

**PHA Name :** Florence

**PHA Code :** SC027

**MTW Supplement for PHA Fiscal Year Beginning :** (MM/DD/YYYY): 10/1/2022

**PHA Program Type:** Combined

**MTW Cohort Number:** Landlord Incentives

**MTW Supplement Submission Type:** Annual Submission

## **B. MTW Supplement Narrative.**

The following items are activities and/or proposed short-term and long-term goals of the Housing Authority of Florence to further the MTW statutory objectives during the Fiscal Year of October 1, 2022 through September 30, 2023:

### **Cost Effectiveness**

#### **1. Provide a 10% discount at Lowes to the Landlords.**

The Housing Authority of Florence have negotiated with Lowes to allow our HCV landlords a 10% discount. This incentive would allow the Landlord a discount on supplies to improve the quality of the property for our HCV participants, whereas, the landlord would continue participation in the HCV program. Local, No-Traditional Activities (increasing housing choice for low-income families) waiver used.

#### **2. Pay up to \$500 HAP to the Landlords due to vacancy or break of Lease.**

The Housing Authority of Florence will pay up to \$500 HAP to the Landlord due to the vacancy or break of Lease. The Landlord must be in good standing with the HA. The Housing Authority of Florence plans to allocate \$10,000 for this activity up to 20 landlords on a first come first serve basis. This activity is to incentivize a landlord's initial or continued participation in the HCV program. Vacancy Loss Landlord Voucher Incentive (HCV – Tenant-Based Assistance) waiver used.

### **Self-Sufficiency**

#### **1. HQS Improvements.**

The Housing Authority of Florence will provide assistance with HQS improvements for Landlords. The HA plans to allocate a total of \$25,000 for 25 landlords to receive up to \$1000 for their HQS improvements. If a landlord fails an HQS inspection, this incentive would assist the landlord with correcting the deficiencies and allowing the lease-up of the unit. Other Landlord Incentives (HCV – Tenant-Based Assistance) waiver used.

#### **2. Annual Supportive Service Workshop for participants.**

The Housing Authority of Florence plans to allocate \$17,500 for Annual Supportive Services Workshop for participants to provide updates about the HCV program and HAP contract. The Housing Authority will pay each HCV participant to attend the workshop \$50 each. This incentive would increase the participants' knowledge of the HCV program and incentivize self-sufficiency. Local, Non-Traditional Activities (incentivizing self-sufficiency of participating families) waiver used.

#### **3. Annual Participating Landlords Workshop.**

The Housing Authority of Florence will provide an annual workshop for the participating HCV landlords. The HA plans to allocate a total of \$15,000 to pay up to 300 participating landlords \$50 each for attending the workshop. The landlords will gain knowledge of the HQS inspection and updates of the HCV program and HUD regulations. This incentive will increase housing choice for low-income families and continued participation from the landlords. Local, Non-Traditional Activities (incentivizing increasing housing choice for low-income families) waiver used.

### **Housing Choice**

#### **1. Security Deposit Assistance up to \$500.**

The Housing Authority of Florence will assist 100 PH and HCV applicants with Security Deposits up to \$500 per household totaling \$50,000 on a first come first serve basis. Funds will be disbursed until all funds are expended. The Agency will help applicants move into units quicker and relocate if needed, which will provide a quicker lease-up for the agency. We will assist applicants as needed when there is difficulty with paying their security deposits for move-in of a unit. Local, Non-Traditional Activities (increasing housing choice for low-income families) waiver used.

#### **2. Referral Fee Program for landlords who refer other landlords to the HCV program.**

The Housing Authority of Florence plans to allocate \$10,000 for the Referral Program for landlords who refer other landlords to the HCV program. The landlord will receive \$100 for the referral only if the new landlord executes a HAP contract with the Housing Authority of Florence. This incentive will allow additional low-income housing. Local, Non-Traditional Activities (increasing housing choice for low-income families) waiver used.

#### **3. Incentives for Working families with 1+ years of continued full-time employment (no break over 2 weeks).**

The Housing Authority of Florence plans to allocate fifty (50) Working family households of the HA with 1+ years of continued full-time employment (no break in employment over 2 weeks) with a \$300 incentive (one-time per fiscal year) totaling up to \$15,000. If there are more than 50 working families, the decision will be made by lottery. The Agency will review the tenant listings for PH and HCV programs to determine who qualifies. Implementing this incentive for working families will promote self-sufficiency. This will also keep residents/participants employed and eventually reach self-sufficiency. Local, Non-Traditional Activities (incentivizing self-sufficiency of participating families) waiver used.

#### **4. PH resident with a 5-year term of good standing will have the option to receive a voucher.**

The Housing Authority of Florence plans to allocate vouchers for twenty (20) Public Housing residents (effective 10-01-22)

with a 5-year term of good standing. A tenant in good standing must:

a. Have been a tenant for a minimum of five (5) years.

b. The family is current in payment of all charges owed to the Housing Authority of Florence and has not paid rent late in the last five (5) years.

c. The family passes a required transfer inspection and does not have any record of housekeeping problem during the last five (5) years.

d. The family has not materially violated the lease over the past five (5) years by disturbing the peace enjoyment of their neighbors, by threatening the health or safety of tenants or Housing Authority staff.

The Agency will review our tenant listing for qualified selections and review the tenant files. We will reach out to the qualified residents to determine if they are interested in a voucher. This incentive will help the residents become self-sufficient, and help Public Housing free up units to assist other applicants on the waiting lists. Local, Non-Traditional Activities (increasing housing choice for low-income families) waiver used.

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

<b>1. Tenant Rent Policies</b>	
a. Tiered Rent (PH)	Not Currently Implemented
b. Tiered Rent (HCV)	Not Currently Implemented
c. Stepped Rent (PH)	Not Currently Implemented
d. Stepped Rent (HCV)	Not Currently Implemented
e. Minimum Rent (PH)	Not Currently Implemented
f. Minimum Rent (HCV)	Not Currently Implemented
g. Total Tenant Payment as a Percentage of Gross Income (PH)	Not Currently Implemented
h. Total Tenant Payment as a Percentage of Gross Income (HCV)	Not Currently Implemented
i. Alternative Utility Allowance (PH)	Not Currently Implemented
j. Alternative Utility Allowance (HCV)	Not Currently Implemented
k. Fixed Rents (PH)	Not Currently Implemented
l. Fixed Subsidy (HCV)	Not Currently Implemented
m. Utility Reimbursements (PH)	Not Currently Implemented
n. Utility Reimbursements (HCV)	Not Currently Implemented
o. Initial Rent Burden (HCV)	Not Currently Implemented
p. Imputed Income (PH)	Not Currently Implemented
q. Imputed Income (HCV)	Not Currently Implemented
r. Elimination of Deduction(s) (PH)	Not Currently Implemented
s. Elimination of Deduction(s) (HCV)	Not Currently Implemented
t. Standard Deductions (PH)	Not Currently Implemented
u. Standard Deductions (HCV)	Not Currently Implemented
v. Alternative Income Inclusions/Exclusions (PH)	Not Currently Implemented
w. Alternative Income Inclusions/Exclusions (HCV)	Not Currently Implemented
<b>2. Payment Standards and Rent Reasonableness</b>	
a. Payment Standards- Small Area Fair Market Rents (HCV)	Not Currently Implemented
b. Payment Standards- Fair Market Rents (HCV)	Not Currently Implemented
c. Rent Reasonableness – Process (HCV)	Not Currently Implemented
d. Rent Reasonableness – Third-Party Requirement (HCV)	Not Currently Implemented
<b>3. Reexaminations</b>	
a. Alternative Reexamination Schedule for Households (PH)	Not Currently Implemented
b. Alternative Reexamination Schedule for Households (HCV)	Not Currently Implemented
c. Self-Certification of Assets (PH)	Not Currently Implemented
d. Self-Certification of Assets (HCV)	Not Currently Implemented
<b>4. Landlord Leasing Incentives</b>	
a. Vacancy Loss (HCV-Tenant-based Assistance)	Plan to Implement in the Submission Year
b. Damage Claims (HCV-Tenant-based Assistance)	Not Currently Implemented
c. Other Landlord Incentives (HCV- Tenant-based Assistance)	Plan to Implement in the Submission Year
<b>5. Housing Quality Standards (HQS)</b>	
a. Pre-Qualifying Unit Inspections (HCV)	Not Currently Implemented
b. Reasonable Penalty Payments for Landlords (HCV)	Not Currently Implemented
c. Third-Party Requirement (HCV)	Not Currently Implemented
d. Alternative Inspection Schedule (HCV)	Not Currently Implemented
<b>6. Short-Term Assistance</b>	
a. Short-Term Assistance (PH)	Not Currently Implemented
b. Short-Term Assistance (HCV)	Not Currently Implemented
<b>7. Term-Limited Assistance</b>	
a. Term-Limited Assistance (PH)	Not Currently Implemented
b. Term-Limited Assistance (HCV)	Not Currently Implemented
<b>8. Increase Elderly Age (PH &amp; HCV)</b>	

Increase Elderly Age (PH & HCV)	Not Currently Implemented
<b>9. Project-Based Voucher Program Flexibilities</b>	
a. Increase PBV Program Cap (HCV)	Not Currently Implemented
b. Increase PBV Project Cap (HCV)	Not Currently Implemented
c. Elimination of PBV Selection Process for PHA-owned Projects Without Improvement, Development, or Replacement (HCV)	Not Currently Implemented
d. Alternative PBV Selection Process (HCV)	Not Currently Implemented
e. Alternative PBV Unit Types (Shared Housing and Manufactured Housing) (HCV)	Not Currently Implemented
f. Increase PBV HAP Contract Length (HCV)	Not Currently Implemented
g. Increase PBV Rent to Owner (HCV)	Not Currently Implemented
h. Limit Portability for PBV Units (HCV)	Not Currently Implemented
<b>10. Family Self-Sufficiency Program with MTW Flexibility</b>	
a.PH Waive Operating a Required FSS Program (PH)	Not Currently Implemented
a.HCV Waive Operating a Required FSS Program (HCV)	Not Currently Implemented
b.PH Alternative Structure for Establishing Program Coordinating Committee (PH)	Not Currently Implemented
b. HCV Alternative Structure for Establishing Program Coordinating Committee (HCV)	Not Currently Implemented
c.PH Alternative Family Selection Procedures (PH)	Not Currently Implemented
c.HCV Alternative Family Selection Procedures (HCV)	Not Currently Implemented
d.PH Modify or Eliminate the Contract of Participation (PH)	Not Currently Implemented
d.HCV Modify or Eliminate the Contract of Participation (HCV)	Not Currently Implemented
e.PH Policies for Addressing Increases in Family Income (PH)	Not Currently Implemented
e.HCV Policies for Addressing Increases in Family Income (HCV)	Not Currently Implemented
<b>11. MTW Self-Sufficiency Program</b>	
a.PH Alternative Family Selection Procedures (PH)	Not Currently Implemented
a.HCV Alternative Family Selection Procedures (HCV)	Not Currently Implemented
b.PH Policies for Addressing Increases in Family Income (PH)	Not Currently Implemented
b.HCV Policies for Addressing Increases in Family Income (HCV)	Not Currently Implemented
<b>12. Work Requirement</b>	
a. Work Requirement (PH)	Not Currently Implemented
b. Work Requirement (HCV)	Not Currently Implemented
<b>13. Use of Public Housing as an Incentive for Economic Progress (PH)</b>	
Use of Public Housing as an Incentive for Economic Progress (PH)	Not Currently Implemented
<b>14. Moving on Policy</b>	
a. Waive Initial HQS Inspection Requirement (HCV)	Not Currently Implemented
b.PH Allow Income Calculations from Partner Agencies (PH)	Not Currently Implemented
b.HCV Allow Income Calculations from Partner Agencies (HCV)	Not Currently Implemented
c.PH Aligning Tenant Rents and Utility Payments Between Partner Agencies (PH)	Not Currently Implemented
c.HCV Aligning Tenant Rents and Utility Payments Between Partner Agencies (HCV)	Not Currently Implemented
<b>15. Acquisition without Prior HUD Approval (PH)</b>	
Acquisition without Prior HUD Approval (PH)	Not Currently Implemented
<b>16. Deconcentration of Poverty in Public Housing Policy (PH)</b>	
Deconcentration of Poverty in Public Housing Policy (PH)	Not Currently Implemented
<b>17. Local, Non-Traditional Activities</b>	
a. Rental Subsidy Programs	Not Currently Implemented
b. Service Provision	Plan to Implement in the Submission Year

**C. MTW Activities Plan that Florence Plans to Implement in the Submission Year or Is Currently Implementing****4.a. - Vacancy Loss (HCV-Tenant-based Assistance)**

Pay up to \$500 HAP to the Landlords due to vacancy or break of Lease - The Housing Authority of Florence will pay up to \$500 HAP to the Landlord due to the vacancy or break of Lease. The Landlord must be in good standing with the HA. The Housing Authority of Florence plans to allocate funds for this activity up to 20 landlords on a first come first serve basis. This activity is to incentivize a landlord's initial or continued participation in the HCV program which will also allow continued low-income housing for participants.

This MTW activity serves the following statutory objectives:  
Housing choice

This MTW activity serves the following statutory objectives:  
Increased expenditures

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

N/A - new activity

No hardship were requested in the most recent fiscal year.

In the prior year, under this activity, Florence MTW agency  
Received 0 hardship requests  
Approved hardship requests  
Denied hardship requests  
There is\are hardship requests pending.

This policy applies to To all units

The types of units policy applies to:

Maximum payment to the landlord is \$500.

0 payments were issued under this policy y in the most recently completed PHA fiscal year.

\$0 issued under this policy in the most recently completed PHA fiscal year.

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

HQS Improvements - The Housing Authority of Florence will provide assistance with HQS improvements for landlords. The HA plans to allocate funds for landlords to receive up to \$1000 for their HQS Improvements. If a landlord fails an HQS inspection, this incentive would assist the landlord with correcting the deficiencies and allowing the lease-up of the unit and continue low-income housing for the participants.

This MTW activity serves the following statutory objectives:  
Housing choice

This MTW activity serves the following statutory objectives:  
Increased expenditures

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

N/A - new activity

No hardship were requested in the most recent fiscal year.

In the prior year, under this activity, Florence MTW agency  
Received 0 hardship requests  
Approved hardship requests  
Denied hardship requests  
There is\are hardship requests pending.

This policy applies to To all units (Display selected and additional Pop up is complex logic.)

The types of units policy applies to:

Maximum payment to the landlord is \$1000.

0 payments were issued under this policy y in the most recently completed PHA fiscal year.

\$0 issued under this policy in the most recently completed PHA fiscal year.

<b>17.b. - Service Provision</b>
Provide a 10% discount at Lowes to the Landlords - The Housing Authority of Florence have negotiated with Lowes to allow our HCV landlords a 10% discount. This incentive would allow the Landlord a discount on supplies to improve the quality of the property for our HCV participants, whereas, the landlord would continue participation in the HCV program and allowing continued low-income housing for our participants.
This MTW activity serves the following statutory objectives: Housing choice
This MTW activity serves the following statutory objectives: Neutral (no cost implications)
An MTW activity may apply to new admissions only, to currently assisted households only, or to both new admissions and currently assisted households. The MTW activity applies to all assisted households
N/A - new activity
No hardship were requested in the most recent fiscal year.
In the prior year, under this activity, Florence MTW agency Received 0 hardship requests Approved hardship requests Denied hardship requests There is\are hardship requests pending.
The following are the types of Services MTW Agency is providing: Discount of supplies for housing needs and improvement, annual supportive service workshops for participants, annual workshops for participating landlords, security deposit assistance up to \$500, referral fee program for landlords who refer other landlords to the HCV program, incentives for working families with 1+ years of continued full-time employment (no break over 2 weeks), and PH resident with a 5-year term of good standing will have the option to receive a voucher.
PHA provides services to 0 households in the most recently completed PHA Fiscal Year through this activity.
The MTW activity applies to all units/properties
# of persons receiving LNT services only in the most recently completed PHA fiscal year.
No Families are receiving Services only.

<b>D.</b>	<b>Safe Harbor Waivers.</b>
<b>D.1</b>	<b>Safe Harbor Waivers seeking HUD Approval:</b> No Safe Harbor Waivers are being requested.

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

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

<b>Federal Fiscal Year (FFY)</b>	<b>Total Operating Subsidy Authorized Amount</b>	<b>How Much PHA Disbursed by the 9/30 Reporting Period</b>	<b>Remaining Not Yet Disbursed</b>	<b>Deadline</b>
----------------------------------	--	--	------------------------------------	-----------------

<b>G.</b>	<b>MTW Statutory Requirements.</b>
<b>G.1</b>	<p><b>75% Very Low Income – Local, Non-Traditional.</b></p> <p>HUD will verify compliance with the statutory requirement that at least 75% of the households assisted by the MTW agency are very low-income for MTW public housing units and MTW HCVs through HUD systems. The MTW PHA must provide data for the actual families housed upon admission during the PHA's most recently completed Fiscal Year for its Local, Non-Traditional program households.</p>
<b>Income Level</b>	<b>Number of Local, Non-Traditional Households Admitted in the Fiscal Year*</b>
80%-50% Area Median Income	2
49%-30% Area Median Income	10
Below 30% Area Median Income	38
Total Local, Non-Traditional Households	<b>50</b>

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

<b>G.2</b>	<b>Establishing Reasonable Rent Policy.</b>
	<p>MTW agency did not established a rent reform policy to encourage employment and self-sufficiency</p> <p>MTW Agency did not establish a rent reform policy to encourage employment and self-sufficiency. The Agency does not plan to implement a rent reform policy at this time.</p>

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

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

PROPERTY NAME/ ADDRESS	0/1 BR	2 BR	3 BR	4 BR	5 BR	6+ BR	TOTAL UNITS	POPULATION TYPE*	if 'Population Type' is Other	# of Section 504 Accessible (Mobility)**	# of Section 504 Accessible (Hearing/ Vision)	Was this Property Made Available for Initial Occupancy during the Prior Full Calendar Year?	What was the Total Amount of MTW Funds Invested into the Property?
------------------------	--------	------	------	------	------	-------	-------------	------------------	-------------------------------	--	---	---	--

<b>G.4</b>	<b>Comparable Mix (by Family Size) – Local, Non-Traditional.</b>
	To demonstrate compliance with the statutory requirement to continue serving a 'comparable mix" of families by family size to that which would have been served without MTW, the MTW agency will provide the number of families occupying

local, non-traditional units by household size for the most recently completed Fiscal Year in the provided table.

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

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

I.	Evaluations.
No known evaluations.	

**ATTACHMENT I**  
**Moving to Work Certifications of Compliance**

**CERTIFICATIONS OF COMPLIANCE**

**U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**  
**OFFICE OF PUBLIC AND INDIAN HOUSING**

**Certifications of Compliance with HUD and Federal Requirements and Regulations:**  
**Board Resolution to Accompany Application to the Moving to Work Demonstration Program**

Acting on behalf of the Board of Commissioners of the applicant public housing agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the application to the Moving to Work (MTW) Demonstration Program for the PHA and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the application and implementation thereof:

- (1) The PHA will adhere to the MTW Operations Notice or successor notice and all requirements therein.
- (2) The PHA will adhere to HUD guidance in the MTW Operations Notice or successor notice in continuing to ensure at least 75% of families assisted are very low-income as defined in Section 3(b)(2) of the 1937 Act throughout the PHA's participation in the MTW Demonstration Program.
- (3) The PHA will adhere to HUD guidance in the MTW Operations Notice or successor notice in establishing a reasonable rent policy that is designed to encourage employment and self-sufficiency.
- (4) The PHA will adhere to HUD guidance in the MTW Operations Notice or successor notice in continuing to assist substantially the same total number of eligible low-income families as would have been served absent MTW throughout the PHA's participation in the MTW Demonstration Program.
- (5) The PHA will adhere to HUD guidance in the MTW Operations Notice or successor notice in continuing to maintain a comparable mix of families (by family size) as would have been provided had the funds not been used under the MTW Demonstration Program throughout the PHA's participation in the MTW Demonstration Program.
- (6) The PHA will adhere to HUD guidance in the MTW Operations Notice or successor notice in continuing to ensure housing assisted under the MTW Demonstration Program meets housing quality standards established or approved by the Secretary throughout the PHA's participation in the MTW Demonstration Program.
- (7) The PHA published a notice that a hearing would be held, that the application 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 application by the Board of Commissioners, and that the PHA conducted a public hearing to discuss the application and invited public comment.
- (8) The PHA took into consideration public and resident comments (including those of its Resident Advisory Board or Boards) before approval of the application by the Board of Commissioners or Board of Directors in order to incorporate any public comments into the application.

- (9) The PHA certifies that the Board of Commissioners 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).
- (10) The PHA certifies that it will carry out its application in conformity with: Title VI of the Civil Rights Act of 1964 (42 USC 2000d-2000d-4); the Fair Housing Act (42 USC 3601-19); Section 504 of the Rehabilitation Act of 1973 (29 USC 794); Title II of the Americans with Disabilities Act of 1990 (42 USC 12101 et seq.); all regulations implementing these authorities; other applicable Federal, State, and local civil rights laws; and that it will affirmatively further fair housing by fulfilling the requirements set out in HUD regulations found at Title 24 of the Code of Federal Regulations, including regulations in place at the time of this certification, and any subsequently promulgated regulations governing the obligation to affirmatively further fair housing. The MTW PHA is always responsible for understanding and implementing the requirements of HUD regulations and policies and has a continuing obligation to affirmatively further fair housing in compliance with the 1968 Fair Housing Act, the Housing and Community Development Act of 1974, The Cranston-Gonzalez National Affordable Housing Act, and the Quality Housing and Work Responsibility Act of 1998. (42 U.S.C. 3608, 5304(b)(2), 5306(d)(7)(B), 12705(b)(15), and 1437C-1(d)(16)).
- (11) The PHA will carry out its plan in conformity with HUD's Equal Access Rule at 24 CFR 5.105(a)(2) and will not make a determination of eligibility for housing based on sexual orientation, gender identity, or marital status.
- (12) The application is consistent with the applicable Comprehensive Plan (or any plan incorporating such provisions of the Comprehensive Plan) for the jurisdiction in which the PHA is located.
- (13) The application certifies that according to the appropriate State or local officials that the application is consistent with the applicable Consolidated Plan.
- (14) The PHA complies with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975 and HUD's implementing regulations at 24 C.F.R. Part 146.
- (15) The PHA complies with the Violence Against Women Act and its implementing regulations at 24 C.F.R. Part 5, Subpart L and Parts 960 and 966.
- (16) The PHA complies with the Architectural Barriers Act of 1968 and its implementing regulations at 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
- (17) The PHA complies 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 75.
- (18) The PHA complies with requirements with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.
- (19) The PHA complies 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.
- (20) The PHA complies 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.
- (21) The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).

- (22) The PHA will provide HUD or the responsible entity any documentation needed to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58. Regardless of who acts as the responsible entity, the PHA will maintain documentation that verifies compliance with environmental requirements pursuant to 24 Part 58 and 24 CFR Part 50 and will make this documentation available to HUD upon its request.
- (23) With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
- (24) The PHA will keep records in accordance with 2 CFR 200.333-200.337 and facilitate an effective audit to determine compliance with program requirements.
- (25) The PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.
- (26) The PHA will comply with the requirements of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Rewards at 2 CFR Part 200.
- (27) The application and all attachments are available at the primary business office of the PHA and at all other times and locations identified by the PHA in its Plan and will continue to be made available at least at the primary business office of the PHA.

Housing Authority of Florence

**PHA NAME**

SC027

**PHA NUMBER/HA CODE**

*I certify that the information provided on this form and in any accompanying documentation is true and accurate. I acknowledge that making, presenting, or submitting a false, fictitious, or fraudulent statement, representation, or certification may result in criminal, civil, and/or administrative sanctions, including fines, penalties, and imprisonment.*

Linda Becote

**NAME OF AUTHORIZED OFFICIAL\***

Chairman

**TITLE**

  
**SIGNATURE**

6-22-2021  
**DATE**

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

RESIDENT ADVISORY BOARD / PUBLIC HEARING MINUTES  
HOUSING AUTHORITY OF FLORENCE  
TUESDAY, APRIL 12, 2022 – 10:00 AM

The Public Hearing/Resident Advisory Board Meeting of the Housing Authority of Florence was held on Tuesday, April 12, 2022 at 10:00 AM via Telephone Conference at 1-800-753-1965 (Access Code 5190458) by way of 2640 West Palmetto Street, Florence, South Carolina. The Executive Director called the meeting to order and the following were present:

The following members of the Resident Advisory Board were in attendance:

Debra Bines, RAB Member/Parkview  
KeaShauna Lockett, RAB Member/Waverly

The following visitors were in attendance for the Public Hearing:

None

The following members of the staff were in attendance:

Clamentine V. Elmore, CEO/Executive Director  
Pamela Stevens, COO  
Debra D. Faison, Operations Administrator

The primary purpose of this meeting was to discuss preparations for the 2022 Annual Agency Plan and any input at the Public Hearing.

The Executive Director reviewed and discussed the **2022 Annual Agency Plan**. The Annual Agency Plan included the following Goals and Progress Report: (See Attachment A and made a part of these minutes)

- Revisions to policies including but not limited to the ACOP, Personnel Policy, Procurement, and HCV Administrative Plan.
- Annual Agency Plan is available at our Central Office Cost Center, Church Hill Administrative Office, Parkview Plaza Administrative Office, and Creekside Village Administrative Office.
- We have a new Chief Operating Officer (COO) – Pamela Stevens; new Finance Director – Monica White; and new Human Resources Director – Justin Hanna.
- We added a Resident Services position and a ROSS Coordinator to address the needs of our residents.
- We are still in the process of adjusting the restructure of the Maintenance Department, Public Housing Management, Human Resources, and Finance succession plans as needed.
- We will be addressing/implementing “designation of buildings” pursuant with HUD regulations, such as converting Creekside to an Elderly/Disabled building.
- We plan to construct new homes on Scattered Sites to replace any homes that are demolished. Scattered Sites units were demolished at 1716 St. Anthony Avenue, 209 High Hampton Road, and 1406 Briarcliff Drive. The construction of new homes to replace these three units will be completed Summer 2022.
- We received the Capital Fund Emergency Grant for Church Hill.

- We continue to explore opportunities for the Resident Assistance Demonstration (RAD) Program with the guidance of a RAD consultant.
- We applied for the Moving to Work (MTW) Demonstration Cohort #3 (Work Requirements) which was rescinded and Cohort #4 (Landlord Incentives) which Florence was selected for this Cohort.
- We continue to explore opportunities for Homeownership programs. We will continue to partner with the City of Florence Homeownership Program.
- We continue to provide staff training to improve the quality of Assisted Housing.
- Royal Gardens – Units were demolished and 36 LIHTC units were constructed in 10/2012 (Phase 1 of McGowan Commons); constructed 20 public housing elderly units (Phase II- J.O. Smith Villas). We plan for Phase III to include family units with mixed financing and possibly Phase IV at this same location to include LIHTC.
- We conducted our GPNA in August 2021. Based on the results we plan to incorporate them into a 10-15-year plan with a “vision” for the greatest possible achievement for the future. This includes but not limited to, addressing/meeting 504/ADA needs/requirements; including green needs; including visitability; possibly purchasing additional property; partnering for investments/funding, etc.
- We will continue to implement our Strategic Plan (2019-2013) into our Five-Year Plan. We will begin working on a new Strategic Plan (“Vision 10”) at the end of FY2022.
- Utilization of Capital Funds for modernization and renovations (Infrastructure, waterlines, sewers, etc.).
- Explore opportunities to expand leveraging private or other public funds to create additional housing opportunities.
- Continue to renovate or modernize public housing units to make them marketable.
- Due to the MTW Demonstration in Cheraw and RAD in Marlboro County, the opportunities to transfer the Voucher program from Cheraw to Florence and Marlboro County to Florence have been postponed.
- Explore opportunities to purchase Tax Credit Properties.
- Explore opportunities for Fair Market Rent and properties.
- We now own Lakota Crossing with 72 LIHTC units.
- We purchased property at Fairfield Circle for additional housing opportunities.
- We were awarded the FY2020 ROSS grant and the FY2020 Emergency and Safety grant for Florence. We will continue to apply for various grants to include but not limited to FSS, Mainstream, VASH, etc.
- Purchase land for more affordable housing.
- We continue to partner with other Housing Authorities, community (non-profits), and government leadership (Mayor and city) to provide affordable housing. Our non-profit Palmetto Housing partnered to build the new Save-a-Lot store in Florence.
- We continue to explore opportunities to partner with the City and County for Redevelopment and Mixed Finance.
- Demolition/Disposition of old COCC Administration Office located at 400 East Pine Street and explore possibility of redevelopment and expansion.
- We moved into the new Administration Office located at 2640 West Palmetto Street October 2021.
- We completed the development of an Emergency/Disaster Plan.

- Continue to transition to Paperless.
- We will issue an RFP for a new Software system.
- Online Payments – Residents were urged to use the online payment process, as well as pay by phone.

The Executive Director reviewed and discussed the MTW Supplement which explained the activities and incentives for MTW Cohort #4 – Landlord Incentives.

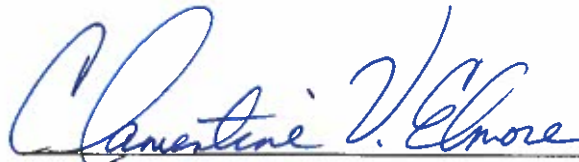
- Cost Effectiveness
  - Provide a 10% discount at Lowes to the Landlords.
  - Pay up to \$500 HAP to the Landlords due to vacancy or break of Lease.
- Self-Sufficiency
  - HQS Improvements
  - Annual Supportive Service Workshop for participants.
  - Annual Participating Landlords Workshop.
- Housing Choice
  - Security Deposit Assistance up to \$500.
  - Referral Fee Program for Landlords who refer other Landlords to the HCV Program.
  - Incentives for Working Families with 1+ years of continued full-time employment (no break over 2 weeks).
  - PH resident with a 5-year term of good standing will have the option to receive a voucher.

Questions received from the RAB members and answers provided by the Housing Authority staff:

- **Debra Bines – Is Parkview one of the sites that is 50+ years old?** No. The only sites that are 50+ years old are Church Hill and Oakland. **Is the Agency planning to address plumbing and old pipes at Parkview?** The Agency is coming up with a 10-year plan where our developer will access all properties to determine the issues and concerns. **Will the HA be able to put bus stop covers on site for the children when they catch the bus in rain?** The Agency will explore efforts to accommodate if feasible.
- **KeaShauna Lockett – Ms. Lockett stated she could see the pros and cons of having a bus stop cover, but bus stop covers are mostly on the main streets in Florence, as a majority of them were taken down due to crime and being used by the homeless.**

There were no recommendations for changes to the proposed 2022 Annual Agency Plan and MTW Supplement for Cohort #4 – Landlord Incentives. There were no additional requests to be considered for inclusion in this plan.

The call/meeting was adjourned.



Mrs. Clarentine V. Elmore  
CEO/Executive Director



Linda Becote  
Chairman

STATE OF SOUTH CAROLINA  
COUNTY OF FLORENCE  
April 12, 2022