomes:

Metric	2010			2011		2012	
	Baseline	Benchmark	Outcome	Benchmark	Outcome	Benchmark	Outcome
Number of households receiving a UAP	127	95	49	95	60	95	86
Number of UAP households enrolled in self-sufficiency program	1	10	16	10	23	10	13

The outcomes for this activity shows the number of households willing to join a self-sufficiency program consistently exceeded expectations. In addition VHA should probably have tracked actual costs savings due to reduced assistance as well.

2010-01 Community Involvement and Educational Opportunity Initiative

This activity was also closed out as a result of the minimum income rent reform. In this case it was felt that the minimum income was the next logical step after requiring community service for work-able participants who are not employed. In addition, closing out this activity meant the staff who had worked at tracking the community service and providing opportunities for volunteering for participants could change focus over to providing assistance for employment readiness and job searching.

No additional statutory exceptions outside of current MTW flexibilities would have provided additional benefit regarding this activity.

Summary Table of Outcomes:

Metric	2010			2011		2012	
	Baseline	Benchmark	Outcome	Benchmark	Outcome	Benchmark	Outcome
Average earned income in households with earned income	\$16,102	\$16,907	\$16,891	17,712	\$16,949	\$18,517	\$17,984
Percent of work-able households with earned income	46.52%	51.17%	44.23%	55.82%	50.06%	60.41%	50.69%
Number of community service hours performed annually	0	36,000	3,994	36,000	167,041	36,000	81,030

The outcomes for this activity did demonstrate increases in both the amount of earnings and the percentage of work-able employed and overall had a positive effect on program participants and the local community.

2011-02 “Floating Units” in Project-Based Voucher program

This activity was closed when the properties that were utilizing it were sold and the PBV contracts were canceled. These sales also contributed to the change from PBV to tenant-based assistance for MTW activity number 2008-01, now renamed Time-Limited Vouchers tied to Services.

No additional statutory exceptions outside of current MTW flexibilities would have provided additional benefit regarding this activity.

Summary Table of Outcomes:

Metric	2010			2011		2012	
	Baseline	Benchmark	Outcome	Benchmark	Outcome	Benchmark	Outcome
Number of PBV units with services	0	50	41	50	56	50	55
Number of exits maintaining housing stability	0	50%	55%	50%	55%	50%	24%

The outcomes for this activity were the same as Activity 2008-01 as this activity was primarily intended to allow participants in that activity stay in-place after the expiration of their time on the program. Allowing the subsidy to “float” to another unit in the project.

2013-05 Health Advocate Training Program

This activity was closed out before it could be fully implemented. Twelve residents were selected for participation and they all completed the initial classes but the on the job training opportunities that were to follow did not happen and the activity was unfortunately forced to end.

Section V. Sources and Uses of Funding

A. Sources and Uses of MTW Funds

Actual Sources and Uses of MTW Funding for the Fiscal Year

VHA has submitted its actual sources and uses information in the prescribed FDS format through the Financial Assessment System-PHA (FASPHA)

Describe the Activities that Used Only MTW Single Fund Flexibility

VHA's primary use of single fund flexibility in 2013 was to fund activities provided by the resident services department. This includes the Rise and Stars Community Center located at Skyline Crest, but providing services to all Public Housing and Section 8 residents; administering the Work Opportunity Program (which includes FSS and ROSS); and Employment Resources which provides job referrals to residents and works in concert with the new minimum income rent reform activity. Single fund flexibility was also used to provide additional funds for the administration of the Section 8 program which experienced a significant funding shortfall under sequestration as well as the low proration of the admin fee. The sequestration, and the subsequent need to use additional funds to support both housing assistance and program administration, also delayed some planned use of the single fund for several recent MTW activities including leveraging funding for new development and the Home-Sharing program.

B. Local Asset Management plan

Local Asset Management Plan

Has the PHA allocated costs within statute during the plan year?

Yes

Has the PHA implemented a local asset management plan (LAMP)?

No

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. It 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?

N/A

C. Commitment of Unspent Funds

Commitment of Unspent Funds

Account	Planned Expenditure	Obligated Funds	Committed Funds
	Toward Development of First Street Apartments	10,000	10,000
	Toward Rehabilitation of Orchard Glen Apartments	10,000	10,000
	Toward Rehabilitation of Pinewood Apartments	10,000	10,000
	Toward Rehabilitation of Homeless Shelters	10,000	10,000
	For 2014 HCV Department Operations	180,000	180,000
Total Obligated or Committed Funds:		220,000	220,000

First Street Apartments is a planned mixed income development of 152 units that will contain 8 PBV units. The \$10,000 committed to this project is significantly less than originally planned. Orchard Glen is an existing tax credit property with a large number of voucher holders that is in need of some major rehabilitation. Pinewood is a market rate property owned by the VHA that contains some voucher holders and also contains some transitional housing operated by a faith based organization. VHA is considering selling all or part of this property and we expect that some rehabilitation prior to the sale will be required. The funds for the shelters are planned for as part of MTW Activity 2013-03. This activity has been delayed due to the unexpected costs under sequestration. VHA is also committing \$180,000 in unspent funds to supplement admin funding for HCV program operations.

Section VI. Administrative

A. HUD Reviews, Audits or Physical Inspection Issues

VHA had no cited deficiencies requiring correction in FY 2013.

B. Agency Directed Evaluations

VHA contracted with a consultant to perform a quality control assessment utilizing SEMAP measures modified for changes made under MTW. The first assessment was completed in July 2013 with the agency receiving the equivalent of a high performer score. A second evaluation is scheduled for 2014. No additional agency directed evaluations other than the annual evaluation of metrics and benchmarks for individual MTW activities are planned for 2014.

C. Certification of Statutory Requirements

The VHA certifies that it has met the three statutory requirements of:

- 1) Assuring that at least 75 percent of the families assisted by the Agency are very low-income families;
- 2) Continuing to assist substantially the same total number of eligible low-income families as would have been served had the amounts not been combined; and
- 3) Maintaining a comparable mix of families (by family size) are served, as would have been provided had the amounts not been used under the demonstration.