

# Charlotte Housing Authority FY 2018 Moving Forward/MTW Annual Plan



**The Charlotte Housing Authority's mission is to develop, operate and provide quality housing in sustainable communities of choice for residents of diverse incomes.**

# CHA Fiscal Year 2018

## Moving Forward

## Annual Plan

rev 3/12/2018

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## I. INTRODUCTION

The Charlotte Housing Authority (CHA) is one of thirty-nine (39) agencies participating in the federal Moving To Work (MTW) Demonstration program which provides public housing authorities flexibility in designing and testing nontraditional policies and programs that better address the issues surrounding low-income housing in their local community. The Authority also has the ability to combine its federal operating subsidies for the public housing and voucher programs together with its annual capital grant into one single fund, the MTW Block Grant. Operating in this deregulated framework has allowed CHA to meet the federal statutory objectives of the program:

- Reduce cost and achieve greater costs 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; and
- Increase housing choices for low-income families.

As a MTW agency, CHA is required to submit an Annual Plan each year indicating the anticipated housing stock, policy and housing activities that will be undertaken in the next fiscal year. MTW is an integral part of the agency's day-to-day operations and assists CHA in achieving its mission to develop, operate and provide quality housing in sustainable communities of choice for residents of diverse incomes. Key MTW activities implemented:

1. Rent Reform (modified rent calculation)
2. Work Requirement coupled with services
3. Case Management and enhanced services
4. Construction of additional affordable units
5. Supportive Housing Partnerships (partnering with supportive housing providers to provide gap financing and housing subsidies)

CHA has branded the local effort, Moving Forward, which reflects a combination of shared intent, forward movement, and the image of affordable housing as a platform for rebuilding lives.

During fiscal year 2016, CHA worked with other MTW agencies to garner support for an agreement extension. In December 2015, the Consolidations Act (the Act) of 2016 was passed by Congress. The Act extends the existing MTW agreements for 10 years; therefore, CHA's agreement expires in 2028.

Through our flexibility, we have implemented activities that positively impact the following:

- The employment rate for able-bodied heads of household and other family members
- The number of family members in training and/or education programs
- The increase in average and median income of families (all sources and earned income) (excluding seniors and disabled families)
- The amount of funds leveraged in the community for production of affordable housing and the provision of supportive services
- The number of children who enter post-secondary education
- The percent increase in the number of CHA students that enter the Charlotte Housing Authority Scholarship Fund (CHASF)
- The number of housing units in mixed-income environments
- The distribution of housing units and housing opportunities for (a) Section 9 and (b) Project-Based Section 8

### **Rental Assistance Demonstration (RAD)**

The Charlotte Housing Authority submitted to the U.S. Department of Housing and Urban Development an application for a portfolio RAD conversion in late 2013, involving 53 developments and approximately 3,400 units. That application was formally approved in 2015. On June 30, 2016, CHA submitted Financing Plans on 48 developments. CHA closed 28 developments with 1,350 units in 2016. As of October 16, 2017 CHA has closed on 19 developments in 2017 with a total of 1,089 units, bringing our RAD portfolio to 3,159 units in operation now. We plan to complete our Portfolio RAD conversion in 2018 with the conversion of the final three developments with 223 subsidized units. One development was withdrawn, as two developments combined into one transaction.

The remaining two developments in the 2013 portfolio conversion application: Hall House and Strawn Cottages are both undergoing revitalization to mixed-income, mixed use developments. The assistance for all units at Hall House was transferred to other developments during their RAD conversions, allowing the entire development to operate on the RAD platform. The assistance for some units at Strawn Cottages was converted to tenant based vouchers, per resident request, as they were relocated in advance of a demolition. The assistance for the remaining units at Strawn Cottages has been or will be

used by the end of 2018 as a Transfer of Assistance during the CHA RAD portfolio conversion used by the end of 2018 as a Transfer of Assistance during the CHA RAD portfolio conversion. The RAD portfolio conversion is a non-MTW activity.

### **Short-Term and Long-Term MTW Goals and Objectives**

The short-term vision is to provide opportunities for every able-bodied resident and housing choice voucher participant to work. An increase in the number of families transitioning to self-reliance will reduce the number of households needing housing assistance, and reduce the number of individuals that return to the waiting lists. These positive move-outs, along with producing additional affordable housing units, will address the growing number of households presently in Charlotte and relocating to the area that cannot afford market rate housing.

The long-term vision is to create mixed-income developments that can benefit the residents, the agency and the Charlotte community, as well as provide resources to youth that will break the cycle of intergenerational poverty. CHA will be more entrepreneurial and expand its reach through its development and property management affiliates.

The following are the corporate goals:

GOAL #1 - Create financially sustainable, aesthetically pleasing mixed-income and mixed-use communities of choice.

GOAL #2 - Become Charlotte's premier affordable housing Real Estate Developer and Property Management organization by providing exceptional customer service

GOAL #3 - Maintain and increase revenue by pursuing entrepreneurial activities and grant funding while adhering to the agency's annual budget

GOAL #4 - Increase access to services that promote economic independence for residents, thereby increasing their income and quality of life.

GOAL #5 - Seek efficient outcome-driven partnerships that further the mission of CHA and its affiliates.

## II. GENERAL HOUSING ACTIVITY OPERATING INFORMATION

The information contained in this section is per a HUD mandated template. It contains information on housing options for the Charlotte Housing Authority's Public Housing and Housing Choice Voucher (also known as Section 8) Programs. During Fiscal Year 2017, approximately 99% of CHA's Public Housing portfolio will have converted to the RAD PBV platform.

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

Attachment B

### (II) General Housing Authority Operating Information

#### Annual MTW Plan

#### II.1.Plan.HousingStock

#### A. MTW Plan: Housing Stock Information

#### Planned New Public Housing Units to be Added During the Fiscal Year

AMP Name and Number	Bedroom Size							Total Units	Population Type *	# of UFAS Units	
	0	1	2	3	4	5	6+			Fully Accessible	Adaptable
None	0	0	0	0	0	0	0	0		0	0
Total Public Housing Units to be Added								0			

\* Select Population Type from: Elderly, Disabled, General, Elderly/Disabled, Other

If Other, please describe: None

Planned Public Housing Units to be Removed During the Fiscal Year		
PIC Dev. # / AMP and PIC Dev. Name	Number of Units to be Removed	Explanation for Removal
NC003000012 Dillehay	136	RAD Conversion
NC003000030 Rivermere	20	RAD Conversion
NC003000066 Residence @ Renaissance II	52	RAD Conversion
NC003000067 Belvedere I	15	RAD Conversion
NC003000065 Residence @ Renaissance I	23	Pending PIC removal, Received Transfer of Assistance units for RAD Conversion
NC003000060 Strawn Cottages	85	Pending PIC removal, Transfer of Assistance units for RAD Conversion
NC003000003 Southside Homes	2	Pending PIC removal, Transfer of Assistance units for RAD Conversion
<b>Total Number of Units to be Removed</b>	<b>333</b>	



### New Housing Choice Vouchers to be Project-Based During the Fiscal Year

Property Name	Anticipated Number of New Vouchers to be Project-Based *	Description of Project
Dillehay	136	RAD conversion to PBV
Rivermere	20	RAD conversion to PBV
Residence II	67	RAD conversion to PBV
<b>Anticipated Total New Vouchers to be Project-Based</b>	<b>223</b>	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
		<div>3611</div> <div>3611</div>

\*New refers to tenant-based vouchers that are being project-based for the first time. The count should only include agreements in which a HAP agreement will be in place by the end of the year.

### Other Changes to the Housing Stock Anticipated During the Fiscal Year

None
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Examples of the types of other changes can include but are not limited to units that are held off-line due to the relocation of residents, units that are off-line due to substantial rehabilitation and potential plans for acquiring units.

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

N/A. There are no planned capital expenditures due to our RAD Conversion. However, the following general improvements are scheduled to be made. Specifically, AUTUMN PLACE: \$980,775.00, replace metal fencing, exterior painting, replace cooling tower, replace kitchen cabinets, countertops, sinks ranges, bath vanities, tub surrounds; CEDAR KNOLL: \$108,695.00, common area water heater and upgrade security cameras; CHARLOTTETOWN: \$378,279.00, exterior building lights, firestops, upgrade security cameras; CLAREMONT: \$140,162.00, fire stops, office conversion, ADA compliance upgrades; DILLEHAY: \$356,434.00 interior/exterior renovations; EDWIN TOWERS: \$322,518.00, refurbish elevators, ADA compliance upgrades, security cameras, fire stops, smoke shelter; FAIRMARKET: \$458,509.00, interior/exterior renovations, security cameras; GLADEDALE: \$64,271.00, upgrade security cameras; GLEN COVE: \$1,165,358.00 interior/exterior renovations, security cameras; HAMPTON CREST: \$452,035.00, security renovations, security cameras; LEAFCREST: \$164,803.00, ADA compliance upgrades, window upgrades, security camera upgrades; MALLARD RIDGE: \$97,036.00, replace common area heating, upgrade security cameras; MCALPINE: \$389,776.00, interior renovations, security cameras; MCMULLEN: \$35,954.00, security cameras; MEADOW OAKS: \$91,603.00, seal breazeway wood, upgrade security cameras; PARKTOWNE: \$23,000.00, upgrade security cameras; ROBINSDALE: \$82,124.00, upgrade security cameras; SAVANNA WOODS: \$82,124.00, upgrade security cameras; SENECA: \$499,704.00, flooring renovations, upgrade security cameras; SOUTHSIDE: \$714,956.00, final phase of electrical upgrades and appliance replacements, replace dumpster enclosures, replace bath vanities, upgrade security cameras; STRAWN: \$31,500.00, upgrade security cameras; SUNRIDGE: \$118,306.00, interior renovations, upgrade security cameras; TARLTON HILLS: \$849,150.00, interior/exterior renovations, upgrade security cameras; VICTORIA SQUARE: \$113,605.00, maintenance repairs, upgrade security cameras; WALLACE WOODS: \$90,029.00, office conversion, seal breazeway, replace fencing, replace shower heads, upgrade security cameras; WOODLAWN: \$1,417,737.00 renovations, security cameras.

## II.2.Plan.Leasing

### B. MTW Plan: Leasing Information

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

MTW Households to be Served Through:	Planned Number of Households to be Served*	Planned Number of Unit Months Occupied/ Leased***
Federal MTW Public Housing Units to be Leased	0	0
Federal MTW Voucher (HCV) Units to be Utilized	4237	50,844
Number of Units to be Occupied/Leased through Local, Non-Traditional, MTW Funded, Property-Based Assistance Programs **	994	11,928
Number of Units to be Occupied/Leased through Local, Non-Traditional, MTW Funded, Tenant-Based Assistance Programs **	145	1,740
<b>Total Households Projected to be Served</b>	<b>5376</b>	<b>64512</b>

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

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

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

**Reporting Compliance with Statutory MTW Requirements**

If the PHA has been out of compliance with any of the required statutory MTW requirements listed in Section II(C) of the Standard MTW Agreement, the PHA will provide a narrative discussion and a plan as to how it will return to compliance. If the PHA is currently in compliance, no discussion or reporting is necessary.

N/A

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

**Housing Program**

**Description of Anticipated Leasing Issues and Possible Solutions**

HVC

CHA operates a local subsidy program with Charlotte Family Housing (CFH). They are allocated subsidies for 50 families; however, have not utilized the full allocation. CFH is challenged with finding households that met their qualifications. CHA will continue monitoring the allocation and make adjustments accordingly.

**II.3.Plan.WaitList**

**C. MTW Plan: Wait List Information**

**Wait List Information Projected for the Beginning of the Fiscal Year**

Housing Program(s) *	Wait List Type**	Number of Households on Wait List	Wait List Open, Partially Open or Closed***	Are There Plans to Open the Wait List During the Fiscal Year
Federal MTW Housing Choice Voucher Program	Central	13751	Closed	No
Federal MTW Public Housing	Site-Based	308	Open	Yes
PBV & RAD PBV Units	Site-Based	6,872	Partially Open	Yes

Rows for additional waiting lists may be added, if needed.

\* *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 public housing program will open portion of all of the waiting lists in their communities. The number of applications received is monitored so that the list can be closed once the list is sufficient for approximately 18 months turnover.

If Local, Non-Traditional Housing Program, please describe:

N/A

If Other Wait List Type, please describe:

Under the RAD soncesion the Public housing site-based wiat lists were converted to Project Based wait lists.

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.

N/A

### III. PROPOSED MTW ACTIVITIES: HUD Approval Requested

#### 2018-1 Self-Certification of Re-inspection for HQS Initials

A. Describe each proposed MTW activity

CHA proposes that when an initial inspection fails, and there are 10 or less different types of non-life threatening deficiencies, a self-certification would be accepted in lieu of a re-inspection. Photos and invoices will be required and must be submitted within 30 days of the failed report. A self-certification of completion executed by the participant and the housing provider will also be required prior to executing a Housing Assistance Payment (HAP) contract.

B. Describe how each proposed activity will achieve one or more of the three statutory objectives.

The proposed activity will meet the statutory objective to “reduce cost and achieve greater cost effectiveness in federal expenditures” because it will decrease staff time involved with multiple re-inspections.

C. Identify and discuss the anticipated impact of each proposed MTW activity on the stated objectives(s).

The proposed MTW activity is anticipated to impact the CHA HCV program by removing the regulatory requirement and house families faster.

D. Provide the anticipated schedules for achieving the stated objective(s).

CHA expects to introduce the new activity to prospective housing providers in January 2018.

E. Unit of measurement	F. Baseline	G. Benchmark	H. Outcome
<b>CE #1 Agency Cost Savings</b>			
Decrease total cost of task (staff time)	30 min x 744 units = 372	30 min x 596 units = 298	To be reported on in FY 2018 Annual Report
<b>CE #2 Staff Time Savings</b>			
Decrease total cost in staff time	372 hours x \$21.09/hour = \$7,845	298 hours x \$21.09/hour = \$6,285	To be reported on in FY 2018 Annual Report
<b>CE #3 Decrease in Error Rate of Task Execution</b>			
Average error rate in completing a task	Initial fail rate of 46%	Reduce initial fail rate to 10% based on QC inspections	To be reported on in FY 2018 Annual Report

I. Give the data source form which metric data will be compiled.

Data will be collected and compiled using CHA's Yardi software system to track the number of providers that use the self-certification in lieu of initial re-inspection.

- J. Cite the authorization(s) detailed in Attachment C or D of the Standard MTW Agreement that gives the PHA the flexibility to conduct the activity.  
Attachment C, D. 5 Authorizations Related to Section 8 Housing Choice Vouchers Only. Ability to Certify Housing Quality Standards. The agency is authorized to certify that housing assisted under MTW will meet housing quality standards established or approved by HUD. The certification form will be approved or provided by HUD. This authorization waives certain provisions of Section 8 (o) (8) of the 1937 Act and 24 CFR 982 Subpart 1 as necessary to implement the agency's annual MTW plan.
- K. Explain why the cited authorization from Attachment C or D is needed to engage in this activity.  
CHA needs the authorization in order to remove the requirement to conduct re-inspection of initials with 10 or less non-life threatening items.
- L. Additional Information for Rent Reform Activities  
This is not a rent reform activity.

**2018-2-Modified Terms of Over-subsidy (Re-proposed 2017-1)**

A. Describe each proposed MTW activity

We are re-proposing this activity. The following is what was approved based on the original proposal: The definition of over-subsidy will be modified in the tenant based and traditional project based voucher programs. Under this activity, Housing Assistance Payment contract terminations will occur if the CHA is paying \$75.00 or less, or what is equivalent to CHA's minimum rent in monthly housing assistance payments for 180 consecutive calendar days. In a project based community, the participant will remain in the unit and the unit will stay under contract without subsidy. Should an unassisted unit become available, the housing provider may request an amendment to their HAP contract to exchange (units).

The following is what we are adding to the original proposal: In RAD PBV communities where the RAD HAP contract rents are set below CHA's payment standard, the 180-day over-subsidy requirement will not apply until the family has reached 80% AMI for their family size.. The participant will be allowed to remain in the unit and the unit will stay under the HAP contract until 180 days after the family's adjusted income reaches 80% AMI. . Tenants who were in place at the time of a RAD conversion are exempt from over subsidy regulations.

- B. Describe how each proposed activity will achieve one or more of the three statutory objectives.  
This activity will increase housing opportunities for low to extremely low-income

families to be housed by decreasing the average wait time for applicants. It also opens up opportunities for households to move into private market rentals that are not leasing to HCV at same rental rate.

- C. Identify and discuss the anticipated impact of each proposed MTW activity on the stated objectives(s).

The anticipated impact of this MTW activity will provide applicants the opportunity for housing assistance who may not otherwise be able to afford housing. Additionally, housing providers have stated they would prefer to lease up to households directly without HCV assistance when the HCV subsidy is so low because it is a lot of work for a small investment.

- D. Provide the anticipated schedules for achieving the stated objective(s).

CHA proposes to implement this activity in February 2018.

E. Metric	F. Baseline	G. Benchmark	H. Final Projected Outcome
HC#3: Decrease in Wait List Time			
Average applicant time on wait list in months (decrease)	870 months	624 months	To be reported on in the FY2018 Annual Report

- I. Give the data source from which metric data will be compiled.

Data will be compiled from a tracking over-subsidy end of participations and new admissions report.

- J. Cite the authorization(s) detailed in Attachment C or D of the Standard MTW Agreement that gives the PHA the flexibility to conduct the activity.

CHA is authorized to undertake this activity through Attachment D.3a Authorizations Related to Section 8 Housing Choice Vouchers-Eligibility of Participants. The Agency is authorized to determine income qualifications for participation in the rental assistance program that differ from the currently mandated program requirements in the 1937 Act and its implementing regulations, as long as the requirements that i) at least 75 percent of those assisted under the demonstration are “very low-income” as defined in section 3(b)(2) of the 1937 Act, ii) substantially the same number of low-income persons are assisted under the demonstration as would be without the MTW authorizations contained herein, and iii) a comparable mix of families are assisted under the Agreement as would have been otherwise in Section I.C. of the MTW Agreement are met. This authorization waives certain provisions of Sections 16(b) and 8(o)(4) of the 1937 Act and 24 C.F.R.

5.603, 5.609, 5.611, 5.628, and 982.201 as necessary to implement the Agency's Annual MTW Plan.

- K. Explain why the cited authorization from Attachment C or D is needed to engage in this activity.

CHA needs the authorization because CHA is changing the definition of over-subsidy from Zero HAP to \$75.00 or less.

- L. Additional Information for Rent Reform Activities  
This is not a rent reform activity.

#### **IV. APPROVED MTW ACTIVITIES: HUD Approval Previously Granted**

##### **Implemented Activities**

The following programs are activities that CHA has implemented. Each activity contains a descriptive context of the program that is numbered underneath each activity. The purpose is to give general background information on the specific activity which is being referenced.

**2017-1 Modified Terms of Over-subsidy (This activity is being re-proposed as Activity 2018-2. Details can be found in Section III).**

##### **2017-2 Imputed Earned Income**

1. List Approved activity that is utilizing MTW flexibility and specify plan year of implementation

CHA received approval to implement Imputed Earned Income in the FY 2017 Annual Plan.

2. Description of Activity and update on its status.

In both the traditional voucher and Project-Based Section 8 (excludes PBV's with FSS components, CHA will not process interims three months prior to a recertification, three months after a recertification or within three months after a lease up, when there is a loss of income (except in cases of unintentional employment termination) for work-abled households. Hardship Cases will be referred to the CHA Hardship Committee and evaluated using the Hardship Policy established by the agency which is an appendix to this Plan.

This activity will reduce cost and achieve greater cost effectiveness in federal expenditures and create incentives for families to work or prepare for work.

CHA currently does not process interims of increased income unless the household is a minimum rent household, being recertified or transferring. This activity will



decrease the number of interims staff completes for income changes on non-minimum renters while closing the loophole in which participants can strategically reduce income in order to receive a lower rent.

#### Additional Information for Rent Reform Activities

- Impact Analysis –
  - Description of activity – CHA proposes to make the effective date of decreased earned income interims 3 months after lease up or a recertification effective date due to incidents of intentional employment terminations after receiving tenant portions of rent.
  - Tracking and documenting the implementation of the activity – CHA will track the activity by comparing interims for decreased income with the number of households with earned income annually, as well as average TTP.
  - Identifying the intended and possible unintended impacts (including changes to the amount of rent residents pay) of the rent reform activity; and On July 1, 2016, for the 5,052 households leased up, the average TTP was \$259 and average HAP was \$621. The number of households with earned income was 1,807 and the average earned income was \$16,060. CHA extracted earned income households only and the average TTP was \$398 and average HAP was \$567. On October 1, 2016, there were 5,176 households and 1,992 of those had earned income. The average TTP was \$273 and average HAP was \$615 and the average earned income was \$16,469 with average TTP of \$412 and HAP of \$564 for these households. The impact upon the HAP would be positive (decrease) if CHA could incentivize families to continue employment and allow CHA to serve more households and increased percent of Fair Market Rents. During effective dates of August 1, September 1, October 1, and November 1, 2016 there were a total of 855 interims completed. There were 210 lease ups and The interim report does not identify whether they were increased or decreased or Household Composition changes, however, a decrease in the interims for income for earned income households is expected.
  - Measuring the impacts of the rent reform activity for the Annual Report. CHA will provide the household data for those with earned income at lease ups and 860 re-certifications and cross reference the household income 3 months later to see the impact on the HAP, TTP and total earned income households.
- Hardship Case Criteria – Hardship Cases will be referred to the CHA Hardship Committee and evaluated using the Hardship Policy established by the agency which is an appendix to this Plan.
- Description of Annual Reevaluation of Rent Reform Activity – CHA will review the hardship cases or informal reviews annually to determine if a modification to the activity is warranted.
- Transition Period-Participants will have an opportunity to provide feedback through the Public Hearing process. If approved, a mailing to each household describing the activity will serve as a 60-day notice. An article will be published

in the participant newsletter following approval. Signage will be posted in the lobby, as well as the interview rooms. Information will also be published on requesting an exception

3. Indicate if the PHA anticipates any non-significant changes or modifications to the activity.

CHA does not have any modifications to report at this time. The activity implementation was delayed to first quarter 2018.

4. Indicate if the PHA anticipates any changes or modifications to metrics, baselines, or benchmarks during the Plan year.

CHA does not have any modifications to report at this time.

### **2017-3 Exception Payment Standards**

1. List Approved activity that is utilizing MTW flexibility and specify plan year of implementation

CHA received approval to implement Exception Payment Standards in the FY2017 Annual Plan. The activity was implemented in the first quarter of the FY 2017.

2. Description of Activity and update on its status.

The CHA acknowledges that the climb out of poverty for families in Charlotte was recorded as last place in 50 of the United States largest cities (*according to the Harvard University and California-Berkeley study on upward mobility*). In an effort to assist families in deconcentrating poverty through upward mobility, CHA is in the planning stages of creating a Choice Mobility program. CHA will be working to place families in opportunity area neighborhoods.

Neighborhoods chosen will meet criteria such as, but not limited to, areas with low poverty, low crime rate, access to better services including schools, health facilities and job opportunities. The CHA is seeking the authority to increase payment standards in excess of 120 percent of the FMR but not in excess of the lower of comparable market rents or 150 percent of HUD's published FMR.

This activity will provide participants the opportunity to relocate from high poverty areas to opportunity and low poverty areas.

CHA anticipates that the impact will increase housing options and expand opportunities for housing choice voucher participants.

CHA will chose zip codes and census tracts utilizing research data from institutions including but not limited to North Carolina Universities, city data from Mecklenburg County and US Census Bureau to identify these areas. We will be utilizing third party software to obtain comparable market rents on selected areas.

Based on CHA's current portfolio, zip codes that currently have low-poverty and low de-concentration that have been identified include:

Zip codes			
28031	28036	28105	28209
28226	28270	28277	

3. Indicate if the PHA anticipates any non-significant changes or modifications to the activity.

CHA does not have any modifications to report at this time.

4. Indicate if the PHA anticipates any changes or modifications to metrics, baselines, or benchmarks during the Plan year.

CHA does not have any modifications to report at this time.

### **2016-1 Homeownership Activity**

1. List Approved activity that is utilizing MTW flexibility and specify plan year of implementation.

CHA received approval to implement a Homeownership Program in the FY 2016 Annual Plan for qualifying Housing Choice Voucher participants and RAD-PBV participants may be eligible to participate if they meet HUD's definition of first-time homebuyers and have either earned income, Social Security (SS), or Supplemental Security income (SSI).

2. Description of Activity and update on its status.

General requirements for program participation include, but are not limited to the following:

- Must be a Housing Choice Voucher program participant, tenant based or RAD PBV
- Participating households must demonstrate a minimum 24 months of stable employment history or stable receipt of acceptable fixed income for elderly/disabled
- Must possess a minimum annual income of \$14,500 for families reporting earned income
- A minimum annual income of \$8,750 for elderly or disabled designated households

All households must attend a mandatory Open House and participate and successfully complete a CHA approved HUD- certified Homeownership Education and Counseling program. The program will provide workshops and individualized tailored counseling plans on budgeting, credit, the home buying process, roles and responsibilities of the lender and realtor. The Homebuyer Education Provider will assess participants for mortgage readiness through review of their tri-merge credit scores, debt ratio, employment history, reserves,

and other financial concerns that directly impact the participant's ability to become mortgage ready. There is an 8-hour workshop provided to each participant once they become mortgage ready. This workshop is recognized by down payment assistance programs. However, the number of hours of counseling needed for each individual is directly correlated to their mortgage readiness status.

Upon closing, a household will continue to be counseled and monitored through the Client Services Department for a period not to exceed three years. Monitoring by Client Services shall serve as an additional foreclosure prevention measure through financial literacy training and yearly refresher training. The families will also receive Post Homeownership Education and Counseling follow-up services up to 12 months. Each family will construct a new budget reflective of their current status. Additionally, they will participate in workshops about repair and prevention, warranties, roles and responsibilities of the homeowner, community involvement and being a good neighbor.

Under CHA's Homeownership Program, a participant's income is supplemented by a monthly subsidy provided by CHA that is equal to a participant's calculated Housing Assistance Payment (HAP). A re-calculation will be done when the participant is determined mortgage ready by the Homebuyer Education Provider to determine the new HAP. This subsidy combined with a participant's income shall serve as the base for mortgage lender approval. HAP subsidies will be set and may not be adjusted by a household's loss of income. Accordingly, households which may experience an increase in income will not incur an adjustment in their HAP subsidy; therefore, incentivizing family's to increase their household incomes during the fifteen-year HAP assistance period.

CHA chooses to use the set HAP because our banking partners qualified participants based on the participant's income along with the CHA HAP amount. Therefore, since the family qualified based on that income, CHA will keep the HAP the same. HAP payments will be paid directly to approved lenders for a period of fifteen years (or 30 years for elderly and disabled) at which point a participant would assume the entire mortgage obligation. Households are responsible for attaining their own financing from a CHA approved lender and will be assisted in identifying both lenders and best financing alternatives through Homeownership Counseling. All mortgages must escrow property taxes and insurance. Participants must be able to provide a 3% down payment. However, down payment assistance programs, such as the City of Charlotte's House Charlotte Program can be used to meet this requirement. It should also be noted that CHA does not contribute any financial assistance for the homebuyer process other than the monthly Housing Assistance Payment.

The acquired home must serve as a household's sole residence and they are not allowed to rent their property during the HAP subsidy period. Subleasing of the property is a program violation which is cause for termination of HAP subsidy.

Homeowner participant households will not be required to participate in annual or interim reexaminations during the program's duration; however, a criminal background check will be conducted biennially on all household members 16 years of age and older and reporting changes as mandated by HUD for the Housing Choice Voucher Program are still in effect. CHA will conduct an initial HQS or UPCS inspection on the home during the contract due diligence period. In addition, the homebuyer will be responsible for contracting with a certified home inspector during the due diligence period.

Homebuyers are still bound to certain HUD mandated program rules and are subject to termination from the program and HAP subsidy for any program violations listed within the Statement of Family Obligations Appendix P form that will be part of the formal and binding agreement made between participant and the CHA at closing. In the event of termination from the program/HAP subsidy, a household will be immediately responsible for assuming the entire mortgage commitment.

Homeowner participant households can qualify for a hardship expense and HAP adjustment based on extraordinary maintenance expenses, not covered by any insurance or warranties..

This program is being carried out using MTW flexibilities, which are conditioned upon an agreement with HUD. If the CHA's MTW status expires, CHA's homeownership program would revert to HUD's traditional HCV Homeownership Program and operate within the statute of the HUD HCV Program.

3. Indicate if the PHA anticipates any non-significant changes or modifications to the activity.  
CHA does not have any modifications to report at this time.
4. Indicate if the PHA anticipates any changes or modifications to metrics, baselines, or benchmarks during the Plan year.  
CHA does not have any modifications to report at this time.

### **2016-3 Rent Reform and Work Requirement Revision of 2010-1**

1. List Approved activity that is utilizing MTW flexibility and specify plan year of implementation.

CHA received approval to implement a revision of the Rent Reform and Work Requirement in the FY 2016 Annual Plan. The program was implemented in the first quarter of FY 2016.

2. Description of Activity and update on its status.

CHA received approval to implement Rent Reform and a Work Requirement in the FY2010 annual plan. The activity was implemented in FY2011. While elderly and disabled are not required to participate in the work requirement, they are mandated to participate in rent reform. Rent simplification applies to both CHA Public Housing, Housing Choice Voucher and RAD PBV. *Per approval of the revision in the FY 2016 Annual Plan, the work requirement for families that port into Mecklenburg County applies when the work requirement is implemented for the HCV program. CHA will expand the work requirement to the HCV program in 2018.*

The rent calculation is an income-based, stepped rent. The income bands are a \$2,500 range with the stepped rent being 30% of the range low end annual adjusted income will be used to establish the income band. A ceiling rent was established at CHA Fair Market Rents (public housing only) by bedroom size and is reviewed/updated annually every fall.

In FY11, the Rent Reform and Work Requirement initiatives were split. Rent Reform began for all conventional public housing and Housing Choice Voucher participants on December 1, 2010. Participants are still granted interim rent reexaminations between annual reexaminations provided they have met the established criteria. If there is a decrease in the family's income or an increase in medical expense or childcare expense which is expected to last longer than thirty days (and will change their flat deduction eligibility), the participant may request that an interim reexamination be performed. Participants must still report changes in family size.

Income earned by seasonal employment will be annualized if the employee has maintained employment for more than 60 days. Employees of temporary agencies will be annualized after an initial 30 days of assignments.

Income from assets with a combined value of less than \$5,000 will be excluded. The biennial/triennial recertification will include self-certification for households with combined assets at or below \$5,000, or third party verification for assets over \$5,000. Traditional medical and childcare deductions are eliminated. Participants need only verify enough non-reimbursable expenses to meet the requested

deduction level listed below.

<b>Medical Expenses</b>	<b>Medical Deductio</b>	<b>Childcare Expense</b>	<b>Childcare Deduction</b>
\$0 - \$2,499	\$0	\$0 - \$2,499	\$0
\$2,500 - \$4,999	\$2,500	\$2,500 - \$4,999	\$2,500
\$5,000 - \$7,499	\$5,000	\$5000 - \$7,499	\$5,000
\$7,500+	\$7,500	\$7,500+	\$7,500

## **Work Requirement**

2. (cont.) Description of Activity and update on its status.

CHA introduced a work requirement where the Head of Household will be expected to work full-time in the final phase (however, the requirement can be fulfilled by any adult in the household or a combination of the adults in the household). Full-time work is defined as employment for 30 hours or more per week.

The work requirement launched at our Moving Forward sites with supportive services during FY2015, where all non-working residents (except the elderly and persons with disabilities) underwent an assessment to determine the extent of any barriers to work. Participants who were prepared for work were urged to look for work. As we expand the program to additional properties and to the housing choice voucher program, participants who are not prepared will be connected to other work participation activities to help them prepare for work, including life skills education, volunteering, and short-term vocational training.

During the first introductory phase of the program, no participants were sanctioned for failure to comply with the policy. This gave participants time to address barriers to work and better understand the policy.

After the introductory phase, Households were expected to exhibit a good-faith effort to find work for a minimum of 20 hours a week and/or participate in other work participation activities.

Participants who fail to comply with the terms of the Work Requirement Policy may be sanctioned. The sanctions will increase in magnitude the longer a participant is in non-compliance, and shall be applied in phases as follows:

Improvement Period: Participants will have a three (3) month warning period to cure non-compliance, if not cured within three (3) months, Probationary sanctions will be applied. Participants may be granted extensions to the implement period if in compliance with their established improvement plan.

Probationary Period: Participants will lose a portion of their rental assistance for up to three (3) months. If they fail to correct the non-compliance within three (3) months, non-compliance sanctions will be applied.

Non-Compliance Period: Participant will lose 100% of their rental assistance for six (6) months and will be required to pay the established contract rent. Participant still has the option to cure the non-compliance during the 6-month period while they are paying market rent. If the Participant fails to cure the non-compliance by the end of the 6-month period, they will continue to pay contract rent and move to Termination.



**Termination:** Termination will begin and the Participant's incentive account, if any, is forfeited due to non-compliance. For Housing Choice Voucher participants this means they will lose their voucher eligibility permanently, but may be able to remain unassisted in their current unit.

\* the average escrow balance includes households in the traditional FSS program and the Rent Reform Incentive accounts. The baseline for Section 9 subsidy includes properties that are now owned by Horizon

CHA has obtained a waiver and does not offer a flat rent under its MTW Rent Reform Initiative; instead a ceiling rent is used. For a full description of the Rent Reform Initiative see t Work Requirement, Rent Reform Overview and examples of alternative rent schedules included in the Appendices.

3. Indicate if the PHA anticipates any non-significant changes or modifications to the activity.

CHA does not have any modifications to report at this time.

4. Indicate if the PHA anticipates any changes or modifications to metrics, baselines, or benchmarks during the Plan year.

CHA does not have any modifications to report at this time.

#### **2016-4 Implement a Single Platform for Inspections**

1. List Approved activity that is utilizing MTW flexibility and specify plan year of implementation.

CHA received approval to standardize the inspection protocol for all programs during the FY2016 plan year. Utilization of UPCS inspection criteria for CHA's tenant based voucher program has not been implemented. Implementation is expected to begin in either late 2016 or 2017.

2. Description of Activity and update on its status.

CHA may use the Uniform Physical Condition Standard (UPCS) as the model for inspection in lieu of Housing Quality Standards (HQS) and exclude the UPCS inspection criteria that impacts the building systems, site common areas, such as playgrounds, pools, laundry mats, and other amenities. In addition, CHA received approval to allow the agency's certified/trained UPCS inspector or HCV certified designees as described in the HCV Administrative Plan to conduct inspection of the units that the agency and/or their subsidiaries has an ownership interest in.

3. Indicate if the PHA anticipates any non-significant changes or modifications to the activity.

CHA does not have any modifications to report at this time.

4. Indicate if the PHA anticipates any changes or modifications to metrics, baselines, or

benchmarks during the Plan year.

CHA does not have any modifications to report at this time.

### **2016-5 Controlled Program Moves**

1. List Approved activity that is utilizing MTW flexibility and specify plan year of implementation.

CHA received approval to control program moves in the Housing Choice Voucher tenant-based program during the FY2016 plan year. The initiative was implemented during the first quarter of FY 2016.

2. Description of Activity and update on its status.

CHA will approve elective move transfers only if the participant has lived in the current unit for a minimum of eighteen (18) consecutive months unless the situation involves a mandatory or permissible move.

#### **Mandatory:**

- Abatement
- Breach of contract by owner
- Transfer of ownership where new owner is not participating in the HCV program
- Notice of Pending Foreclosure
- Under Housed
- Natural disasters that make the unit uninhabitable
- Decrease in the payment standard

#### **Permissible:**

- Domestic Violence
- Reasonable Accommodations
- Health or safety of a family member (e.g. lead-based paint hazards, domestic violence, and witness protection programs), or to address an emergency situation over which a family has no control.
- Educational opportunities
- Employment opportunities

The CHA will also deny a participant permission to make an elective move if the family is currently in a repayment agreement until they are paid in full will be denied if pending termination. This policy applies to moves within the PHA's jurisdiction or outside it under portability.

Third party documentation will be required for all requests inside of the 18- month period. Documentation examples include a job offer, school letter, police report, bank notices, or any documentation that verifies the legitimacy of the reason for the request

to move inside of the 18-month period. Owner agreement to terminate may be applicable in some situations. This activity will apply to all tenant based voucher holders and port-ins.

CHA implemented the 18-month elective move/transfer in March 2016.

3. Indicate if the PHA anticipates any non-significant changes or modifications to the activity.

CHA does not have any modifications to report at this time.

4. Indicate if the PHA anticipates any changes or modifications to metrics, baselines, or benchmarks during the Plan year.

CHA does not have any modifications to report at this time.

#### **2016-6 Modified Definition of Elderly**

1. List Approved activity that is utilizing MTW flexibility and specify plan year of implementation.

CHA received approval of modify the definition of elderly from 62 or older to 55 or older during FY2016 plan year. The initiative was implemented with RAD in the first quarter of FY 2016.

2. Description of Activity and update on its status.

The definition of elderly families for eligibility in both the Public Housing and Project Based Voucher Programs has been modified from head or co-head spouse age 62 or older to head or co-head or spouse age 55 or older. This activity enables CHA to expand housing choice for near elderly households.

3. Indicate if the PHA anticipates any non-significant changes or modifications to the activity.

CHA does not have any modifications to report at this time.

4. Indicate if the PHA anticipates any changes or modifications to metrics, baselines, or benchmarks during the Plan year.

CHA does not have any modifications to report at this time.

#### **2015-1 Streamline Project-Based Vouchers (PBV) and Public Housing Regulations (ONLY APPLICABLE TO DEVELOPMENTS WITH PBV, PH and RAD-PBV AT THE SAME DEVELOPMENT)**

Recommend to close out initiative. CHA will longer have properties with PBV and PH in the same development after RAD. CHA already has MTW approval to utilize UPCS inspections protocol in lieu of HQS under the Implement a Single Platform for Inspections. Additionally, CHA has MTW approval for site based administration of the PBV Program under the Community Based Rental Assistance Program.

- 1) CHA received approval on June 24, 2014 in the FY2015 Annual Plan (April 1, 2014 – March 31, 2015) to streamline regulations of Project-Based Voucher (PBV) and Public Housing (PH) units in developments that house both. The agency implemented the activity in FY2015 after approval was received.
- 2) CHA modified its Project-Based voucher (PBV) and Public Housing policies to blend the programs and simplify administration when units reside in the same development/building. The activity was proposed due to property managers and residents finding the programs complex to administer within the same property. The management continues to keep separate waiting lists, however they are permitted to use the same tenant selection plan, grievance policy, Uniform Physical Condition Standards (UPCS- which is typically associated with public housing programs or Housing Quality Standards (HQS- which is typically associated with Housing Choice Voucher programs) inspections, and terminations procedures for both programs. UPCS does not require initial inspections as HQS inspections do. However, based on CHA's MTW Agreement, the PBV units maintains initial inspections (which with HCV approval can utilize certified on-site maintenance supervisors to perform the move-in inspection using utilizing UPCS protocol; UPCS worksheets or software will be utilized. A standardized system of inspections such as UPCS ensures decent, safe and sanitary housing and minimizes the risk of substandard housing. Additionally, simplifying inspections to single inspections decreases errors in inspections which have to comply with multiple inspection standards. The PBV, RAD-PBV and PH units are both monitored for quality control by regular Asset Manager Visits, annual and biennial UPCS inspections or HQS inspections.

The management of each development creates policies eligibility, grievance, inspection, and terminations which would be approved by CHA's Administrative staff. CHA will charge a fee if the third party management uses CHA grievance panel. Third party management firms may also be responsible for costs associated with additional property inspections.

As part of its Streamline Project-Based Vouchers and Public Housing Regulations initiative, CHA will review the feasibility of converting existing public housing sites to project-based vouchers or contracts under the Rental Assistance Demonstration (RAD) program, subject to a determination that RAD conversion would: a) support the revitalization and long term preservation of selected RAD sites; b) be financially feasible; and c) provide adequate protections for current and future tenants. CHA may utilize MTW flexibility and MTW Block Grant Funding in its RAD transactions subject to HUD approval. To the extent approvable by HUD on an individual transaction basis, CHA may consider RAD conversion for its public housing portfolio based on an analysis of capital needs and financial feasibility. Once converted, references are made to PH units in this document will be changed to RAD-PBV.

### **2015-2 Biennial Inspection of Housing Choice Voucher Units:**

1. CHA received approval June 24, 2014 in the FY2015 Annual Plan (April 1, 2014 – March 31, 2015) to conduct biennial inspections on Housing Choice Voucher units.
2. CHA began the first biennial inspections in November 2015 for all properties and units. CHA did not implement the High Performing Unit designation process as outlined. All units were placed on a biennial scheduled through a phased.
3. This activity was listed in the closed-out section; however, it being moved back to the implemented activities.
4. CHA does not anticipate any changes or modifications to metrics, baselines, or benchmarks.

### **2009– 2 Agency Wide Biennial Reexaminations**

1. CHA was approved in FY 2009 to conduct biennial reexaminations for elderly/disabled (implemented FY 2011 and approved to expand the activity in FY 2013 to the entire portfolio, and was implemented in FY 2014.
2. CHA implemented a biennial schedule in all CHA managed communities and all Housing Choice Voucher (HCV), including Veterans Affairs Supportive Housing (VASH), households regardless of sources of income or type of family. Families will not be required to report an increase in income including new employment, unless they are minimum renters and the family's rent will change as a result of the increase. Families may request an interim if there are changes to the family composition or there is a loss of income.

#### **3. Indicate if the PHA anticipates any non-significant changes or modifications to the activity.**

CHA does not have any modifications to report at this time.

4. CHA does not anticipate any changes or modifications to metrics, baselines, or benchmarks.

### **2009– 3 Community Based Rental Assistance**

1. List Approved activity that is utilizing MTW flexibility and specify plan year of implementation.

CHA received approval to control program moves in the Community Based Rental Assistance program during the FY2009 plan year. The initiative was implemented during the first quarter of FY 2009 and expanded in the FY 2011.

2. Description of Activity and update on its status.

CHA operates a Community Based Rental Assistance (CBRA) program (also known as

the project based voucher program. This encompasses Traditional Project-Based voucher, Special Needs units (elderly, disabled, supportive service and homeless. and Local Rental Subsidy programs for implementation of Community Based Rental Assistance (CBRA). At the start of this initiative, the City of Charlotte produced a Quality of Life study which classified neighborhoods as “stable”, “challenged” or “threatened”. The City has discontinued use of those terms recognizing the potential negative impact of labeling neighborhoods. CHA now looks at the percent of households below the poverty level. The CBRA policy is also applicable to units converted to PBV under the Rental Assistance Demonstration (RAD) program

There is no annual benchmark for this activity because the CHA Board of Commissioners approves CBRA projects on a case by case basis. In selecting families to occupy Project-Based Voucher (PBV) units the CHA has delegated determination of program and project eligibility to the PBV owner agent. However, CHA standards must still be met. CHA retains the flexibility to use, as necessary, the public housing program guidelines for PBV participants that reside in mixed-finance communities with regard to various operational and procedural functions, including but not limited to forming resident organizations, grievance procedures, etc. This streamlined approach creates consistency for residents and efficiencies in application for staff.

The CHA will delegate to the Owner Entities’ professional management companies the full responsibility of administering all aspects of the CBRA program. This includes: waiting list selection and administration, eligibility, admissions and functions related to continued occupancy to include, but not limited to regularly scheduled recertification, interim recertification and transfer moves, at the property level based on the community’s approved tenant selection plan and the CHA Administrative Plan. The Owner Entities’ property management is also authorized to administer grievance processes/informal hearing process provided that no cause evictions are not permitted and all policies and practices comply with fair housing and other related requirements.

3. Indicate if the PHA anticipates any non-significant changes or modifications to the activity.

CHA does not have any modifications to report at this time.

4. Indicate if the PHA anticipates any changes or modifications to metrics, baselines, or benchmarks during the Plan year.

CHA does not have any modifications to report at this time.

### **Traditional Activity**

1. List Approved activity that is utilizing MTW flexibility and specify plan year of implementation.

CHA received approval to control program moves in the Community Based Rental Assistance program during the FY2009 plan year. The initiative was implemented

during the first quarter of FY 2009.

2. Description of Activity and update on its status.

CHA adopted a CBRA process (See Appendix I) to simplify the selection process in order to maximize the number of quality project-based voucher units throughout Charlotte. CHA revised the current Community Based Rental Assistance Policy to further increase efforts for deconcentrating poverty and expanding housing and economic opportunities.

3. Indicate if the PHA anticipates any non-significant changes or modifications to the activity.

CHA does not have any modifications to report at this time.

4. Indicate if the PHA anticipates any changes or modifications to metrics, baselines, or benchmarks during the Plan year.

CHA does not have any modifications to report at this time.

**Supportive Housing Project-Based Activity**

1. List Approved activity that is utilizing MTW flexibility and specify plan year of implementation.

CHA received approval to control program moves in the Housing for Persons with Disabilities, Special Needs, and Homeless program during the FY2009 plan year. The initiative was implemented during the first quarter of FY 2009.

2. Description of Activity and update on its status.

In FY2009, CHA was approved to implement Housing for Persons with Disabilities, Special Needs and Homeless. The activity was implemented in FY2009. The activity enables CHA to expand its role in the supportive housing community by leveraging funding and resources to social service and supportive housing providers. This will help alleviate the existing housing burden, as well as increase the income-based housing opportunities in the Charlotte community.

The activity has impacted Charlotte's supportive housing projects by enabling local agencies to produce additional units for the targeted population to fill a needed void in Charlotte's continuum of care. Without CHA's fund leveraging or resource commitment, projects may be delayed or not occur. In FY2015 CHA provided 35 PBV units for Moore Place and 15 for Supportive Housing Communities. Housing assistance for Supportive Housing Communities has been converted to local rental subsidy.

Through MTW flexibility, CHA allows supportive housing programs to operate on a month to month lease, rather than requiring them to modify their program to comply with existing HUD regulations requiring 12 month initial leases. This is significant in respect to non-compliance and participant termination. CHA may also designate certified UPCS and/or HQS certified Supportive Housing staff as HCV Inspectors, as described in the Implement a Single Platform for Inspections activity and HCV Administrative Plan, in order to conduct initial/new move-in inspections. Supportive Housing sites must have a track record of passing CHA initial inspections in order to be designated as an HCV Inspector. This flexibility is significant because it aligns with the fundamental goal of rapid re-housing by reducing the amount of time a person is homeless.

3. Indicate if the PHA anticipates any non-significant changes or modifications to the activity.

CHA does not have any modifications to report at this time.

4. Indicate if the PHA anticipates any changes or modifications to metrics, baselines, or benchmarks during the Plan year.

CHA does not have any modifications to report at this time.

### **Local Rental Subsidy Activity**

1. List Approved activity that is utilizing MTW flexibility and specify plan year of implementation.

The activity was approved in FY2011 as a second amendment to the Plan. The activity was implemented in FY2011. CHA awards partner agencies with an allocation of tenant based vouchers to house homeless families participating in intensive supportive services.

2. Description of Activity and update on its status.

The CHA may grant special admissions to referrals from partner agencies participating in the local Rental Subsidy Program and admit families that are not on the HCV waiting list or without considering the family's position on the HCV waiting list. However, referrals that are on the HCV waiting list will have preference. Families referred to CHA by partner agencies must meet HCV eligibility criteria and adhere to the partner's supportive services requirements for continued eligibility.

Partner agencies participating in the local Rental Subsidy program may impose voucher time limits based on their CHA-approved service delivery model.

CHA is collaborating with four partners to implement the Local Rental Subsidy Program:

- a. Charlotte Family Housing (CFH) receives 50 rental subsidies. The families



referred through CFH are either working or participating in a self-sufficiency or educational program and earning less than 30% of the Area Median Income (AMI). CHA may subsidize up to 15 families that need employment at the time of admission. The CFH program targets families who are situationally or transitionally homeless and ready for transition from local shelters. The CFH program is a collaborative effort that joins local agencies that are already providing services to this population with funds from the faith community, the corporate community and the public sector. The goal is to help families achieve self-sufficiency within three to five years by providing comprehensive family development via social work, intensive case management and access to services while the family is permanently housed in a stable apartment community.

CFH has established operating procedures, landlord relationships and administrative staff to deliver wrap-around services and assist families in locating suitable housing. The CFH partnership enables delivery of supportive services at no cost to CHA. CHA and CFH may modify the \$500 subsidy cap for working households due to the impact on larger families' ability to locate units below the CHA payment standard.

- b. A Stable Home (ASH) is collaboration with A Child's Place, Charlotte-Mecklenburg School System, Mecklenburg County, and CHA to provide stability for homeless school children and their families.

ASH case managers identify and refer homeless families at participating schools for participation in the local Rental Subsidy Program. CHA provides case management to referrals that meet HCV eligibility and Family Self-Sufficiency/Moving Forward Supportive Services program requirements. CHA has reduced ASH's voucher allocation from 50 to 35 due to their average utilization rate.

- c. Supportive Housing Communities (SHC) formerly known as Weyland II receives 15 rental subsidies for chronically homeless families and/or individuals with disabilities. SHC transitioned from a site-based rental subsidy program at Weyland Apartments to a scattered-site program in 2016. Referrals for the SHC local Rental Subsidy Program are received by SHC through Mecklenburg County's Coordinated Assessment. Coordinated Assessment aims to connect individuals and families who are homeless, or at imminent risk of becoming homeless to available shelter and housing resources in the Charlotte-Mecklenburg community.

SHC provides supportive services to families participating in the SHC local Rental Subsidy Program. Families must comply with HCV requirements and SHC supportive services to maintain continued eligibility.

- d. Urban Ministry Center (UMC) has received an allocation of vouchers to serve chronically homeless families and/or individuals with disabilities. The first phase of the local Rental Subsidy Program will be implemented in 2017 with 15 initial vouchers and may increase up to 120 voucher subsidies based on utilization.

Referrals for the UMC local Rental Subsidy Program are received UMC through Mecklenburg County's Coordinated Assessment. Coordinated Assessment aims to connect individuals and families who are homeless, or at imminent risk of becoming homeless to available shelter and housing resources in the Charlotte-Mecklenburg community.

UMC provides supportive services to families participating in the UMC local Rental Subsidy Program. Families must comply with HCV requirements and UMC supportive services to maintain continued eligibility.

3. Indicate if the PHA anticipates any non-significant changes or modifications to the activity.  
CHA does not have any modifications to report at this time.
4. Indicate if the PHA anticipates any changes or modifications to metrics, baselines, or benchmarks during the Plan year.  
CHA does not have any modifications to report at this time.

### **2009– 5 Moving Forward Supportive Services**

1. List Approved activity that is utilizing MTW flexibility and specify plan year of implementation.  
The Moving Forward Supportive Services was approved in the FY2009 Annual Plan. Implementation began in FY2009. The activity promotes work and self-sufficiency.
2. Description of Activity and update on its status.  
Moving Forward Supportive Services are provided to three pilot groups. The Client Services Department formerly used Dillehay Courts and Southside Homes as comparison groups. As of FY2015 these two sites are no longer used because CHA's Center for Employment Services (CES) began providing light employment and job training services at both Dillehay Courts and Southside Homes. Although voluntary and small in numbers at this time, it skews the data as comparison sites. Additionally, participation in

biennial reexaminations results in updates or changes in income not being processed in Yardi (software system) until the reexamination, whereas in our supportive service programs CHA receives monthly updates and changes in income via end of month reporting from case managers.

### **Moving Forward Supportive Services-FSS Program:**

The Charlotte Housing Authority is the agency offering the Moving Forward Supportive Services (MFSS) Program, which operates in our conventional sites located at Claremont, Victoria Square (Group 1) as well as in the Housing Choice Voucher (HCV) program. This program is the combination of the traditional family self-sufficiency (FSS) program and the newer MTW Moving Forward Self-Sufficiency program. In 2010, FSS contracts were no longer offered and those who were under a traditional FSS 5-year contract had the option to remain under their FSS contract or roll under the new Moving Forward Supportive Services program. Under this program, applicants must be willing to finish a high school diploma or earn a GED during participation in the program. During the first six (6) months they are encouraged to become employed a minimum of 20 hours per week and willing to enroll in school and/or job training. Applicants must demonstrate motivation towards self-sufficiency. Although the contract of participation is still a part of the Moving Forward Supportive Services program, a time frame is not set. Continual progress towards self-sufficiency is expected with an average program time being seven (7) years.

### **Moving Forward Supportive Services Program:**

Beginning April 1, 2013, CHA began providing self-sufficiency programming to three conventional public housing sites: (Cedar Knoll, Leafcrest, and Tarlton Hills- Group 2) that were previously being served by an outside case management agency. As of FY2015, Grace Mar provides self-sufficiency programming to our relocated Boulevard Homes families (Group 2). As of June 2016, the supportive services portion of the Boulevard Homes HOPE VI Revitalization grant for the original residents who did not return to the revitalized site has ended.

Like the Moving Forward Group 1 program, applicants must be willing to finish a high school diploma or earn a GED during participation in the program. During the first six (6) months they are encouraged to become employed a minimum of 15 hours per week and be willing to enroll in school and/or job training. Applicants must demonstrate motivation towards self-sufficiency. Although the contract of participation is still a part of the Moving Forward program, a time frame is not set. Continual progress towards self-sufficiency is expected with an average program time being seven (7) years. Many of the active participants in this program have a lot of barriers to self-sufficiency.

Beginning February 1, 2017 CHA expanded supportive services programming to an additional 8 sites: (Dillehay, Robinsdale, Sunridge, Meadow Oaks, Wallace Woods, Savannah Woods, Mallard Ridge, and Galdedale). Like the Moving Forward Group 1 program, applicants must be willing to finish a high school diploma or earn a GED during

participation in the program. During the first six (6) months they are encouraged to become employed a minimum of 20 hours per week and be willing to enroll in school and/or job training. Applicants must demonstrate motivation towards self-sufficiency.

Metrics are determined on an annual basis due to program attrition.

<b>CHA (Claremont, Victoria Square)</b>			
<b>Metric</b>	<b>Baseline (April 2014)</b>	<b>Benchmark</b>	<b>Outcome</b>
<b>CE#1: Agency Cost Savings</b>			
Decrease in total cost of average supportive services in dollars.	Total cost prior to implementation is \$2,300 per household	Expected cost of task is \$1,300 per household	To be reported in the FY 2018 Moving Forward Annual Report
<b>CE#2: Staff Time Savings</b>			
Total time to complete the task (case management) in staff hours	Total amount of staff time dedicated to the task prior to implementation is 100	Expected amount of total staff time dedicated to the task is 130 hours monthly	To be reported in the FY 2018 Moving Forward Annual Report
<b>CE#3: Decrease in Error Rate of Task Execution</b>			

Decrease in average error rate in completing a task (unemployed, inactive head of household) as a percentage.	Average error rate of task (unemployed, inactive head of household) prior to implementation is 0%	Expected error rate of task (unemployed, inactive head of household) 0%	To be reported in the FY 2018 Moving Forward Annual Report
CE#4: Increase in Resources Leveraged			
Increase in amount of funds leveraged in dollars	Amount leveraged prior to implementation is \$0	Expected amount leveraged is \$10,000	To be reported in the FY 2018 Moving Forward Annual Report

SS#1: Increase in Household Income			
Increase in average earned income (1% increase) of households affected by this policy in dollars.	Averaged earned income of households affected by this policy prior to implementation of the activity is \$13,779	Expected average earned income of households affected by this policy after implementation of this activity is \$14,585	To be reported in the FY 2018 Moving Forward Annual Report
SS#2: Increase in Household Savings			
Increase average amount of savings/escrow of households affected by this policy in dollars.	Average savings/escrow amount of households affected by this policy prior to implementation is \$1,517	Expected average savings/escrow amount of households affected by this policy is \$1,300 (1%)	To be reported in the FY 2018 Moving Forward Annual Report
SS#3: Increase in Positive Outcomes in Employment Status			

# Employed FT (32+)	23	$\geq 25$	To be reported in the FY 2018 Moving Forward Annual Report
# Employed PT (1-31)	54	$> 30$	To be reported in the FY 2018 Moving Forward Annual Report
Enrolled in an Educational Program	2	2	To be reported in the FY 2018 Moving Forward Annual Report
Enrolled in Job Training Program	2	2	To be reported in the FY 2018 Moving Forward Annual Report
Unemployed	$\leq 23$	$\leq 23$	To be reported in the FY 2018 Moving Forward Annual Report
Other (workshop)	$\leq 23$	$\leq 23$	To be reported in the FY 2018 Moving Forward Annual Report

SS#4: Households Removed from TANF			
Decrease in number of households receiving TANF assistance	Households receiving TANF prior to implementation of the activity is 3	Households receiving TANF 3	To be reported in the FY 2018 Moving Forward Annual Report

SS#5: Households Assisted by Services that Increase Self Sufficiency			
Increase in number of households receiving services aimed to increase self-sufficiency.	Households receiving self-sufficiency services prior to implementation is 78	Expected number of households receiving self-sufficiency services is 60	To be reported in the FY 2018 Moving Forward Annual Report
SS#6: Reducing per Unit Subsidy Costs for Participating Households			
Decrease in average amount of Section 9 subsidy per household affected by this policy in dollars.	Average subsidy per household affected by this policy prior to implementation of this activity is \$391	Average subsidy per household affected by this policy \$282	To be reported in the FY 2018 Moving Forward Annual Report
SS#7: Increase in Agency Rental Revenue			
Increase in rental revenue in dollars	CHA had rental revenue of \$172,512	CHA projects rental revenue at the two properties to total \$188,181	To be reported in the FY 2018 Moving Forward Annual Report
SS#8: Households Transitioned to Self Sufficiency			
Increase in number of households transitioned to self-sufficiency.	Increase in number of households transitioned to self-sufficiency prior to implementation is 2	Increase in number of households transitioned to self-sufficiency 2	To be reported in the FY 2018 Moving Forward Annual Report

CHA (Cedar Knoll, Leafcrest, Tarlton Hills)			
Metric	Baseline (April 2014)	FY2017 Benchmark	Projected Final Outcome
CE#1: Agency Cost Savings			
Decrease in total cost of task (average supportive services) in dollars.	Cost of task (average supportive services) prior to implementation is \$2,600 per household	Expected cost of task is \$1,300 per household	To be reported in the FY 2018 Moving Forward Annual Report
CE#2: Staff Time Savings			
Total time to complete the task (case management) in staff hours	Total amount of staff time dedicated to the task prior to implementation is 120	Expected amount of total staff time dedicated to the task is 170 hours monthly	To be reported in the FY 2018 Moving Forward Annual Report
CE#3: Decrease in Error Rate of Task Execution			
Decrease in average error rate in completing a task (unemployed, inactive head of household) as a percentage	Average error rate of task prior to implementation of the activity is 47%	Expected average error rate of task is 42%	To be reported in the FY 2018 Moving Forward Annual Report
CE#4: Increase in Resources Leveraged			
Increase in amount of funds leveraged in dollars	Amount leveraged prior to implementation of the activity is \$0	Expected amount leveraged is \$10,000	To be reported in the FY 2018 Moving Forward Annual Report



SS#1: Increase in Household Income			
Increase in average earned income (0.5% increase) of households affected by this policy in dollars.	Average earned income of households affected by this policy prior to implementation of the activity is \$19,249	Expected average earned income of households affected by this policy is \$16,397	To be reported in the FY 2018 Moving Forward Annual Report
SS#2: Increase in Household Savings			
Increase average amount of savings/escrow of households affected by this policy in dollars.	Average savings/escrow amount of households affected by this policy prior to implementation is \$548	Expected average savings/escrow amount of households affected by this policy is \$1,000	To be reported in the FY 2018 Moving Forward Annual Report
SS#3: Increase in Positive Outcomes in Employment Status			
# Employed FT (32+)	22	$\geq 22$	To be reported in the FY 2018 Moving Forward Annual Report
# Employed PT (1-31)	37	$\geq 30$	To be reported in the FY 2018 Moving Forward Annual Report
Enrolled in an educational program	11	5	To be reported in the FY 2018 Moving Forward Annual Report
Enrolled in job training Program	11	5	To be reported in the FY 2018 Moving Forward Annual Report
Unemployed	56	$\leq 83$	To be reported in the FY 2018 Moving Forward Annual Report
Other (workshop)	2	$\geq 31$	To be reported in the FY 2018 Moving Forward Annual Report

SS#4: Households Removed from TANF			
Decrease in number of households receiving TANF assistance.	Households receiving TANF prior to implementation of the activity is 7.	Expected number of households receiving TANF is 7.	To be reported in the FY 2018 Moving Forward Annual Report
SS#5: Households Assisted by Services that Increase Self Sufficiency			
Increase number of households receiving services aimed to increase self-sufficiency	Households receiving self-sufficiency services prior to implementation of the activity is 106	Households expected to receive self-sufficiency services is $\leq 72$	To be reported in the FY 2018 Moving Forward Annual Report.
SS#6: Reducing per Unit Subsidy Costs for Participating Households			
Decrease average amount of Section 9 subsidy per household affected by this policy in dollars.	Average subsidy per household affected by this policy prior to implementation is \$397	Expected average subsidy per household affected by this policy \$304	To be reported in the FY 2018 Moving Forward Annual Report
SS#7: Increase in Agency Rental Revenue			
Increase in rental revenue in dollars	CHA had rental revenue of \$319,241 at these sites	CHA projects rental revenue at these three sites to be \$331,092	To be reported in the FY 2017 Moving Forward Annual Report

SS#8: Households Transitioned to Self Sufficiency			
Increase number of households transitioned to self-sufficiency <sup>4</sup>	Households transitioned to self-sufficiency (no subsidy) prior to implementation is 3	Expected households transitioned to self- sufficiency (no subsidy) is 3	To be reported in the FY 2018 Moving Forward Annual Report

**NOTES:**

1.All metrics are taken from the FY16 program metrics

CHA (Expansion Sites: Dillehay, Robinsdale, Sunridge, Meadow Oaks, Wallace Woods, Savannah Woods, Mallard Ridge, and Galdedale )			
Metric	Baseline (April 2014)	Benchmark	Projected Final Outcome
CE#1: Agency Cost Savings			
Decrease in total cost of task (average supportive services) in dollars.	Prior to implementation of the activity is \$2,600 per household	Expected cost of task is \$1,300 per household	To be reported in the FY 2018 Moving Forward Annual Report
CE#2: Staff Time Savings			
Total time to complete the task (case management) in staff hours	Total amount of staff time prior to implementation is 120.	Expected amount of total staff time is 170 hours monthly	To be reported in the FY 2018 Moving Forward Annual Report
CE#3: Decrease in Error Rate of Task Execution			
Decrease in average error rate in completing a task (unemployed, inactive head of household) as a percentage	Average error rate of task prior to implementation is 47%	Expected average error rate of task is 42%	To be reported in the FY 2018 Moving Forward Annual Report

CE#4: Increase in Resources Leveraged			
Increase in amount of funds leveraged in dollars	Amount leveraged prior to implementation is \$0	Expected amount leveraged is \$10,000.	To be reported in the FY 2018 Moving Forward Annual Report
SS#1: Increase in Household Income			
Increase in average earned income (0.5% increase) of households affected by this policy in dollars	Average earned income of households affected by this policy prior to implementation is \$19,249	Expected average earned income of households affected by this policy is \$13,193	To be reported in the FY 2018 Moving Forward Annual Report
SS#2: Increase in Household Savings			
Increase average amount of savings/escrow of households affected by this policy in dollars	Average savings/escrow amount of households prior to implementation is \$548	Expected average savings/escrow amount of households affected by this policy is \$0	To be reported in the FY 2018 Moving Forward Annual Report
SS#3: Increase in Positive Outcomes in Employment Status			
# Employed FT (32+)	22	<u>≥20</u>	To be reported in the FY 2017 Moving Forward Annual Report
# Employed PT (1-31)	37	<u>≥20</u>	To be reported in the FY 2018 Moving Forward Annual Report
Enrolled in an Educational Program	11	1	To be reported in the FY 2018 Moving Forward Annual Report

Enrolled in Job Training Program	11	1	To be reported in the FY 2018 Moving Forward Annual Report
Unemployed	56	$\leq 128$	To be reported in the FY 2018 Moving Forward Annual Report
Other (workshop)	2	$\geq 30$	To be reported in the FY 2018 Moving Forward Annual Report
SS#4: Households Removed from TANF			
Decrease in number of households receiving TANF assistance	Households receiving TANF prior to implementation is 7	Expected households receiving TANF is 70	To be reported in the FY 2018 Moving Forward Annual Report
SS#5: Households Assisted by Services that Increase Self Sufficiency			
Increase number of households receiving services aimed to increase self sufficiency	Households receiving self sufficiency services prior to implementation is 106	Expected number of households receiving self sufficiency services is <u>&lt;259</u>	To be reported in the FY 2018 Moving Forward Annual Report
SS#6: Reducing per Unit Subsidy Costs for Participating Households			

Decrease average amount of Section 9 subsidy per household affected by this policy in dollars.	Average subsidy per household affected by this policy prior to implementation is \$397	Expected average subsidy per household affected by this policy \$304	To be reported in the FY 2018 Moving Forward Annual Report
SS#7: Increase in Agency Rental Revenue			
Increase in rental revenue in dollars	CHA had rental revenue of \$319,241 at these sites	CHA projects rental revenue at these three sites to be \$331,092	To be reported in the FY 2018 Moving Forward Annual Report
SS#8: Households Transitioned to Self Sufficiency			
Increase number of households transitioned to self sufficiency <sup>4</sup>	Households transitioned to self-sufficiency (no subsidy) prior to implementation is 3	Expected households transitioned to self-sufficiency (no subsidy) is 1	To be reported in the FY 2018 Moving Forward Annual Report

3. Indicate if the PHA anticipates any non-significant changes or modifications to the activity.

CHA does not have any modifications to report at this time.

4. Indicate if the PHA anticipates any changes or modifications to metrics, baselines, or benchmarks during the Plan year.

CHA modified the baselines and benchmarks to reflect the population being served at the development. The resident demographics may transition year to year as households move in or out of the development. The level of services may vary due to that transition.

### **2009– 8 Land Acquisition for Future Use**

1. List Approved activity that is utilizing MTW flexibility and specify plan year of implementation.

The agency was approved to implement land acquisition for future affordable housing in FY2009 Annual Plan. Implementation began in the first quarter of FY2009. The activity promotes work and self-sufficiency.

2. Description of Activity and update on its status.

MTW flexibility allows CHA to acquire sites without prior HUD approval,

providing that the agency certifies that HUD site selection requirements have been met. This allows CHA to be proactive and competitive in the market when land becomes available. With CHA's plan to increase the number of affordable housing opportunities, acquiring land is an option to be considered. Currently, CHA has met with City and County officials who own parcels of land contiguous to the Charlottetown Terrace site. Discussions have centered around a land swap as the County is undergoing land assemblage to increase the existing park and other improvements to the surrounding area. The land to be acquired will allow future possibilities of affordable housing. The CHA continues to monitor the market for land opportunities to advance our development program that provides opportunities for housing choice.

3. Indicate if the PHA anticipates any non-significant changes or modifications to the activity.

CHA does not have any modifications to report at this time.

4. Indicate if the PHA anticipates any changes or modifications to metrics, baselines, or benchmarks during the Plan year.

CHA does not have any modifications to report at this time.

## **2008- 2 Participant and Landlord Tracking Program**

1. List Approved activity that is utilizing MTW flexibility and specify plan year of implementation.

CHA received approval in the FY2008 annual plan to implement a Participant and Landlord Tracking Program. The activity was implemented in FY2008. The agency began tracking the locations of Housing Choice Vouchers in order to address de-concentration of poverty and increase access to affordable housing opportunities in non-concentrated areas.

2. Description of Activity and update on its status.

Using the Geographic Information Science (GIS) mapping services of the University of North Carolina at Charlotte (UNCC), CHA identified each voucher holder within Mecklenburg County (Charlotte, Pineville, Huntersville, Mint Hill, Matthews, Davidson, Cornelius). CHA identified where poverty is low and Housing Choice Voucher participation is also low in order to design a program which would encourage participants to move into those areas. CHA staff contacts landlords and apartment complexes in those areas where poverty levels are low in order to increase awareness of the benefits of renting to Housing Choice Voucher families.

The results of the mapping indicated that 75% (3,206 of 4,268) of Housing Choice Voucher holders reside in 8 concentrated zip codes within the City of Charlotte (28205, 28208, 28212, 28213, 28215, 28216, 28217, and 28269). CHA began

including information on the benefits of residing in low poverty areas in the voucher briefings. CHA would like to note that this is not a designed mobility initiative where additional or special services are being provided. CHA provides the same briefing material to all new voucher holders and port-ins which includes information on neighborhoods of opportunity. Existing voucher holders are provided the same type of information (mindful of violating fair housing by steering) when inquiries are made. It is noted that the percent change can be impacted by the utilization rate and number of vouchers available; therefore, the actual number of vouchers in the concentrated area is critical to realizing movement for de-concentration purposes.

CHA has worked on reducing this percentage by actively visiting apartment complex management companies, speaking with landlords who own or manage properties outside of the concentrated areas and also by encouraging participants to consider the entire county when they are looking for a home. CHA has also incorporated a listing of amenities in non-concentrated zip codes in the initial briefing package. Additionally, CHA has formed a Landlord Advisory Group to assist in recruiting properties for Housing Choice Voucher leases and is in the process of forming a Neighborhood Advisory Group to solicit suggestions and feedback on how to improve the perception of the Housing Choice Voucher program.

3. Indicate if the PHA anticipates any non-significant changes or modifications to the activity.

CHA does not have any modifications to report at this time.

4. Indicate if the PHA anticipates any changes or modifications to metrics, baselines, or benchmarks during the Plan year.

CHA does not have any modifications to report at this time.

## **2008– 2 Adopt Investment Policies Consistent with State Law**

1. List Approved activity that is utilizing MTW flexibility and specify plan year of implementation.

HUD approved the Adoption of Investment Policies that are Consistent with State Law to achieve a portfolio which is safer, more liquid and obtains competitive yield in FY2009. CHA follows 2 CFR part 200 and any associated rules and guidance with regard to cash management. The agency implemented this initiative in the first quarter of FY2009.

2. Description of Activity and update on its status.

This activity has allowed CHA to achieve higher earnings on idle funds in a safer, more liquid environment. The interest rates during the baseline period averaged 4.41% per month. The current average interest rate is .12% due to the economy. In past years, CHA experienced a higher interest rate under the new portfolio strategy since implementation began in 2009, resulting in a higher net portfolio return which



achieves greater cost effectiveness in Federal expenditures

3. Indicate if the PHA anticipates any non-significant changes or modifications to the activity.

CHA does not have any modifications to report at this time.

4. Indicate if the PHA anticipates any changes or modifications to metrics, baselines, or benchmarks during the Plan year.

CHA does not have any modifications to report at this time.

### **2008 – 7 Increase Acquisition and Rehabilitation of Existing Multi-Family Properties**

1. List Approved activity that is utilizing MTW flexibility and specify plan year of implementation.

CHA received approval to implement increasing the acquisition of existing/rehabilitation of existing multi-family properties; in the FY2008-2009 MTW Annual Plan. Implementation began in FY2009. In FY2012, CHA received approval to expand this initiative to acquire and rehabilitate existing multi-family properties in mixed income communities. CHA is anticipating the purchase of expiring tax credit and market rate units. CHA is actively seeking existing multi-family properties to facilitate our multi-phased RAD portfolio award. CHA desires to acquire approximately 402 units to replace the 134 units at Dillehay Court. CHA's goal includes mixed income and to achieve this goal, multiple properties are required to de-concentrate poverty. CHA seeks to eliminate 100% family very low income properties from its portfolio.

2. Description of Activity and update on its status.

CHA has found acquisition to be more cost effective and, at times, it has allowed the agency to add more units to the inventory in a shorter period of time than new construction. Unfortunately, construction costs have increased from \$120,000 per unit to 180,000 or more per unit depending on constructing type. Another challenge is the slow recovery of the single family market which continues to impact the availability of multi-family properties wherein the demand outstrips the supply creating higher than average demand limiting opportunities for acquisitions in the Charlotte Market, however, we continue to look for opportunities. Individuals who reside within the acquired properties will be processed as necessary in accordance with the Uniform Relocation Act.

3. CHA does not anticipate any non-significant changes or modifications to the activity during the Plan year.

4. CHA does not anticipate any changes or modifications to the metrics, baselines or benchmarks during the Plan year.

### **2011-2 Local Non-Traditional Initiatives**

Recommend to close out activity due to RAD conversion. The 60 Supportive Housing Innovative Partnership (SHIP) units will now be considered Supportive Housing units under our Community Based Rental Assistance Policy.

- 1) CHA was approved to implement an activity to utilize public housing unit to serve homeless families at Hampton Creste Apartments and to implement a supportive self-sufficiency program in a 2<sup>nd</sup> amendment to the FY2011 Annual Plan. The agency began implementation in FY2011.
- 2) The apartments are owned by CHA's non-profit subsidiary, Horizon Development Properties, Inc. and have been refinanced and rehabilitated into a mixed-income community. The activity was branded the Supportive Housing Innovative Partnership (SHIP) at Hampton Creste. The Salvation Army (TSA) is responsible for providing the supportive services.

There are 60 ACC units operating as part of the community partnership to serve homeless families (intensive home-based case management and evidence-based programs and services that address severe emotional, social, developmental, educational, and employment challenges that homeless families may face entering permanent housing are provided); 40 of the units are restricted to families making 40% area median income and the remaining 113 units are restricted to families making 80% area median income.

- 3) Indicate if the PHA anticipates any non-significant changes or modifications to the activity.

CHA does not have any modifications to report at this time.

- 4) Indicate if the PHA anticipates any changes or modifications to metrics, baselines, or benchmarks during the Plan year.

CHA does not have any modifications to report at this time.

### **2011-3 New Construction of Affordable Units**

1. List Approved activity that is utilizing MTW flexibility and specify plan year of implementation.

The activity was approved in March 2010 as Construction of The Vistas at 707 (formerly Lofts at Seigle Point) as a first amendment to the FY2011 plan. The activity was implemented in FY2011. The activity was renamed New Construction of

Affordable Units to serve a broader scope with an amendment approval in FY2012.

2. Description of Activity and update on its status.

CHA proposes to develop properties into mixed-income communities. The projects will include units intended for a wide range of income levels, from market rate to units that are affordable to those earning less than 30% area median income (AMI). Adding these units will increase housing choices for those needing affordable housing. The selected environment will be an ideal situation for residents to excel in CHA's Moving Forward program.

There are currently other projects under this activity:

- Tall Oaks – CHA has received an award of tax credits on the Tall Oaks property and is actively pursuing a RAD conversion. The construction of units will be completed by the end of 2017.
- Approximately eighty-five (85) units will be constructed on an existing parcel utilizing 501(c) 3 Bonds
- Approximately 100 units will be constructed on newly acquired land utilizing 501© 3 Bonds, or other financing.

3. CHA does not anticipate any non-significant changes or modifications to the activity during the Plan year.
4. CHA does not anticipate any changes or modifications to the metrics, baselines or benchmarks during the Plan year.

**Activities Not Implemented Yet**

**Triennial Reexamination**

1. CHA received approval in FY2016 to conduct triennial reexaminations for households designated as elderly and disabled families.
2. The delay is due in part to ensuring that we have the proper programming in place for proper tracking.
3. CHA plans to implement triennials in by second quarter FY 2018.
4. There are no significant changes or modifications to the activity since it was approved

## **Activities On Hold**

### **Acquisition of General Partnership Interest**

Acquire the General Partnership interest in the Little Rock Apartments

This activity was approved in March 2010, but was made as a first amendment to the FY2011 plan. In June, 2011, CHA, acting through its subsidiary Horizon Acquisition Corp. (Horizon), acquired the general partnership interest in Little Rock Apartments, a 240-unit Section 8 multi-family project adjacent to the Boulevard Homes site (now known as The Renaissance).

Due to budget restraints, CHA's endeavor to provide services and opportunities to Little Rock's residents such as self-sufficiency and employment services is delayed

Once a plan for services has been approved, appropriate baselines, benchmarks, and measures will be developed and implemented.

### ***Public Housing No Assistance Termination Policy*** **(MIXED-INCOME COMMUNITIES ONLY):**

CHA received approval June 24, 2014 in the FY2015 Annual Plan (April 1, 2014 – March 31, 2015) to implement a policy that terminates public housing assistance for households no longer using the subsidy in mixed- income communities.

This activity has been combined with 2017-1-Modified Terms of Over Subsidy.

This activity will be closed-out effective fiscal year end 2016 (following HUD approval of the FY 2017 Plan and RAD Conversion).

### **Biennial Review Process**

A biennial review process for elderly and disabled heads of households was approved by HUD for FY2009. Implementation of the Biennial Review Process began December 2010.

The activity is being closed out because the agency has implemented an agency wide Biennial Reexamination Process. The elderly and disabled will be reported on as part of the entire agency report on reexaminations skipped/conducted.

The activity was closed out FYE 2013.

### ***Site-Based Waiting Lists for Public Housing and Project-Based Housing Choice Voucher***

CHA was approved to implement the site-based waiting lists for public housing and Project-Based Housing Choice Voucher units in FY2009. The activity began in the same year.

CHA continues to manage the waiting lists for public housing and project-based voucher units at the site level. CHA considers this activity a success due to no 3<sup>rd</sup> offers in FY2013.

This activity was closed out effective FYE 2013.

### ***Good Neighbor Training***

CHA proposed the Good Neighbor Training (GNT) activity in FY2008. The activity implementation began in FY2008 for HCV households and 2011 for Public Housing households. The training is designed to assist families' acclimation to a neighborhood. Participants learn more about being "Good Neighbors" by focusing on topics such as building codes and standards, property maintenance, basic zoning regulations, home maintenance, neighborhood involvement, school and amenities locations, and conflict resolution.

CHA continues to provide mandated GNT, which is conducted by CHA staff, to all new Housing Choice Voucher and public housing applicants entering the program. Good Neighbor Training for public housing and Housing Choice Voucher existing program participants has been completed. Port-Ins are also required to complete Good Neighbor Training.

This activity was closed out effective December 2014. CHA no longer requires the waiver to hold GNT since it has been incorporated into the briefing and all existing participants have been trained.

### ***2009 – 6 Youth Initiatives***

In FY2009, CHA was approved to establish a Cooperative Agreement to Form Partnerships with Communities In School (CIS), Charlotte-Mecklenburg Schools (CMS), Partners in Out of School Time (POST), and the Charlotte Housing Authority Scholarship Fund (CHASF) in order to connect CHA participants to programs and services that address truancy, post-secondary education preparation and academic performance improvement. The Agreement has expired; however, CHA's focus continues to be on providing services for youth that are assisted by CHA housing programs as a means to help break the cycle of generational poverty.

CHA has not renewed the annual contract for Communities in Schools (CIS), a nationally recognized nonprofit organization providing dropout prevention services for at-risk youth.

CIS's data was reporting aggregate data and did not allow CHA to see the progress of its student population. The authority will be seeking other partners and initiatives which can provide outcomes for the desired metrics for CHA's student portfolio.

This activity was closed out effective March 31, 2015. CHA no longer requires the waiver to administer the Youth activities because the partners are not using any MTW flexibilities. MTW funding is only used on one of the activities, therefore, the activity will be reported on in the single fund budget area of the Sources and Uses.

#### **SOURCES and USES of MTW Funds**

**The Sources and Uses of Funds are reported in the HUD mandated format for the MTW Annual Plan submission. Please Note: 1) The HUD FDS line items listed are prepopulated. CHA has a source (revenue) that is not listed as an option in the listed items. 2) The difference of \$8,146,263 in expenditures over revenue is funded through reserves**

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

Attachment B

(V) Sources and Uses of Funds

Annual MTW Plan

V.1. Plan. Sources and Uses of MTW Funds

A. MTW Plan: Sources and Uses of MTW Funds

Estimated Sources of MTW Funding for the Fiscal Year

PHAs shall provide the estimated sources and amounts of MTW funding by FDS line item.

Sources

FDS Line Item	FDS Line Item Name	Dollar Amount
70500 (70300+70400)	Total Tenant Revenue	247954
70600	HUD PHA Operating Grants	70590193
70610	Capital Grants	233404
70700 (70710+70720+70730+70740+70750)	Total Fee Revenue	

71100+72000	Interest Income	
71600	Gain or Loss on Sale of Capital Assets	
71200+71300+71310+71400+71500	Other Income	12821961
70000	Total Revenue	83893512

### Estimated Uses of MTW Funding for the Fiscal Year

PHAs shall provide the estimated uses and amounts of MTW spending by FDS line item.

Uses		
FDS Line Item	FDS Line Item Name	Dollar Amount
91000 (91100+91200+91400+91500+91600+91700+91800+91900)	Total Operating - Administrative	6715468
91300+91310+92000	Management Fee Expense	2139037
91810	Allocated Overhead	
92500 (92100+92200+92300+92400)	Total Tenant Services	3863069
93000 (93100+93600+93200+93300+93400+93800)	Total Utilities	555752
93500+93700	Labor	14625
94000 (94100+94200+94300+94500)	Total Ordinary Maintenance	59987
95000 (95100+95200+95300+95500)	Total Protective Services	14625
96100 (96110+96120+96130+96140)	Total insurance Premiums	59987
96000 (96200+96210+96300+96400+96500+96600+96800)	Total Other General Expenses	5135500
96700 (96710+96720+96730)	Total Interest Expense and Amortization Cost	



97100+97200	Total Extraordinary Maintenance	
97300+97350	Housing Assistance Payments + HAP Portability-In	73295337
97400	Depreciation Expense	
97500+97600+97700+97800	All Other Expenses	
90000	Total Expenses	92039775

### Describe the Activities that Will Use Only MTW Single Fund Flexibility

Center for Employment Services (CES) - During the time period of January – June, 2017 CES has placed 47 CHA residents in jobs. In addition, 41 CHA residents were provided with individual employment screenings and assessments. CES continues to provide outreach to all CHA properties as well as the west corridor communities of Charlotte. This past year Grace-Mar Services interviewed over 399 job seekers. Grace-Mar Services continues to provide free, onsite employment assessments and direct job placements. 53% of CHA residents that connect with CES and Grace-Mar gained employment. Over the past year, CES has developed strong relationships with many local employers. HMS Host is the world's largest provider of food and beverages service for travelers. Their partnership with CES in 2017 has provided a number of CHA residents with job opportunities through onsite hiring events in the Arbor Glen and Southside Homes Communities of CHA. In 2018, CES will explore creative ways to expand training services with various certification programs connecting with occupations-in-demand in Charlotte. In addition, CES will work with the Client Services Department's expanding supportive services program to continue connecting people to the center.

With Every Heart Beat is Life (WEHL) - The With Every Heartbeat is Life Program educates our residents on the importance of cardiovascular disease awareness, making healthy food selections, and the importance of physical activity. Since 2009, CHA has participated in the National Heart, Lung, and Blood Institute (NHLBI) With the Every Heartbeat is Life(WEHL) initiative. The Goals of the WEHL program for 2017 will consist of continuing to promote the EHL program throughout all CHA communities. Proposed activities include:

\*Successfully completing a minimum of a 10- week class session

\*Successfully graduate a minimum of 75 residents

\* Continue to promote residents to increase their physical activities and consumption of fresh fruits and veggies.

\*Partner with NHLBI, HUD, University of North Carolina Charlotte (UNCC), and CW Williams to educate residents and conduct Body Mass Index (BMI), blood pressure screenings and encourage doctor visits.

Since the program's inception, over 20 CHA residents have been trained to be Community Health Workers. To date, there are currently two (2) residents who are actively Community Health Workers. The Community Health Worker plays a key role in promoting better health in African American communities. They help residents learn about health issues and show them ways to live healthier lives. Community Health Workers use a manual to train residents, picture cards, recipe booklet featuring heart healthy dishes, and a booklet highlighting techniques families can use to start or maintain activities that promote a heart healthy lifestyle.

To date, there have been 21 classes completed with a total of 671 participants engaging in the WEHL program. The total number of graduates for 2016 was 63. All participants that successfully completed the WEHL program have demonstrated increased knowledge in signs and symptoms of a stroke and heart attack. Additionally, they now have the ability to recognize a healthy BMI (Body Mass Index), a healthy blood pressure reading and a healthy glucose reading. The With Every Heartbeat is Life Program strongly believes in the each one teach one principle. This means sharing what you learn with others. This method is used to educate Public Housing Communities through Mecklenburg County in hopes of developing healthy communities and a Heart Healthy population.

The Charlotte Housing Authority Maximize Your Potential Academic Enhancement Program (MAX) is a youth development program that aims to provide middle and high school youth the skills and resilience needed to prepare for academic success in high school, college and beyond. Over the course of a school year, students will participate in stimulating college and career readiness workshops and activities designed to develop intrinsic motivation and the confidence students need to be successful in their post-secondary future. To help improve their academic performance, students will receive assistance with homework and other classroom assignments. To maximize the needs of students, we focus on three key aspects of success: motivation, achievement, and excellence.

Motivate! Behind every successful person is a history of determination. We promote self-motivation within our students through a combination of rewards and recognition. We believe that positive reinforcements will boost our students' confidence levels, which in turn will lead them to become self-starters and increase their independence. By participating in our program, students will learn to dig deep, aim high and push forward.

Achieve! At the Charlotte Housing Authority, we believe every student has the right to dream big and achieve success, regardless of his or her family background. To help make this a reality, we emphasize S.M.A.R.T goal setting, time management and organization. We want our students to better understand

the relationship between preparedness and success. As our students learn better, they will be able to do better for themselves, their family, and their community.

Excellence! Though our program focuses on improving academic success, it also focuses on inspiring students to do their very best. Our goal is to empower students by drawing on their unique talents, strengths, and capabilities. While perfection isn't the goal, we do have high, yet realistic expectations for all students. By holding them to these standards, we hope to reinforce self-motivation and personal responsibility, and propel students toward academic excellence.

Resident Safety - The Resident Safety Department is comprised of two components, the investigative incidents for Public Housing communities and incidents for the Housing Choice Voucher Program. The Resident Safety Department is charged with the challenge of enhancing the quality of life for our residents and surrounding communities through crime prevention and deterrent initiatives. These initiatives focus on the safety and protection of our consumers and assets. The department is also charged with ensuring that all participants of the HCV program adhere to the HUD policies, CHA procedures and all applicable laws. The major focal point is on the capturing, resolving and deterring program violations and fraud.

#### Renaissance Child Development Center

An MTW agency may use MTW Funds for any eligible activities under Sections 8 and 9 of the Act. 24 CFR 905.200(b) provides that eligible activities funded with capital funds include "development, financing, and modernization of public housing projects ...." "Development" as defined in 24 CFR 905.200(b)(2) includes construction of buildings, facilities, and/or related appurtenances (i.e. non-dwelling facilities/spaces). The HUD Capital Fund Guidebook, issued on April 1, 2016, says that "... structures, fixtures, associated amenities such as parking lots, playgrounds, laundries, childcare centers, community buildings, Neighborhood Networks computer centers and space for service coordinators and community rooms for resident organizations" are eligible development costs.

CHA, therefore, plans to use \$4,000,000 of its MTW funds to pay a portion of the construction costs to build the Renaissance Child Development Center (the "CDC"). The total cost of construction is approximately \$6,529,079.

The CDC was envisioned to become an integral part of the redevelopment of the Renaissance Community in CHA's application for the HOPE VI Grant. Now that construction has been completed on the residential sites, CHA and its partners are moving forward with the development of the CDC.

On January 12, 2017, HUD's SAC approved the disposition of the site for the CDC to Renaissance West Community Initiative via ground lease for at least 30 years with rent at \$1,000 per year. The purpose of the ground lease is to facilitate "Development and Operation of a Child Development Center, office and clinical space and space for social services organizations." A copy of the SAC approval letter is attached as Appendix U. Additionally, CHA will use \$1,035,000 million dollars from the FY09 Boulevard HOMES HOPE VI grant to fund scholarships at the Renaissance Child Development Center. With HUD approval, these HOPE VI funds were placed in an endowment with CORE Programs, Inc., (a wholly-owned CHA subsidiary) prior to grant closeout. These funds are managed in accordance with a Memorandum Of

Understanding (MOU) signed with the Renaissance West Community Initiative. Moving the funds to a different, HUD-approved financial institution is being considered.

I. REAL ESTATE 2018 ACTIVITIES

A. Pre-Development Activities. CHA

1. Dillehay Courts

Dillehay Courts has received a CHAP for its RAD conversion and a financing plan will be submitted in December of 2017 indicating plans for a significant renovation of the 136-unit family development starting in the fourth quarter of 2018. The financing package will likely include 4% Low Income Housing Tax Credits and tax-exempt bonds along with permanent financing secured through the FHA insured 221(d)4 program. The renovation activities will require significant coordination between the construction activities and the temporary relocation of households from the apartments that range in size from two-bedroom units all the way up to five-bedroom units. The specified initial relocation notification and meeting with residents has been held within the required time-frame. MTW funds will be used for pre-development expenditures.

2. Tall Oaks

Phase II of the Tall Oaks Redevelopment will continue to be pursued as designs are refined for a multi-family development planned for the remaining 2.7-acre site. Current plans being discussed with the neighbors and City officials calls for the development of between 80-100 units of housing with a portion of the units serving a very-low income population along with a majority of units being targeted to households between 60% and 80% of the area-median income to address the need for work-force housing in the neighborhood. The current plans are to move the Phase II activities to the construction phase in 2022 depending on availability of public resources. MTW funds will be used for pre-development expenditures on Tall Oaks II.

3. Hampton Creste

Horizon Development Properties (HDP), a wholly-owned non-profit subsidiary of CHA, is continuing to review opportunities to undertake a major renovation of the 213-unit property that serves as both a source for transitional housing and workforce housing. MTW funds will be used on pre-development expenditures.

4. Tarlton Hills

HDP continues to explore options available to redevelop the site of the 50-unit RAD development situated near Uptown Charlotte. MTW funds will be used on pre-development expenditures.

5. Hall House

CHA is working in collaboration with a number of key stakeholders, including both the City of Charlotte and Mecklenburg County, to develop a revitalization strategy for a two-block area of Uptown Charlotte that includes the 2.2-acre Hall House site. The CHA Board of Commissioners is looking at the best path available to redevelop this valuable asset into a thriving mixed-use development comprised of residential and commercial space that offers the best opportunity for long-term sustainability, keeping affordable housing in the heart of Charlotte. All of the public housing assistance for the 191 units at Hall House has been transferred to other developments as a part of CHA's portfolio RAD conversion. CHA will retain affordability at Hall House moving forward using a mixed-income, mixed-use strategy. MTW funds will be used on pre-development expenditures.

6. Strawn Cottages

A private developer has been selected in a competitive procurement process to take the lead in the redevelopment of this 16.2-acre site in an historic Charlotte neighborhood. Relocation is complete and demolition is set to begin in the 4<sup>th</sup> quarter of 2017. The resulting mixed-income, mixed use site will be a transit-oriented development. MTW funds will be used on pre-development expenditures.

**B. ACQUISITION ACTIVITIES**

**1. Baxter Street**

HDP is planning a new 150-unit mixed-income development of workforce housing on land adjacent to another existing CHA development, Charlottetown Terrace. CHA will acquire some of the needed land in a land swap with Mecklenburg County and will purchase the remaining land with MTW funds.

**2. Opportunity Development**

CHA/HDP is exploring purchasing a Class B or C apartment complex in a High or Very High Opportunity Census Tract to continue our efforts to deconcentrate poverty. MTW funds may be used in this effort.

**3. Acquisition Strategy**

CHA/HDP may consider an acquisition strategy based on expiring tax credits or other methods that will benefit the people routinely served by our agencies. Also under consideration is an to opportunity dispose of vacant and/or excess land currently owned by CHA/HDP. It is our intent to create a pool of real estate brokers that will assist us in this endeavor. MTW funds may be used in this effort.

**C. Other Activities**

**1. Renaissance Police Memorial**

Two CMPD officers were killed at the former Boulevard Homes in 1993. The capstone project for this HOPE VI redevelopment will be a beautiful fountain at the intersection of the two streets on the development named for these fallen heroes. MTW funds will be used for this project.

**2. Brooklyn Village**

CHA/HDP is exploring the possibility of a partnership with the City of Charlotte, Mecklenburg County and other development partners to revitalize Second Ward in Uptown Charlotte, bringing affordable housing back to this section of Charlotte's urban core. MTW funds may be used in this effort.

## V. 2. Plan. Local Asset Management Plan

### B. MTW Plan: Local Asset Management Plan

Is the PHA allocating costs within statute?

Yes

or

Is the PHA implementing 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. The narrative shall explain the deviations from existing HUD requirements and should be updated if any changes are made to the LAMP.

Has the PHA provided a LAMP in the appendix?

No

**PHAs should provide a brief summary summary of any changes in the Local Asset Management Plan in the body of the Plan. This is not applicable to the CHA.**

## **Administrative**

### **Board Resolution Submission**

The executed board resolution is referenced as Appendix B-Certification of Meeting Requirement

A draft of the FY 2018 MTW Plan was made available for public review from July 17, 2017-August 29, 2017. The public hearing was held on August 15, 2017.

### **Moving Forward Evaluation**

CHA's evaluation of the entire agency demonstration program is being conducted by The Center for Urban and Regional Studies at The University of North Carolina at Chapel Hill. An interim report will be provided in the FY2017 Annual Report.

### **Appendix Listing**

Appendix A: Public Review and Comment Documentation

Appendix B: Board Resolution

Appendix C: HUD Certification of Compliance

Appendix D: Moving Forward Initiative Summary

Appendix E: Other Agency Activities

Appendix F: Work Requirement Policy

Appendix G: Rent Reform Overview

Appendix H: Sample Rent Bands

Appendix I: Community Based Rental Assistance Policy

Appendix J: Demolition/ Disposition Activity

Appendix K: RAD Significant Amendment

Appendix L: Capital Fund/Performance and Evaluation Report (PER)

## APPENDIX A

### **PUBLIC HEARING/RESIDENT COMMENTS DOCUMENTATION**

The public hearing for the FY 2018 Moving Forward Annual Plan will be held on Tuesday, August 15, 2017 at 5:30 PM at the CHA Board of Commissioners meeting which takes place at the CHA Administrative Office located at 400 East Boulevard.

A formal public hearing notice was placed the Charlotte Observer on July 16, 2017, La Noticia on July 19, 2017, and the Charlotte Post on July 20, 2017. The hearing notice was also made available on the CHA website.

A complete copy of the Annual Plan was made available at the CHA-owned/managed subsidiary properties, the CHA Administrative office, Main Public Library, Old City Hall and CHA's website [www.cha-nc.org](http://www.cha-nc.org) on July 17, 2017. These locations will be checked throughout the 30-day review period to ensure the copy was still in place and replaced if not.

There were no comments given during the public review period and no residents/participants were present to speak during the public hearing.



**RESOLUTION****AUTHORIZE SUBMISSION OF THE MOVING FORWARD ANNUAL PLAN FOR  
FISCAL YEAR 2018 TO THE U.S. DEPARTMENT OF  
HOUSING AND URBAN DEVELOPMENT (HUD).**

**WHEREAS**, Moving to Work (MTW) is a demonstration program authorized by Congress and implemented by the U.S. Department of Housing and Urban Development;

**WHEREAS**, in establishing MTW, Congress granted broad authority to housing authorities to design programs that would achieve three primary goals:

- Reduce cost and achieve greater costs 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; and
- Increase housing choices for low-income families;

**WHEREAS**, the MTW agreement provides CHA with the authority to design and test innovative, locally-designed housing and self-sufficiency strategies for low-income families;

**WHEREAS**, on August 15, 2017, the CHA Board of Commissioners conducted a public hearing on the FY 2018 Moving Forward Annual Plan;

**WHEREAS**, CHA certifies that the housing assisted under the demonstration program is safe, decent, sanitary, and in good repair, according to an inspection protocol established or approved by the Secretary;

**WHEREAS**, CHA provides certifications and other submissions as required by HUD; and

**WHEREAS**, CHA is requesting the Board of Commissioners to adopt CHA's FY 2018 Moving Forward Annual Plan and authorize the submission of the FY 2018 Moving Forward Annual Plan to HUD.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the Housing Authority of the City of Charlotte that:

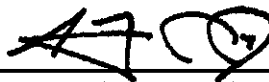
1. All initiatives in the Moving Forward Annual Plan shall be reviewed and approved by the appropriate level of the Board of Commissioners before they are implemented.
2. CHA's FY 2018 Moving Forward Annual Plan is hereby adopted.

3. The Chair of the Board of Commissioners and the Chief Executive Officer are hereby authorized to execute any required documents, certifications or HUD forms related to the approval and filing of CHA's FY 2018 Moving Forward Annual Plan.
4. The Chief Executive Officer is authorized to submit CHA's FY 2018 Moving Forward Annual Plan and such other required documents, certifications or forms to HUD with such changes, additions, corrections or amendments as deemed necessary or appropriate or as may be required by HUD.
5. The Chief Executive Officer is hereby authorized to negotiate with HUD regarding any portion of CHA's FY 2018 Moving Forward Annual Plan and to carry out other actions relating to the plan.

**RECORDING OFFICER'S CERTIFICATION**

I, A. Fulton Meachem, Jr., the duly appointed Secretary of the Housing Authority of the City of Charlotte, North Carolina, do hereby certify that this resolution was properly adopted at a regular meeting held on September 19, 2017.

BY: \_\_\_\_\_



A. Fulton Meachem, Jr.  
Secretary

## APPENDIX C

### **Annual Moving to Work Plan Certifications of Compliance**

**U.S. Department of Housing and Urban  
Development**

**Office of Public and Indian Housing**

#### **Certifications of Compliance with Regulations:**

#### **Board Resolution to Accompany the Annual Moving to Work Plan**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the Annual Moving to Work Plan for the PHA fiscal year beginning January 1, 2018, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The PHA published a notice that a hearing would be held, that the Plan and all information relevant to the public hearing was available for public inspection for at least 30 days, that there were no less than 15 days between the public hearing and the approval of the Plan by the Board of Commissioners, and that the PHA and conducted a public hearing to discuss the Plan and invited public comment.
2. The Agency took into consideration public and resident comment before approval of the Plan by the Board of Commissioners or Board of Directors in order to incorporate any public comments into the Annual MTW Plan;
3. The PHA will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
4. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
5. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
6. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
7. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
8. The PHA will comply with requirements with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.
9. The PHA will comply with requirements with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment and implementing regulations at 49 CFR Part 24.
10. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
11. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105( a).
12. The PHA will provide HUD or the responsible entity any documentation that the Department needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58.
13. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.

## APPENDIX C

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

Housing Authority of the City of Charlotte

PHA Name

NC003

PHA Number/HA Code

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Harold Cogdell, Jr.

Name of Authorized Official

Board of Commissioners Chairperson

Title



Signature

10-12-17

Date

**HOUSNG AUTHORITY of the City of Charlotte**  
**Moving Forward Initiatives Summary**

APPROVED HUD INITIATIVES	DESCRIPTION	FISCAL YEAR IDENTIFIED	STATUS
Biennial Review	Recertification for all CHA households are conducted biennially; criminal background checks are conducted at recertification for family members 16 years of age or older.	2008-2009	Ongoing
Rent Reform and Work Requirement (rev 2013)	Rent calculation modified and minimum rent increased. A hardship policy is in place. A Work Requirement Initiative was implemented in FY 2010 – 2011 for households receiving case management.	2009-2010	Implemented FY2010-2011 Ongoing
Site-based waiting lists Public Housing and Project Based Section 8.	All public housing and Project-based Section 8 property waiting lists are managed at the site level. Applicants must apply at the site for occupancy.	2008-2009	Closed Out FY 2012-2013
Good Neighbor Training	CHA provides “Good Neighbors” type training for all new and existing Housing Choice Voucher and public housing participants to assist families in their acclimation into a neighborhood.	2007-2008	Closed Out FY 2014-2015
Adopt investment policies consistent with state law	CHA adopted investment policies that are consistent with state law to achieve a portfolio which is safer, more liquid and obtains competitive yield.	2008-2009	Implemented FY2008–2009 Ongoing
Modify Project-Based Section 8 inspection procedures	CHA received approval from HUD to waive the requirement for an initial Housing Quality Standards (HQS) inspection on newly constructed Project-Based Section 8 units and utilize local building standards inspection and subsequent issuance of a Certificate of Occupancy (CO) as a substitution of the initial or move-in inspection.	2008-2009	Implemented FY2008–2009 Ongoing
Community Based Rental Assistance (Project-Based Section 8 Process)	Simplified the selection process in order to maximize the number of quality Section 8 assisted units throughout Charlotte. Includes Traditional, Housing for Persons with Disabilities, special needs and homeless and Local Rental Subsidy activities	2008-2009	Implemented FY2008–2009 Ongoing
Resident Safety Initiatives	The Resident Safety Department expanded the types of crime prevention initiatives and program enforcement initiatives for CHA public housing sites.	2009-2010	Implemented FY2009–2010 Ongoing
Moving Forward Supportive Services	Moving Forward Supportive Services is designed to stabilize and improve families by fortifying them through education, life skills, motivation and employment training to compete in the economic marketplace.	2008-2009	Implemented FY2008–2009 Ongoing
Youth Initiatives	CHA is focused on providing services for youth that connect them to programs and services that address truancy, post-secondary education preparation, and academic performance improvement.	2008-2009	Closed Out FY 2015-2015
Participant and landlord tracking program	The University of North Carolina at Charlotte (UNCC) utilized a Geographic Information Science (GIS) mapping system to identify voucher holders within Mecklenburg County in order to analyze the census tracts with a large number of Housing Choice voucher holders to assist with deconcentration.	2007-2008	Implemented FY2007–2008 Ongoing
Increase acquisition and rehabilitation of existing multi-family properties	CHA established a strategy and adopted a policy to increase the acquisition and rehabilitation of existing multifamily properties.	2008-2009	Implemented FY2008–2009 Ongoing

APPROVED HUD INITIATIVES	DESCRIPTION	FISCAL YEAR IDENTIFIED	STATUS
Land Acquisition for Future Use	CHA designed local standards to guide land purchases in desirable, rapidly growing areas to provide more housing choices.	2008-2009	Implemented FY2008–2009 Ongoing
Local Non-Traditional	CHA used funds outside of Sections 8 and 9 to: Acquire general partnership interest; construct mixed-income housing; renovate, construct and operate supportive housing; implement a local rental subsidy program and convert units to public housing.	2010-2011	Implemented FY2010-2011 Ongoing
Streamline Project-Based Vouchers (PBV) and Public Housing Regulations at Mixed-Income Developments	Modified its Project-Based voucher (PBV) and Public Housing policies to blend the program and simplify administration when units reside in the same development/building.	2014-2015	Implemented FY2014-2015
Public Housing No Assistance Termination Policy	Terminate the housing of participants that reach the ceiling/market rent in a mixed-income development and has income that qualifies them to pay that rent for 6 months. The household will be considered “graduated”, however, they will remain in the unit and the next market rate unit which becomes available will become a public housing unit.	2014-2015	Implemented FY2014-2015
Biennial Inspection of Housing Choice Voucher Units	Modified the frequency of HQS inspections by inspecting qualifying housing stock biennially. Only properties and units that meet certain criteria will be categorized as a High Performance Unit (HPU), thus qualifying for biennial inspections.	2014-2015	Implemented in 2015
HCV Homeownership Program	CHA supplements eligible participant’s income with a monthly subsidy equal to their calculated Housing Assistance Payment for their mortgage.	2015-2016	Implemented 2015-2016 Ongoing
Triennial Reexamination for Elderly/Disabled Households	Households designated as elderly and disabled in the HCV Program and those residing in the elderly and disabled developments for the Public Housing program are recertified every three years.	2015-2016	Not Yet Implemented
Limit elective HCV Transfers to 18 months	CHA will approve an elective move transfer only if the HCV participant has lived in the current unit for a minimum of eighteen (18) months unless the situation involves a mandatory or permissible move	2016	Implemented FY 2016
Implement a single platform for inspections	CHA will standardize HCV, PBV and PH inspection processes, adopting the UPCS as the model for all inspections in lieu of HQS.	2016	CHA received approval on December 15, 2015. Partial implementation has occurred.
Modified Terms of Over-Subsidy	The definition of over-subsidy will be modified in the tenant based and project based voucher programs. Under this activity, Housing Assistance Payment (HAP) contract termination will occur if the CHA is paying \$75 or less, or what is equivalent to the CHA minimum rent in monthly housing assistance payment for 180 consecutive calendar days. In a project-based voucher community, the participant will remain in the unit and the unit will stay under contract without subsidy. Should an assisted unit become available, the housing provider may request an amendment to the (HAP) contract.	2017	CHA received approval in March 2017
Imputed Earned Income	Project-based vouchers and Family Self Sufficiency components, CHA will not process interims 3 months prior to recertification, 3 months after a regular scheduled recertification or within 3 months immediately before a lease up, except in cases of extenuating circumstances where there is a loss of income for work-abled households. Each circumstance will be evaluated on a case by case basis.	2017	CHA received approval in March 2017

APPROVED HUD INITIATIVES	DESCRIPTION	FISCAL YEAR IDENTIFIED	STATUS
Exception Payment Standard	CHA currently has a waiver to increase payment standards up to 120 percent of FMR. CHA is asking to amend the exception payment standard waiver to utilize payment standards in excess of the FMR but not in excess of the lower of comparable market rents or 150 percent of HUD's published FMR in select zip codes and/or census tracts.	2017	CHA received approval in March 2017
Self-Certification of Re-Inspection for HQS	CHA proposes that when an initial inspection fails, and there are 10 or less non-life threatening deficiencies, a self-certification would be accepted in lieu of a re-inspection.	2018	Pending HUD Approval
Modified Terms of Over-Subsidy (2017-1 Reproposed)	The definition of over-subsidy will be modified in the tenant based and project based voucher programs. Under this activity, Housing Assistance Payment contract terminations will occur if the CHA is paying \$75.00 or less, or what is equivalent to CHA's minimum rent in monthly housing assistance payments for 180 consecutive calendar days. In RAD PBV communities where the RAD HAP contract rents are set below 80% of the Fair Market Rent (FMR), the 180-day limit for \$0 HAP will not apply. The participant will be allowed to remain in the unit and the unit will stay under the HAP contract until 180 days after 30% of the family's monthly adjusted income equals the payment standard for the unit size for which the family qualifies.	2018	Pending HUD Approval

## **Charlotte Housing Authority Other Agency Activities**

### **Public Engagement Process**

The CAO, Director of HCV and Director of Property & Asset Management met with the Resident Advisory Council leadership to discuss proposed initiatives. Staff will also visit CHA managed communities to promote the public review and comment period of the MTW Annual Plan. The agency posts advertisements in local papers: Charlotte Observer, Charlotte Posts, and La Noticia to advise of the public review and comment period. The plan is made available on the agency website, in the lobby of the Administrative building, all CHA managed properties, Old City Hall and the main branch of the public library. A public hearing is held prior to the board's vote on the Annual Plan.

### **Job Plus**

With funding from the U.S. Department of Housing and Urban Development, and a commitment from staff and local community agencies, CHA was one of nine public housing authorities selected to implement the Jobs Plus Pilot Program Grant. CHA will seek to develop a positive culture of work and community through creative programs and approaches for residents of Southside Homes.

*Vision:* The vision of Jobs Plus is to create a vibrant community where new functional patterns are created through a positive spirit for work, health, social capital and community support.

*Program Goals:* The goals for the next four (4) years is to provide work and life skills programs that leads to a sustainable career ladder of employment at a livable wage for all work-able eligible residents. In doing this, CHA will work to incorporate three key elements: Employment Services, the Earned Income Disregard and Community Supports for Work.

Since the program launch in September 2015, the program has enrolled one-third (200 of 331) the communities \*eligible residents and have assisted over 70 people in locating employment through onsite hiring events and job coaching. In addition, the program supported the recent re-instatement of a community resident organization.

\*Non-senior, non-disabled residents

### **Section 3**

CHA operates a Section 3 program which is governed by HUD. The program encourages local economic development, neighborhood economic improvement, and individual self-sufficiency. The Section 3 program requires that recipients of certain HUD financial assistance, to the greatest extent feasible, provide job training, employment, and contracting opportunities for low- or very-low income residents in connection with projects and activities in their neighborhoods.



## APPENDIX E

CHA works with business owners to obtain job training, employment and contracting opportunities for public housing residents and/or persons who live in targeted areas and have incomes 80% or below the area median income.

CHA also gives extra consideration of contract awards (administration, management, clerical support, construction) to Section 3 business concerns. A Section 3 business concern is a business that:

- 1) Is 51 percent or more owned by Section 3 residents;
- 2) Employs Section 3 residents for at least 30 percent of its full-time, permanent staff; or
- 3) Provides evidence of a commitment to subcontract to 3 business concerns, 25 percent or more of the dollar amount of the awarded contract

The CHA has experienced much success with its Section 3 program, and it is because of that success the agency will continue its outreach efforts under RAD with the Economic Opportunities Program (EOP). The EOP under RAD will mirror HUD's Section 3 program by providing employment, training, contracting, and other economic opportunities to low- and very- income residents and businesses.

### **Designated Housing Plan**

CHA has some communities which through the public housing program have been designated for elderly families, disabled families, or elderly and disabled families. The list of communities and their designations are available in the agencies administrative offices at 400 East Blvd. Upon the conversion of the public housing to RAD PBV, the designated housing plan will no longer apply.

### **Ceiling Rent/Flat Rent**

CHA does not offer a flat rent under its MTW Rent Reform Initiative; instead a ceiling rent is used. The practice of ceiling rents is clearly noted in the ACOP. CHA has obtained a waiver and will not offer a Flat Rent option. Upon the conversion of the public housing to RAD PBV, ceiling rents will be replaced with HAP Contract rent.

### **Center for Employment Services**

The Center for Employment Services (CES) is a Moving Forward initiative of the Charlotte Housing Authority to promote employment and self-reliance in West Charlotte. According to CHA, one of the largest barriers to employment that clients in its portfolio face is lack of job skills or training. CES focuses on addressing this issue. To ensure the employment services were accessible, CHA chose a location in West Charlotte on the CATS bus line.

## APPENDIX E

Located at the corner of Caronia Street and Clanton Road, CES provides space to local service providers to bring career development opportunities to the area. Current partners residing at the center include: Charlotte Works and Grace-Mar Services.

Recently, CES added an exciting new program for future homeowners. Facilitated by Grace-Mar Service, the course provides a nationally recognized home buyers' certification which opens up qualified participants to amazing mortgage program opportunities.

With a recent \$15,000 grant from Fifth Third Bank Foundation, the center will introduce the CES Occupational Pathways Program (COPP). Beginning in the summer of 2017, COPP will introduce new and innovative employment partnerships at CES. In partnership with a local small business organization, COPP recently developed a training program that prepares participants to assist small businesses with basic office functions, such as incoming/outgoing calls, scheduling appointments and greeting the public. Upon completion of the classroom training, the participants will spend four (4) weeks on the job with a small business applying what they learned. The goal is to help the job seeker become more marketable in the local workforce system by providing assistance to local small businesses.

### CES Success Measures

1. Number of clients in training and/or educational programs
2. Number of clients who secure employment
3. Increase in client wages

### CES Success Measures

4. Number of clients in training and/or educational programs
5. Number of clients who secure employment
6. Increase in client wages

### **With Every Heartbeat Is Life**

The With Every Heartbeat is Life Program educates our residents on the importance of cardiovascular disease awareness, making healthy food selections, and the importance of physical activity. Since 2009, CHA has participated in the National Heart, Lung, and Blood Institute's (NHLBI) With Every Heartbeat is Life (WEHL) initiative. Goals of the WEHL program for FY 2017 will consist of continuing to promote the WEHL program throughout all CHA communities. Proposed activities include:

- Successfully completing a minimum of 10-week class sessions
- Successfully graduate a minimum of 75 residents

## APPENDIX E

- Continue to promote resident to increase their physical activities and consumption of fresh fruit and veggies.
- Partner with NHLBI, HUD, University of North Carolina at Charlotte (UNCC), and CW Williams to educate residents and conduct Body Mass Index (BMI), blood pressure screenings and encourage doctor visits.

Since the inception of the program, over 20 CHA residents have been trained to be Community Health Workers. To date, there are currently two (2) residents who are actively Community Healthy Workers. The Community Health Worker plays a key role in promoting better health in African American communities. They help residents learn about health issues and show them ways to live healthier lives. Community Health Workers use a manual to train residents, picture cards, recipe booklet featuring heart healthy dishes, and a booklet highlighting techniques families can use to start or maintain activities that promote a heart healthy lifestyle.

To date, there have been 21 classes completed with a total of 671 participants engaging in the WEHL program. WEHL has hosted classes in both CHA family and senior communities. The total number of graduates for 2016 was 63. All participants that successfully completed the WEHL program have demonstrated increased knowledge in signs and symptoms of a stroke and heart attack. Additionally, they now have the ability to recognize a healthy Body Mass Index (BMI), a healthy blood pressure reading and a healthy glucose reading. The With Every Heartbeat is Life Program strongly believes in the each one teach one principle. This means sharing what you have learned with others. This method is used to educate Public Housing Communities through Mecklenburg County in hopes of developing healthy communities and a Heart Healthy population.

### **Resident Safety Initiative**

Using the single fund budget flexibility, CHA implemented Resident Safety Initiatives to reduce Part I crime incident statistics for all CHA sites. The Resident Safety Division measures the Part I crimes as defined by the Uniform Crime Reporting (UCR) Program for the fiscal year. Part I crimes include burglary, assault, rape, homicide, robbery, arson, motor vehicle theft, and larceny.

The Resident Safety Department continues to provide for private security at the elderly sites year round. The family and scattered sites receive private security during the summer months. Surveillance cameras are in operation at four senior high rises and 13 family/scattered sites. Resident Safety staff reviews camera video weekly, based on the volume of calls for services as it relates to criminal incidents.

### **Atando Apartments Bond Inducement**

One of the CHA's historical lines of business is to serve as a conduit issuer of tax-exempt bonds for applicants that wish to build or acquire and rehabilitate affordable residential units. The CHA, along with the City of Charlotte and Mecklenburg County, are the only organizations that can serve as conduit issuers

## APPENDIX E

for these bonds in Mecklenburg County. As the bond issuer, the CHA will earn fees at the time of application, at bond issuance, and annually until the bonds are retired.

In August of 2013, staff received an application from Charlotte Mecklenburg Housing Partnership, Inc. (CMHP) to be the conduit issuer of bonds in an amount up to \$10,000,000 for the construction of Atando Avenue Apartments. CMHP is a non-profit development corporation based in Charlotte, NC. The property is located in North Charlotte at the corner of Atando and Statesville Ave. The project will consist of 130 units. CMHP or an affiliate will serve as the developer and as the general partner in the ownership structure.

**2016/2017 Update: Atando has closed and is currently under construction.**

### **Rental Assistance Demonstration (RAD)**

The Charlotte Housing Authority submitted to the U.S. Department of Housing and Urban Development an application for a portfolio RAD conversion in late 2013, involving 53 developments and approximately 3,400 units. That application was formally approved in 2015. In 2016, CHA submitted Financing Plans on 48 developments on June 30, 2016. Two developments (Hall House and Strawn Cottages) are transferring assistance. Two developments (Edwin Towers and Charlottetown Terrace) were combined into one FHA/RAD transaction.

By the end of 2018, CHA anticipates that all of its existing public housing units will be operating on the RAD PBV platform.

***NOTE: CHOICE NEIGHBORHOODS HAS BEEN DELETED***

### **VASH Award**

CHA has been awarded a total of 365 vouchers to support HUD-Veterans Affairs Supportive Housing (HUDVASH). The vouchers are administered in partnership with the Salisbury VA Medical Center (VAMC), Charlotte Community-Based Outreach Clinic (CBOC), serving Veterans identified in Charlotte.

## **REAL ESTATE 2018 ACTIVITIES**

### **A. Pre-Development Activities**

#### **1. Dillehay Courts**

Dillehay Courts has received a CHAP for its RAD conversion and a financing plan will be submitted in December of 2017 indicating plans for a significant renovation of the 136-unit family development starting in the fourth quarter of 2018. The

## APPENDIX E

financing package will likely include 4% Low Income Housing Tax Credits and tax-exempt bonds along with permanent financing secured through the FHA insured 221(d)4 program. The renovation activities will require significant coordination between the construction activities and the temporary relocation of households from the apartments that range in size from two-bedroom units all the way up to five-bedroom units. The specified initial relocation notification and meeting with residents has been held within the required time-frame.

### 2. Tall Oaks

**Tall Oaks Redevelopment Phase 1** construction phase will be completed by the end of 2017 with the 81 new RAD units being occupied during the first quarter of 2018. This phase of the conversion of the former 50-unit Tall Oaks Apartments located in the Cherry Neighborhood of Charlotte will provide high-quality, deeply affordable housing for households moving into the 25 one-bedroom units, 45 two-bedroom units, nine three-bedroom units, and two, four-bedroom units.

**Phase II** of the Tall Oaks Redevelopment will continue to be pursued as designs are refined for a multi-family development planned for the remaining 2.7-acre site. The current plans are to move the Phase II activities of the construction phase to 2022 depending on availability of public resources.

Current plans being discussed with the neighbors and City officials calls for the development of between 80-100 units of housing with a portion of the units serving a very-low income population along with a majority of units being targeted to households between 60% and 80% of the area-median income to address the need for work-force housing in the neighborhood. The current plans are to move the Phase II activities to the construction phase in 2022 depending on availability of public resources.

### 1. Hampton Creste

Horizon Development Properties (HDP), a wholly-owned non-profit subsidiary of CHA, is continuing to review opportunities to undertake a major renovation of the 213-unit property (60 RAD units) that serves as both a source for transitional housing and workforce housing.

### 2. Tarlton Hills

HDP continues to explore options available to redevelop the site of the 50-unit RAD development situated near Uptown Charlotte.

3. Hall House

CHA is working in collaboration with a number of key stakeholders, including both the City of Charlotte and Mecklenburg County, to develop a revitalization strategy for a two-block area of Uptown Charlotte that includes the 2.2-acre Hall House site. The CHA Board of Commissioners is looking at the best path available to redevelop this valuable asset into a thriving mixed-use development comprised of residential and commercial space that offers the best opportunity for long-term sustainability, keeping affordable housing in the heart of Charlotte. All of the public housing assistance for the 191 units at Hall House has been transferred to other developments as a part of CHA's portfolio RAD conversion. CHA will retain affordability at Hall House moving forward using a mixed-income, mixed-use strategy.

4. Strawn Cottages

A private developer has been selected in a competitive procurement process to take the lead in the redevelopment of this 16.2-acre site in an historic Charlotte neighborhood. All public housing assistance for the 122 Strawn Cottage units was used to provide relocation vouchers to tenants being relocated or transferred to other developments during CHA's RAD portfolio conversion. Affordability will return to the site due to the mixed income nature of the planned redevelopment. Relocation is complete and demolition is set to begin in the 4<sup>th</sup> quarter of 2017. The resulting mixed-income, mixed-use site will be a transit-oriented development.

5. Parktowne Outparcel

The Parktowne Outparcel is 1.6 +/- acres of vacant land adjacent to a six-story senior apartment complex that houses RAD residents. The outparcel is zoned for mixed-use development. CHA plans to redevelop the site as part of its adopted 5-Year Strategic Plan.

6. Edwin Outparcel

The Edwin Outparcel is 1 +/- acres of vacant land adjacent to an 11-story senior apartment complex that houses RAD residents. The outparcel is zoned for a residential-use development. CHA plans to redevelop the site at some point in the future.

**B. ACQUISITION ACTIVITIES**

1. Baxter Street

HDP is planning a new 180-unit mixed-income development of workforce housing on land adjacent to another existing CHA development, Charlottetown Terrace. CHA will acquire some of the needed land in a land swap with Mecklenburg County and will purchase the remaining land with MTW funds in 2018.

## 2. Opportunity Development

CHA is exploring purchasing an apartment complex in a High or Very High Opportunity Census tract to continue our efforts to deconcentrate poverty.

## 3. Acquisition Strategy

CHA/HDP may consider an acquisition strategy based on expiring tax credits or other methods that will benefit the people routinely served by our agencies. Also under consideration is an opportunity to dispose of vacant and/or excess land currently owned by CHA/HDP. It is our intent to create a pool of real estate brokers that will assist us in this endeavor.

## **C. Other Activities**

### 1. Renaissance Police Memorial

Two CMPD officers were killed at the former Boulevard Homes in 1993. The capstone project for this HOPE VI redevelopment will be a beautiful fountain/art installation at the intersection of the two streets on the development named for these fallen heroes.

### 2. Seeds for Change

The Charlotte Housing Authority (CHA) has partnered with the West Boulevard Neighborhood Coalition to create a plan to combat the lack of a supermarket in the West Boulevard Corridor. In early 2000, the CHA purchased approximately 3.54 acres of land at the corner of West Boulevard and Clanton Road to attract a highly needed supermarket to compliment the Dalton Village HOPE VI Program. Today, the parcel is still vacant and the corridor continues to be classified as a “food desert”.

Neighbors in the community formed a coalition to address the needs and create a sustainable plan for their community. As a result, the “Seeds for Change” project was born to provide fresh foods, jobs and educational opportunities for the families in the surrounding neighborhoods. CHA provided a License Agreement for less than one year to allow the Coalition to access, inspect and test the efficacy of constructing and maintaining an urban farm. Thereafter, it is our intent to enter into a phased, long-term lease agreement to continue to serve the needs of the community and a disposition application was submitted to SAC in 2017 to dispose of the 3.54 acres in preparation for this endeavor.

The impact of the plan will not only benefit the Arbor Glen residents, but the West Boulevard corridor as a whole. The initial plans will begin with a large-scale community garden that will include outdoor raised garden beds and aquaponic greenhouses which will employ community residents to build. Ultimately, the final phase will culminate in the construction of a 15,000 square foot, co-op grocery store.

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### 1. Brooklyn Village

CHA/HDP is exploring the possibility of a partnership with the City of Charlotte, Mecklenburg County and other development partners to revitalize Second Ward in Uptown Charlotte, bringing affordable housing back to this section of Charlotte's urban core.



## Appendix F

### WORK REQUIREMENT POLICY LAST AMENDED: September, 2016

CHA believes it is essential to create a clear expectation that all applicants and participants who are non-elderly and non-disabled should work. To this end, CHA plans to institute a work requirement under which each Non- Elderly/Non-Disabled Household will be expected to work at least 20 hours per week. At the time of implementation for existing households. A household who works less than 20 hours a week will have the work requirement waived for a period of up to 6 months or until a household has found employment; whichever is sooner. For new admissions, employment will be verified at time of admission to CHA and all households must become compliant within 6 months of admission. All children under the age of 18, who have not graduated from high school or received their GED, must be enrolled in school full time.

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During the 6-month waiver period, a participant must be involved in a CHA Approved Work Related Activity exceptions to the six-month rule may be made on a case-by-case basis. Exceptions may include: short or long term verified medical issues for immediate family members who include spouse, children, parents and grandparents.

To be considered employed, a household must be working for a minimum of 20 hours per week. If this threshold has not been achieved during the waiver period, the household will be notified of an additional three-month warning period to meet the work requirement. If the household fails to meet the work requirement Phase I sanctions will apply.

Phase I Sanction: When the household fails to comply within the 90-day warning period, the household's income will be calculated utilizing minimum wage x the number of hours as required by the work requirement of their housing assistance (subsidy) for up to three months. ~~the period the household will lose 50% of their housing assistance (subsidy) for period, the household will lose 50% of their housing assistance (subsidy) for up to three months.~~ The household will be notified if non-compliance continues beyond the three-month Phase I sanction, the Phase II sanctions will remove the household assistance (100% subsidy loss).

Phase II Sanction: If the household has been under Phase I sanctions for 90 days and fails to correct the non-compliance, the household will lose 100% of their housing assistance (subsidy) for up to 180 additional days and will be required to pay the established contract rent. The household will be recommended for termination at the end of 180 days of Phase II Sanctions and afforded an informal hearing prior to establishing any final program termination

#### Work Related Activities

- Life Skills or Moving Forward Program Workshops through the Charlotte Housing Authority or the Resident Advisory Council \*
- Employment training workshops through the Center for Employment Services\*
- Job Readiness Training (i.e.: Charlotte Area Fund, Center for Employment Services)
- Vocational educational training - not to exceed 12 months (i.e.: Urban League, Goodwill or accredited/certified institution)

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## Appendix F

- Job skills training directly related to employment – On-the-job Training (i.e.: Charlotte Works)
- Associates or Bachelor's degree program from an accredited college/university. If in school, must be employed a minimum of 15 hours per week. Work and school must total no less than 15 hours per week.
- High School Diploma or GED program. If in HSD or GED program, must be employed a minimum of a 15 hours per week. Work and school must total no less than 15 hours per week. Participant must attend HSD or GED program at CPCC, Center for Employment Services, or accredited institution.

### Work Experience (TANF)

- Community Service Activities (Volunteering) – 8 to 15 hours per week, not to exceed 60 days (must have statement on letter head from the sponsor organization). During volunteering, resident must continue to conduct job search and provide job search log to Case Manager.

Eligible community service activities include the following: local public or nonprofit institutions such as schools, head start programs, before/after school programs, childcare centers, hospitals, clinics, hospices, nursing home homes, recreation centers, senior centers, adult day care programs, homeless shelters, approved activities/events hosted by the Resident Advisory Council, feeding programs, distributing at food banks or clothing closets.

~~CHA believes it is essential to create a clear expectation that all participants who are non elderly and non disabled should work. To this end, CHA plans to institute a work requirement under which the Head of Household will be expected to work full time in the final phase (however, the requirement can be fulfilled by any adult in the household or a combination of the adults in the household). Full time work is defined as employment for 30 hours or more per week.~~

~~When the program is launched, all non working residents (except the elderly and persons with disabilities) will undergo an assessment to determine the extent of any barriers to work. Participants who are prepared for work will be urged to look for work. Participants who are not prepared will be given other work participation activities to help them prepare for work, including life skills education, volunteering, and short-term vocational training.~~

~~During the first introductory phase of the program, no participants will be sanctioned for failure to comply with the policy. This will give participants time to address barriers to work and better understand the policy.~~

~~After the introductory phase has passed, Head of Households will be~~

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## Appendix F

~~expected to exhibit a good faith effort to find work for a minimum of 20 hours a week and/or participate in other work participation activities, if determined to be appropriate by the case manager. Each additional adult Household member will increase the hours of work required by 5 hours/week. (i.e. 3 adult household members would be 15 + 5 + 5 = 25 hours per week for the household)~~

~~Residents who fail to comply with the terms of the Work requirement policy may be sanctioned. The sanctions will increase in magnitude the longer a participant is in non compliance, sanctions shall be applied in phases as follows:~~

~~Improvement Period: Participant will have a three (3) month grace period to cure non compliance, if not cured within three (3) months, Probationary sanctions will be applied. Residents may be granted extensions if in compliance with their established improvement plan.~~

## Appendix F

### ~~Appendix F~~

~~Probationary Period: Participant will lose a portion of their rental assistance for up to three (3) months. If they fail to correct the non-compliance within three (3) months, non-compliance sanctions will be applied.~~

~~Non-Compliance Period: Participant will lose 100% of their rental assistance for six (6) months and will be required to pay the established market rent. Participant still has the option to cure the non-compliance during the 6-month period while they are paying market rent. If the Participant fails to cure the non-compliance by the end of the 6-month period they will continue to pay market rent and move to Termination.~~

~~Termination: Termination will begin and the Participant's incentive account, if any, is forfeited due to non-compliance. For Housing Choice Voucher participants this means they will lose their voucher eligibility permanently, but can remain unassisted in their current unit.~~

## Appendix G

### Rent Reform Overview

The new rent calculation is an income-based, stepped rent with stepped escrow deposits. The income bands are a \$2,500 range with the stepped rent being 30% of the range low end. For example, in a \$5,000 – \$7,499 annual income band, the low end of \$5,000 is divided by the 12 months of the year and multiplied by 30%. The total tenant payment required by the tenant would be \$125. Annual adjusted income will be used to establish the income band. Escrow deposits will begin when the household adjusted income including wages reaches \$12,500 and ends when the household adjusted income reaches 70% of Area Median Income (AMI) or 3 years after reaching 40% of AMI, whichever comes first. Incentive accounts can be disbursed for any reason when they leave subsidized housing as long as they leave in good standing. But while they continue to receive a subsidy, withdrawals are limited to amounts needed to help participants overcome specific verifiable barriers to work. A ceiling flat rent was established at CHA Fair Market Rents (public housing only) by bedroom size and is reviewed/updated annually every fall.

In FY11, the Rent Reform and Work Requirement initiatives were split. Rent Reform began for all conventional public housing and Section 8 participants on December 1, 2010. Participants are still granted interim rent recertifications between annual recertifications provided they have met the established criteria. If there is a decrease in the family's income or an increase in medical expense or childcare expense which is expected to last longer than thirty days (and will change their flat deduction eligibility), the participant may request that an interim recertification be performed. Participants must still report changes in family size.

Income earned by seasonal employment will be annualized if the employee has maintained employment for more than 60 days. Employees of temporary agencies will be annualized after an initial 30 days of assignments.

Income from assets with a combined value of less than \$5,000 will be excluded. The annual recertification will include self certification for households with combined assets at or below \$5,000, or third party verification for assets over \$5,000. Traditional medical and childcare deductions are eliminated. Participants need only verify enough non-reimbursable expenses to meet the requested deduction level listed below.

Medical Expenses	Medical Deduction	Childcare Expense	Childcare Deduction
\$0 - \$2,499	\$0	\$0 - \$2,499	\$0
\$2,500 - \$4,999	\$2,500	\$2,500 - \$4,999	\$2,500
\$5,000 - \$7,499	\$5,000	\$5000 - \$7,499	\$5,000
\$7,500+	\$7,500	\$7,500+	\$7,500

APPENDIX H

Sample 2 Bedroom Rent Bands					
	Minimum Rent		75		
	Fair Market Rent		813		
Income Range		30% of low end	TTP	Incentive Account Deposit	
\$0	\$2,499	\$0	\$75	\$0	Minimum Rent is greater than 30% of income
\$2,500	\$4,999	\$63	\$75	\$0	
\$5,000	\$7,499	\$125	\$125	\$0	
\$7,500	\$9,999	\$188	\$188	\$0	
\$10,000	\$12,499	\$250	\$250	\$0	
\$12,500	\$14,999	\$313	\$313	\$25	
\$15,000	\$17,499	\$375	\$375	\$40	
\$17,500	\$19,999	\$438	\$438	\$55	
\$20,000	\$22,499	\$500	\$500	\$70	
\$22,500	\$24,999	\$563	\$563	\$85	
\$25,000	\$27,499	\$625	\$625	\$100	****40% AMI reached, 3 year incentive period begins
\$27,500	\$29,999	\$688	\$688	\$100	
\$30,000	\$32,499	\$750	\$750	\$100	
\$32,500	\$34,999	\$813	\$813	\$100	Ceiling Rent is reached, rent does not increase unless fair market rent increases
\$35,000	\$37,499	\$875	\$813	\$100	
\$37,500	\$39,999	\$938	\$813	\$100	
\$40,000	\$42,499	\$1,000	\$813	\$100	
\$42,500	\$44,999	\$1,063	\$813	\$100	
\$45,000	\$47,499	\$1,125	\$813	\$0	**70% AMI is reached, incentive account deposits end
\$47,500	\$49,999	\$1,188	\$813	\$0	

APPENDIX H

Sample 3 Bedroom Rent Bands					
	Minimum Rent		75		
	Fair Market Rent		1096		
Income Range		30% of low end	TTP	Incentive Account Deposit	
\$0	\$2,499	\$0	\$75	\$0	Minimum Rent is greater than 30% of income
\$2,500	\$4,999	\$63	\$75	\$0	
\$5,000	\$7,499	\$125	\$125	\$0	
\$7,500	\$9,999	\$188	\$188	\$0	
\$10,000	\$12,499	\$250	\$250	\$0	
\$12,500	\$14,999	\$313	\$313	\$25	
\$15,000	\$17,499	\$375	\$375	\$40	
\$17,500	\$19,999	\$438	\$438	\$55	
\$20,000	\$22,499	\$500	\$500	\$70	
\$22,500	\$24,999	\$563	\$563	\$85	
\$25,000	\$27,499	\$625	\$625	\$100	****40% AMI reached, 3 year incentive period begins
\$27,500	\$29,999	\$688	\$688	\$100	
\$30,000	\$32,499	\$750	\$750	\$100	
\$32,500	\$34,999	\$813	\$813	\$100	
\$35,000	\$37,499	\$875	\$875	\$100	
\$37,500	\$39,999	\$938	\$938	\$100	
\$40,000	\$42,499	\$1,000	\$1,000	\$100	
\$42,500	\$44,999	\$1,063	\$1,063	\$100	
\$45,000	\$47,499	\$1,125	\$1,096	\$0	Ceiling Rent is reached, rent does not increase unless fair market rent increases **70% AMI is reached, incentive account deposits end
\$47,500	\$49,999	\$1,188	\$1,096	\$0	

APPENDIX H

Sample 4 Bedroom Rent Bands					
	Minimum Rent		75		
	Fair Market Rent		1359		
Income Range		30% of low end	TTP	Incentive Account Deposit	
\$0	\$2,499	\$0	\$75	\$0	Minimum Rent is greater than 30% of income
\$2,500	\$4,999	\$63	\$75	\$0	
\$5,000	\$7,499	\$125	\$125	\$0	
\$7,500	\$9,999	\$188	\$188	\$0	
\$10,000	\$12,499	\$250	\$250	\$0	
\$12,500	\$14,999	\$313	\$313	\$25	
\$15,000	\$17,499	\$375	\$375	\$40	
\$17,500	\$19,999	\$438	\$438	\$55	
\$20,000	\$22,499	\$500	\$500	\$70	
\$22,500	\$24,999	\$563	\$563	\$85	
\$25,000	\$27,499	\$625	\$625	\$100	****40% AMI reached, 3 year incentive period begins
\$27,500	\$29,999	\$688	\$688	\$100	
\$30,000	\$32,499	\$750	\$750	\$100	
\$32,500	\$34,999	\$813	\$813	\$100	
\$35,000	\$37,499	\$875	\$875	\$100	
\$37,500	\$39,999	\$938	\$938	\$100	
\$40,000	\$42,499	\$1,000	\$1,000	\$100	
\$42,500	\$44,999	\$1,063	\$1,063	\$100	
\$45,000	\$47,499	\$1,125	\$1,125	\$100	**70% AMI is reached, incentive account deposits end
\$47,500	\$49,999	\$1,188	\$1,182	\$0	
\$50,000	\$52,499	\$1,250	\$1,250	\$0	
\$52,500	\$54,499	\$1,313	\$1,313	\$0	
\$55,000	\$57,499	\$1,375	\$1,359	\$0	Ceiling Rent is reached, rent does not increase unless fair market rent increases



APPENDIX H

<b>Sample 5 Bedroom Rent Bands</b>					
	Minimum Rent		75		
	Fair Market Rent		1359		
Income Range		30% of low end	TTP	Incentive Account Deposit	
\$0	\$2,499	\$0	\$75	\$0	Minimum Rent is greater than 30% of income
\$2,500	\$4,999	\$63	\$75	\$0	
\$5,000	\$7,499	\$125	\$125	\$0	
\$7,500	\$9,999	\$188	\$188	\$0	
\$10,000	\$12,499	\$250	\$250	\$0	
\$12,500	\$14,999	\$313	\$313	\$25	
\$15,000	\$17,499	\$375	\$375	\$40	
\$17,500	\$19,999	\$438	\$438	\$55	
\$20,000	\$22,499	\$500	\$500	\$70	
\$22,500	\$24,999	\$563	\$563	\$85	
\$25,000	\$27,499	\$625	\$625	\$100	****40% AMI reached, 3 year incentive period begins
\$27,500	\$29,999	\$688	\$688	\$100	
\$30,000	\$32,499	\$750	\$750	\$100	
\$32,500	\$34,999	\$813	\$813	\$100	
\$35,000	\$37,499	\$875	\$875	\$100	
\$37,500	\$39,999	\$938	\$938	\$100	
\$40,000	\$42,499	\$1,000	\$1,000	\$100	
\$42,500	\$44,999	\$1,063	\$1,063	\$100	
\$45,000	\$47,499	\$1,125	\$1,125	\$0	**70% AMI is reached, incentive account deposits end
\$47,500	\$49,999	\$1,188	\$1,188	\$0	
\$50,000	\$52,499	\$1,250	\$1,250	\$0	
\$52,500	\$54,999	\$1,313	\$1,313	\$0	
\$55,000	\$57,499	\$1,375	\$1,359	\$0	Ceiling Rent is reached, rent does not increase unless fair market rent increases

## **COMMUNITY BASED RENTAL ASSISTANCE POLICY**

Revised ~~August, 2016~~September, 2017

### **Overview**

The CHA's Community Based Rental Assistance (CBRA) program (also known as the project-based voucher program) encompasses traditional project-based voucher units, Special Needs units (elderly, disabled, supportive housing, supportive service, and homeless), and pilot local rental subsidy programs. The CHA will determine the percentage of housing choice voucher assistance that is project-based under the CBRA program based on organizational strategic goals and public housing authority and/or City/County revitalization efforts. The CBRA policy is also applicable to units converted to PBV under the Rental Assistance Demonstration (RAD) program.

### **Simplification of the Process to Project-Base Units**

The CHA will utilize a simplified owner proposal selection process to project-base vouchers. The CHA will select CBRA proposals by any of the following methods:

Units Owned by CHA. The CHA is authorized to project-base Section 8 assistance at properties owned directly or indirectly by the Agency, subject to HUD's requirements regarding subsidy layering. Project-based assistance for such owned units does not need to be competitively bid, nor are the owned units subject to any assessments for voluntary conversion. Direct or indirect ownership interest includes, but is not limited to:

- CHA participation as a member in a tax credit or other LLC;
- Direct or indirect ownership interest through a CHA subsidiary;
- CHA ownership of the land on which the community has been or is to be developed; or
- The CHA is funding a portion of the construction costs of the community and subsidizing the operating costs or rents of the community for low income families.

Request for Proposals. The CHA may solicit proposals by using a request for proposals (RFP) process. The RFP process will select proposals on a competitive basis. The CHA will not limit proposals to a single site or impose restrictions that explicitly or practically preclude owner submission of proposals for project-based housing on different sites.

Proposals that were Previously Selected Based on Competition. The CHA may consider an application and select a proposal for housing assisted under a federal, state, or local government housing assistance, community development, or supportive services program (e.g. Low Income Housing Tax Credit (LIHTC), HOME, Housing Trust Fund, Affordable Housing Program, etc.) that included a competitive process. The CHA may consider such applications only if housing was competitively selected within three years of the proposal selection date and where

the earlier competitive proposal did not involve any consideration that the project would receive project-based voucher assistance.

Joint Requests for Proposals with the City and State. The CHA may award project-based voucher assistance via competitive process for other affordable housing funds to maximize the impact of its project-based vouchers and to minimize the number of application processes developers face.

### **Solicitation and Selection of Proposals**

CHA will accept proposals on an ongoing basis. CHA may periodically advertise its request for proposals (RFP) for the target categories in The Charlotte Observer. In addition to, or in place of advertising, CHA may also directly contact specific owners that have already been selected through one of the competitive processes above to inform them of available project based assistance.

In order for the proposal to be considered, the proposal must respond to all requirements as outlined in the RFP. Incomplete proposals will not be reviewed.

The CHA will rate and rank proposals for in the target categories using the following

criteria: Family Units

1. Must be located in a permissible area which meet CHA's goals and objectives including but not limited to deconcentrating poverty, expanding housing and economic opportunities
2. Families must have one member either working or participating in a work support program.
3. No more than 25% of the units in a family development will be project-based unless the development is providing some level of supportive services. (*This does not apply to senior and special needs housing*).
4. Developments in neighborhoods within a mile of one of Charlotte's new transportation corridors, including light rail, will be given second priority.

Special Needs Units

1. Category includes units for homeless, disabled, domestic violence, transitional youth and other special needs.
2. Services must be being provided onsite or in coordination with the housing. Higher levels of service provision will be given first priority.
4. Must be located in a permissible area which meet CHA's goals and objectives including but not limited to deconcentrating poverty, expanding housing and economic opportunities, Developments in neighborhoods within a mile of one of Charlotte's new transportation corridors, including light rail, will be given second priority.

### Senior Units

1. Must be located in a permissible area which meet CHA's goals and objectives including but not limited to deconcentrating poverty, expanding housing and economic opportunities
2. Developments in Uptown Charlotte or in neighborhoods within a mile of one of Charlotte's new transportation corridors, including light rail, will be given second priority.
3. Services must be provided onsite or in coordination with the housing. Higher levels of service provision will be given priority if the locational criteria rank equally.

In addition to meeting the above criteria, each deal must meet HUD Site Selection Standards set forth in CFR 983.57. Each deal must also be in compliance with HUD subsidy layering rules, the Fair Housing Act, Davis-Bacon regulations for new construction and all other applicable HUD regulations.

Priority will be given to proposals in any target category that complement other local activities such as the redevelopment of a public housing site under the HOPE VI program, the HOME program, CDBG activities, other development activities in a HUD-designated Enterprise Zone, Economic Community, or Renewal Community.

### **Prohibition of Assistance for Certain Units**

The CHA will determine property eligibility criteria and may provide project-based assistance for transitional housing and other innovative housing types to address Charlotte's affordable housing needs.

### **Cap on the Number of Project-Based Units**

The CHA will provide project-based assistance for excepted units in multifamily buildings that are specifically made available for elderly or disabled families or families receiving supportive services on a project-by-project basis with MTW and/or HUD approval.

In Supportive Housing developments (homeless, disabled, domestic violence, transitional youth, and/or special needs) with less than 20 units, the CHA will provide project-based assistance up to 100% of the units in the project. In supportive housing developments (homeless, disabled, domestic violence, transitional youth, and/or special needs) with more than 20 units, CHA will provide project-based assistance up to 60% of the units in the project. Services must be provided in the coordination of housing for supportive housing developments. The types of services offered to families for a project to qualify for the exception will be determined on a project-by-project basis depending on the target population. Supportive Housing developments may use the McKinney Act definition of disabled for the purposes of determining eligibility for exempted units.

The CHA will require reports to be submitted at least quarterly for supportive housing developments (excluding elderly and disabled developments) to ensure proper monitoring of excepted units.

In family developments or transitional housing programs, families must be receiving FSS supportive services or other self-sufficiency services to qualify for an excepted unit. The CHA, contract service provider, and/or supportive service partner will monitor the excepted family's continued receipt of supportive services and take appropriate action regarding those families that fail without good cause to complete their supportive services requirement. The CHA will require reports to be submitted at least quarterly for family developments to ensure proper monitoring of excepted units.

### **Site Selection Standards**

Per CHA's MTW Agreement, the Authority is authorized to duly adopt, according to the requirements of local law, alternate standards for determining the location of existing, newly constructed or substantially rehabilitated housing to receive subsidy; provided, however, that in lieu of the Site Selection Standards currently set forth in 24 C.F.R. Section 983.57, the agency will comply with the following requirements:

- a. The Agency will comply with the Fair Housing Act and Title VI of the Civil Rights Act of 1964, and implementing regulations thereto, in determining the location of newly constructed or acquired public housing units.
- b. Units may be located in the agency's jurisdiction, including within, but not limited to, the following types of urban areas: (1) an area of revitalization that has been designated as such by the City of Charlotte and/or Mecklenburg County, including Redevelopment Areas and Enhanced Enterprise Communities, (2) an area where public housing units were previously constructed and were demolished, (3) a racially or economically impacted area where the agency plans to preserve existing affordable housing, (4) in connection with a HOPE VI or other HUD funded master planned development, (5) in areas where a needs analysis indicates that subsidized housing represents a low percentage of the total number of housing units in the area or (6) relocating units to an area with a lower concentration of public housing units.
- c. Conduct a housing needs analysis indicating that there is a real need for the housing in the area; and
- d. When developing or substantially rehabilitating six or more Section 8 project-based units, the agency will: (1) advise current residents of the subject properties and representative community groups in the vicinity of the subject property by letter to resident organizations and by public meeting, of the agency's revitalization plan and (2) certify to HUD in its MTW Annual Report that the comments from residents and representative community groups have been considered in the revitalization plan. Documentation evidencing that the agency has met the stated requirements will be maintained at the housing authority and submitted to HUD in its MTW Annual Report.

It is the goal of CHA to select sites for CBRA housing that provide for deconcentrating poverty and expanding housing and economic opportunities. In complying with this goal, the CHA will limit approval of sites for project-based housing in census tracts that have poverty concentrations of 20 percent or less.

However, the CHA will grant exceptions to the 20 percent standard where the CHA determines that the project-based assistance will complement other local redevelopment activities designed to deconcentrate poverty and expand housing and economic opportunities in census tracts with poverty concentrations greater than 20 percent, such as sites in:

- A census tract in which the proposed development will be located in a HUD-designated Enterprise Zone, Economic Community, or Renewal Community;
- A census tract where the concentration of assisted units will be or has decreased as a result of public housing demolition and HOPE VI redevelopment;
- A census tract in which the proposed development will be located is undergoing significant revitalization as a result of state, local, or federal dollars invested in the area;
- A census tract where new market rate units are being developed where such market rate units will positively impact the poverty rate in the area;
- A census tract where there has been an overall decline in the poverty rate within the past five years; or
- A census tract where there are meaningful opportunities for educational and economic advancement.

Additionally, the CHA will strive to get as many CBRA units as possible in stable Charlotte neighborhoods, neighborhoods where there is an active neighborhood revitalization plan and/or neighborhoods along Charlotte's new transportation corridors, including the light rail. Priority will be given to developments that meet one or more of the following goals:

- Located in an area of low crime as determined by local law enforcement;
- Located in an area with access to high-performing public schools; or
- Located in neighborhoods within a mile of one of Charlotte's new transportation corridors, including light rail.

### **Inspecting Units**

The CHA will waive the requirement for an initial HQS inspection on newly constructed project-based units and utilize a Certificate of Occupancy (CO) in lieu of an initial inspection.

### **Site-Based Administration**

CHA's CBRA program will utilize simplified property management practices based on private management/private sector models instead of the traditional public housing authority managed project-based voucher model in order to simplify, streamline and enhance the delivery of management services to CBRA communities. The CHA will delegate to the Owner Entities' professional management companies the full responsibility of administering all aspects of the CBRA program. This includes: waiting list selection and administration, eligibility, admissions, and functions related to continued occupancy to include but not limited to regularly scheduled recertifications, interim recertifications and transfer moves, at the property level based on the community's approved tenant selection plan and the CHA's Administrative Plan. The Owner Entities' property management is also authorized to administer grievance processes provided that no-cause evictions are not permitted and all policies and practices comply with fair housing and other related requirements.

## **Lease**

The CHA may waive the initial one year lease requirement in Supportive Housing development/programs.

## **Family Right to Move**

CHA has received a waiver of 24 CFR 983.260 Family Right to Move, so that a family will not be offered the opportunity for continued tenant-based rental assistance if they terminate the lease at any time after one year of occupancy. Exceptions to the waiver may be made for:

- Occupancy of a wrong size unit due to change in family composition and property does not have an available unit that meets occupancy standards for the family's size;
- Reasonable accommodation;
- Victims of domestic violence, dating violence, or stalking; and
- Owner refusal to renew the lease without good cause.
- Tenants that occupied RAD -PBV units the time of conversion

## **Determining Rent to Owner**

The CHA has an approved waiver of 24 CFR 983.301 in order to implement a more market competitive determination of rent to owner process for the Community Based Rental Assistance (CBRA) Program in order to:

- Create affordable housing developments through public/private partnerships using market principles that maximize the economic viability and sustainability of CHA's mix-income communities.
- Meet CHA's goals and objectives including but not limited to deconcentrating poverty, expanding housing and economic opportunities
- Facilitate self-sufficiency among low-income families by increasing access to community resources and amenities that improve quality of life.

CHA's determination of rent to owner process may determine contract rents on a project-by-project basis up to 120% of HUDs fair market rents (FMRs) based on independent market study and analysis. Exceptions to the CHA Payment Standards may be granted with Administration approval based on the following factors:

- The quality of the housing regardless of the submarket.
- The location of the housing with respect to its proximity to revitalization/transformation activities and other public development initiatives.
- CHA's de-concentration efforts
- CHA's RAD portfolio conversion





## APPENDIX J

**Charlotte Housing Authority  
Demolition/Disposition Activity**

<b>Demolition/Disposition Activity Description</b>
1a. Development name: <b>Central Office (Held by COCC)</b>
1b. Development (project) number: 3-07
2. Activity type:   Demolition X   Disposition ___ Transfer to COCC
3. Application status Approved X Submitted, pending approval Planned application
4. Date application approved, submitted, or planned for submission: 12/31/2016
5. Number of units affected: None
6. Coverage of action Part of the development X Total development
7. Timeline for activity: a. Actual or projected start date of activity: 2012-2016 b. Projected end date of activity: 2017

<b>Demolition/Disposition Activity Description</b>
1a. Development name: <b>Tall Oaks</b>
1b. Development (project) number: 3-20
2. Activity type: X Demolition X Disposition
3. Application status Approved Submitted, pending approval X Currently undergoing RAD review.
4. Date application approved, submitted, or planned for submission: 2012-2016
5. Number of units affected: 79
6. Coverage of action Part of the development X Total development
7. Timeline for activity: a. Actual or projected start date of activity: 2012-2016 b. Projected end date of activity: 2016

<b>Demolition/Disposition Activity Description</b>
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1a. Development name: <b>Hall House</b>
1b. Development (project) number: 3-22
2. Activity type:     Demolition X Disposition
3. Application status Approved Submitted, pending approval X Currently undergoing a RAD transfer of assistance.
4. Date application approved, submitted, or planned for submission: 2017
5. Number of units affected: 191
6. Coverage of action Part of the development X Total development
7. Timeline for activity: a. Actual or projected start date of activity: 2015 b. Projected end date of activity: 2017

<b>Demolition/Disposition Activity Description</b>
1a. Development name: <b>Tarlton Hills</b>
1b. Development (project) number: 3-23
2. Activity type: X Demolition X Disposition
3. Application status Approved Submitted, pending approval X Planned application
4. Date application approved, submitted, or planned for submission: 2011 - 2017
5. Number of units affected: 21
6. Coverage of action Part of the development X Total development
7. Timeline for activity: a. Actual or projected start date of activity: 2014 - 2019 b. Projected end date of activity: 2019

<b>Demolition/Disposition Activity Description</b>
1a. Development name: Strawn Apartments
1b. Development (project) number: 3-07

## APPENDIX J

2. Activity type:    Demolition X Disposition
3. Application status Approved X Submitted, pending approval Planned application
4. Date application approved, submitted, or planned for submission 12/31/2016
5. Number of units affected: 122
6. Coverage of action  X Part of the development Total development
7. Timeline for Activity: a. Actual or projected start date of activity: 2012-2016 b. Projected end date of activity: 2017

<b>Demolition/Disposition Activity Description</b>
1a. Development name: Strawn Activity Building
1b. Development (project) number: 3-07
2. Activity type:    Demolition X Disposition
3. Application status Approved X Submitted, pending approval Planned application
4. Date application approved, submitted, or planned for submission 12/31/2016
5. Number of units affected: None
6. Coverage of action  X Part of the development Total development
7. Timeline for Activity: a. Actual or projected start date of activity: 2012-2016 b. Projected end date of activity: 2017

## APPENDIX J

<b>Demolition/Disposition Activity Description</b>
1a. Development name: The Renaissance Child Development Center
1b. Development (project) number: 3-11
2. Activity type: Demolition X Disposition
3. Application status Approved Submitted X Planned application
4. Date application approved, submitted, or planned for submission 12/31/2016
5. Number of units affected: None
6. Coverage of action X Part of the development Total development
7. Timeline for Activity: a. Actual or projected start date of activity: 2016 b. Projected end date of activity: 2017

<b>Demolition/Disposition Activity Description</b>
1a. Development name:
1b. Development (project) number
2. Activity type: Demolition X Disposition
3. Application status Approved Submitted Planned application
4. Date application approved, submitted, or planned for submission 12/31/2016
5. Number of units affected:
6. Coverage of action Part of the development Total development
7. Timeline for Activity: a. Actual or projected start date of activity: 2016 b. Projected end date of activity: 2017

## APPENDIX J

<b>Demolition/Disposition Activity Description</b>	
1a. Development name:	Seeds for Change
1b. Development (project) number	N/A
2. Activity type:	Demolition X Disposition (Lease Agreement)
3. Application status	Approved Submitted X Planned application
4. Date application approved, submitted, or planned for submission	7/1/2017
5. Number of units affected:	None
6. Coverage of action	N/A  Part of the development Total development
7. Timeline for Activity:	a. Actual or projected start date of activity: 2017 b. Projected end date of activity: 2027

## Rental Assistance Demonstration (RAD) Significant Amendment

The Housing Authority of the City of Charlotte is amending its FY2016 Moving Forward Annual Plan because it was a successful applicant in the Rental Assistance Demonstration (RAD). As a result, the Housing Authority of the City of Charlotte will be converting to Project Based Vouchers under the guidelines of PIH Notice 2012-32, REV-2 and any successor Notices. Upon conversion to Project Based Vouchers the Authority will adopt the PBV Residents Rights and Participation that cannot be altered by MTW flexibility. These are listed in Section 1.6.C & 1.6.D of PIH Notice 2012-32, REV-2. The PBV Resident Rights and Participation applicable to CHA's RAD conversion are appended to this Attachment. Additionally, the Housing Authority of the City of Charlotte is currently compliant with all fair housing and civil rights requirements and is not under a Voluntary Compliance Agreement.

RAD was designed by HUD to assist in addressing the capital needs of public housing by providing the Housing Authority of the City of Charlotte with access to private sources of capital to repair and preserve its affordable housing assets. Please be aware that upon conversion, the Authority's Capital Fund Budget will be reduced by the pro rata share of Public Housing Developments converted as part of the Demonstration, and that Housing Authority of the City of Charlotte may also borrow funds to address their capital needs. At this time, CHA will be researching all options and maintaining continued service requirements will be a high priority for the agency. We do not anticipate any reductions due to RAD.

The Housing Authority of the City of Charlotte will also be contributing Operating Reserves up to the maximum available amount per property as defined per the RAD notice, subject to HUD and Board approval. The Housing Authority of the City of Charlotte currently has debt under the Capital Fund Financing Program and will be working with US Bank to address outstanding debt issues. Regardless of any funding changes that may occur as a result of conversion under RAD, the Housing Authority of the City of Charlotte certifies that it will maintain its continued service level for its remaining portfolio of public housing units

Below, please find specific information related to the Public Housing Development (s) selected for RAD:

# Appendix K

Name of Public Housing Development: Southside	PIC Development ID: NC003000003	Conversion type: PBV	Transfer of Assistance: 2 units
Total Units: 394	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$529,754
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	65	73	8
Two Bedroom	233	221	-12
Three Bedroom	86	88	2
Four Bedroom	10	10	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	394	392	-2 (special use units)
If performing a Transfer of Assistance:	The Transfer of Assistance is related to special use units, therefore no transfer of waiting list is necessary		
# of Elderly, Disabled, or Receiving Supportive Services <sup>1</sup> :	392		

Name of Public Housing Development: First Ward	PIC Development ID: NC003000005	Conversion type: PBV	Transfer of Assistance: None
Total Units: 132	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$191,069
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	8	8	0
Two Bedroom	68	68	0
Three Bedroom	43	43	0
Four Bedroom	12	12	0
Five Bedroom	1	1	0
Six Bedroom	0	0	0
Total Units	132	132	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	132		

<sup>1</sup> CHA meets the RAD notice to Project-Base 100% of the units because the number of families that are elderly, disabled or eligible to receive supportive services exceeds 50% of the total RAD PBV units.

Appendix K

Name of Public Housing Development: Edwin Towers	PIC Development ID: NC003000006	Conversion type: PBV	Transfer of Assistance: None
Total Units: 176	Pre-RAD Unit Type: Senior	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$205,351
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	64	64	0
One Bedroom	96	96	0
Two Bedroom	16	16	0
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	176	176	0
If performing a Transfer of Assistance:	<b>N/A</b>		
# of Elderly, Disabled, or Receiving Supportive Services:	176		

Name of Public Housing Development: Arbor Glen	PIC Development ID: NC003000009	Conversion type: PBV	Transfer of Assistance: 4 units
Total Units: 29	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$42,491
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	4	4	0
Two Bedroom	10	6	-4
Three Bedroom	13	13	0
Four Bedroom	2	2	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	29	25	-4
If performing a Transfer of Assistance:	The Transfer of Assistance is related to special use units, therefore no transfer of waiting list is necessary		
# of Elderly, Disabled, or Receiving Supportive Services:	25		



# Appendix K

Name of Public Housing Development: Arbor Glen I	PIC Development ID: NC003000010	Conversion type: PBV	Transfer of Assistance: None
Total Units: 60	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$78,789
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	42	42	0
Two Bedroom	12	12	0
Three Bedroom	6	6	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	60	60	0
If performing a Transfer of Assistance:			
# of Elderly, Disabled, or Receiving Supportive Services:	60		

Name of Public Housing Development: Dillehay Courts	PIC Development ID: NC003000012	Conversion type: PBV	Transfer of Assistance: None
Total Units: 136	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$219,186
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	0	0	0
Two Bedroom	12	12	0
Three Bedroom	68	68	0
Four Bedroom	48	48	0
Five Bedroom	8	8	0
Six Bedroom	0	0	0
Total Units	136	136	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	0		

# Appendix K

Name of Public Housing Development: Cedar Knoll/ Leafcrest/ Mallard Ridge	PIC Development ID: NC003000016	Conversion type: PBV	Transfer of Assistance: None
Total Units: 132	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$198,729
<b>Bedroom Type</b>	<b>Number of Units Pre- Conversion</b>	<b>Number of Units Post- Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	15	15	0
Two Bedroom	42	42	0
Three Bedroom	61	61	0
Four Bedroom	14	14	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	132	132	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	97		

Name of Public Housing Development: Charlottetown	PIC Development ID: NC003000018	Conversion type: PBV	Transfer of Assistance: 19 units
Total Units: 180	Pre-RAD Unit Type: Disabled	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$204,394
<b>Bedroom Type</b>	<b>Number of Units Pre- Conversion</b>	<b>Number of Units Post- Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	139	125	-14
One Bedroom	40	36	-4
Two Bedroom	1	0	-1
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	180	161	-19
If performing a Transfer of Assistance:	The Transfer of Assistance is related to special use units, therefore no transfer of waiting list is necessary		
# of Elderly, Disabled, or Receiving Supportive Services:	161		

# Appendix K

Name of Public Housing Development: Tall Oaks/Tarlton Hills/Savanna Woods	PIC Development ID: NC003000020	Conversion type: PBV	Transfer of Assistance: None
Total Units: 149	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$225,454
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	25	25	0
Two Bedroom	52	52	0
Three Bedroom	50	50	0
Four Bedroom	22	22	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	149	149	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	50		

Name of Public Housing Development: Autumn Place	PIC Development ID: NC003000022	Conversion type: PBV	Transfer of Assistance: None
Total Units: 68	Pre-RAD Unit Type: Elderly	Post-RAD Unit Type if different:	Capital Fund allocation of Development:\$ 82,776
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	65	65	0
Two Bedroom	3	3	0
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	68	68	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	68		

# Appendix K

Name of Public Housing Development: Meadow Oaks/Gladedale/ Wallace Woods	PIC Development ID: NC003000025	Conversion type: PBV	Transfer of Assistance: None
Total Units: 129	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$196,460
<b>Bedroom Type</b>	<b>Number of Units Pre- Conversion</b>	<b>Number of Units Post- Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	11	11	0
Two Bedroom	42	42	0
Three Bedroom	68	68	0
Four Bedroom	8	8	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	129	129	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	0		

Name of Public Housing Development: Sunridge/Robinsdale	PIC Development ID: NC003000028	Conversion type: PBV	Transfer of Assistance: None
Total Units: 74	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$112,283
<b>Bedroom Type</b>	<b>Number of Units Pre- Conversion</b>	<b>Number of Units Post- Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	4	4	0
Two Bedroom	23	23	0
Three Bedroom	43	43	0
Four Bedroom	4	4	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	74	74	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	0		

# Appendix K

Name of Public Housing Development: Park @ Oaklawn	PIC Development ID: NC003000030	Conversion type: PBV	Transfer of Assistance: None
Total Units: 89	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$84,539
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	0	0	0
Two Bedroom	46	46	0
Three Bedroom	39	39	0
Four Bedroom	4	4	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	89	89	0
If performing a Transfer of Assistance:	<b>N/A</b>		
# of Elderly, Disabled, or Receiving Supportive Services:	89		

Name of Public Housing Development: Rivermere	PIC Development ID: NC003000031	Conversion type: PBV	Transfer of Assistance: None
Total Units: 20	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$18,832
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	0	0	0
Two Bedroom	12	12	0
Three Bedroom	8	8	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	20	20	0
If performing a Transfer of Assistance:	<b>N/A</b>		
# of Elderly, Disabled, or Receiving Supportive Services:	0		

# Appendix K

Name of Public Housing Development: Arbor Glen II	PIC Development ID: NC003000032	Conversion type: PBV	Transfer of Assistance: None
Total Units: 40	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$37,087
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why: (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	0	0	0
Two Bedroom	27	27	0
Three Bedroom	13	13	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	40	40	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	40		

Name of Public Housing Development: Nia Point	PIC Development ID: NC003000033	Conversion type: PBV	Transfer of Assistance: None
Total Units: 29	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$26,874
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	0	0	0
Two Bedroom	16	16	0
Three Bedroom	13	13	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	29	29	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	29		

# Appendix K

Name of Public Housing Development: Arbor Glen III	PIC Development ID: NC003000035	Conversion type: PBV	Transfer of Assistance: None
Total Units: 12	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$11,216
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	0	0	0
Two Bedroom	8	8	0
Three Bedroom	4	4	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	12	12	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	12		

Name of Public Housing Development: McAden Park	PIC Development ID: NC003000037	Conversion type: PBV	Transfer of Assistance: None
Total Units: 30	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$26,387
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	3	3	0
Two Bedroom	18	18	0
Three Bedroom	9	9	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	30	30	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	30		

# Appendix K

Name of Public Housing Development: Stonehaven	PIC Development ID: NC003000038	Conversion type: PBV	Transfer of Assistance: None
Total Units: 24	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$20,721
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	6	6	0
Two Bedroom	16	16	0
Three Bedroom	2	2	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	24	24	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	24		

Name of Public Housing Development: Montgomery Gardens	PIC Development ID: NC003000039	Conversion type: PBV	Transfer of Assistance: None
Total Units: 20	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$18,510
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	0	0	0
Two Bedroom	14	14	0
Three Bedroom	6	6	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	20	20	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	20		



# Appendix K

Name of Public Housing Development: Prosperity Creek	PIC Development ID: NC003000040	Conversion type: PBV	Transfer of Assistance: 84 units
Total Units: 72	Pre-RAD Unit Type: Elderly	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$51,227
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	72	144	72
Two Bedroom	0	12	12
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	72	156	84
If performing a Transfer of Assistance:	<b>This will allow the property to be governed by a single program / HAP Contract. No changes to the policy expected.</b>		
# of Elderly, Disabled, or Receiving Supportive Services:	156		

Name of Public Housing Development: South Oak Crossing	PIC Development ID: NC003000041	Conversion type: PBV	Transfer of Assistance: None
Total Units: 20	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$19,329
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	0	0	0
Two Bedroom	10	10	0
Three Bedroom	10	10	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	20	20	0
If performing a Transfer of Assistance:	<b>N/A</b>		
# of Elderly, Disabled, or Receiving Supportive Services:	20		

# Appendix K

Name of Public Housing Development: Springfield Gardens	PIC Development ID: NC003000042	Conversion type: PBV	Transfer of Assistance: None
Total Units: 22	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$20,901
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	0	0	0
Two Bedroom	11	11	0
Three Bedroom	11	11	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	22	22	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	22		

Name of Public Housing Development: 940 Brevard	PIC Development ID: NC003000044	Conversion type: PBV	Transfer of Assistance: None
Total Units: 40	Pre-RAD Unit Type: Elderly	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$28,619
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	40	40	0
Two Bedroom	0	0	0
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	40	40	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	40		

# Appendix K

Name of Public Housing Development: Seigle Point	PIC Development ID: NC003000045	Conversion type: PBV	Transfer of Assistance: None
Total Units: 102	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$94,569
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	6	6	0
Two Bedroom	42	42	0
Three Bedroom	54	54	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	102	102	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	102		

Name of Public Housing Development: Springcroft @ Ashley Park	PIC Development ID: NC003000046	Conversion type: PBV	Transfer of Assistance: None
Total Units: 18	Pre-RAD Unit Type: Elderly	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$12,891
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	18	18	0
Two Bedroom	0	0	0
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	18	18	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	18		

# Appendix K

Name of Public Housing Development: McAlpine	PIC Development ID: NC003000048	Conversion type: PBV	Transfer of Assistance: None
Total Units: 26	Pre-RAD Unit Type: Senior	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$18,602
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	26	26	0
Two Bedroom	0	0	0
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	26	26	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	26		

Name of Public Housing Development: Glen Cove	PIC Development ID: NC003000049	Conversion type: PBV	Transfer of Assistance: None
Total Units: 10	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$9,574
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	0	0	0
Two Bedroom	5	5	0
Three Bedroom	5	5	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	10	10	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	10		

# Appendix K

Name of Public Housing Development: Fairmarket Square	PIC Development ID: NC003000050	Conversion type: PBV	Transfer of Assistance: None
Total Units: 16	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different	Capital Fund allocation of Development: \$15,508
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	0	0	0
Two Bedroom	8	8	0
Three Bedroom	8	8	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	16	16	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	16		

Name of Public Housing Development: McCreesh II	PIC Development ID: NC003000051	Conversion type: PBV	Transfer of Assistance: None
Total Units: 63	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development:\$ 36,655
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	63	63	0
One Bedroom	0	0	0
Two Bedroom	0	0	0
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	63	63	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	63		

# Appendix K

Name of Public Housing Development: Seneca Woods	PIC Development ID: NC003000052	Conversion type: PBV	Transfer of Assistance: None
Total Units: 17	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$16,267
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	0	0	0
Two Bedroom	8	8	0
Three Bedroom	9	9	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	17	17	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	17		

Name of Public Housing Development: Ashley Park	PIC Development ID: NC003000053	Conversion type: PBV	Transfer of Assistance: None
Total Units: 22	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$18,954
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	0	0	0
Two Bedroom	22	22	0
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	22	22	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	22		

# Appendix K

Name of Public Housing Development: Hampton Creste	PIC Development ID: NC003000054	Conversion type: PBV	Transfer of Assistance: None
Total Units: 60	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$54,287
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	8	8	0
Two Bedroom	44	44	0
Three Bedroom	8	8	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	60	60	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	60		

Name of Public Housing Development: Moore Place	PIC Development ID: NC003000055	Conversion type: PBV	Transfer of Assistance: None
Total Units: 34	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$24,712
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	34	34	0
Two Bedroom	0	0	0
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	34	34	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	34		

# Appendix K

Name of Public Housing Development: Steele Creek	PIC Development ID: NC003000056	Conversion type: PBV	Transfer of Assistance: 60 units
Total Units: 60	Pre-RAD Unit Type: Senior	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$38,721
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	60	102	42
Two Bedroom	0	18	18
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	60	120	60
If performing a Transfer of Assistance:	<b>This will allow the property to be governed by a single program / HAP Contract. No changes to the policy expected.</b>		
# of Elderly, Disabled, or Receiving Supportive Services:	120		

Name of Public Housing Development: Woodlawn House	PIC Development ID: NC003000057	Conversion type: PBV	Transfer of Assistance: 52 units
Total Units: 52	Pre-RAD Unit Type: Elderly	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$695.29
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	34	68	34
Two Bedroom	18	36	18
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	52	104	52
If performing a Transfer of Assistance:	<b>This will allow the property to be governed by a single program / HAP Contract. No changes to the policy expected.</b>		
# of Elderly, Disabled, or Receiving Supportive Services:	104		



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Name of Public Housing Development: McMullen Woods	PIC Development ID: NC003000059	Conversion type: PBV	Transfer of Assistance: None
Total Units: 21	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$19,816
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	0	0	0
Two Bedroom	11	11	0
Three Bedroom	10	10	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	21	21	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	21		

Name of Public Housing Development: Boulevard Seniors	PIC Development ID: NC003000060	Conversion type: PBV	Transfer of Assistance: 20 units
Total Units: 70	Pre-RAD Unit Type: Elderly	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$45,672
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	70	90	20
Two Bedroom	0	0	0
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	70	90	20
If performing a Transfer of Assistance:	The Transfer of Assistance is related to special use units, therefore no transfer of waiting list is necessary.		
# of Elderly, Disabled, or Receiving Supportive Services:	90		

Appendix K

Name of Public Housing Development: Hall House	PIC Development ID: NC003000061	Conversion type: PBV	Transfer of Assistance: 191
Total Units: 191	Pre-RAD Unit Type: Senior	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$233,435
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	60	0	-60
One Bedroom	130	0	-130
Two Bedroom	1	0	-1
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	191	0	-191
If performing a Transfer of Assistance:	Hall House is currently vacant, so there is no waiting list		
# of Elderly, Disabled, or Receiving Supportive Services:	0		

Name of Public Housing Development: Claremont/Victoria Square	PIC Development ID: NC003000062	Conversion type: PBV	Transfer of Assistance: 1 unit from Victoria Square
Total Units: 82	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$72,191
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	14	14	0
Two Bedroom	34	34	0
Three Bedroom	25	24	-1
Four Bedroom	9	9	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	82	81	-1
If performing a Transfer of Assistance:	The Transfer of Assistance is related to special use units, therefore no transfer of waiting list is necessary		
# of Elderly, Disabled, or Receiving Supportive Services:	81		

# Appendix K

Name of Public Housing Development: Boulevard Phase II	PIC Development ID: NC003000063	Conversion type: PBV	Transfer of Assistance: 8 units
Total Units: 23	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$21,320
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	4	7	3
Two Bedroom	11	15	4
Three Bedroom	8	9	1
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	23	31	8
If performing a Transfer of Assistance:	The Transfer of Assistance is related to special use units, therefore no transfer of waiting list is necessary		
# of Elderly, Disabled, or Receiving Supportive Services:	31		

Name of Public Housing Development: Strawn Apartments II	PIC Development ID: NC003000064	Conversion type: PBV	Transfer of Assistance: None
Total Units: 170	Pre-RAD Unit Type: Senior	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$178,054
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	120	120	0
One Bedroom	50	50	0
Two Bedroom	0	0	0
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	170	170	170
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	170		

## Appendix K

Name of Public Housing Development: Parktowne Terrace II	PIC Development ID: NC003000065	Conversion type: PBV	Transfer of Assistance: None
Total Units: 163	Pre-RAD Unit Type: Senior	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$172,099
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	130	130	0
One Bedroom	33	33	0
Two Bedroom	0	0	0
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	163	163	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	163		

### Total to convert under RAD: 3,399 Physical Units/3,277 Occupied Units

- A. CHA proposes a transfer of assistance for units at Hall House to Woodlawn, Prosperity Creek and Steele Creek.
- B. CHA proposes a transfer of assistance for current special use units at Southside Homes, Arbor Glen, Charlottetown Terrace, and Victoria Square to dwelling units at Boulevard Seniors and Boulevard Phase II.
- C. Upon conversion there will be changes in the policies that govern eligibility, admission, selection, and occupancy of units at the project sites after they have been converted. CHA will follow the HCV Administrative Plan and approved Tenant Selection plan for resident selection.
- D. CHA is currently compliant with all fair housing and civil rights requirements and is not under a Voluntary Compliance Agreement.

## RAD PBV PROJECT SELECTION AND PROJECT CAP

### PBV Project Selection

#### Maximum Amount of PBV Assistance

Covered projects do not count against the maximum amount of assistance a PHA may utilize for the PBV program.

### **Cap on Number of PBV Units in each Project**

Fifty percent (50%) of the units in each project may receive PBV assistance. An assisted household cannot be involuntarily displaced as a result of this provision.

The CHA will provide Housing Choice Voucher Project-based assistance for up to 100% of units at properties owned directly or indirectly by the Agency, subject to HUD's requirements regarding subsidy layering.

An owner may still project-base 100 percent of the units provided at least 50 percent of the units at the project qualify for the exceptions for elderly, disabled, or families receiving supportive services, or are within single-family properties or in accordance with CHA MTW initiatives.

Families living in units subject to a proposed RAD conversion must be given the option to receive supportive services. If such services are declined by the household, the unit shall remain under the HAP contract, the household shall not be terminated from the PBV program, and the decision to decline an offer to receive supportive services shall not represent a ground for lease termination. Once the initial household residing in the excepted unit under RAD vacates such unit, all MTW / PBV program requirements related to the required receipt of supportive services shall apply

### **PBV CONTRACT TERMS AND CONTRACT RENTS**

#### **Length of Contract**

Covered projects shall have an initial HAP term of at least 15 years and up to 20 years upon request of the PHA and with approval by the agency administering the vouchers.

#### **Mandatory Contract Renewal**

By statute, upon contract expiration, the agency administering the vouchers shall offer, and the PHA shall accept, renewal of the contract subject to the terms and conditions applicable at the time of renewal and the availability of appropriations each year for such renewal.

In the event that the HAP Contract is removed due to breach, non-compliance or insufficiency of Appropriations, for all units previously covered under the HAP Contract, new tenants must have incomes at or below 80 percent of the area median income at the time of admission and rents may not exceed 30% of 80% of median income for an appropriate size unit for the remainder of the term of the RAD Use Agreement.

#### **Initial Contract Rents**

Initial PBV contract rents are subject to the statutory and regulatory PBV requirements governing contract rents. Initial contract rents cannot exceed the lower of (a) the reasonable rent; (b) an amount determined by the PHA, not to exceed 120 percent of the applicable FMR (or

applicable exception payment standard), minus any utility allowance; or (c) the rent requested by the owner.

PHAs may adjust subsidy (and contract rents) across multiple projects. MTW agencies may use their MTW block grant funds to set their initial contract rents, subject to applicable program caps. HUD refers to this as “bundled” rents, and is permissible when a PHA submits applications for two or more projects. There is no limit to the number of projects that a PHA may bundle.

### **Adjusting Contract Rents**

Contract rents will be adjusted annually by HUD’s Operating Cost Adjustment Factor (“OCAF”) at each anniversary of the HAP Contract, subject to the availability of appropriations for each year of the contract term. The rent to owner may at no time exceed the reasonable rent charged for comparable unassisted units in private market, as determined by the Contract Administrator. However, the rent to owner shall not be reduced below the initial rent to owner for dwelling units under the initial HAP Contract. MTW agencies may not alter this requirement.

## **Resident Rights, Participation, Waiting List and Grievance Procedures**

### **Section 1.6. C. PBV Resident Rights and Participation**

#### **1. No Re-screening of Tenant upon Conversion**

Current households are not subject to rescreening, income eligibility, or income targeting provisions. Current households will be subject to any ongoing eligibility requirements for actions that occur during tenancy.

#### **2. Right to Return**

Any residents which need to be temporarily relocated to facilitate rehabilitation or construction will have a right to return to an assisted unit at the development once rehabilitation or construction is completed. Where the transfer of assistance to a new site is warranted and approved residents of the converting development will have the right to reside in an assisted unit at the new site once rehabilitation or construction is complete. Households will need to meet eligibility requirements at the time of admission. Residents of a development undergoing conversion of assistance may voluntarily accept a HA or Owner’s offer to permanently relocate to another assisted unit, and thereby waive their right to return to the development after rehabilitation or construction is completed.

### **3. Renewal of Lease**

The HA must renew all leases upon lease expiration, unless cause exists. This provision must be incorporated by the PBV owner into the tenant lease or tenancy addendum, as appropriate.

### **4. Phase-in of Tenant Rent Increases**

Charlotte Housing Authority will continue to utilize the Rent Reform initiative to calculate total tenant payment, so tenant rent increases are not anticipated. If a tenant's monthly rent increases by more than the greater of 10 percent or \$25 purely as a result of conversion, the rent increase will be phased in over 3 years.

Three Year Phase-in:

- Year 1: Any recertification (interim or annual) performed prior to the second annual recertification after conversion – 33% of difference between most recently paid TTP and the standard TTP
- Year 2: Year 2 Annual Recertification (AR) and any Interim Recertification (IR) prior to Year 3 AR – 66% of difference between most recently paid TTP and the standard TTP
- Year 3: Year 3 AR and all subsequent recertifications – Full standard TTP

### **5. Public Housing FSS, ROSS, and Jobs Plus Participants**

Current PH FSS participants will continue to be eligible for FSS once their housing is converted under RAD, and PHAs will be allowed to use any PH FSS funds granted previously or pursuant to the FY 2013 PH FSS NOFA, to serve those FSS participants who live in units converted by RAD and who will as a result be moving to the HCV FSS program. A PHA must convert the PH FSS program participants at the covered project to their HCV FSS program.

Residents who were converted from the PH FSS program to the HCV FSS program through RAD may not be terminated from the HCV FSS program or have HCV assistance withheld due to the participant's failure to comply with the contract of participation.

Current ROSS-SC grantees will be able to finish out their current ROSS-SC grants once their housing is converted under RAD. However, once the property is converted, it will no longer be eligible to be counted towards the unit count for future public housing ROSS-SC grants.

The Jobs Plus target project(s) under RAD will be able to finish out their Jobs Plus period of performance at the site. Existing grant requirements, including but not limited to Jobs Plus Earned Income Disregard will continue to be implemented.

## **6. Resident Participation and Funding**

Residents of covered projects converting assistance to PBVs will have the right to establish and operate a resident organization for the purpose of addressing issues related to their living environment and be eligible for resident participation funding contingent upon funding availability.

## **7. Resident's Procedural Rights**

A. ***Lease Termination.*** In addition to the regulations at 24 CFR § 983.257, related to owner termination of tenancy and eviction, the termination procedure for RAD conversions to PBV will require that HAs provide adequate written notice of termination of the lease. In a case where the family has committed such an action or failure to act, the Project Owner may seek to evict the family and will do so by terminating the family's lease according to the following procedures.

B. ***Notice of lease termination.*** Before terminating a tenant's lease, the Project Owner must issue a written notice of lease termination to the tenant which shall not be less than:

i. A reasonable period of time, but not to exceed than thirty (30) days:

- a. If the health or safety of other tenants, Project Owner or HA employees, or persons residing in the immediate vicinity of the premises is threatened; or
- b. In the event of any drug-related or violent criminal activity or felony conviction;

ii. Ten (10) days in the case of nonpayment of rent;

iii. Thirty (30) days in every other case, except that if a state or local law provides for a shorter period of time, such shorter period shall apply;

iv. Any notice of lease termination must contain the following information.

- a. The reasons for the lease termination with enough specificity to permit the tenant to prepare a defense;
- b. A statement of the tenant's right to request an informal grievance hearing from the Project Owner within five (5) business days of the tenant's receipt of the notice of lease termination;
- c. The opportunity to examine before the informal grievance hearing any relevant documents, records, or regulations, in the Project Owner's possession, including the tenant file, directly relating to the matter. The tenant shall be allowed to copy any such document at the tenant's expense. If the Project Owner does not make the document available for examination upon request by the resident, the Project Owner may not rely on such document at the informal grievance hearing.
- d. The rights of tenants pursuant to the requirements of 24 CFR Part 5, Subpart L, involving protections for victims of domestic violence, dating violence, sexual assault, or stalking; and
- e. The right of tenants to request a reasonable accommodation based on a disability, in accordance with 24 CFR Part 8.

C. ***Grievance Hearing.*** In addition to reasons that require an opportunity for an informal hearing given in 24 CFR § 982.555(a)(1)(i)-(vi),<sup>31</sup> an opportunity for an informal hearing



must be given to residents for any dispute that a resident may have with respect to a HA (as owner) action in accordance with the individual's lease or the contract administrator in accordance with RAD PBV requirements that adversely affect the resident's rights, obligations, welfare, or status.

- i. For any hearing required under 24 CFR § 982.555(a)(1)(i)-(vi), the contract administrator will perform the hearing, as is outlined in Chapter 16 of the Housing Choice Voucher Administrative Plan.
- ii. For any additional hearings required under RAD, the HA (as owner) will perform the hearing.
- iii. There is no right to an informal hearing for class grievances or to disputes between residents not involving the Project Owner or contract administrator.
- iv. The Project Owner gives residents notice of their ability to request an informal hearing as outlined in 24 CFR § 982.555 (c) (1) for informal hearings that will address circumstances that fall outside of the scope of 24 CFR § 982.555 (a) (1) (i)-(vi).

**D. *Informal Hearing.*** The Project Owner provides opportunity for an informal hearing before an eviction as described below:

a. Request for informal grievance hearing. The tenant shall submit a written request for a hearing to the Project Owner within ten (10) business days of receipt of notice of the adverse action taken by the Project Owner. The written request shall specify:

- i. The reasons for the grievance; and
- ii. The action or relief sought.

b. Selection of Hearing Officer or Hearing Panel.

- i. An informal grievance hearing shall be conducted by an impartial person or persons appointed by the Project Owner other than a person who made or approved the action under review or a subordinate of such person.

c. Scheduling of hearings. Once the tenant properly requests the hearing, the hearing shall be scheduled by the hearing officer or hearing panel promptly for a time and place reasonably convenient to both the tenant and the Project Owner. A written notification specifying the time, place and the procedures governing the informal hearing shall be issued to the tenant at least five (5) calendar days before the informal hearing.

d. ***Hearing Requirements***

i. The tenant shall be afforded a fair hearing, which shall include:

- a) The opportunity to examine before the informal grievance hearing any relevant documents, records, or regulations, in the Project Owner's possession, including the tenant file, directly relating to the matter. The tenant shall be allowed to copy any such document at the tenant's expense. If the Project Owner does not make the document available for examination upon request by the resident, the Project Owner may not rely on such document at the informal grievance hearing.
- b) The right to be represented by counsel or other person chosen as the tenant's representative, and to have such person make statements on the tenant's behalf;
- c) The right to a private hearing;

- d) The right to present evidence and arguments in support of the tenant's complaint, to controvert evidence relied on by the Project Owner, and to confront and cross-examine all witnesses upon whose testimony or information the Project Owner relies; and
- e) A decision based solely and exclusively upon the facts presented at the hearing.
- ii. The hearing officer or hearing panel may render a decision without proceeding with the hearing if the hearing officer or hearing panel determines that the issue has been previously decided in another proceeding.
- iii. If the tenant fails to appear at a scheduled hearing, the hearing officer or hearing panel may make a determination that the party has waived his right to a hearing. Both the tenant and the Project Owner shall be notified of the determination by the hearing officer or hearing panel: *Provided*, That a determination that the tenant has waived his right to a grievance hearing shall not constitute a waiver of any right the tenant may have to contest the disposition of the grievance in an appropriate judicial proceeding.
- iv. At the hearing, the tenant must first make a showing of an entitlement to the relief sought and thereafter the Project Owner must sustain the burden of justifying the Project Owner's action or failure to act against which the complaint is directed.
- v. The hearing shall be conducted informally by the hearing officer or hearing panel and oral or documentary evidence pertinent to the facts and issues raised by the complaint may be received without regard to admissibility under the rules of evidence applicable to judicial proceedings. The hearing officer or hearing panel shall require the Project Owner, the tenant, counsel and other participants to conduct themselves in an orderly fashion. Failure to comply with the directions of the hearing officer or hearing panel to obtain order may result in exclusion from the proceedings or in a decision adverse to the interests of the disorderly party and granting or denial of the relief sought, as appropriate.

## **8. Establishment of Waiting List**

In establishing the waiting list for the converted project, the PHA shall utilize the project-specific waiting list that existed at the time of conversion. In addition, the waiting list must be maintained in accordance with PBV program requirements.

## **9. Choice-Mobility**

Under the RAD-PBV program, converting residents are eligible to the right to move with a tenant based rental assistance voucher after 12 months of occupancy after conversion. (24CFR 983.260). Once the initial converting resident vacates, all MTW/ PBV waivers/requirements related to choice mobility shall apply. The tenant based voucher comes from an existing voucher supply from the PHA and is subject to availability. The PHA will set aside 75% of turnover vouchers to be utilized for converting residents. If a tenant-based rental assistance voucher is unavailable, the family will be placed on a waiting list until such time that one becomes available.

#### **10. Agreement Waiver**

For public housing conversions to PBV, there will be no Agreement to Enter into a Housing Assistance Payments (AHAP) contract. Therefore, all regulatory references to the Agreement (AHAP), including regulations under 24 CFR Part 983 Subpart D are waived.

#### **11. Inspections**

The PBV requirements related to inspection shall apply to all RAD PBV units.

#### **12. When Total Tenant Payment Exceeds Gross Rent (over subsidy)**

If at the time of conversion, the resident's total tenant payment exceeds the Gross Rent of the unit, the tenant will be required to pay the Gross Rent. The unit will be considered part of the HAP contract, and will remain eligible to receive future assistance should the resident's income decrease. In addition, the regulation requiring termination of assistance if a household does not receive subsidy for 180 days is also waived. Following conversion, all MTW / PBV over subsidy regulations will apply.

#### **13. Under-occupied units**

If a family is in an under-occupied unit at the time of conversion, the family may remain in this unit until an appropriate sized unit becomes available in the covered project, but will be subject to move to an appropriate size unit once one becomes available. . Following conversion, all MTW / PBV regulations will apply.

### **PBV: Other Miscellaneous Provisions**

#### **1. Access to Records, Including Requests for Information Related to Evaluation**

**of Demonstration.** PHAs must agree to any reasonable HUD request for data to support program evaluation, including but not limited to project financial statements, operating data, Choice-Mobility utilization, and rehabilitation work. Please see Appendix IV for reporting units in Form HUD-50058.

#### **2. Additional Monitoring Requirement.**

The PHA's Board must approve the operating budget for the covered project annually in accordance with HUD requirements.

#### **3. Davis-Bacon Act and Section 3 of the Housing and Urban Development Act of 1968 (Section 3).**

Under existing PBV program rules, projects that qualify as "existing housing" under 24 CFR § 983.52(a) are not subject to Davis-Bacon (prevailing wages, the Contract Work Hours and Safety Standards Act, and other related regulations, rules, and requirements) or Section 3 (24 CFR Part 135). However, the Davis-Bacon Act and Section 3 shall apply to all initial repairs that are identified in the Financing Plan to the extent that such repairs qualify as

construction or rehabilitation, regardless of whether the project qualifies as “existing housing.” Developmental requirements under 24 CFR §983.154 and fair housing provisions under 24 CFR § 983.152(c)(vi) continue to apply.

- 4. Mandatory Insurance Coverage.** The project shall maintain at all times commercially available property and liability insurance to protect the project from financial loss and, to the extent insurance proceeds permit, promptly restore, reconstruct, and/or repair any damaged or destroyed property of a project, except with the written approval of HUD to the contrary.
- 5. Future Refinancing.** Owners must receive HUD approval for any refinancing or restructuring of permanent debt within the HAP contract term to ensure the financing is consistent with long-term preservation. (Current lenders and investors are also likely to require review and approval of refinancing of the primary permanent debt.)
- 6. Administrative Fees for Public Housing Conversions.** For the initial Calendar Year in which a project’s assistance has been converted, RAD PBV projects will be funded with public housing money. Since the public housing funding will not have been transferred to the TBRA account and since this funding is not section 8 assistance the annual contributions contract (ACC) between the PHA and HUD will cover the project units, but be for zero dollars. For this transition period, the ACC will primarily serve as the basis for covering the units and requiring PHA compliance with HUD requirements, but it will not be (as it is in the regular PBV program) the funding vehicle for the PBV RAD vouchers. Given this, and given the fact that PHAs will be receiving full public housing funding for the PBV units during this transition period, PHAs will not receive ongoing section 8 administrative fee funding during this time.

<sup>32</sup> For PBV conversions that are not FHA-insured, a future HUD notice will describe project financial data that may be required to be submitted by a PBV owner for purposes of the evaluation, given that PBV projects do not submit annual financial statements to HUD/REAC.

Generally, PHAs receive ongoing administrative fees for units under a HAP contract, consistent with recent appropriation act references to “section 8(q) of the [United States Housing Act of 1937] and related appropriations act provisions in effect immediately before the Quality Housing and Responsibility Act of 1998” and 24 CFR 982.152(b). During the transition period mentioned in the preceding paragraph, these provisions are waived, and PHAs will not receive section 8 ongoing administrative fees for PBV RAD units.

After this transition period, the ACC will be amended to include section 8 funding that corresponds to the units covered by the ACC. At that time, the regular section 8 administrative fee funding provisions will apply.

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**Site Selection and Neighborhood Standards Review**

CHA has analyzed all currently known replacement sites for those RAD conversions that involve transfer of assistance. All proposed sites meet the current MTW Site and Neighborhood Standards as defined in CHA’s MTW Agreement.

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**Relocation Plans**

Charlotte Housing Authority anticipates relocation at only one community, Tall Oaks, which is currently under redevelopment. However, should future renovation or redevelopment plans require relocation, Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 will be followed as applicable. Households will need to meet eligibility requirements at the time of admission.

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**Significant Amendment Definition**

As part of the Rental Assistance Demonstration (RAD), the Housing Authority of the City of Charlotte is redefining the definition of a substantial deviation from the MTW Plan to exclude the following RAD-specific items:

- a. Changes to the Capital Fund Budget produced as a result of each approved RAD Conversion, regardless of whether the proposed conversion will include use of additional Capital Funds;
- b. Changes to the construction and rehabilitation plan for each approved RAD conversion;
- c. Decisions or changes related to the financing structures for each approved RAD conversion including decisions to allocate PHA financial resources as a source of funds to support the RAD conversion initiatives; and
- d. Decisions to apply MTW programmatic flexibility to post-conversion RAD developments.

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

<b>Part I: Summary</b>					
<b>PHA Name:</b>  Housing Authority of the City of Charlotte		<b>Grant Type and Number</b> Capital Fund Program Grant No: NC19P00350117 Replacement Housing Factor Grant No: Date of CFFP: 12/29/2011			<b>FFY of Grant:</b> 2017  <b>FFY of Grant Approval:</b>
<b>Type of Grant</b> <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	\$ -			
3	1408 Management Improvements	-			
4	1410 Administration (may not exceed 10% of line 21)	267,111.00			
5	1411 Audit				
6	1415 Liquidated Damages	-			
7	1430 Fees and Costs	-			
8	1440 Site Acquisition	-			
9	1450 Site Improvement	-			
10	1460 Dwelling Structures	-			
11	1465.1 Dwelling Equipment—Nonexpendable	-			
12	1470 Non-dwelling Structures	-			
13	1475 Non-dwelling Equipment	-			
14	1485 Demolition	-			
15	1492 Moving to Work Demonstration	2,404,000.00			
16	1495.1 Relocation Costs	-			
17	1499 Development Activities <sup>4</sup>	-			
18a	1501 Collateralization or Debt Service paid by the PHA	-			
18b	9000 Collateralization or Debt Service paid Via System of Direct Payment	-			
19	1502 Contingency (may not exceed 8% of line 20)	-			
20	Amount of Annual Grant: (sum of lines 2 – 19)	\$ 2,671,111.00	\$ -	\$ -	\$ -
21	Amount of line 20 Related to LBP Activities	-			
22	Amount of line 20 Related to Section 504 Activities	-			
23	Amount of line 20 Related to Security - Soft Costs	-			
24	Amount of line 20 Related to Security - Hard Costs	-			
25	Amount of line 20 Related to Energy Conservation Measures	-			

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
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<b>Line</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost <sup>1</sup></b>	
		<b>Original</b>	<b>Revised <sup>2</sup></b>	<b>Obligated</b>	<b>Expended</b>
<b>Signature of Executive Director</b>		<b>Date</b>		<b>Signature of Public Housing Director</b>	
				<b>Date</b>	

\$

Annual Statement/Performance and Evaluation Report  
Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
**Expires 4/30/2011**

[illegible]

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

<sup>2</sup> To be completed for the Performance and Evaluation Report.