



Growing & Moving Forward Together

MOVING TO WORK ANNUAL PLAN



January 1, 2019 through December 31, 2019

YEAR 9 PLAN

Table of Contents

I	INTRODUCTION	1
II	OPERATIONAL INFORMATION	4
III	PROPOSED MTW ACTIVITIES	10
	2019-1 Re-entry Transitional Housing Program	10
IV	APPROVED MTW ACTIVITIES	14
	Activity to Re-Open	
	2013-1 Rightsizing Vouchers	14
	Ongoing Activities	
	2011-2 Triennial Re-certifications	18
	2011-3 Mandatory LSS Program	15
	2011-4 Tiered Flat Rents and Minimum Rent by BR Size	17
	2011-5 Modified Definition of Elderly	18
	2011-6 Local Homeownership Program	18
	2011-7 Local Project Based Voucher Program	19
	2012-1 Local Payment Standards	20
	2012-2 Acquisition w/o HUD Prior Approval	20
	2012-3 Affordable Housing Development	21
	2015-1 Emergency Family Shelter Program	22
	Activities Not Yet Implemented	23
	Activities on Hold	23
	Activities Closed Out	23
	2011-1 Local Investment Policies	23
	2014-1 Local Inspection Standards	24
V	SOURCES AND USES OF FUNDS	24
VI	ADMINISTRATIVE	25
	EXHIBITS	
1	Standard Metrics Proposed MTW Activities	26
2	Source and Uses of Funds	28
3	Board Resolution and Certification	30
4	University of Illinois Evaluation Plan for 2019	34

SECTION I - INTRODUCTION

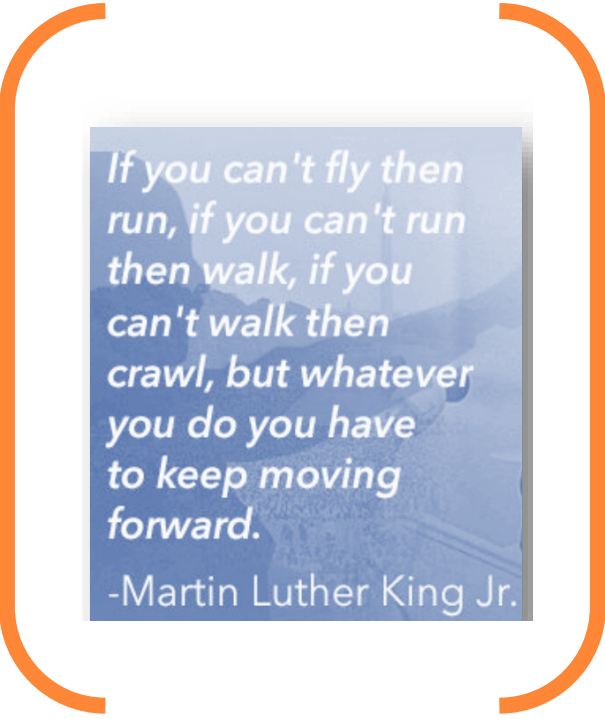
BACKGROUND

Created by Congress in 1996, Moving to Work (MTW) is a Department of Housing and Urban Development (HUD) demonstration program that allows housing authorities to design and test innovative, locally-designed strategies for providing low-income families with affordable housing and new paths to economic independence. MTW is currently the only mechanism through which public housing authorities can wholly transform housing delivery, programs and operations. The broad flexibility to waive statute and regulations allows HACC to better serve and house residents while streamlining internal operations.

MTW has three statutory goals:

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

HACC has been designated an MTW agency since 2010. In 2016 HACC signed a new agreement with HUD that ensures our participation in the program until 2028. Since our inception in the program, we have partnered with the University of Illinois to conduct an ongoing evaluation of our MTW Program. This evaluation will continue in 2019.



If you can't fly then run, if you can't run then walk, if you can't walk then crawl, but whatever you do you have to keep moving forward.
-Martin Luther King Jr.

The following FY2019 Moving to Work Plan details how HACC intends to use our flexibility in the coming year. Moving to Work enables us to tailor our programs to best meet community needs and to quickly react to changes in the economy and rental market. Our community's affordable housing crisis demands prompt action and thoughtful policy innovation. As described in the sections below, our MTW status is vital to how HACC operates as an effective and efficient public agency while serving over 2,000 households in Champaign County.

OVERVIEW OF MTW GOALS AND OBJECTIVES

In 2018, the Housing Authority of Champaign County completed plans to convert the last remaining public housing community to private ownership under the Rental Assistance Demonstration (RAD) Program.

The exit from the Public Housing Program redefined how we will deliver housing assistance in the future. A visioning process resulted in rebranding the agency to focus on **“Growing and Moving Forward Together”**.

Growing... housing options to meet the ever-increasing demand for affordable housing throughout Champaign County; and,

Moving Forward Together... with residents and communities we serve, opening doors to support their success.

Short Term Goals - Upon receipt of the Moving to Work designation, the Housing Authority of Champaign County identified three primary goals that would drive its MTW activities. These goals continue to be our focus but have been refined to coincide with the agency rebranding and specific objectives to be accomplished in the 2019 Plan year.

Goal 1 - Operational Efficiency through Innovation - *Streamline business processes and implement advanced technological solutions that will result in operational cost efficiencies and enable reallocation of resources to local initiatives and strategies.*

2019 Objectives

- a. Complete the conversion to electronic tenant files for all programs.
- b. Complete implementation of an electronic tenant portal to facilitate rent payment and reporting of changes in household composition and income.
- c. Implement mandatory on-line rent payment for all properties managed by HACC.



Goal 2 - Self-Sufficiency - *Provide alternate incentives designed to motivate families to actively seek financial independence and transition from dependency on housing subsidy. Carefully measure success of each incentive to identify and replicate the greatest motivators.*

Objectives

- a. Complete implementation of a job retention program in collaboration with the Work Force Development Center to assist residents maintain employment.
- b. Complete implementation of a cash incentive for residents successfully meeting the Agency definition of self-sufficiency to provide financial stability upon expiration of the 8-year term limit for housing assistance.
- c. Expand homeownership options for individuals prepared for homeownership.

Goal 3 - Expand Housing Opportunities - *Develop new housing in rural communities currently not served by HACC, leveraging private capital to ensure HACC's economic viability and sustainability and .*

Objectives

- a. Continue construction of Haven at Market Place including Haven Court for seniors and Haven Flats for individuals with special needs.

- b. Implement a Re-Entry Transitional Housing Program in collaboration with service agencies in Champaign County to develop housing solutions for individuals reentering the community from the criminal justice system.
- c. Expand housing options for veterans through allocation of MTW Vouchers to the VASH Program and for homeless individuals through allocation of MTW Vouchers for homeless individuals.

Long Term Goals - HACC's long term MTW goal is to effectuate our Vision

Our Mission - *"Provide a quality living environment as a foundation for individuals to achieve their full potential"*

Our Vision - *"Develop quality affordable housing communities providing opportunity and support to maximize individual potential; while sustaining long term financial viability of HACC."*

"Develop quality affordable housing communities..."

Development plans for 2019 will be guided by the following principles:

- Develop a portfolio with a minimum of 1,000 affordable hard units owned directly or indirectly by HACC by 2020;
- Provide a direct housing subsidy at all new housing developed to assure affordability to the lowest income residents in Champaign County.
- Take a more active role to address housing for special needs populations including homeless families and veteran's; and chronically mentally ill and developmentally disabled individuals.

"providing opportunity and support to maximize individual potential..."

HACC implemented a mandatory self-sufficiency requirement (LSS) which is driven by the following principles:

- **Self-Sufficiency** - HACC defines self-sufficiency as behavior that exhibits personal accountability and financial responsibility demonstrated through consistent (more than 12 months) employment appropriate to the maximum skill level achievable by the individual.
- **Mandatory Participation** – Participation in a self-sufficiency is a condition of eligibility for new admissions and a condition of continued occupancy for existing residents and participants.
- **Adult Requirements** - All abled bodied individuals ages 18 through 54 are required to actively pursue activities to achieve economic self-sufficiency with a goal of employment for a minimum of 25 hours per week.
- **Term Limit** – In 2016, HACC implemented a maximum term limit of 8 years for all households whose head is an able-bodied individual age 18 through 54.
- **Job Retention** – In 2019, HACC will continue to direct resources to job retention.
- **Cash Incentive** - In 2019, HACC will continue implementation of a cash incentive to be paid to households that remain LSS compliant each calendar quarter to be paid upon expiration of the maximum term limit.

"...while sustaining long term financial viability of HACC."

HACC will continue to closely monitor financial resources and grow its entrepreneurial capacity to continue to generate non-federal funding for program operations.

SECTION II – OPERATIONAL INFORMATION

A. Housing Stock Information

Planned New Public Housing Units

The Housing Authority of Champaign County will not add any new public housing units during the Plan Year.

Planned Public Housing Units to be Removed

The Housing Authority of Champaign County has removed all public housing units from its inventory as of December, 2018.

Planned New Project Based Vouchers

The chart below identifies the new Project Based Voucher commitments that HACC intends to make during the Plan Year.

PROPERTY NAME	NUMBER OF VOUCHERS TO BE PROJECT BASED	RAD	DESCRIPTION OF PROJECT
Ladd Senior Housing	11	No	Ladd Senior Housing is a 40 unit senior project located in the town of Ladd and is also part of HACC's commitment to provide affordable housing in underserved rural communities. A 9% Low Income Housing Tax credit application will be submit in 2019 and HACC has provided a PBV commitment for 11 MTW Project Based Vouchers.
Sugar Creek Crossing	11	No	Sugar Creek Crossing is a 43 unit senior housing project in the town of Robinson. Also, a part of HACC's commitment to provide affordable housing for seniors in underserved rural area, a 9% LIHTC application will be submitted in 2019 and HACC hasa provided a PBV commitment for 11 MTW Project Based Vouchers.
Newton Senior Housing	9	No	This is a 35 unit senior housing project in the town of Newton. It too is a project that will assist in HACC's commitment to provide affordable housing in underserved rural areas. A 9% LIHTC application will be submitted in 2019 and HACC has provided a commitment for 9 MTW Project Based Vouchers.
	31	Planned Total Vouchers to be Newly Project Based	

Planned Existing Project Based Vouchers

Picture 1 – Haven Court

The former Skelton Place Public Housing Community will be converted under a Transfer of Assistance to Haven at Market Place consisting of Haven Court, a three-story 98-unit, new construction building and Haven Flats, 24 units of special needs housing.



The chart below identifies all Planned Existing Project Based Voucher during the Plan Year.

PROPERTY NAME	NUMBER OF VOUCHERS TO BE PROJECT BASED	PLANNED STATUS AT END OF PLAN YEAR	RAD	DESCRIPTION OF PROJECT
The Haven at Market Place	84	Committed Under Construction	Yes	The Haven at Market Place is a 122-unit project located in the City of Champaign. The project consists of 98 senior units in a three-story elevator building and 24 special needs units in two, 12-unit buildings. Eighty-four (84) of the units will be RAD units; thirty-six (36) units will be MTW Project Based Vouchers and there are two (2) market rate units at the project. The project was financed with tax exempt bonds and 4% LIHTC equity along with HACC sales proceeds from Skelton Place and MTW Block grant funds. The Haven closed on December 20, 2018 and will remain under construction throughout all of 2019
	36		No	
Oakfield Place	10	Committed Under Construction	No	Oak Field Place is a 30-unit senior project located in Henry, Illinois and is part of HACC's commitment to provide affordable housing in underserved rural areas of central Illinois. Of the 30 units, 10 units are MTW Project Based Vouchers. The project will be financed with 9% LIHTC equity and a soft mortgage from the Illinois Housing Development Authority. The project is scheduled to close in April 2019 and will remain under construction for the remainder of the year.

PROPERTY NAME	NUMBER OF VOUCHERS TO BE PROJECT BASED	PLANNED STATUS AT END OF PLAN YEAR	RAD	DESCRIPTION OF PROJECT
Pinewood Place	24	Committed Under Construction	No	Pinewood Place is a 24-unit project located in the City of Urbana that will serve individuals with special needs. The project is being financed with a Supportive Housing Grant from the Illinois Housing Development Authority; private mortgage funds and MTW Block Grant funds.
Bristol Place Residences	84	Committed Partially Leased		Bristol Place is a 90-unit townhomes and single family new construction project located in the City of Champaign and developed under and Intergovernmental Agreement with the City of Champaign. This is the first of two projects that will comprise the overall redevelopment of the Bristol neighborhood.
Oakwood Trace	46	Leased	No	Oakwood Trace is a 50-unit community developed under the LIHTC program in 2001.
Hamilton On the Park	36	Leased	No	Hamilton on the Park is a 36-unit community developed under the 9% LIHTC Program. Hamilton was a replacement project for the former Dorsey Homes Public Housing Community demolished under a Section 18 approval.
Douglas Square	20	Leased	No	Douglas Square is a 70-unit project also developed under the 9% LIHTC program. This community was built on the site of a former Public Housing community demolished under a HOPE VI demolition only program.
Providence at Sycamore	83	Leased	No	Providence at Sycamore is a 83 unit community developed under tax exempt bond and 4% LIHTC program. Sycamore was a replacement project for the former Dunbar Homes Public Housing Community demolished under a Section 18 approval.
Providence at Thornberry	143	Leased	No	Providence at Thornberry is a 143 unit community developed under tax exempt bond and 4% LIHTC program.
Highland Green	33	Leased	No	Highland Green is a 70 unit project also developed under the 9% LIHTC program.
Manor at Prairie Crossing	18	Leased	No	Manor at Prairie Crossing is a 18 unit senior community in the Village of Mahomet.

PROPERTY NAME	NUMBER OF VOUCHERS TO BE PROJECT BASED	PLANNED STATUS AT END OF PLAN YEAR	RAD	DESCRIPTION OF PROJECT
Maple Grove Manor	15	Leased	No	Maple grove Manor is a 24-unit community developed under a Permanent Supportive Housing Program and provides transitional housing for homeless families with children. Of the total units, 15 have MTW Project Based Vouchers.
Washington Square	104	Leased	Yes	Washington Square is a former Public Housing Community converted to PBV under the RAD Program.
Columbia Place	16	Leased	Yes	Columbia Place is a former Public Housing Community converted to PBV under the RAD Program.
Hayes Homes	6	Leased	Yes	Hayes Homes is a former Public Housing Community converted to PBV under the RAD Program.
Steer Place	108	Leased	Yes	Steer Place is a former Public Housing Community converted to PBV under the RAD Program.
Youman Place	20	Leased	Yes	Youman Place is a former Public Housing Community converted to PBV under the RAD Program.
	886	Planned Total Existing Project-Based Vouchers		

Planned Other Changes to the MTW Housing Stock Anticipated During the Plan Year

Other housing changes planned for 2019 includes the demolition and disposition of the 16 Single Family Scattered Site Homes. These units were removed from the Public Housing portfolio on December 20, 2018 through the “de minimis” authority under the Rental Assistance Demonstration (RAD) Program. Two of these homes were previously demolished by the City of Champaign; ten will be demolished in 2019; and, the remaining 4 will transfer to a HACC related affiliate for a Re-Entry Housing Program described further in the Plan. The vacant parcels will be land-banked until such time that HACC determines the best use of these lots.

B. LEASING INFORMATION

Planned Number of Households Served

PLANNED NUMBER OF HOUSEHOLDS SERVED THROUGH:	PLANNED NUMBER OF UNIT MONTHS OCCUPIED/LEASED	PLANNED NUMBER OF HOUSEHOLDS TO BE SERVED
MTW Public Housing Units Leased	0	0
MTW Housing Choice Voucher (HCV) Utilized	19,776	1,648
Local, Non-Traditional Tenant Based	0	0
Local, Non-Traditional Property Based	96	8
Local, Non-Traditional Homeownership	48	4
Planned Total Household Served	19,920	1,660

LOCAL, NON-TRADITIONAL CATEGORY	MTW ACTIVITY NAME/NUMBER	PLANNED NUMBER OF UNIT MONTHS OCCUPIED/LEASED	PLANNED NUMBER OF HOUSEHOLDS TO BE SERVED
Tenant-Based	N/A	0	0
Property-Based	2015-1 Emergency Family Shelter Program	96	8
Homeownership	2011-6 Local Homeownership Program	48	4

Discussion of Any Anticipated Issues/Possible Solutions Related to Leasing

HOUSING PROGRAM	DESCRIPTION OF ANTICIPATED LEASING ISSUES AND POSSIBLE SOLUTIONS
MTW Public Housing	N/A
MTW Housing Choice Voucher	Increase owner participation particularly in newer, higher quality multi-family housing communities through increased marketing and education efforts.
Local, Non-Traditional	No anticipated leasing issues.

C. WAIT LIST INFORMATION

Waiting List Information Anticipated

WAITING LIST NAME	DESCRIPTION	NUMBER OF HOUSEHOLDS ON WAIT LIST	WAITING LIST OPEN, PARTIALLY OPENED OR CLOSED	PLANS TO OPEN WAITING LIST DURING THE PLAN YEAR
Tenant Based Vouchers	Wait list for all tenant-based vouchers	750	Closed	Waiting list will be opened during the plan year when current applicants reach 250 or less.
Project Based Vouchers	Site Based wait lists for all Project Based Voucher properties (RAD and Non-RAD)	921	Partially Open	Waiting lists are opened for each property when applicant total for that property is less than 2 times the total units in the property.

Duplication Across Waiting Lists – Over 50% of all applicants on the Tenant Based Waiting List are also on one or more of the Project Based Waiting Lists.

Planned Changes to the Waiting List

WAITING LIST NAME	DESCRIPTON OF PLANNED CHANGES TO WAITING LIST
Tenant Based Vouchers	Revisions to the Administrative Plan will eliminate local preferences and use set-asides for certain targeted populations . Wait list is anticipated to be opened mid-year.
Project Based Vouchers	No anticipated changes to this waiting list during the Plan Year.

SECTION III – PROPOSED ACTIVITIES

HACC is proposing two new activities for the 2019 MTW Plan year.

ACTIVITY 2019-1: RE-ENTRY TRANSITIONAL HOUSING PROGRAM

DESCRIPTION OF PROPOSED MTW ACTIVITY

Background

Access to housing is one of the most critical issues facing formerly incarcerated individuals and family members of people still in prison. The Illinois Department of Corrections (IDOC) requires individuals to remain in prison for half of their parole time if they cannot find an approved residence to parole to. Most local landlords, including the Housing Authority of Champaign County have long standing policies that preclude renting to individuals with felony records.

The Champaign County Reentry Council was created by the County Board to address the needs of the reentry population. The Reentry Council connects people reentering the community from the criminal justice system to the services and support structures they need to succeed individually. That success also translates to less recidivism in the community and better support for families to be safe and successful as well.

The Reentry Council identified housing as the key issue impacting the success of individuals returning to Champaign County after prison. At the request of the Reentry Council and its member organizations, HACC will partner with two local non-profits that provide direct services to individuals returning to the community from prison to provide Reentry Transitional Housing.

Male Re-Entry Transitional House(s)

First Followers is a community-based organization that since 2015 has run a drop-in center where they provide services and support for people returning from prison. First Followers' First Steps Community Housing (FSCH) will be a transitional residence for six people returning home from men's prison in the IDOC. The goal of First Step Community Housing is to provide a safe, stable, and supportive living environment for people transitioning from prison to the community. FSCH will provide residents with trauma-informed guidance and support to help them achieve employment, educational development and healing as well as gain access to social services and healthcare. FSCH will also assist residents to strengthen family and community relationships and install a spirit of "giving back" in keeping with First Followers' motto: *"Building Community through Reentry."* The estimated overall time period in which individuals will reside in the Re-entry Transitional House is 90 days to 12 months.

Female Re-Entry Transitional House(s)

Women in Need (WIN) Recovery is a community-based organization that provides a reentry and recovery foundation for women and the LGBTQ community. The WIN Recovery House will be a transitional residence for women and the LGBTQ population that are returning from prison and/or have completed treatment and are returning from another shelter or halfway house. The goal of the Recovery House is to provide individuals with stable housing based on recovery support groups and peer mentoring.

The WIN Recovery Housing transitional program will use a three-phase approach: Phase I – Build a stable foundation in reentry and recovery (90 days); Phase II – Maintain stable foundation in reentry and recovery and establish employment and/or educational desires (4 to 8 months); and, Phase III – Finalize groundwork to achieve independence.

Housing

HACC currently has 14 single family homes that have been approved for removal from the Public Housing portfolio through the “de minimis” authority under the Rental Assistance Demonstration (RAD) Program. HACC proposes to identify a minimum of 2 and a maximum of 4 houses that can be rehabilitated to support the Reentry Transitional Housing Programs. HACC will utilize MTW Bock Grant funds to complete the rehabilitation of the housing units. HACC will transfer ownership of these houses to a related non-profit affiliate who will enter into a “Use Agreement” with First Followers and Women in Need Recovery for use of the houses.

HACC will provide an operating subsidy to support the Reentry Transitional Houses. The operating subsidy will be equal to the actual per unit operating costs for maintenance, and insurance. An annual budget will be prepared for the properties and monthly operating subsidy payments will be issued to the affiliate owner of the properties equal to one-twelfth of the amount of the per unit operating costs as approved in the annual budget.

Upon completion of the annual audit, a reconciliation will be completed and the difference between the budgeted operating costs and the actual operating costs will be paid to the property or returned to HACC. However, no additional funds will be paid to the property that did not receive prior approval of HACC through an approved budget revision or other prior written approval.

Property Management

HACC will be responsible for property management of the houses; will perform any critical maintenance to structures or systems and will provide insurance coverage. First Followers and WIN will be responsible for managing the day to day operations of the housing units including routine maintenance, utilities, cleaning and turnover of vacant rooms, and provision and replacement of all furnishings and supplies.

Program Management

First Followers and WIN will develop policies and procedures under which they will administer the Reentry Transitional Housing Program which shall be approved by HACC. Policies and procedures shall include admission criteria, continued occupancy criteria and a clear definition of successful completion of the transitional housing program. Individuals will be admitted to transitional housing pursuant to the approved policies and procedures. Waiting lists, selection of individuals and occupancy of the transitional reentry beds will be maintained and managed by First Followers and WIN. Participants in the Re-entry program will be individuals referred from the Illinois Department of Corrections, the Champaign County Sheriff, or Local Police Departments from various municipal jurisdictions in Champaign County.

MTW Reentry Vouchers

Upon successful completion of the transitional housing period as certified by First Followers and WIN, individuals will be eligible to request a tenant-based voucher. HACC will allocate MTW Reentry Tenant Based Vouchers for the program each calendar year. Provided that funding is available, 24 vouchers for individuals successfully exiting the Re-Entry Transitional Housing Program.

HACC policies regarding criminal background shall be waived for individuals determined eligible for an MTW Reentry Tenant-Based Voucher with the exception of registered sex offenders and individuals with a conviction for the production or manufacture of methamphetamine on the premises of federally assisted housing . Individuals with these crimes will be ineligible for an MTW Reentry Tenant-Based Voucher. Individuals receiving an MTW Reentry Voucher will have one year from the effective date of the initial HAP contract to be compliant with all MTW self-sufficiency requirements.

Case Management and/or Peer Mentors will advocate with local landlords to assist individuals with the MTW Reentry Tenant-Based Voucher to locate alternate housing. Extensions of the Reentry vouchers will be granted for a period not to exceed six months to allow sufficient time to secure alternate housing.

HACC Admissions Policies

Under this activity, HACC is also committed to review and revise all current admissions policies for the Housing Choice Voucher Program and to work with its partners that receive HACC Project Based Vouchers to review and revise admissions policies that will broaden reentry housing options.

Implementation Plan

Upon HUD approval of each MTW Activity, HACC develops a detailed Implementation Plan which details all operational policies and procedures of the corresponding MTW Activity. More specific operating details of this Activity will be outlined in the Program Implementation Plan which will be incorporated into the Use Agreements between HACC, First Followers and WIN.

RELATION TO STATUTORY OBJECTIVES

This activity relates to Statutory Objective 3: increase housing choice. The Re-entry Transitional Housing Program will provide housing choice for individuals existing the criminal justice system. Currently, these individuals have limited housing choices due to their criminal backgrounds.

ANTICIPATED IMPACT OF MTW ACTIVITY

The primary anticipated impact of this MTW Activity is to provide housing for individuals existing the criminal justice system, eliminating the risk of homelessness for this population and reducing recidivism to provide more overall housing stability for these individuals.

ANTICIPATED SCHEDULE

The following chart provides the anticipated schedule for development and implementation of this activity for both the male and female re-entry programs.

Task	Estimated Completion Date
Finalize Use Agreements	4/30/2019
Rehab Specifications Complete	4/30/2019
Approval of Program Policies and Procedures	4/30/2019
Adoption of Implementation Plan	5/23/2019
Construction Complete	6/30/2019
Effective Date of Implementation	7/1/2019

HUD STANDARD METRICS

The following HUD Standard Metrics will apply to this activity. The baseline and benchmarks for these metrics are detailed in Exhibit 1 attached to this Plan

HUD STANDARD METRICS	
HC#1	Additional Units of Housing Made Available
HC#2	Displacement Prevention
HC#7	Households Assisted by Services that Increase Housing Choice
SS#5	Households Assisted by Services that increase Self-Sufficiency

DATA SOURCE FROM WHICH METRICS WILL BE COMPLETED

Data will be provided by the two partners for this activity: First Followers and Women In Need Recovers. The use agreement will have a provision that requires a monthly report be submitted to HACC with all data necessary to track the outcomes of this activity.

AUTHORIZATIONS

HACC is authorized to undertake this initiative through Attachment C, Statement of Authorizations of the Moving to Work Agreement, Sections B. 1, a and b,viii; which authorize combination of funds awarded annually pursuant to Section 8(o), 9(d) and 9(e) of the U.S. Housing Act of 1937 (“1937 Act”) into a single, authority-wide funding source (“MTW Funds”) including use of Housing Assistance Payments for purposes other than payments to owners so long as these purposes are consistent with other eligible uses of Section 8 and Section 9 funds. This program is a Local, Non-Traditional activity that uses the “rental subsidy programs” category as outline in PIH 2011-45 and the Broader Use of Funds authorizations. HACC will comply with all requirements set forth in PIH2011-45 in the implementation of this activity.

WHY AUTHORIZATION IS NEEDED

The authorizations are needed to enable Section 8 and Section 9 funding to be used to provide short term Re-entry housing and support the operations of the four transitional houses. The traditional Public Housing and Housing Choice Voucher programs do not allow for short term housing assistance.

SECTION IV – APPROVED MTW ACTIVITIES

IMPLEMENTED ACTIVITIES

The chart below summarizes all Moving to Work activities that have been implemented to date.

Activity Number	MTW Activity	MTW Plan Year	Status
2011-1	Local Investment Policies	2011	Closed 2018
2011-2	Triennial Recertifications	2011	Ongoing
2011-3	Mandatory LSS Program	2011	Ongoing
2011-4	Tiered Flat Rents/Min. Rent by BR Size	2011	Ongoing
2011-5	Modified Definition of Elderly	2011	Ongoing
2011-6	Local Homeownership Program	2011	Ongoing
2011-7	Local Project Based Voucher Program	2011	Ongoing
2012-1	Local Payment Standards	2012	Ongoing
2012-2	Acquisition without HUD Prior Approval	2012	Ongoing
2012-3	Affordable Housing Development	2012	Ongoing
2013-1	Rightsizing Vouchers	2013	Re-Open 2019
2014-1	Local Inspection Standards	2014	Closed 2017
2015-1	Emergency Family Shelter Program	2015	Ongoing

RE-OPEN ACTIVITY

Activity 2013-1: Rightsizing Vouchers

Description - Housing Choice Voucher Program participants will be required to lease a unit equal to or smaller than the size of the voucher issued. HACC will utilize the existing subsidy standards as detailed in its HCV Administrative Plan to determine the size of a voucher to be issued to a family.

A Request for Tenancy Approval will be considered only if the unit selected by the family contains an equal or lesser number of bedrooms than those listed on the voucher issued.

Update on Status of Activity - This activity was approved in the 2013 Plan and was closed out in 2016. This was initially a one-time activity that was fully implemented over a three-year period. All existing participants were right-sized during the implementation period and all newly admitted participants may only lease a right sized unit. However, we would like to re-open this Activity with the following modifications.

Changes or Modifications – In 2019, HACC will modify this activity as follows:

- a. If a change in family composition causes the household to be over-housed while residing in an approved unit, the family will be permitted to remain in the current unit provided the over-housing is no more than one bedroom and the contract rent charged by the landlord is not more than the applicable Local Payment Standard for the PRESM in which the unit is located.

- b. If the family subsequently moves, a Request for Tenancy Approval for a new unit will only be considered only if the unit selected by the family contains an equal or lesser number of bedrooms than those listed on the voucher issued

ONGOING ACTIVITIES

Activity 2011-2: Triennial Re-certifications

Description - Households in which all members are elderly and/or disabled and there is no earned income shall be re-certified on a triennial basis.

Update on Status of Activity - This activity is fully implemented and will be ongoing in 2019.

Changes or Modifications – This activity was modified from biennial to triennial recertifications in the 2015 Plan and further modified in 2018. In 2019, HACC intends to make the following additional modifications to this activity.

- a. Recertifications for households in which all household members are 65 and older or disabled, even if household members have earned income, will be re-certified only on a triennial basis.
- b. Households that fall into the category above, will be required to report changes in income and an interim recertification shall be conducted and tenant rent adjusted accordingly.

Activity 2011-3: Mandatory LSS Program

Description - Participation in a self-sufficiency program is a condition of eligibility for new admissions and a condition of continued occupancy for existing residents and participants. All abled bodied individuals ages 18 through 54 are required to actively pursue activities to achieve economic self-sufficiency. The head of the household is required to develop a self-sufficiency plan that identifies goals and objectives for each household member required to participate in the Mandatory LSS Program and is held accountable for progress of all household members.

LSS Requirement - As of January 1, 2016, all non-exempt household members are required to be employed 25 hours or more per week or be enrolled on a full-time basis (as defined by the institution) in an educational program that offers a degree or certificate. Household members enrolled in an educational program must demonstrate successful progress towards the degree or certificate. Progress shall be defined as successfully completing 75% of all required course work on an annual basis.

New Admissions - For new Admissions, one non-exempt adult member of the household must have been employed for the six-month consecutive period prior to admission. Additionally, new admissions from areas outside of Champaign County, including port-ins, must provide a written job offer at the time of admission and must commence employment within 60 days from the date of issuance of the HACC MTW voucher.

Rent Changes - If a household member is compliant with the employment requirements and subsequently experiences loss of employment they shall be granted a 90-day waiver for the employment requirement. No rent change will be processed during the 90-day waiver period. Failure of a household member to re-secure employment within the 90 days shall be grounds for termination of housing assistance. Upon securing new employment, a rent change shall be processed to reflect the new employment wages. Only one waiver period shall be permitted within each calendar year.

If loss of employment is through no fault of the individual (lay-off, company closure, etc) an extension of a second 90-day waiver may be granted provided the individual can demonstrate that they are actively searching for new employment. In these circumstances, a rent adjustment will be processed as applicable. Failure to secure new employment after a second day waiver period shall be grounds for termination of housing assistance.

Self-Employment - Individuals who are self-employed including child care home providers must have a total annual gross income equivalent to the applicable State of Illinois minimum wage times 1,300 hours to be considered in compliance with the employment requirements under the LSS Program. Copies of income tax forms filed with the IRS must be provided to claim self-employment; no other documentation shall be acceptable.

Term Limit – Effective January 1, 2016, non-exempt households shall be limited to a maximum housing assistance term not to exceed eight years. The following provisions shall apply.

- The eight-year term shall commence at the first annual recertification that occurs after January 1, 2016.
- All households must comply with all requirements of the LSS Program at all times while receiving housing assistance. Failure to do so will result in termination of housing assistance prior to the maximum term.
- Households whose annual income exceeds 80% of the Champaign County median income at the time of annual recertification shall no longer be eligible for housing assistance. Housing assistance will cease at the end of 60 days from the effective date of the annual recertification.
- If a non-exempt household member becomes exempt while receiving housing assistance the term limits shall no longer apply. If a household previously received housing assistance for a maximum time period but later becomes exempt, they may re-apply for housing assistance and the term limits shall no longer apply.
- Households may not designate an alternate head of household for the purpose of extending term limits. All adult household members shall be subject to the applicable term limit for the household.

Financial Incentive - A financial incentive will be provided for households who remain fully compliant with the LSS Program during an applicable calendar year. These households will earn \$2,000 if they remain fully compliant from January 1 through December 31 of each year.

No partial credits will be provided; no credit will be earned if any member of the household was non-compliant for any time during the 12-month calendar period. The annual credits will accrue and will only be paid upon voluntary exit from the program(s) in good standing or upon expiration of the 8-year term limit. All credits will be forfeited for any household that is terminated from the program for cause or ports to another jurisdiction for any reason.

Mandatory Job Retention Training - Individuals who lose employment more than once, for any reason other than a reduction in force, shall be required to enroll, attend and complete a job retention program as directed by their LSS Case Manager.

Dependent School Requirements - School requirements for dependents ages 5 through 18 shall be eliminated as the school district will not provide documentation to HACC regarding attendance. School attendance of a minor dependent will not have any impact on the continued assistance of the assisted household at any time now or in the future.

Update on Status of Activity – This activity is fully implemented and will be ongoing in 2019.

Changes or Modifications – This activity was modified as described above in the 2016 Plan and was further modified in the 2018 Plan. Additional modification for 2019 are described below.

- a. New Admissions households including households porting from another jurisdiction will be provide six months from the date of the initial lease up in Champaign County to become compliant with LSS requirements.
- b. If a New Admission household is not compliant with LSS requirements prior to submission of a Request for Tenancy Approval, they must meet with an LSS Case Worker and develop and LSS Plan. HACC will not approve a RFTA until the household has developed a plan and executed the LSS Contract.
- c. If a member of a household claims self-employment and is establishing a new business, they must provide documentation required by local, state or federal law of the creation and/or existence of the business.
- d. Work requirements shall be based on annual earned income versus number of hours employed. The minimum earned income for compliance with the work requirement shall be based on the years in which the household has received assistance. Each year, the earned income requirement will increase to prepare individuals for exit from assistance at the end of the 8 year term limit. The income tiers shall be based on percent of the area median income for Champaign County. The chart below reflects the earned income requirements for 2019.

Years on Assistance	Year 1	Year 2	Year 3-4	Year 5-6	Year 7	Year 8
Minimum Earned Income	\$8,580	\$11,700	\$15,600	\$19,565	\$24,960	\$31,200
% of Champaign County AMI	12%	17%	22%	28%	36%	45%

Activity 2011-4: Tiered Flat Rents and Minimum Rents by Bedroom Size

Description – Flat rent schedules are established annually and are effective on January 1st of each calendar year. Tenant rent is calculated as gross annual income with no deductions or allowances. Gross annual income is calculated pursuant to the HUD regulatory requirements. However, employment income for dependents is included in total household income if they are not also pursuing a training certification or educational degree. Current income exclusions as defined by HUD continue to apply.

The tiered flat rent amount is based on income ranges established in increments of 5% of the Area Median Income (AMI). The applicable flat rent for an assisted household is the corresponding rent for the range in which the gross annual income of the household falls. The flat rent is the amount that the tenant will pay towards rent. Utility allowances are eliminated. Households with gross annual income less than 5% of the Area Median Income (AMI) pay a minimum rent based on bedroom size of the assisted housing unit.

RAD Project Based Vouchers - RAD Project Based Voucher households will pay the applicable flat rent even if it exceeds the contract rent for the unit.

Interim Recertifications - The flat rent determined at the most recent recertification will remain in effect regardless of any increase or decrease in income until the next regularly scheduled recertification. Interim recertifications will be completed only as applicable under the Local Self-Sufficiency Program.

Conclusion of Assistance - Project Based Voucher households with incomes equal or greater than 100% of area median income will no longer be eligible for housing assistance and will be provided with a 90-day notice to vacate. Tenant Based Voucher participants whose tenant rent exceeds the contract rent on the unit will be provided with a 60-day notice of cancellation of their voucher.

Update on Status of Activity - This activity is fully implemented and will be ongoing in 2019.

Changes or Modifications – This activity was modified as described above in the 2016 Plan and was further modified in the 2018 Plan.

- a. Interim recertifications will be conducted in accordance with the LSS Program provisions or if total household income otherwise changes by more than \$300 per month.

Activity 2011-5: Modified Definition of Elderly

Description - The definition of elderly families in the Public Housing Program and the HCV Program was modified from head or co-head aged 62 or older to all household members aged 55 or older.

Update on Status of Activity - This activity is fully implemented and will be ongoing in 2019.

Changes or Modifications – No modifications to this activity are planned for 2019.

Activity 2011-6: Local Homeownership Program

Description - HACC partnered with Habitat for Humanity to utilize its MTW flexibility to fill a gap in affordable homeownership needs in Champaign County. HACC refers existing residents of HACC programs that complete the MTW Mandatory Local Self-Sufficiency Program through compliance with employment requirements. Habitat selects from referrals in accordance with the Habitat Partner Family Selection Process.

Habitat provides all homeownership program services including pre and post home purchase counseling; financial literacy, credit repair and counseling; sweat equity by the home buyer; and, home mortgages at 0% interest, amortized at 25 years. HACC provides a second mortgage at the time of construction completion and closing of permanent financing for the difference between the appraised value of the home and the maximum mortgage that can be supported by the purchaser. However, HACC's maximum second mortgage is limited to \$40,000 per home. The second mortgage is forgivable at the rate of 5% per year over a 20-year period.

Home Purchase Options - HACC will provide a second mortgage to eligible households to purchase other homes anywhere in Champaign County. The second mortgage is available to cover closing costs, down payment assistance or to write down the price of the home. The second mortgage will be limited to \$40,000 per household; 50% of the total amount will be forgiven at 10% per year over 10 years. The remaining 50% of the second mortgage shall become due and payable to HACC upon transfer of title to anyone other the original head(s) of household at the time of the home purchase.

Eligible households will be limited to first time homebuyers who have annual gross earned income of \$40,000 or more per year but less than 80% of AMI; have a continuous employment history of 3 years or more, have a credit score of 650 or more; and, are fully compliant with all other MTW LSS requirements. Households with no earned income shall not be eligible for the MTW Homeownership Program.

Eligible households must attend pre-purchase and post-purchase counseling programs and be pre-approved by a lending institution located in Champaign County.

Units to be purchased are limited to a single unit such as a single family home; townhome or condominium. No multi-family structures shall be eligible.

The unit to be purchased must be no more than 15 years old or must have been substantially rehabilitated within the past 10 years and must pass a preliminary inspection by HACC prior to execution of a purchase contract.

HACC will determine on an annual basis the amount of MTW Block Grant funds that will be allocated to the MTW Homeownership Program based on prescreened applicants that meet all eligibility criteria above.

Update on Status of Activity - This activity is fully implemented and will be ongoing in 2019.

Changes or Modifications – This activity was modified as described above in the 2015 Plan and in the 2018 Plan. No further modifications are planned for 2019.

Activity 2011-7: Local Project Based Voucher Program

Description - HACC developed and implemented a local Project Based Voucher (PBV) Program to ensure that a greater number of quality units are available to low-income families throughout Champaign County. The local PBV Program includes the following components:

- a. Provision of Project based assistance at properties owned by HACC or an affiliate of the Authority that are not public housing.
- b. Adoption of alternate standards for determining the location of existing, newly constructed or substantially rehabilitated housing to receive subsidy in compliance with the requirements outlined in Attachment C of the MTW Agreement.
- c. Establishment of project-based waiting lists and processing of all project based activities at the property by the respective property management company.
- d. Elimination of the automatic conversion to tenant-based assistance after one year in the project-based unit.
- e. Project Based Vouchers will be limited to new construction projects or projects that are undergoing substantial rehabilitation. No PBV's will be awarded to existing properties.
- f. HACC will not limit the number of vouchers to be project based in totality or to any individual project. Annually, HACC will identify the PBV's to be committed in its annual MTW Plan.
- g. HACC will commit Project Based Vouchers for units owned directly by HACC or an affiliate that is wholly controlled by HACC without the need for a competitive process if the project is included in the Annual MTW Plan as Affordable Housing Development.
- h. Competitive processes for award of PBV's to other owners will be through a process initiated by HACC or any other entity that requires an application process to award funding for the project. HACC may provide an up-front commitment of Project Based Vouchers contingent on the award of funding. This up-front commitment will not impact the subsequent award of Project Based Vouchers to the project post-funding even if used as a scoring advantage for the project.

- i. A commitment letter provided by HACC shall serve as the Agreement to Enter into a Housing Assistance Payments Contract (AHAP); no further documentation will be utilized until completion of rehabilitation or new construction. A local HAP contract inclusive of all HACC's MTW provisions will be executed upon acceptance of the units by HACC.
- j. Contract rents for Project Based Voucher units shall be limited to 120% of the MTW Local Payment Standard for the applicable PRESM (primary real estate submarket) in which the property is located. All rents shall be supported by an independent third-party market study whether owned directly or indirectly by HACC or another entity.

Update on Status of Activity - This activity is fully implemented and will be ongoing in 2019.

Changes or Modifications – This activity was modified/clarified in the 2018 Plan. No further modifications will be made in 2019.

Activity 2012-1: Local Payment Standards

Description – Champaign County has a geographic area of 997 square miles consisting of the urban cities of Champaign and Urbana, the Village of Rantoul and various other small villages and towns. The diversity of HACC's jurisdiction results in real estate markets that demand rent schedules far beyond those of the HUD published Fair Market Rents.

Utilizing a third-party market research firm, HACC identified that Champaign County has nine (9) Primary Real Estate Sub-Markets. To facilitate administration of Local Payment Standards, HACC identified boundaries for each PRESM that include the entire Village, Town or Township in rural areas of the County and complete census tracts in the urban areas of the County. Using rent analysis data collected by the market research firm, HACC established a unique local payment standard schedule for each of the nine PRESMs. The Local Payment Standards are based on the median market rent by bedroom size within each corresponding PRESM. Each PRESM has two Local Payment Standard Schedules:

1. Schedule for structures that are single family homes, townhomes, duplexes or condominiums.
2. Schedule for structures that contain three or more apartment units.

The Local Payment Standard is the “net” rent and is the maximum rent that HACC will approve except at Project Based Properties. On an annual basis, HACC secures an updated market rent study and analysis and reviews the Local Payment Standards. If local market rents have changed (increased or decreased) by more than 5% in a given year, the corresponding payment standard schedule is adjusted accordingly.

Update on Status of Activity – This activity is fully implemented and will be remain ongoing during 2019.

Changes or Modifications – No change or modifications of this activity will be undertaken in 2019.

Activity 2012-2: Acquisition without HUD Prior Approval

Description - To facilitate the development activities described, HACC will utilize its authorization to acquire sites without prior HUD approval and will certify that the HUD site selection requirements have been met.

Update on Status of Activity - This activity is fully implemented and will be ongoing with no changes or modifications. The following property is anticipated to be acquired in 2019:

- a. Land in the Village of Henry will be transferred to HACC for purposes of entering into a long-term ground lease with property tax exemption for the development of Oakfield Place.
- b. Land in the City of Urbana for the development of Pinewood Place will be acquired directly by HACC.
- c. Other Rural Sites – HACC has identified sites in Ladd, Robinson and Newton i for the submission of a 9% Low Income Housing Tax Credit development to meet our goal of expanding housing to underserved rural communities in Illinois.

Changes or Modifications – No change or modifications of this activity will be undertaken in 2019.

Activity 2012-3: Affordable Housing Development

Description - To facilitate development activities, HACC will utilize its authorization under the Second Amendment to the Amended and Restated Moving to Work Agreement (Amendment to Attachment D) to use Replacement Housing Factor Funds for Development under Option 3. HACC will also use Section 8 and Section 9 funds for development of additional affordable housing.

Update on Status of Activity - This activity is fully implemented and will be ongoing with no changes or modifications. The following developments are expected to be ongoing during 2019:

ONGOING DEVELOPMENT IN 2019	
PROJECT NAME	DESCRIPTION
Bristol Place Residences (Champaign)	Redevelopment of the Bristol Park neighborhood in partnership with the City of Champaign and a private developer. Consists of 90 total units: 64 single family homes and 26 units in multi-unit buildings. Received 9% Low Income Housing Tax Credit allocation in October 2017. Financial closing completed on November 1 2018. Construction completion estimated for December 2019. HACC is providing a secondary loan of \$1,700,000 along with 84 vouchers. HACC, through a related affiliate, is a member of General Partner and has a first right of refusal agreement.
Haven at Market Place (Champaign)	RAD transfer of assistance for Skelton Place public housing community. Total of 98 elderly designated units in 3-story building and 24 flats for individuals with special needs. Tax exempt bonds were issued by the Eastern Illinois Economic Development Authority with 4% LIHTC and a Chase Tax Exempt Loan. HACC through a related affiliate, is the Managing GP and property manager. Financial closing occurred on December 20, 2019 and construction started immediately. Construction completion estimated for June 2020.
Pinewood Place (Urbana)	Development of a 24-unit special needs Permanent Supportive Housing Development. PSH funding received from Illinois Housing Development Authority in 2018; closing scheduled for February 2019 with construction completion by February 2020.

ONGOING DEVELOPMENT IN 2019	
PROJECT NAME	DESCRIPTION
Oakfield Place (Henry)	Development of a 30-unit senior project in the Village of Henry as part of HACC's goal to expand housing to underserved rural areas of the State. Received 9% Low Income Housing Tax Credits in 2018. HACC through a related affiliate will serve as the Managing GP and property manager. HACC will provide 10 Project Based Vouchers.
Ladd Senior Housing	Submission of a 9% Low Income Housing Tax Credit application in 2019 for development of a 24-30-unit senior project in the Village of Ladd as part of HACC's goal to expand housing to underserved rural areas of the State. Partnership with Laborers Home Development Corporation, a local non-profit affiliated with the Labor Unions. HACC, through a related affiliate will be a member of the GP and have first right of refusal and will provide 10 Project Based Vouchers.
Sugar Creek Crossing	Submission of a 9% Low Income Housing Tax Credit in 2019 to develop a 43 unit senior housing development in Robinson as part of HACC's goal to provide affordable housing in underserved rural areas.
Newton Senior Housing	Submission of a 9% Low Income Housing Tax Credit in 2019 to develop a 35 unit senior housing community in Newton as part of HACC's goal to provide affordable housing in underserved rural areas.

Update on Status of Activity – This activity is fully implemented and will be remain ongoing during 2019.

Changes or Modifications – No change or modifications of this activity will be undertaken in 2019.

Activity 2015-1: Emergency Family Shelter Program

Description - The Emergency Family Shelter Program provides temporary shelter and intensive case management services for homeless families with dependent children. Families are eligible to stay in a shelter unit for a temporary period of 30 days with extensions up to 45 days. Families must agree to participate in case management services to remain in the shelter.

The Emergency Family Shelter Program is located at Maple Park Manor; a property consisting of two buildings of 12 units: 2 one-bedroom units and 10 two-bedroom units. Of the 24 units, 1 unit is an office to deliver case management services; 8 units are temporary emergency shelter; and the remaining 15 units are Permanent Supportive Housing for homeless families.

Under a three-way Memorandum of Agreement, the Champaign County Continuum of Care is responsible for administration and oversight of all program policies and procedures for the eight shelter units including furnishings, housekeeping and preparing units for re-occupancy. United Way funds intensive case management services and manages the Case Management Services Contract with Regional Planning. HACC is responsible for property management and building maintenance services for all units in the property. HACC provides Project Based Vouchers for the 15 transitional units and an operating subsidy to support the 8 Emergency Shelter Units. The operating subsidy is equal to the actual per unit operating costs.

Upon successful completion of one year of compliance with Case Management Services and residing in a Permanent Supportive Housing unit, families will be eligible to request conversion of project based assistance to a tenant based voucher. Case Management staff will assist the families in locating alternate housing with the tenant-based voucher. This turnover will provide for the availability of a Permanent Supportive Housing unit to another family in the Emergency Shelter Program.

Families residing in the Shelter units will transfer to the Transitional Housing units or may be eligible to receive a tenant-based voucher to locate alternate housing when determined by the Case Management Staff.

Families in the Transitional Housing units shall be eligible to receive a tenant based voucher to locate alternate housing when determined by the Case Management Staff but may not remain in the Transitional Housing unit beyond 12 months.

Case Management Staff will assist the families in locating alternate housing with the tenant based voucher. This turnover will provide for the availability of a Transitional Housing unit to another family in the Emergency Shelter Program.

Families receiving a tenant-based voucher will be exempt from the MTW Local Self-Sufficiency requirements for one year. Upon the first anniversary of the lease agreement under the tenant based voucher, families must be compliant with MTW LSS requirements.

Update on Status of Activity - This activity is fully implemented and will be ongoing in 2019.

Changes or Modifications – The following modification will be undertaken in 2019.

- a. Families residing in the Shelter units may transfer to the Transitional Housing units and receive a tenant-based voucher to move from the Transitional unit. However, a tenant-based voucher will not be provided to families directly from the Shelter units.

ACTIVITIES NOT YET IMPLEMENTED

HACC has no MTW Activities that have not yet been implemented.

ACTIVITIES ON HOLD

HACC has no MTW Activities on hold.

ACTIVITIES CLOSED OUT

The following activities have been closed out.

Activity 2011-1: Local Investment Policies

This activity was approved in the 2011 Plan and was closed out in 2017 due to the conversion of the Public Housing portfolio under RAD and changes in HUD's cash management policies for the Voucher/MTW Block Grant Funding.

An MTW activity is no longer needed as funds generated from affiliated owned properties (RAD and others) are not federal funds and HACC can invest these funds pursuant to State regulation. HUD now retains the previous MTW Block Grant funds in a HUD held-reserve resulting in minimal cash available to invest at the local level.

Activity 2014-1: Local Inspection Standards

This activity was approved in the 2014 Plan and modified in the 2015 Plan; however, it was never implemented. The activity was closed out in 2016. The intent of the Local Inspections Standards was to utilize local building codes for inspection of Housing Choice Voucher units. Champaign County has three major municipalities and each has a distinct building maintenance code.

In development of this activity, HACC had anticipated that the local building inspectors would perform the inspections in their corresponding jurisdiction. After further analysis local building code inspectors were not cost effective. Additional analysis demonstrated that having HACC inspections staff utilize four different inspections standards proved an administrative burden. Therefore, it was determined that it was best to close out this activity as it would not meet any of the statutory objectives under the MTW Program.

HACC will continue to utilize the Federal Housing Quality Standards (HQS) for the Housing Choice Voucher Program and will conduct biennial inspections; initial move in inspections; and, complaint inspections. HACC will contract with a third-party inspection firm to conduct all inspections of any units owned directly or indirectly by HACC or an affiliate.

SECTION V – SOURCES AND USES

Estimated Sources and Uses of Funds

Estimates of the financial sources and uses for the 2019 fiscal year to support the activities outlined in this plan are detailed in Exhibit 2 attached to the plan.

Planned use of MTW Single Fund Flexibility

The Housing Authority of Champaign County intends to establish a Building Trades Program that will offer an opportunity for low-income young people to learn construction skills to help build affordable housing and other community assets. For unemployed, out-of-school young people, the Building Trades Program is a chance for them to reclaim their education, gain the skills they need for employment, and to become leaders in their communities.

HACC will use the Single Fund Flexibility to fund equipment, supplies and stipends for the Building Trades Program. An annual budget shall be established for the BTIP Program. Stipends shall be paid to each Intern assigned to an HACC development site or working directly with HACC staff. The amount of the stipend shall be determined on an annual basis but all interns shall receive the same amount.

Local Asset Management Plan

HACC does not use a local asset management plan.

Rental Assistance Demonstration Program

As of December, 2018, HACC completed RAD conversion of its entire public housing portfolio.

SECTION VI – ADMINISTRATIVE

A. CERTIFICATION OF COMPLIANCE

The HUD50900 Certification of Compliance and corresponding Board Resolution are attached to this Plan as Exhibit 3.

B. PUBLIC REVIEW AND PUBLIC HEARING

The chart below highlights the beginning and end dates when the Year 10 Annual MTW Plan was made available to the public for review, the dates and locations of public hearings and total numbers of attendees. The Resident Advisory Board is inactive so a meeting was held for all residents at Steer Place.

EVENT	DATE
Annual Plan available for Public Comment	September 12, 2018
Ending Date Annual Plan available for Public Comment	October 11, 2018
RAB Meeting (Steer Place)	September 19, 2018
Number of Attendees at RAB Meeting	32
Public Hearings (2:00 PM and 6:00 PM at HACC Office)	September 20, 2018
Number of Attendees at Public Hearing	0
Date of Board Approval	October 18, 2018

C. UNIVERSITY OF ILLINOIS ANNUAL MTW EVALUATION

The University of Illinois' plan to continue to the MTW Evaluation for the 2019 calendar year is found in Exhibit 3 attached to this Plan.

Exhibit 1

HUD Standard Metrics

2019 New Activities

ACTIVITY 2019-01 - REENTRY TRANSITIONAL HOUSING PROGRAM

MTW STANDARD HUD METRICS

<i>HC #1: Additional Units of Housing Made Available</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of new housing units made available for households at or below 80% AMI as a result of the activity (increase). If units reach a specific type of household, give that type in this box.	Housing units of this type prior to implementation of the activity (number). This number may be zero.	Expected housing units of this type after implementation of the activity (number).	Actual housing units of this type after implementation of the activity (number).	Whether the outcome meets or exceeds the benchmark.

<i>HC #2: Units of Housing Preserved</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of housing units preserved for households at or below 80% AMI that would otherwise not be available (increase). If units reach a specific type of household, give that type in this box.	Housing units preserved prior to implementation of the activity (number).	Expected housing units preserved after implementation of the activity (number).	Actual housing units preserved after implementation of the activity (number).	Whether the outcome meets or exceeds the benchmark.

<i>HC #7: Households Assisted by Services that Increase Housing Choice</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households receiving services aimed to increase housing choice (increase).	Households receiving this type of service prior to implementation of the activity (number). This number may be zero.	Expected number of households receiving these services after implementation of the activity (number).	Actual number of households receiving these services after implementation of the activity (number).	Whether the outcome meets or exceeds the benchmark.

<i>SS #5: Households Assisted by Services that Increase Self Sufficiency</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households receiving services aimed to increase self sufficiency (increase).	Households receiving self sufficiency services prior to implementation of the activity (number).	Expected number of households receiving self sufficiency services after implementation of the activity (number).	Actual number of households receiving self sufficiency services after implementation of the activity (number).	Whether the outcome meets or exceeds the benchmark.

Exhibit 2

Sources and Uses of Funds

HOUSING AUTHORITY OF CHAMPAIGN COUNTY
2019 MOVING TO WORK PLAN
SOURCES AND USES OF FUNDS

FDS Line Item	FDS Line Item Name	Dollar Amount
70500 (70300+70400)	Total Tenant Revenue	\$0
70600	HUD PHA Operating Grants	\$14,980,882
70610	Capital Grants	\$0
70700 (70710+70720+70730+70740+70750)	Total Fee Revenue	\$0
71100+72000	Interest Income	\$750
71600	Gain or Loss on Sale of Capital Assets	\$0
71200+71300+71310+71400+71500	Other Income	\$0
70000	Total Revenue	\$14,981,632

FDS Line Item	FDS Line Item Name	Dollar Amount
91000 (91100+91200+91400+91500+91600+91700+91800+91900)	Total Operating - Administrative	1,069,680
91300+91310+92000	Management Fee Expense	380,816
91810	Allocated Overhead	-
92500 (92100+92200+92300+92400)	Total Tenant Services	700
93000 (93100+93600+93200+93300+93400+93800)	Total Utilities	11,757
93500+93700	Labor	-
94000 (94100+94200+94300+94500)	Total Ordinary Maintenance	10,200
95000 (95100+95200+95300+95500)	Total Protective Services	-
96100 (96110+96120+96130+96140)	Total Insurance Premiums	28,890
96000 (96200+96210+96300+96400+96500+96600+96800)	Total Other General Expenses	244,444
96700 (96710+96720+96730)	Total Interest Expense and Amortization Cost	-
97100+97200	Total Extraordinary Maintenance	-
97300+97350	Housing Assistance Payments + HAP Portability-In	9,489,041
97400	Depreciation Expense	10,500
97500+97600+97700+97800	All Other Expenses	-
90000	Total Expenses	11,246,028

Exhibit 3

Board Resolution and Certification

RESOLUTION 2018-29

WHEREAS, pursuant to the Moving to Work Agreement executed between the Housing Authority of Champaign County and HUD on October 17, 2010 requires the Authority to prepare and submit for approval an annual MTW Plan; and,

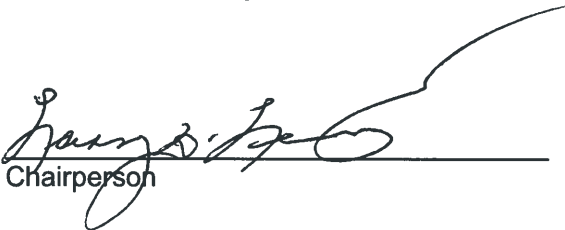
WHEREAS, the HACC prepared the 2019 MTW Plan; issued a public advertisement on September 12, 2018 to solicit comments on the Plan; posted said plan for public review as of the same date; and conducted two public hearings on said Plan on September 20, 2017; and,

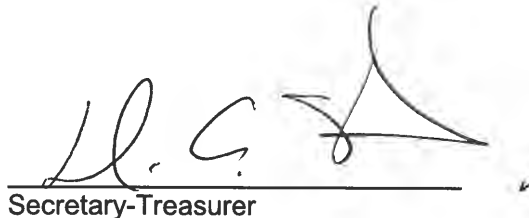
WHEREAS, no comments were received on the 2019 MTW Plan; and,

WHEREAS, HACC has complied with all provisions outlined in the HUD Certification of Compliance with Regulations (HUD Form 50900) for the Annual Moving to Work Plan;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Champaign County hereby approves the 2019 Annual MTW Plan in the format attached hereto and authorizes the Chairman of the Board to execute the Certification of Compliance with Regulations (HUD Form 50900).

Dated this 18th day of October, 2018


Chairperson


Secretary-Treasurer

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 Moving to Work Public Housing Agency (MTW PHA) listed below, as its Chairman or other authorized MTW PHA official if there is no Board of Commissioners, I approve the submission of the Annual Moving to Work Plan for the MTW PHA Plan Year beginning (01/01/2019), 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 MTW 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 MTW PHA conducted a public hearing to discuss the Plan and invited public comment.
- (2) The MTW PHA took into consideration public and resident comments (including those of its Resident Advisory Board or Boards) before approval of the Plan by the Board of Commissioners or Board of Directors in order to incorporate any public comments into the Annual MTW Plan.
- (3) The MTW PHA certifies that the Board of Directors has reviewed and approved the budget for the Capital Fund Program grants contained in the Capital Fund Program Annual Statement/Performance and Evaluation Report, form HUD-50075.1 (or successor form as required by HUD).
- (4) The MTW PHA will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
- (5) The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
- (6) The Plan contains a certification by the appropriate state or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the MTW PHA's jurisdiction and a description of the manner in which the Plan is consistent with the applicable Consolidated Plan.
- (7) The MTW PHA will affirmatively further fair housing by fulfilling the requirements at 24 CFR 903.7(o) and 24 CFR 903.15(d), which means that it will take meaningful actions to further the goals identified in the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR 5.150 through 5.180, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR 903.7(o)(3). Until such time as the MTW PHA is required to submit an AFH, and that AFH has been accepted by HUD, the MTW PHA will address impediments to fair housing choice identified in the Analysis of Impediments to fair housing choice associated with any applicable Consolidated or Annual Action Plan under 24 CFR Part 91.
- (8) The MTW PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
- (9) In accordance with 24 CFR 5.105(a)(2), HUD's Equal Access Rule, the MTW PHA will not make a determination of eligibility for housing based on sexual orientation, gender identify, or marital status and will make no inquiries concerning the gender identification or sexual orientation of an applicant for or occupant of HUD-assisted housing.
- (10) The MTW PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
- (11) The MTW PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
- (12) The MTW PHA will comply with requirements with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.
- (13) The MTW PHA will comply with requirements with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment and implementing regulations at 49 CFR Part 24.

- (14) The MTW PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
- (15) The MTW PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
- (16) The MTW PHA will provide HUD or the responsible entity any documentation needed to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58. Regardless of who acts as the responsible entity, the MTW PHA will maintain documentation that verifies compliance with environmental requirements pursuant to 24 Part 58 and 24 CFR Part 50 and will make this documentation available to HUD upon its request.
- (17) With respect to public housing and applicable local, non-traditional development the MTW PHA will comply with Davis-Bacon or HUD determined wage rate requirements under section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
- (18) The MTW PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
- (19) The MTW PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.
- (20) The MTW PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments) and 24 CFR Part 200.
- (21) The MTW 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.
- (22) 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 MTW PHA in its Plan and will continue to be made available at least at the primary business office of the MTW PHA.

HOUSING AUTHORITY OF CHAMPAIGN COUNTY

IL006

MTW PHA NAME

MTW PHA NUMBER/HA CODE

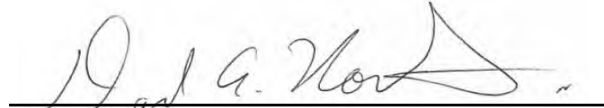
I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729,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

DAVID A. NORTHERN, SR.

SECRETARY-TREASURER

NAME OF AUTHORIZED OFFICIAL

TITLE



FEBRUARY 28, 2019

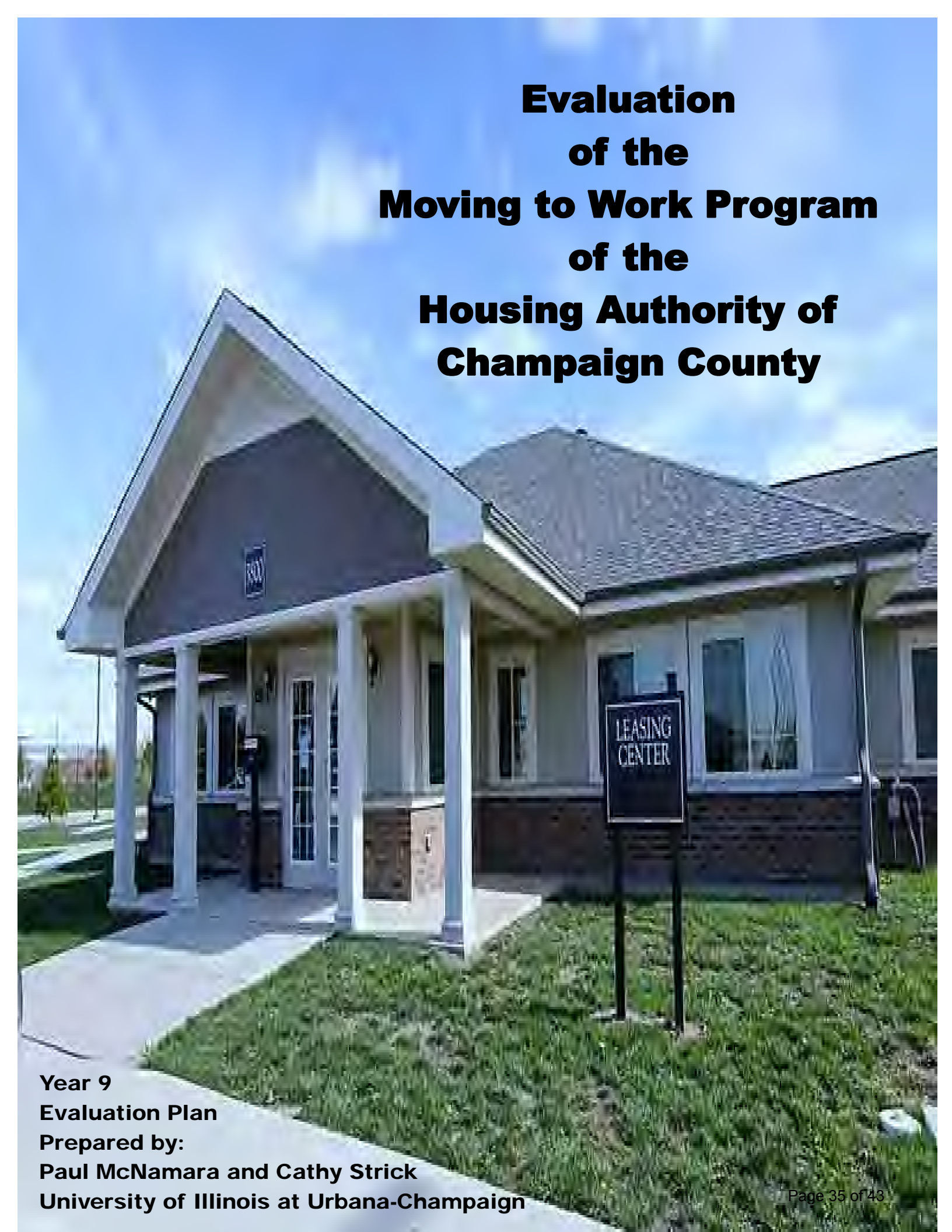
SIGNATURE

DATE

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

Exhibit 4

University of Illinois Evaluation Plan



Evaluation of the Moving to Work Program of the Housing Authority of Champaign County

Year 9
Evaluation Plan
Prepared by:
Paul McNamara and Cathy Strick
University of Illinois at Urbana-Champaign

Introduction

This report describes the University of Illinois at Urbana-Champaign (UIUC) Moving to Work (MTW) evaluation activities planned for the Housing Authority of Champaign County (HACC) during Year 9, January 1 – December 31, 2019. This will be the eighth year of data collection.

Evaluation Overview

The evaluation purpose remains the same as in previous years, which is, to measure the impact on households participating in the HACC MTW program, especially in terms of their family self-sufficiency, measured by variables such as income, employment, hours worked, attainment of educational and job skills goals, and other variables related to family self-sufficiency. This year we will begin looking deeper at different self-sufficiency variables, for example, the role of debt, and the impact on self-sufficiency variables such as employment and education. New to HACC's planned future activities include a financial incentive to households who comply with mandatory Local Self-Sufficiency (LSS) requirements and issues concerning homelessness and re-entry programs for formerly incarcerated persons. We will include these activities in our evaluation going forward and in particular will document the impact of asset-building on self-sufficiency. The evaluation is designed to quantitatively measure these potential impacts as well as identify factors that might be related to non-attainment of the program's self-sufficiency goals. Such factors may include difficulties with access to childcare, limited job opportunities, and personal-level factors such as undiagnosed mental health issues or other barriers participants may face.

To measure the program impact on participants we will utilize five sources of information:

- 1) Qualitative interviews using an in-depth key informant interviewing approach with MTW participants, and non-MTW comparison group participants providing information on the program participants' perspectives on topics such as housing satisfaction, employment, education and job skills, motivation and goals, health, mental health, neighborhood issues, family structure, social support, financial knowledge, financial situation, food security, and overall quality of life. Over time, it may be possible to observe a change in participants' attitudes and practices related to self-sufficiency as a result of the MTW program.
- 2) Quantitative social surveys fielded with MTW participants and with non-MTW comparison group participants with question domains about education, housing choices, criminal background, current work situation, unemployment situation and work history, family structure, social support, food security, health care access, financial situation, and physical and mental health status. These data allow assessing program impact on outcomes that are not collected in the administrative data such as the number of hours worked, educational attainments, perceptions about job skills, financial situation including income, expenses, debt, non-cash benefits and savings, physical and mental health status, experience with social services, social capital, food security, activities with children, access to child care, and quality of life.
- 3) Administrative data available from HACC and a comparison public housing authority (PHA). With these data, we will conduct a long-term impact assessment of central activities that the HACC has implemented under the MTW demonstration by comparing the change in outcomes of interest between the HACC and a comparison PHA over time. In addition, we will examine how the change in work requirements influences recipients' economic behaviors (employment status and earnings),

household composition, residential mobility and characteristics (poverty and minority).

- 4) HACC's Mandatory Local Self-Sufficiency (LSS) Program data, or, 'Treatment Plan' data, for each household member required to participate in the Mandatory LSS Program from which we will determine MTW households who access LSS case management, and describe and measure accomplishment of goals.
- 5) Data received from HUD under our data license agreement, with information from five comparable Midwest housing authorities from which we can construct statistical comparison models.

Year 8 Data Collection and Analyses

Beginning January, 2019, our evaluation enters the eighth year of data collection and analyses.

Qualitative Key Informant Interviews

It has been our intent to interview key informant housing participants or waitlist participants every other year, or, at least a couple of times over the course of the evaluation. Please see Appendix A for a historical account of key informant interview data collection and analyses.

During 2019 it is our intent to revisit five or six specific HACC participants that we have interviewed over time. These particular key informants were interviewed at baseline and then twice afterward over time, and most of these interviews have been analyzed and included in past reports and presentations and as case study vignettes. At our most recent interviews with these participants in 2016, some were experiencing success on their path toward self-sufficiency, while others were still struggling. It would be important to document their personal situations and perspectives during 2019, especially as these participants move closer to income and term limits.

Quantitative Housing & Self-Sufficiency Social Surveys

Please see Appendix B for a historical account of quantitative Housing & Self-Sufficiency Social Survey data collection and analyses.

During 2019 we intend to analyze survey data that is collected through HACC and the non-MTW comparison housing authority. The survey for 2019 will be slightly revised to reflect variables that have become more pertinent based on past survey findings and also as participants approach income and/or term limits. Of particular interest is the role of debt and the impact this may have on participants' ability to increase education. While participants may meet mandatory LSS work requirements, still, debt and lack of education and job skills may leave them vulnerable and unable to attain self-sufficiency. In addition, health and mental health variables will remain in the survey as we continue to document the impact that health and mental health have on the ability to find and maintain employment.

As in the past, we will again request the cooperation of HACC administration in helping the participants of the project-based units comply with the mandatory requirement to complete a survey, particularly at the Sycamore and Thornberry locations, where historically we have received very few surveys. These participants have most recently been housed off a waitlist and may have some characteristics that differ from participants in the Housing Choice Voucher program that may be important in documenting the attainment of, or barriers to, their self-sufficiency goals.

Treatment Plan Data

Please see Appendix C for a historical account of Treatment Plan data collection and analyses.

We will request from the HACC an updated administrative data file containing Local Self-Sufficiency (LSS) data, including LSS case management case notes. We plan to continue to organize, code and analyze this data, interested in documenting households who access LSS case management, for how long households access this case management, and the reasons for receiving LSS case management. We plan to continue documenting self-sufficiency variables, such as employment and education, outcomes. But also, as the program continues it is important to document end of participation for non-compliance of LSS requirements.

Administrative Data

We plan to continue our impact assessment of central activities that the HACC has implemented under the MTW demonstration by comparing the change in outcomes of interest between the HACC and a comparison PHA over time. The evaluation emphasizes investigating a long-term impact of HACC's local self-sufficiency and local payment standard programs on economic self-sufficiency, household composition, and neighborhood characteristics.

In 2019 we will request updated administrative data from HACC, as well as, from Tenmast, the 50058 Family Report data. Of increasingly important significance is documenting the process and impact of waivers that households receive for personal health, education or to care for a disabled family member. In addition, we will use HACC End of Participation administrative data to code and document exit data to understand the reasons why participants exit the program.

As well, we will request updated HUD data for which we have a data license agreement to construct statistical comparison models between HACC and other similar Midwest housing authorities.

Informing HACC and the Greater Community

Our accomplishments this past year include:

- In October 2017 we mailed 2,000 newsletters to HACC and non-MTW comparison housing authority MTW eligible participants, updating participants about the evaluation and providing housing authority resource information.
- In December 2017 the research team of Paul McNamara, Han Bum Lee and Cathy Strick published the article, "Promoting economic self-sufficiency via HUD's Moving to Work Program: Evidence from the Housing Authority of Champaign County" in the Illinois Municipal Policy Journal. The research team received a special recognition from the Journal for this article.
- In January 2018 we provided HACC Interim Executive Director survey data analysis information for inclusion in HACC's proposed newsletter.
- In February 2018 we submitted our Annual Report for 2017 to the HACC and this is included in HACC's Annual Report to HUD.
- In April 2018 we presented our evaluation findings to the HACC Board of Commissioners which was videotaped and available for public viewing.
- In April 2018 we were interviewed and videotaped by HACC's marketing group, Multimedia Marketing Group.

- In May 2018 we presented our evaluation findings at the 2018 MTW Conference in Washington, DC, informing federal housing policy initiatives.
- In July 2018 we visited the non-MTW comparison housing authority and provided an evaluation update.

Therefore, we anticipate continuing our reporting and presenting of our evaluation findings to HACC, MTW Conference attendees, HACC Board of Commissioners, the non-MTW comparison housing authority and to other housing association and community meetings as appropriate.

This evaluation plan was prepared by Paul E. McNamara, Ph.D., principal investigator, and Cathy Strick, MSW, visiting research coordinator on July 25, 2018.

Appendix A – Key Informant Interview Data Collection and Analyses History

During baseline year 1 data collection in 2012, we interviewed 25 HACC program participants and 24 non-MTW program participants.

During the second year of data collection in 2013 we conducted an additional 17 baseline interviews with HACC waitlist participants.

In our March 29, 2013 progress report to HACC, we prepared a descriptive analysis of core themes surrounding the phenomenon of self-sufficiency of half (50%) of the current program participants of the HACC who completed qualitative key informant interviews. Our most salient questions pertained to housing quality, employment, and how people described self-sufficiency.

In 2014, our third year of data collection, we re-interviewed 12 HACC and 13 non-MTW comparison group key informants.

In our March 12, 2014 progress report to HACC we reported that we examined the balance, or about 50%, of HACC qualitative key informant interviews conducted the initial year of data collection, for different themes contributing to self-sufficiency, for example, perspectives on family structure growing up, physical and mental health, and social support networks, and how these domains contributed to resilience in the context of people who live in subsidized housing.

In 2015, year 4 data collection, we re-interviewed three HACC waitlist participants.

Also in 2015 we began analysis of baseline non-MTW comparison group key informant interviews for key themes surrounding self-sufficiency, for example, housing satisfaction, landlord relations, employment and educational experiences, health, family structure, child care, neighbors, social support, financial goals and situations, and food security. Through our preliminary analysis, we learned the main reasons why families choose to live in the comparison group city, for example, families were born and raised in this city, they value extended family who also live in this city, they have friendship social networks in this city, or, for them, this city has a better cost of living compared to some larger cities.

In 2016, the fifth year of data collection, we conducted third key informant interviews with eight HACC participants and four non-MTW comparison housing authority participants.

In 2016 we also conducted a preliminary analysis of three of the eight HACC interviews and reported that two participants described success toward a path to self-sufficiency. Particularly, these housing participants increased or attained educational goals, maintained or increased employment and income, maintained stability in housing and family structure, exhibited high maternal self-esteem, increased financial knowledge and engagement with financial institutions, reduced barriers such as having childcare and transportation, displayed positive mental health and emotions, and had social support networks that were stable and provided social leverage. Unfortunately, one housing participant continued to struggle with unstable employment, stagnation in skills and education, and serious mental illness. In addition, we began analysis of two of the four non-MTW comparison housing participants.

In 2017, the sixth year of data collection, we continued data analysis of two non-MTW housing participants and then compared the longitudinal findings between the three HACC and the two non-MTW participants. As we reported to HACC in March of 2017, findings suggested that while basic needs were met at both MTW and non-MTW housing authorities through housing assistance and self-reported food security, there were differences in discourse concerning housing assistance requirements, housing satisfaction, employment, education, personal goals, motivation, social support, and financial situation. However, key informants across housing authorities also spoke similarly about physical and mental health challenges, goals for children, children's school experiences, children's health, neighbors, and spirituality. These findings were also presented at the 2017 MTW Conference in April in Washington, DC.

In 2018, year 7 data collection, we conducted no new key informant interviews with HACC and non-MTW comparison housing authority participants, but completed analysis of one HACC and two non-MTW longitudinal interviews.

Key informant interview analyses have been provided to HACC through Annual Reports and some findings have been presented at the Annual Moving to Work Conference in Washington, DC, 2014 through 2018.

Appendix B – Housing & Self-Sufficiency Social Survey Data Collection History

During baseline year 1, 308 HACC program participants and 162 non-MTW comparison group program participants completed a social survey, totaling 470 surveys.

In year 2, 215 HACC and 112 non-MTW comparison group participants who completed a social survey in year 1, completed a survey. In addition, 142 HACC and 14 non-MTW comparison group new participants were added totaling 483 surveys completed during year 2.

In year 3, 283 HACC program participants and 100 non-MTW comparison group participants who completed a survey during baseline year 1 or year 2, completed a survey, totaling 383 surveys. In addition, 45 new HACC program participants and 22 new non-MTW comparison group participants completed a survey, totaling 450 Surveys.

In year 4, with a new data collection protocol beginning in the second quarter of the year, 181 HACC program or waitlist participants and 21 non-MTW comparison group participants who completed a survey during year 1, 2 or 3, completed a survey, totaling 202 surveys. And, 214 new HACC program participants and 70 new non-MTW comparison group participants completed a survey totaling 486 surveys.

In year 5, 309 HACC program or waitlist participants and 58 non-MTW comparison group participants who previously completed a survey, completed a survey, totaling 367 surveys. In addition, 243 new HACC program participants and 186 new non-MTW comparison group participants completed a survey totaling 796 surveys. This was the largest amount of surveys collected during one year. We surmised the change of protocol to the survey initiating from the housing authorities as successful in increasing response.

Also in year 5 we included new HACC projects at Providence at Sycamore Hills and Providence at Thornberry in our data collection. Unfortunately, the response from the new project-based units was poor and we did not expect this response to change in the following year.

Year 6 data collection realized a record number of 844 total surveys completed from HACC and the non-MTW comparison housing authority. At the HACC, we received 390 surveys from participants who previously completed a survey and 211 new participant surveys. From the non-MTW comparison housing authority we received 119 surveys from participants who previously completed a survey and 124 new participant surveys.

Year 7 data collection to-date is 327 HACC surveys and 120 non-MTW comparison housing authority surveys totaling 447 surveys.

Analyses for each year of survey data collection was conducted and included in Annual Reports to the HACC and some findings were presented at annual Moving to Work Conferences in Washington, DC, 2014 through 2018.

Appendix C – Treatment Plan Data Collection and Analyses History

We requested to receive treatment plan data for head of households to understand how adherence and successful completion of plans result in positive changes on labor market outcomes and educational advancement.

In the spring of 2014 we began receiving HACC treatment plan data for the adult, head of household, and prepared a baseline analysis from which to make future comparisons with regard to adherence and successful completion of plans and how this relates to education and employment outcomes.

Specifically, in 2012-2013, with 481 observations, most, or 47.4% represent plans for employment, 36.1% represent education or job training plans, and 16.4% represent ‘other’. As well, the treatment plan data identifies the number of heads of households who are compliant or non-compliant.

As of the end of July 2015, the HACC transferred its treatment plan data from the Tracking-At-A-Glance software system to their Win Ten 2+ system. We requested, and received from the HACC, information about any different variables used in Win Ten 2+ vs. Tracking-At-A-Glance. We submitted new variable information to our internal Institutional Review Board (IRB) and received approval in February 2016 to receive these additional data fields, and receive the latest treatment plan data for analysis. In July 2016, HACC informed us that their system migration would take place August 4, 2016 and so the receipt of this data was suspended.

On December 8, 2016 we began receiving LSS data from the new Win Ten 2+ system and continued receiving LSS case notes from LSS case managers through February, 2017. Our research team met to determine our next steps in data analysis, which were, to organize the case note data, create a rubric for coding, code and then synthesize with text data from the Win Ten 2+ system. In October 2017 our research team began organizing, coding and analyzing the treatment plan data.

The most recent analyses of Treatment Plan Data was included in the 2017 Annual Report to HACC and some findings were presented at the Annual Moving to Work Conference in Washington, DC in spring 2018.