

Making Transitions Work

ANNUAL PLAN



FISCAL YEAR 2018
JULY 1, 2017 – JUNE 30, 2018

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Fiscal Year 2018 MTW Annual Plan

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Oakland Housing Authority

Fiscal Year 2018 MTW Annual Plan

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Section I. Introduction

The OAKLAND HOUSING AUTHORITY (OHA) was established in 1938 to assure the availability of quality housing for low-income persons. OHA operates federally funded and other low-income housing programs and assists over 16,000 of Oakland's lowest-income families, elderly and persons with disabilities. The mission of the OHA is:

To assure the availability of quality housing for low-income persons and to promote the civic involvement and economic self-sufficiency of residents and to further the expansion of affordable housing within Oakland.

MTW Demonstration Program

OHA was selected to participate in the Moving to Work (MTW) Demonstration program in 2001 and is one of 39 public housing authorities in the nation, out of approximately 3,400, participating in the MTW program. OHA executed its first MTW agreement with HUD in March of 2004. Initially, OHA executed a seven-year agreement, which would have expired on June 30, 2011. However, OHA and HUD signed the Amended and Restated Moving to Work Agreement (Agreement), which extended OHA's participation in the MTW demonstration through June 30, 2018. In December 2015, Congress authorized the extension of the MTW agreements of the 39 agencies to terminate in year 2028. This extension was critical for OHA to continue its localized housing programs and to implement various innovations that remove barriers to housing for over 16,000 households.

Originally authorized under the Omnibus Consolidated Reversions and Appropriations Act of 1996, the MTW Demonstration program waives certain provisions of the Housing Act of 1937 and HUD's implementing requirements and regulations. In addition, using MTW authority, OHA may combine funding from several HUD programs into a Single Fund Budget with full flexibility. The MTW program provides a unique opportunity for housing authorities to explore and test new and innovative methods of delivering housing and supportive services to low-income residents. The Authority may use MTW funds in the Single Fund Budget for approved eligible MTW activities including operating subsidy, capital improvements, acquisition and new construction, and resident services. In addition, OHA's agreement allows the MTW funds to be used outside of the traditional Public Housing and Section 8 programs to support local housing activities. The Oakland Housing Authority has renamed the MTW program "*Making Transitions Work*" in order to better reflect the potential of the demonstration program in Oakland.

The United States Congress established the following three statutory goals when it approved the MTW Demonstration program:

- Reduce costs and achieve greater cost effectiveness in Federal expenditures;
- Give incentives to families with children whose heads of household are either working, seeking work, or are participating in job training, educational or other programs, that assist in obtaining employment and becoming economically self-sufficient; and
- Increase housing choices for low income families.

Overview of the Agency's Short-Term and Long-Term Goals and Objectives

OHA will manage 21 activities in its MTW portfolio. Given the uncertainty with the funding and priorities of the federal government, OHA will focus its resources on furthering and developing new solutions to address the affordable housing crisis plaguing Oakland and the greater Bay Area rental market. In addition to commitment of several project-based voucher (PBV) allocations, OHA will use MTW flexibilities to support local, special-needs programs under its Building Bridges initiative and it will continue to provide capital contributions through the acquisition and ground-leasing of land as well as loans towards affordable housing development in Oakland. As with previous years, education, training, and employment remain priorities for OHA and to that extent the agency will use its Single Fund Flexibility to support the Education Initiative and supplement the Jobs Plus West Oakland grant with MTW funds.

OHA's long-term objectives developed by the Board of Commissioners and Executive leadership will continue to improve operational efficiency, promote public safety at OHA sites, and expand OHA's housing footprint through affordable housing development activities. In response to the steep increases in rents and other difficult market conditions, OHA leadership will revisit its strategic plan during the fiscal year to ensure alignment of the vision with the expected trajectory of regional housing issues and national housing priorities.

The MTW Annual Plan

As required by the Agreement, OHA prepares its MTW Annual Plan for submission to HUD each year. OHA uses the standard format described in Attachment B of the MTW Agreement, HUD form 50900. OHA's MTW Annual Plan is intended to provide residents, the public and HUD with information on OHA's programs and policies, including both approved and planned MTW activities and operating budgets and capital investment plans. The following provides a summary of the sections of the FY 2018 MTW Plan:

Section I. Introduction

This section provides general information about the MTW Demonstration program, an overview of OHA's short-term and long-term goals for FY 2018, and a summary of the Plan.

Section II. General Housing Authority Operating Information

This section includes general housing stock, lease-up, and waiting list information.

Section III. Proposed MTW Activities

This section includes information on the following proposed MTW activities. OHA is not proposing any new activities this year.

Section IV. Approved MTW Activities

This section includes information on all approved and ongoing MTW activities.

- 21 activities that will be active during the program year.
- 4 activities that we do not anticipate using during the program year.

Section V. Sources and Uses of Funding

This section includes summary budget information for FY 2018 including planned sources and uses for MTW and non-MTW (special purpose) funds.

Section VI. Administrative

This section includes information on Board of Commissioners approvals and agency certifications.

Section VII. Appendix

This section includes additional information explaining the MTW Plan public outreach process, additional policy changes, and non-MTW related activities.

Section II. General Housing Authority Operating Information

A. Housing Stock Information

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

OHA does not anticipate adding any new public housing units during FY 2018.

Table 1: Planned New Public Housing Units to be Added During the Fiscal Year												
AMP Name and Number	Bedroom Size							Total Units	Population Type *	# of UFAS Units		
										Fully Accessible	Adaptable	
	0	1	2	3	4	5	6+					
N/A	0	0	0	0	0	0	0	0	N/A	N/A	N/A	
N/A	0	0	0	0	0	0	0	0	N/A	N/A	N/A	
N/A	0	0	0	0	0	0	0	0	N/A	N/A	N/A	
N/A	0	0	0	0	0	0	0	0	N/A	N/A	N/A	
Total Public Housing Units to be Added								0				
* Select Population Type from: Elderly, Disabled, General, Elderly/Disabled, Other												
If Other, please describe:												

2) Planned Public Housing Units to be Removed During the Fiscal Year

OHA submitted a disposition application #DDA0004228 to the Special Application Center on December 22, 2010 requesting approval to dispose of 383 units in five senior sites, and is currently working with the Department to complete processing of the request. This request is a necessary solution to preserve the units and resolve longstanding issues related to chronic funding decreases and deferred maintenance.

Table 2: Planned Public Housing Units to be Removed During the Fiscal Year		
PIC Dev. # / AMP and PIC Dev. Name	Number of Units to be Removed	Explanation for Removal
Harrison Towers	101	OHA submitted a disposition application #DDA0004228 to the Special Application Center on December 22, 2010 requesting approval to dispose of 383 units in five senior sites, and is currently working with the Department to complete processing of the request. This request is a necessary solution to preserve the units and resolve longstanding issues related to chronic funding decreases and deferred maintenance.
Adel Court	30	
Oak Grove North	77	
Oak Grove South	75	
Palo Vista Gardens	100	
Total Number of Units to be Removed	383	

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

In FY 2017, OHA issued a Request for Qualifications (RFQ) for proposals to award PBV assistance to qualified projects with existing units that are immediately available to eligible low-income individuals and families and specifically, special needs populations and homeless veterans. A total of 490 PBVs were awarded across twenty projects improving the long-term viability of each awarded project and preserving these units as affordable for extremely low- and very low-income families for the next 15 years. The awards are conditioned upon the projects receiving their environmental clearances and the contract units passing Housing Quality Standards (HQS). OHA anticipates some eligible in-place families in 19 selected projects will start to receive PBV assistance in FY 2018. The remaining project, Hamilton Apartments, is a mod rehab property and will have to opt out of the mod rehab program first before the units can be converted to PBV assistance, which is projected for FY 2019.

A second round of proposals was reviewed during the RFQ process and three additional projects have been accepted but have not received board approval to allocate PBV assistance. We expect this approval to occur in late FY 2017 or early FY 2018 to add an additional 146 units of affordable housing conditioned upon the projects receiving environmental clearances and passing HQS standards.

The 94th and International multifamily project consists of 59 family units with 14 new PBV assisted units allocated for homeless/formerly homeless households. Construction is expected to be complete by September 2017 and lease up of these new units will occur in FY 2018. The Civic Center 14 is new construction of a transit-oriented development including parking and ground floor retail space with community and computer facilities and roof deck. Ten units will have PBV assistance for homeless or at-risk of homelessness families. Construction and lease-up will be completed in FY 2018.

These projects add an additional 568 PBV units to OHA's total allocation of 4,004 PBV assisted units.

Table 3: New Housing Choice Vouchers to be Project-Based During the Fiscal Year

Property Name	Anticipated Number of New Vouchers to be Project-Based *	Description of Project
Rosa Parks Permanent Supportive Housing	11 units	The project, located at 521 West Grand Avenue, is a supportive transitional housing for homeless and low-income individuals. It is located downtown for easy access to services, amenities and public transportation. It includes 11 apartments and a congregated space for community activities. The 11 PBV subsidies will be attached to 2 studios, 7 one-bedrooms and 2 three-bedrooms. The owner and program manager, Building Opportunity for Self Sufficiency (BOSS) has more than 30 years of experience in supportive housing, and residents at Rosa Parks have access to comprehensive on-site services offered by BOSS.
Town Center at Acorn	50 units	ACORN, which is made up of two properties – Town Center and Courtyard at Acorn, was originally constructed in the 60s as part of the City's efforts to redevelop West Oakland, and had gone through extensive rehabilitation in late 90s by BRIDGE Housing. The project, being an integral part of the West Oakland redevelopment, is close to amenities and job centers. In addition, BRIDGE is offering on-site services programs targeting the current 225 residents who are under age 18, which include summer internships, recreation programs and computer learning at the site's computer learning center. Town Center at Acorn is Phase I & II of the redevelopment. Located at 1143 10th Street, Town Center at Acorn consists of 206 units serving low-income families. The 50 PBV subsidies will be attached to 4 studios, 10 one-bedrooms, 20 two-bedrooms, and 16 three-bedrooms.
Courtyards at Acorn	30 units	Courtyards at Acorn is Phase II of the Acorn redevelopment project. It is an 87-unit property located at 923 Adeline Street, serving low income families. The 30 PBV subsidies will be attached to 2 studios, 4 one-bedrooms, 12 two-bedrooms and 12 three-bedrooms.
Bishop Roy C. Nichols	17 units	The project, located at 1027 60th Street, is a 17-unit building, all one-bedroom units. It is a low-rise three-story building with an elevator, a community room and a laundry room built in 2003. The project is specifically set aside for low-income seniors aged 62 plus and with incomes at 45% AMI or less. The project owner, Christian Church Homes (CCH) has over 50 years of experience in developing and managing senior affordable housing. All 17 PBV subsidies will be attached to one-bedroom units.
Sylvester Rutledge Manor	64 units	The project, located at 3255 San Pablo Avenue, was built in 2002 for serving low-income seniors aged 55+. It is a low-rise development consisting of 64 one-bedroom units with full kitchens. All 64 PBV subsidies will be attached to one-bedroom units. The PBV subsidies will allow CCH to increase on-site supportive services for both Bishop Roy Nichols and Sylvester Rutledge Manor and lessen the rent burden for low-income seniors at both projects.

Hisman Hin-Nu Apartments	10 units	The project, located at 2555 International Blvd., was built in 1994. It is a 92-unit development serving low-income families. Townhomes of 3- and 4-bedrooms are located around the rear courtyards and smaller apartments of 1-2- and 3-bedrooms arranged as flats along corridors in a 4-story building. All 10 PBV subsidies will be attached to one-bedroom units only. The project is part of the owner's, EBALDC's, Fruitvale and Lower San Antonio Neighborhood redevelopment effort which also includes Oak Park Apartments and Seven Directions Apartments. The Fruitvale and Lower San Antonio neighborhood is known for high crimes. The three EBALDC projects help bring stability and improve the economic prosperity of the area by setting up amenities such as a Native American Health Center, a day care center and community serving commercial retail space.
Oak Park Apartments	10 units	The project, located at 2618 East 16th Street, serves low income families. It is formerly a motel converted and rehabilitated into 35 apartments serving extremely low-income families. The rehabilitation reduced the number of units at the complex to create larger units for families who had been living in over-crowded conditions. All 10 PBV subsidies will be attached to one-bedroom units.
Seven Directions Apartments	10 units	The project, located at 2946 International Blvd., is a 36-unit affordable housing development for low-income families. The first two floors of the building are being occupied by the Native American Health Center. 18 PBV occupant families were placed in the project when it was completed in 2008. The additional 10 PBV subsidies awarded under this recent RFQ will be attached to one-bedroom units.
San Pablo Hotel	31 units	The project, located at 1955 San Pablo Avenue, was built originally in 1907 as a commercial hotel, and then was rehabilitated in 1996 into affordable housing consisting of 111 SROs and 32 studios for low-income seniors aged 55+. Dedicated services staff is available at the site and the Center for Elder Independence is on the first floor of the building. All 31 PBV subsidies will be attached to studio units. The project, together with Swan Market Apartments, is the core of EBALDC's greater Downtown Oakland redevelopment effort.
Swans Market Apartments	10 units	The project, located at 918 Clay Street, serves low income special need individuals and families. It is a mixed-use historic preservation development of co-housing condos, affordable apartments, and retail and office spaces. It consists of 18 units, and the 10 PBV subsidies will be attached to one-bedroom units.
Ambassador Apartments	10 units	The project, located at 3610 Peralta Avenue, is a 69-unit affordable housing development for low-income families. The project is close to MacArthur BART station and other transit services, allowing residents access to a wide variety of amenities. The project owner, Resources for Community Development (RCD), offers on-site resident services to residents and dedicated resident services staff for the project. RCD has over 30 years of experience in providing affordable and supportive housing. The 10 PBV subsidies will be attached to 2 one-bedroom and 8 two-bedroom units.

Drachma LP Apartments	11 units	The project is a scattered site property of 19 apartments in old Victorian homes in West Oakland that serves low-income families. It consists of 8 buildings of 2 single-family homes, 3 duplexes, 2 triplexes, and 1 5-unit building. The project is close to transit, schools and grocery stores and health facilities. The 11 PBV subsidies will be attached to 1 studio, 2 one-bedrooms, 7 two-bedrooms and 1 three-bedroom. Resident services are not available on-site but residents have access to RCD's resident services programs.
Fox Court Apartments	13 units	The project, located at 555 19th Street, is a 4-story 80-unit development that serves low-income families. It is located close to Downtown Oakland and has easy access to daily amenities. Besides on-site resident services provided by RCD, there is also a child and family resources center at the site that operates a pre-school program. 20 PBV occupant families have been placed into the project when it was first completed in 2009. The additional 13 PBV subsidies will be attached to 5 studios, 4 one-bedrooms, 1 two-bedroom, and 3 three-bedrooms.
International Blvd. Apartments	18 units	The project, located at 6600 International Blvd. and 1406 Seminary Avenue, serves individuals and families with disabilities. It is an affordable 30-unit housing development that is within close proximity to public transit. The 18 PBV subsidies will be attached to 6 one-bedrooms, 9 two-bedrooms, and 3 three-bedrooms. Resident services are not available on-site but residents have access to RCD's resident services programs.
Northgate Apartments	14 units	The project, located at 2301 Northgate Avenue, serves low income families. It is a 5-story 41-unit building completed in 2003. Local schools, public transit, grocery stores, parks are all within half a mile of the property. Resident services are not available on-site but residents have access to RCD's resident services programs. The 14 PBV subsidies will be attached to 8 two-bedrooms and 6 three-bedrooms.
Stanley Avenue Apartments	13 units	The project, located at 6000 and 6006 International Blvd., serves low-income individuals and families with disabilities. It is a 3-story 24-unit affordable housing development. The project is very close to the Coliseum BART station thus providing convenient access to a wide variety of daily amenities. Resident services are not available on-site but residents have access to RCD's resident services programs. The 13 PBV subsidies will be attached to 5 one-bedrooms, 4 two-bedrooms and 4 three-bedrooms.
Adeline Street Lofts	20 units	The project, located at 1131 24th Street, serves low-income families. It was formerly an abandoned rubber factory redeveloped into a 38-unit 2-story affordable live-work project in 2002. The project owner, Satellite Affordable Housing Associates (SAHA) is an affordable housing provider with more than 50 years of experience. SAHA offers on-site resident services programs. The 20 PBV subsidies will be attached to 7 one-bedrooms, 5 two-bedrooms and 8 three-bedrooms.
Madison at 14th Street Apartments	31 units	The project, located at 160 14th Street, serves low-income families. It is an 8-story 78-unit affordable housing property located near Downtown Oakland. The building is on a parcel that had previously been under-utilized as a parking lot. SAHA offers service coordination, community events and after school programs to residents. 19 PBV occupant families have been placed in the project when it was first completed in 2008. The additional 31 PBV subsidies will be attached to 8 one-bedrooms, 12 two bedrooms and 5 three-bedrooms.

Oak Street Apartments	25 units	The project, located at 1109 Oak Street, serves low-income seniors aged 55+. It is a 5-story 39-unit affordable senior housing property with commercial spaces on the ground floor. It is designed as a mixed use project to foster a vibrant community and serves residents of the neighborhood. SAHA provides a part-time service coordinator who helps and advocates for senior residents in navigating the social services system. All 25 PBV subsidies will be attached to studio units.
94th and International	14 units	The 94th & International Apartments project is new construction of 59 family units, including a Community Room, and 3,500 square feet of commercial space on International Boulevard between 94th Avenue and 96th Avenue in the City of Oakland. The project has been awarded PBV assistance for 14 units that will be attached to 4-one bedroom, 6-two bedroom and 4-three bedroom units in the development. The 14 Project-Based Voucher assisted units will be set aside for homeless/formerly homeless households. Construction is scheduled to be completed by August 2017.
Eastside Arts & Housing	10 units	Eastside Arts and Housing is a 16 unit affordable housing property located at 2283 International Boulevard in the San Antonio neighborhood of Oakland. The building was built in 1928 and rehabbed in 2006. The ground floor retail spaces house the Eastside Cultural Center. All of the units are filled with light, featuring amenities such as high ceilings, granite countertops, large windows, wood floors, and architectural details such as arched doorways. It is a secure building with intercom, and there is an onsite laundry room.
Kenneth Henry Court	15 units	Kenneth Henry Court is a 51 unit affordable housing property located at 6475 Foothill Boulevard in East Oakland. KHC has been providing permanent affordable housing to the area's residents for over twenty years. The development was in foreclosure due to the closing of Oakland Community Housing, Inc. SAHA acquired the property, performed necessary rehabilitation in 2013, and assumed operations in order to preserve the existing housing and maintain the property as an affordable development and long-term community asset. All of the units are spacious, featuring maple cabinets, and some are townhouse-style units. All of the units have washer and dryer hook-ups. Also, the property has a community room, computer room, laundry room, and playground. It also features a secure entrance with intercom, and a security camera system.
Westlake Christian Terrace West (WCTW)	121 units	Westlake Christian Terrace West is one of the 15 Oakland properties that provides permanent affordable housing to elderly seniors. Originally built in 1978 using HUD Section 236 insured financing, the property is located in downtown Oakland at 275 28th Street along the Broadway – Valdez corridor. With a total of 198 one-bedroom units and two manager units, the project provides residents with full kitchens and bathrooms, a community room, laundry room, property management and social services offices and parking.
Civic Center 14	10 units	The Civic Center 14 is new construction of a transit- oriented development. The project will be an eight-story midrise style residential building, including one level of underground garage parking. The project will provide a total of 42 parking spaces and 598 square feet of ground level retail space. The second through eighth floors will comprise the 40 residential units. The second floor will also include community rooms, a computer room, playground and manager's offices. The eighth floor will also include a roof deck. 10 Project-Based Vouchers will be attached to all one-bedroom units reserved for homeless or at-risk of homelessness families. Construction and lease-up is projected to be complete in FY18.

Anticipated Total New Vouchers to be Project-Based	568	Anticipated Total Number of Project-Based Vouchers Committed at the End of the Fiscal Year	4,004 *
		Anticipated Total Number of Project-Based Vouchers Leased Up or Issued to a Potential Tenant at the End of the Fiscal Year	3,912

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

4) Other Changes to the Housing Stock Anticipated During the Fiscal Year

OHA does not anticipate any other changes to the housing stock during FY 2018.

Table 4: Other Changes to the Housing Stock Anticipated During the Fiscal Year	
	N/A
	N/A
	N/A

Examples of the types of other changes can include but are not limited to units that are held off-line due to the relocation of residents, units that are off-line due to substantial rehabilitation and potential plans for acquiring units.

5) General Description of All Planned Capital Fund Expenditures During the Fiscal Year

Table 5: General Description of All Planned Capital Fund Expenditures During the Plan Year

OHA expects that its Capital Fund Grant, which is included in the MTW Block Grant, will be approximately \$6.5 million in FY 2018. Through use of its single fund flexibility, OHA projects approximately \$40 million in capital projects using these combined capital funds and other MTW funds. OHA will invest \$16.1 million MTW funds in four affordable housing new development or acquisition/rehab projects. Approximately \$18 million will be invested in Public Housing and Project Based Section 8 properties that OHA owns or manages. OHA expects to complete projects that will preserve and enhance each of its Public Housing sites, including beginning construction on a comprehensive renovation of Oak Grove Plaza North and South. OHA will continue to restore unit interiors in the OAHPI Project Based Section 8 portfolio. It will also complete major site improvements at two OAHPI Project Based Section 8 properties, and continue work on the comprehensive renovation of a six unit building that is currently vacant.

OHA will use approximately \$4.7 million MTW funds to maintain and enhance its administrative sites, including, but not limited to, renovating the administrative headquarters at 1619 Harrison Street and replacing the roof of the Service Center, which houses the Police Department, Capital Improvements Department, and some property management offices. OHA will also use MTW funds to purchase \$500,000 of vehicles and equipment, which are considered capital expenditures. This includes replacements for existing equipment and investment in equipment to provide new capabilities to the Police Department.

A table describing the FY 2018 Capital Expenditures is included in Appendix C.

OHA expects that its Capital Fund Grant, which is included in the MTW Block Grant, will be approximately \$6.5 million in FY 2018. Through use of its single fund flexibility, OHA projects approximately \$40 million in capital projects using these combined capital funds and other MTW funds. OHA will invest \$16.1 million MTW funds in four affordable housing new development or acquisition/rehab projects. Approximately \$18 million will be invested in Public Housing and Project Based Section 8 properties that OHA owns or manages. OHA expects to complete projects that will preserve and enhance each of its Public Housing sites, including beginning construction on a comprehensive renovation of Oak Grove Plaza North and South. OHA will continue to restore unit interiors in the OAHPI Project Based Section 8 portfolio. It will also complete major site improvements at two OAHPI Project Based Section 8 properties, and continue work on the comprehensive renovation of a six unit building that is currently vacant.

OHA will use approximately \$4.7 million MTW funds to maintain and enhance its administrative sites, including, but not limited to, renovating the administrative headquarters at 1619 Harrison Street and replacing the roof of the Service Center, which houses the Police Department, Capital Improvements Department, and some property management offices. OHA will also use MTW funds to purchase \$500,000 of vehicles and equipment, which are considered capital expenditures. This includes replacements for existing equipment and investment in equipment to provide new capabilities to the Police Department.

A table describing the FY 2018 Capital Expenditures is included in Appendix C.

B. Leasing Information

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

Housing Choice Voucher (HCV)

Housing Choice Voucher across the Bay Area continues to be a regional concern, with rapidly escalating rents, reduced unit availability and landlord participation is at an all-time low in Oakland. All renters in the Bay Area face severe challenges in this extremely competitive rental market, and OHA's voucher program households are specifically impacted due to issues such as the lack of landlords willing to participate in the program. Our Section 8 households face traditional challenges including credit history, landlord references/rental history, and the lack of available funds for first, last month's rent and security deposits, which can create insurmountable odds in such a competitive rental market. A subset of these participants, families with special needs, is experiencing even tougher barriers with extremely long search times and often cannot find units at all. From July 2015 to December 2016, OHA has seen our paid ports decrease from 495 to 16 as neighboring counties absorb to keep their own utilization numbers up. Our MTW Housing Choice Voucher program serves the largest number of families of any program we administer, and OHA anticipates that these regional market conditions will continue to adversely impact our families and we are actively seeking short and long term solutions to the challenge using MTW authorities. OHA's response includes further implementing our Owner Incentive activities using MTW flexibility to recruit new and retain existing landlords to increase housing choice. OHA has aggressively allocated PBV assistance to existing units in multiple Oakland neighborhoods and expects approximately 530 families to be added through these efforts. We are also in the process of dramatically expanding our MTW Local Non-Traditional Program initiatives which focus on creating housing choice for households that are special needs and/or may not be able to successfully access and participate in traditional Section 8 and Section 9 programs. OHA anticipates that traditional Housing Choice Voucher utilization rates of approximately 92% at the start of the fiscal year will climb to about 96% at fiscal year-end as a result of multiple aggressive strategies. However, even with an aggressive multi-faceted approach to the Section 8 program utilization challenges, OHA still anticipates a reduction in the households served as calculated in Voucher Unit Months for the fiscal year.

Local, Non-traditional

OHA expects to implement partnerships with Alameda County agencies that serve CALWorks and foster youth populations to partner and provide service enriched housing and OHA projects approximately 50 households will be served during the fiscal year. Our Sponsor Based Housing Assistance Program developed in 2010, serving homeless families and youth exiting the criminal justice system, is continuing to serve this hard to house population and is projected to serve a maximum of 125 families monthly. Under activity #11-03, OHA will use MTW authority to provide three types of service enriched housing: single room occupancy (SRO) units, shared housing and transitional units for Veterans, foster youth and other special needs populations. During FY2018 OHA expects to serve approximately 100 families through these new programs.

Public Housing

- In the public housing program, occupancy is projected to remain close to 98% as staff aggressively pursues applicants on the waitlists to fill vacancies. OHA plans to

start a major restoration of two public housing senior sites (Oak Grove North and South), which will impact leasing at these sites as units are taken offline for the restoration. OHA plans to conduct the rehabilitation in accordance with the Uniform Relocation Act (URA) with as little disruption to residents as possible. To accomplish this, OHA has hired a relocation consultant to help create a plan. OHA has an active disposition application which includes the units in Oak Groves North and South and will work with the relocation consultant to keep residents onsite, either temporarily or permanently in these units as work progresses or find suitable accommodations offsite if needed. The goal is to have a resident out of their unit no more than a few weeks. The relocation plan will be created with community input.

In total, OHA anticipates that 14,113 families will be served by its MTW programs during FY 2018, as indicated in Table 4. Appendix D includes a list of the public housing sites and the MTW vouchers included in the table below.

Table 6: Planned Number of Households Served at the End of the Fiscal Year		
MTW Households to be Served Through:	Planned Number of Households to be Served*	Planned Number of Unit Months Occupied/Leased***
Federal MTW Public Housing Units to be Leased	1555	18660
Federal MTW Voucher (HCV) Units to be Utilized	11522	138264
Number of Units to be Occupied/Leased through Local, Non-Traditional, MTW Funded, Property-Based Assistance Programs **	1014	12168
Number of Units to be Occupied/Leased through Local, Non-Traditional, MTW Funded, Tenant-Based Assistance Programs **	22	264
Total Households Projected to be Served	14,113	169,356
* Calculated by dividing the planned number of unit months occupied/leased by 12.		
** In instances when a local, non-traditional program provides a certain subsidy level but does not specify a number of units/households to be served, the PHA should estimate the number of households to be served.		
***Unit Months Occupied/Leased is the total number of months the PHA has leased/occupied units, according to unit category during the fiscal year.		

2) Reporting Compliance with Statutory MTW Requirements

Not applicable. OHA is in compliance with the required statutory MTW requirements.

Table 7: Reporting Compliance with Statutory MTW Requirements
<p>If the PHA has been out of compliance with any of the required statutory MTW requirements listed in Section II(C) of the Standard MTW Agreement, the PHA will provide a narrative discussion and a plan as to how it will return to compliance. If the PHA is currently in compliance, no discussion or reporting is necessary.</p>
<p>Not applicable. OHA is in compliance with the required statutory MTW requirements.</p>

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

Housing Choice Voucher

OHA plans to continue implementation of innovative retention and recruitment strategies to offset impacts to the HCV program due to high demand and low inventory in the Bay Area, driving up prices and causing owners to abandon the Section 8 program and seek unassisted families for their vacant units.

In FY 2018, OHA will continue to implement components of activities #17-01 and #17-02 to support and retain existing owners while also recruiting new ones to slow, if not reverse the exodus of owners from the program. OHA will continue to absorb all port-ins and use the Portability Reform Activity (#15-01) to manage the number of families searching for units to avoid flooding the market with voucher holders.

OHA expects the challenging rental market to continue into FY 2018 as Oakland continues to be a popular housing destination for the expanding Bay Area workforce. Local companies such as Uber and Pandora and other tech companies are locating in Oakland, causing the tech workforce to expand from the typical Silicon Valley area to Oakland. Participant families are applying for homes that may have a dozen or more applications to choose from with the majority being without the burdensome process, regulations, and stigma associated with the Section 8 program. OHA may explore using tenant assistance services to help remove “red tape” and barriers and empower voucher holders to be competitive. These renting success workshops seek to address personal barriers such as negative rental history, credit and evictions, rental resume and role playing. OHA is considering strategies such as positive rent reporting and may also explore using a housing locator service, utilizing a front-facing partner to mitigate the “section 8 stigma”, remove perceived “red tape” about inspections, security deposits and obtaining required documents. OHA anticipates that due to intense market pressures we will be challenged to stabilize the voucher utilization rate at around 91% for the program year, and that success will be predominately due to project-based conditional awards made during the FY 2017 year that will lease up in FY 2018.

Public Housing

OHA is continuing a major rehabilitation of two large senior sites, Oak Grove North and Oak Grove South, and will employ strategies to minimize impacts on residents during the project.. OHA has procured a consultant to provide relocation consulting services for the rehabilitation of Oak Groves North and South. The planning and assessment will be completed and rehabilitation work will commence in FY 2018. Estimated completion is FY 2019.

Local, Non-traditional

Sponsor-Based Housing Assistance (SBHAP) and Building Bridges Programs

OHA historically serves families through non-traditional programs such as SBHAP, which houses populations with special leasing challenges. The program is primarily managed through partner agencies, selected for their expertise by the City. These agencies provide intensive case management, master leasing and supportive services and through the new Step- Down initiative, participants that have remained housed successfully for one year, will be offered a voucher to use to move or remain in place if the landlord will enter the HCV program. Low area vacancy rates below one percent continue to cause challenges for agencies to find owners to participate. OHA plans to begin implementing several new local programs under the Building Bridges initiative. Special population targets are veterans, homeless families, foster youth and CALWorks single mothers.

Table 8: Description of any Anticipated Issues Related to Leasing of Public Housing, Housing Choice Vouchers and/or Local, Non-Traditional Units and Possible Solutions

Housing Program	Description of Anticipated Leasing Issues and Possible Solutions
Public Housing	<p>OHA is continuing a major rehabilitation of two large senior sites, Oak Grove North and Oak Grove South, and will employ strategies to minimize impacts on residents during the project, however some units will be taken offline. OHA has procured a consultant to provide relocation consulting services for the rehabilitation of Oak Groves North and South. The planning and assessment will be completed and rehabilitation work will commence in FY 2018. Estimated completion is FY 2019.</p>
Housing Choice Voucher	<p>OHA plans to continue implementation of innovative retention and recruitment strategies to offset impacts to the HCV program due to high demand and low inventory in the Bay Area, driving up prices and causing owners to abandon the Section 8 program and seek unassisted families for their vacant units.</p> <p>In FY 2018, OHA will continue to implement components of activities #17-01 and #17-02 to support and retain existing owners while also recruiting new ones to slow, if not reverse the exodus of owners from the program. OHA will continue to absorb all port-ins and use the Portability Reform Activity (#15-01) to manage the number of families searching for units to avoid flooding the market with voucher holders.</p> <p>OHA expects the challenging rental market to continue into FY 2018 as Oakland continues to be a popular housing destination for the expanding Bay Area workforce. Local companies such as Uber and Pandora and other tech companies are locating in Oakland, causing the tech workforce to expand from the typical Silicon Valley area to Oakland. Participant families are applying for homes that may have a dozen or more applications to choose from with the majority being without the burdensome process, regulations, and stigma associated with the Section 8 program. OHA may explore using tenant assistance services to help remove “red tape” and barriers and empower voucher holders to be competitive. These renting success workshops seek to address personal barriers such as negative rental history, credit and evictions, rental resume and role playing. OHA is considering strategies such as positive rent reporting and may also explore using a housing locator service, utilizing a front-facing partner to mitigate the “section 8 stigma”, remove perceived “red tape” about inspections, security deposits and obtaining required documents. OHA anticipates that due to intense market pressures we will be challenged to stabilize the voucher utilization rate at around 91% for the program year, and that success will be predominately due to project-based conditional awards made during the FY 2017 year that will lease up in FY 2018.</p>
Sponsor-Based Housing Assistance	<p>Sponsor-Based Housing Assistance (SBHAP) and Building Bridges Programs</p> <p>OHA historically serves families through non-traditional programs such as SBHAP, which houses populations with special leasing challenges. The program is primarily managed through partner agencies, selected for their expertise by the City. These agencies provide intensive case management, master leasing and supportive services and through the new Step- Down initiative, participants that have remained housed successfully for one year, will be offered a voucher to use to move or remain in place if the landlord will enter the HCV program. Low area vacancy rates below one percent, continue to cause challenges for agencies to find owners to participate. OHA plans to begin implementing several new local programs under the Building Bridges initiative. Special population targets are veterans, homeless families, foster youth and CALWorks single mothers.</p>

C. Wait List Information

Table 9: Wait List Information Projected for the Beginning of the Fiscal Year

Housing Program(s) *	Wait List Type**	Number of Households on Wait List	Wait List Open, Partially Open or Closed***	Are There Plans to Open the Wait List During the Fiscal Year
MTW Housing Choice Voucher	Community-Wide	3,500	Closed	No
MTW Public Housing (OHA Managed)	Site-Based	3,000	Closed	No
MTW Public Housing (Third Party Managed)	Site-Based	4477	Open	Yes
Project-Based Voucher (OHA Managed)	Site-Based	6,000	Closed	Yes
Project-Based Voucher (Third Party Managed)	Site-Based	28,325	Open	Waitlist is open for Tassafaronga Village Phase II on an ongoing basis

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

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

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

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

The site-based, public housing wait list at Lion's Creek Crossing will open the first quarter of FY2017.
The site-based, public housing wait lists at Palo Vista and Foothill (PBV and Public Housing) will open.

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

SBHAP (Activity #10-06) - The City of Oakland manages subcontractors who specialize in managing the program to serve three vulnerable populations: individuals living in homeless encampments located on the streets, adults being discharged from San Quentin State Prison, and youth with recent contact with the criminal justice system. These subcontractors provide program applicants via direct referral into the program managed by the City of Oakland.

Maximizing Opportunities for Mothers to Succeed (MOMS) - (Activity #10-01) The Alameda County Sheriff's Office (ACSO) provides MOMS applicants to OHA through direct referral. Following ACSO program standards, ACSO staff select and refer to OHA those ACSO MOMS candidates who qualify for minimally supervised transitional housing after completion of a 6-8 week multi-faceted program while in custody including an Individual Case Management Plan (ICM). ACSO referred "applicants" are then screened by OHA Eligibility according to HUD program requirements. ACSO MOMS applicants who meet HUD program requirements are offered a unit at the 18 month OHA MOMS Housing program site. Those selected for the OHA Housing Component remain in the ACSO MOMS Transitional Case Management Program for 18 months, during which they must comply with the PBV Housing Lease, PBV Program and ACSO MOMS Program requirements as well as their ICM.

If Other Wait List Type, please describe:

Tassafaronga Village Phase II will have an open waitlist in FY2018 for PBV and LIHTC units. These are managed by a third party.

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

OHA does not anticipate any changes to the organizational structure of the wait list.

Section III. Proposed MTW Activities

OHA does not propose any new activities for FY 2018.

Section IV. Approved MTW Activities: HUD approval previously granted

The activities discussed in this section have been approved by HUD in previous fiscal years.

Table 9 provides a list of all approved MTW activities including the year the activity was implemented and the primary statutory objective(s) the activity is intended to achieve. Each activity has been assigned a number based on the fiscal year in which the activity was identified and approved (e.g. 14-01 indicates that the activity was identified and approved in the FY 2014 MTW Annual Plan).

Table 11 Approved MTW Activities: HUD Approval Previously Granted					
Activity # and Fiscal Year Approved	Fiscal Year Implemented	MTW Activity Name	Description	Statutory Objective(s)	Authorization(s)
17-01	2017	Owner Incentives Program	Program to provide support and benefits to existing owners and incentives for owners to join the HCV program	Expanding housing choice and reduce costs to achieve greater cost effectiveness	Attachment C, Section D.1.d,D.5, B.1, D.1.a, B.1, and Single Fund Flexibility. Attachment D, Section D and Use of Funds
17-02	2017	Automatic Rent Increase	Offer owners an automatic rent increase on the HAP contract anniversary date	Expanding housing choice and reduce costs to achieve greater cost effectiveness	Attachment C, D.2.b.
15-01	2016	Local Area Portability Reform	Revises portability policies in the Housing Choice Voucher program to limit ports between local area jurisdictions except for special circumstances.	Reduce costs and achieve greater cost effectiveness	Attachment C, Section D.1.g
15-02	2016	Modified Utility Allowance Policy	Modifies utility allowance policy to be consistent with FFY 2014 federal appropriations requirements that the household's utility allowance is consistent with the minimum subsidy or occupancy standard and eliminates the utility allowance payment.	Reduce costs and achieve greater cost effectiveness	Attachment C, Section C.11, D.2.a

14-01	2016	Alternative Recertification Schedules	Changes reexamination of income for elderly and disabled households on fixed incomes to every three years and every two years for wage earning households. Households with fixed income from Social Security will receive automatic adjustments to their rent in interim years based on published cost of living adjustments (COLA) to the subsidy program per OHA discretion	Reduce costs and achieve greater cost effectiveness	Attachment C, Section C.4, D.1.c
13-01	2017	Rent Reform Pilot Program	Creates a pilot program to test rent reform strategies at Campbell Village (Public Housing) and AMP 10 (Section 8 PBV) where: <ul style="list-style-type: none"> • Total Tenant Payment (TTP) calculated based on 27.5% of gross annual income for seniors and disabled households and 27% for work-eligible households • Triennial recertification schedule for senior and disabled households, biennial schedule for work-eligible households • Eliminate all deductions and earned income disallowance • Recent increases in income excluded in recertification • Absolute minimum rent of \$25 	Reduce costs and achieve greater cost effectiveness Provide incentives for families with children to become economically self-sufficient	Attachment C, Section C.4, C.11 Section D.1.c Section D.2.a
12-01	2012	Eliminate Caps and Time Limits on PBV Allocations	Eliminates the cap on the total number of units the Authority can project-base, the number of units that can be project-based in a development, and the Time Limit to add additional PBV units to an existing HAP contract.	Increase housing choices	Attachment C, Section D.1.e, Section B.3, Section D.7
11-01	2011	PBV Occupancy Standards	Modifies the occupancy standards in the PBV program to be consistent with occupancy standards required by other state or locally administered funding in a development (e.g. LIHTC program)	Increase housing choices	Attachment C, Section D.7
11-02	2017	Standardized Transfer Policy	Creates standard transfer policies in the public housing, Section 8, Section 9 and project-based assistance programs to increase housing choices for residents.	Increase housing choices	Attachment D, Use of Funds. Attachment C.D.3.b, Attachment C.C.2
11-03	2017	SRO/ Studio Apartment Preservation Program	Develops a sub-program tailored to the needs of developments with SRO and studio units. OHA will commit long-term subsidies to developments where there is a need to preserve the housing resource.	Increase housing choices	Attachment C, Section D.7
11-05	2011	PBV Transitional Housing Programs	Modifies PBV program rules to permit transitional service enriched housing to fill specific unmet community needs. Used to operate the MOMS Program, which provides transitional service enriched housing to mothers	Increase housing choices	Attachment C, Section B.4, D.1.a,b Attachment D, Section B.2

			returning from prison to reunite with their children.		
10-01	2010	Specialized Housing Programs	Increases allocation of resources to the MOMS program to improve outcomes and enhance program coordination. MOMS program is operated in partnership with the Alameda County Sheriff's Department.	Provide incentives for families with children to become economically self-sufficient	Attachment D, Use of Funds, Attachment C, Section D.1.f
10-02	2010	Program Extension for Households Receiving \$0 HAP	Extends the period of time that a household can remain in the Section 8 program while receiving zero HAP assistance from 6 months to 24 months.	Provide incentives for families with children to become economically self-sufficient	Attachment C, Section D.1.b, D.3.a
10-03	2010	Combined PBV HAP Contract for Multiple Non-contiguous Sites	Allows a single PBV HAP contract to be executed for non-contiguous scattered site buildings organized by AMP or other logical grouping.	Reduce costs and achieve greater cost effectiveness	Attachment C, Section D.1.a, D.7
10-04	2010	Alternative Initial Rent Determination for PBV Units	Allows for the use of a comparability analysis or market study certified by an independent agency approved in determining rent reasonableness to establish the initial PBV contract rent.	Reduce costs and achieve greater cost effectiveness	Attachment C, Section D.2, D.7
10-05	2010	Acceptance of Lower HAP in PBV Units	In situations where a family becomes over housed as a result of conflicting occupancy policies in the conversion from Public Housing to Section 8, this activity allows the landlord or management agent to accept a lower HAP based on the appropriate number of bedrooms for the family and in order to keep the family in-place.	Increase housing choices	Attachment C, Section D.7
10-06	2010	Local Housing Assistance Program	Develops a Local Housing Assistance Program (LHAP) to assist households that otherwise might not qualify for or be successful in the traditional Public Housing and/or Section 8 programs. LHAP is provided directly to eligible families and to partnering agencies providing service enriched housing to special needs populations.	Increase housing choices	Attachment D, Use of Funds (SBHAP Program), Attachment C, D.1.f, D.1.a and D.3.a (LHAP Programs)
10-07	2010	Disposition Relocation and Counseling Services	Provides counseling and relocation assistance to impacted public housing residents in developments approved for disposition.	Provide incentives for families with children to become economically self-sufficient Increase housing choices	Attachment D, Use of Funds

10-08	2011	Redesign FSS Program	Redesigns the FSS Program to incorporate best practices in the industry and encourage partnerships with community based programs and initiatives.	Provide incentives for families with children to become economically self-sufficient	Attachment C, Section E
10-09	2010	Waive 12 Month Minimum Stay Requirement in Converted PBV Units	Waives the 12 month minimum stay requirement for existing tenants in units that have converted to PBV assistance as the result of an approved disposition.	Increase housing choices	Attachment C, Section D.7
09-02	2010	Short-Term Subsidy Program	Provides temporary housing assistance to preserve existing affordable housing resources and allow tenants to remain in-place.	Reduce costs and achieve greater cost effectiveness	Attachment D, Use of Funds
08-01	2008	Fund Affordable Housing Development Activities	Utilize single-fund budget flexibility to leverage funds to preserve affordable housing resources and create new affordable housing opportunities in Oakland.	Increase housing choices	Attachment D, Use of Funds
06-01	2006	Site Based Wait Lists	Establishes site based wait lists in all public housing sites, HOPE IV sites, and developments with PBV allocations.	Reduce costs and achieve greater cost effectiveness	Attachment C, Section C.1
06-02	2006	Allocation of PBV Units: Without Competitive Process	Allows for the allocation of PBV subsidy to developments owned directly or indirectly, through an affiliated partner, by OHA without using a competitive process.	Reduce costs and achieve greater cost effectiveness Increase housing choices	Attachment C, Section D.7.a
06-03	2006	Allocation of PBV Units: Using Existing Competitive Process	Allows for the allocation of PBV subsidy to qualifying developments using the City of Oakland NOFA/RFP or other existing competitive process.	Reduce costs and achieve greater cost effectiveness Increase housing choices	Attachment C, Section D.7.b

A. Implemented Activities

OHA is currently implementing the following activities:

Table 12 provides a list of all implemented MTW activities including the year the activity was implemented and the primary statutory objective(s) the activity is intended to achieve. Each activity has been assigned a number based on the fiscal year in which the activity was identified and approved (e.g. 14-01 indicates that the activity was identified and approved in the FY 2014 MTW Annual Plan).

Table 12 Implemented Activities					
Activity # and Fiscal Year Approved	Fiscal Year Implemented	MTW Activity Name	Description	Statutory Objective(s)	Authorization(s)
17-01	2017	Owner Incentives Program	Program to provide support and benefits to existing owners and incentives for owners to join the HCV program	Expanding housing choice and reduce costs to achieve greater cost effectiveness	Attachment C, Section D.1.d,D.5, B.1, D.1.a, B.1, and Single Fund Flexibility. Attachment D, Section D and Use of Funds
17-02	2017	Automatic Rent Increase	Offer owners an automatic rent increase on the HAP contract anniversary date	Expanding housing choice and reduce costs to achieve greater cost effectiveness	Attachment C, D.2.b.
15-01	2016	Local Area Portability Reform	Revises portability policies in the Housing Choice Voucher program to limit ports between local area jurisdictions except for special circumstances.	Reduce costs and achieve greater cost effectiveness	Attachment C, Section D.1.g
15-02	2016	Modified Utility Allowance Policy	Modifies utility allowance policy to be consistent with FFY 2014 federal appropriations requirements that the household's utility allowance is consistent with the minimum subsidy or occupancy standard and eliminates the utility allowance payment.	Reduce costs and achieve greater cost effectiveness	Attachment C, Section C.11, D.2.a
14-01	2016	Alternative Recertification Schedules	Changes reexamination of income for elderly and disabled households on fixed incomes to every three years and every two years for wage earning households. Households with fixed income from Social Security will receive automatic adjustments to their rent in interim years based on published cost of living adjustments (COLA) to the subsidy program per OHA discretion	Reduce costs and achieve greater cost effectiveness	Attachment C, Section C.4, D.1.c

13-01	2016	Rent Reform Pilot Program	<p>Creates a pilot program to test rent reform strategies at Campbell Village (Public Housing) and AMP 10 (Section 8 PBV) where:</p> <ul style="list-style-type: none"> • Total Tenant Payment (TTP) calculated based on 27.5% of gross annual income for seniors and disabled households and 27% for work-eligible households • Triennial recertification schedule for senior and disabled households, biennial schedule for work-eligible households • Eliminate all deductions and earned income disallowance • Recent increases in income excluded in recertification • Absolute minimum rent of \$25 	<p>Reduce costs and achieve greater cost effectiveness</p> <p>Provide incentives for families with children to become economically self-sufficient</p>	Attachment C, Section C.4, C.11 Section D.1.c Section D.2.a
12-01	2012	Eliminate Caps and Time Limits on PBV Allocations	Eliminates the cap on the total number of units the Authority can project-base, the number of units that can be project-based in a development, and the time limit to add additional PBV units to existing HAP contracts.	Increase housing choices	Attachment C, Section D.1.e, Section B.3, Section D.7
11-01	2011	PBV Occupancy Standards	Modifies the occupancy standards in the PBV program to be consistent with occupancy standards required by other state or locally administered funding in a development (e.g. LIHTC program)	Increase housing choices	Attachment C, Section D.7
11-02	2017	Standardized Transfer Policy	Creates standard transfer policies in the public housing, Section 8, Section 9 and project-based assistance programs to increase housing choices for residents.	Increase housing choices	Attachment D, Use of Funds, Attachment C.D.3.b, Attachment C.C.2
11-03	2017	SRO/ Studio Apartment Preservation Program	Develops a sub-program tailored to the needs of developments with SRO and studio units. OHA will commit long-term subsidies to developments where there is a need to preserve the housing resource.	Increase housing choices	Attachment C, Section D.7
11-05	2011	PBV Transitional Housing Programs	Modifies PBV program rules to permit transitional service enriched housing to fill specific unmet community needs. Used to operate the MOMS Program, which provides transitional service enriched housing to mothers returning from prison to reunite with their children.	Increase housing choices	Attachment C, Section B.4, D.1.a,b Attachment D, Section B.2
10-01	2010	Specialized Housing Programs	Increases allocation of resources to the MOMS program to improve outcomes and enhance program coordination. MOMS program is operated in partnership with the Alameda County Sheriff's Department.	Provide incentives for families with children to become economically self-sufficient	Attachment D, Use of Funds
10-02	2010	Program Extension for Households Receiving \$0 HAP	Extends the period of time that a household can remain in the Section 8 program while receiving zero HAP assistance from 6 months to 24 months.	Provide incentives for families with children to become economically self-sufficient	Attachment C, Section D.1.b, D.3.a

10-03	2010	Combined PBV HAP Contract for Multiple Non-contiguous Sites	Allows a single PBV HAP contract to be executed for non-contiguous scattered site buildings organized by AMP or other logical grouping.	Reduce costs and achieve greater cost effectiveness	Attachment C, Section D.1.a, D.7
10-04	2010	Alternative Initial Rent Determination for PBV Units	Allows for the use of a comparability analysis or market study certified by an independent agency approved in determining rent reasonableness to establish the initial PBV contract rent.	Reduce costs and achieve greater cost effectiveness	Attachment C, Section D.2, D.7
10-05	2010	Acceptance of Lower HAP in PBV Units	In situations where a family becomes over housed as a result of conflicting occupancy policies in the conversion from Public Housing to Section 8, this activity allows the landlord or management agent to accept a lower HAP based on the appropriate number of bedrooms for the family and in order to keep the family in-place.	Increase housing choices	Attachment C, Section D.7
10-06	2010	Local Housing Assistance Program	Develops a Local Housing Assistance Program (LHAP) to assist households that otherwise might not qualify for or be successful in the traditional Public Housing and/or Section 8 programs. LHAP is provided directly to eligible families and to partnering agencies providing service enriched housing to special needs populations.	Increase housing choices	Attachment C, Section D.1.f, D.1.a and D.3.a (LHAP Programs), Attachment D, Use of Funds (SBHAP Program)
08-01	2008	Fund Affordable Housing Development Activities	Utilize single-fund budget flexibility to leverage funds to preserve affordable housing resources and create new affordable housing opportunities in Oakland.	Increase housing choices	Attachment D, Use of Funds
06-01	2006	Site Based Wait Lists	Establishes site based wait lists in all public housing sites, HOPE IV sites, and developments with PBV allocations.	Reduce costs and achieve greater cost effectiveness	Attachment C, Section C.1
06-02	2006	Allocation of PBV Units: Without Competitive Process	Allows for the allocation of PBV subsidy to developments owned directly or indirectly, through an affiliated partner, by OHA without using a competitive process.	Reduce costs and achieve greater cost effectiveness Increase housing choices	Attachment C, Section D.7.a
06-03	2006	Allocation of PBV Units: Using Existing Competitive Process	Allows for the allocation of PBV subsidy to qualifying developments using the City of Oakland NOFA/RFP or other existing competitive process.	Reduce costs and achieve greater cost effectiveness Increase housing choices	Attachment C, Section D.7.b

MTW Activity #17-01: Owner Incentives Program

Description of MTW Activity: The Housing Choice Voucher program has been impacted by a dramatically escalating rental market and very limited inventory which has led to much longer search times and multiple voucher extensions being granted for families searching for housing. According to Zillow, market rents increased by (21.6%) in Oakland over the last year. In 2015,

OHA saw many owners choose to leave the program or remove units by not re-leasing to Section 8 tenants resulting in the loss of approximately 824 units of affordable housing. In response to these market conditions, OHA is implementing the Owner Incentives Program activity to support existing and recruit new owners to the program to offset the exodus.

This activity offers a range of services that both support and retain existing HCV owners by providing enhanced services to existing owners, especially those that are high performers. OHA is also looking to recruit new owners by offering incentives to sign on. Program components are as follows:

- Vacancy loss payments of up to two months HAP will be offered to existing HCV owners if they re-rent a unit previously occupied by an HCV tenant to another HCV participant within two months of contract cancellation. The average vacancy duration is currently about 2 weeks. Based on average HAP amounts, total average annual costs for OHA to implement vacancy loss payments will range from \$208,280 to \$832,300 for vacancy periods of 15 days to 60 days.
- Pre-qualifying unit inspections will be offered to all HCV program owners to expedite the lease up process, and minimize delays or losses due to inspections. Inspections will not be linked to a participant and allow owners up to 60 days to find a tenant once an inspection has been passed. No additional costs are anticipated.
- Owner recognition program - Recognize long term owners (5 years or more) with 5 or more units on the program that maintain at least one unit on a biennial inspection schedule. Owners will receive awards and special designations to highlight their status as long term providers of quality units. No additional costs are anticipated. MTW flexibility is not required to implement this component and it is included for consistency of grouping like programs.
- New Landlord Incentive Payment – Provides new owner participants a one-time payment of \$500 upon execution of a new HAP contract, and meet other defined eligibility criteria. OHA had 130 new landlords sign up for the program in 2015 and we project a 10% increase due to this incentive, totaling 143 new landlords. Projected costs are \$71,500.
- Capital Improvement Payment –Offer landlords that have failed a second inspection and are entering abatement a payment of up to \$2,500 to address capital improvement issues related to the reason for the HQS inspection failure. Landlords will apply for the payment and furnish documentation on the estimated repair costs for the improvement. Payments will be repaid to OHA via reduced HAP payments made to the owner over a 6 month period. Projected costs are estimated using the maximum payment of \$2,500 per landlord and are based on the number of landlords that had failed second inspections in FY 2015 and the projected cost is approximately \$385,000. OHA intends to recoup these costs by paying a lower HAP to the landlord over a 6 month period and anticipates some loss due to landlords that may exit the program and not repay the loan. OHA will rely on its Fraud Unit in the Police Department to pursue and collect from landlords that exit prior to completely repaying the loan.

Anticipated Impacts: OHA anticipates that this activity will maintain or increase the number of landlords participating in the HCV program and anticipates the number of units available for families to rent will increase as result of new landlord participation and the capital improvement payment option. Additional impacts will be increased leasing success rates for vouchers issued,

increased overall voucher utilization rate and decreased voucher extensions, due to more units being made available.

Status Update: Implementation planning to develop reports and processes needed are underway for Vacancy Loss payments and New Landlord Incentive Payments and OHA plans to implement payments in FY 2018. OHA expects to fully implement Pre-qualifying unit inspections in FY 2018. The Owner Recognition Program will be integrated with our current Owner Appreciation Annual event during this FY. Implementation of Capital Improvement Payments will be planned and rollout may start towards the end of the FY.

Changes or Modifications to Activity: The sub-component of Alternative HQS System (**previously approved MTW Activity #09-01**) has been placed on hold because with the publication of the streamline rule in April 2016, all owners have been moved to a biennial inspection schedule.

Changes or Modifications to Metrics, Baselines or Benchmarks: Standard HUD metrics CE#1, CE#2 and CE#3 have been removed because they are to measure data for the Alternative HQS System subcomponent which is currently on hold as an activity. OHA has implemented biennial inspections for all owners with the publication of the Streamlining rule in April 2016. OHA has added an OHA standard metric to measure the new landlords recruited through payment incentives.

Standard OHA Metrics			
Number of New Landlords Recruited by Payment Incentive			
Unit of Measurement	Baseline	Benchmark	Outcome
Number of new landlords where sign on payment was an incentive to enroll in HCV program	Average number of new landlords where sign on payment was an incentive to enroll in HCV program = 0	Average number of new landlords where sign on payment was an incentive to enroll in HCV program = 13 (10% increase)	Actual number of new landlords where sign on payment was an incentive to enroll in HCV program = number (percentage)

MTW Activity #17-02: Automatic Rent Increases for HCV

Description of MTW Activity: During the last several years the Bay Area has rebounded from the recession with a robust economy which has resulted in increased local population and a sharp decrease in available inventory in the rental market, causing rents to rise at rates that are leading the nation. As a result, the number of rent increases requested by owners in the HCV program has risen from 173 requests in January of 2015 to 565 requests at the end of 2015 and is currently averaging 333 requests per month. Compounding this challenge, OHA saw a loss of approximately 824 units from the program during 2015 due to owners opting to leave the program for various reasons.

To stem this tide of owners leaving the program for private market tenants, OHA proposes to offer HCV owners an automatic rent increase that will be initiated by OHA. The amount of the increase will be determined by OHA for targeted small area rental markets identified by OHA. The automatic rent increase amount will be set using multiple data sources for small targeted geographic areas within the larger jurisdiction as identified by OHA. For selected targeted small rental market areas, OHA will conduct a rent increase analysis using internal and external data sources. Internal data sources may include the number of requested and approved increases and the amounts approved, and/or the average rent in the targeted small market area for new Section 8 contracts. The external data sources may include various available data sources including the Consumer Price Index, Zillow, Go Section 8, Rent.com etc. that provide information and data on rental housing market trends in the target area. If a small rental market area increase is warranted and approved by the Executive Director, or his designee, the offers will be made to all property owners in the targeted area who have not received a rent increase in the last twelve months. If the owner elects to accept the increase offered, they will not be eligible for another increase for at least twelve months.

Staff will continue to complete a Rent Reasonableness determination by using at least two comparable units within a one mile radius with like amenities and will notify the landlord of the offer for a new rent amount/increase 120 days prior to the proposed increase. The landlord will have 30 days to accept the offered rent increase and once accepted, OHA will send a lease amendment with the HAP amount and tenant portion to the participant at least 60 days prior to the change. Similarly to current practices under the traditional program, participants will not be able to challenge rent increase amounts. However, the notification that will be provided to each tenant will describe the Reasonable Accommodation and Hardship Policy procedures. Participants may use the Hardship procedures to submit a request to have their case reviewed. Under this activity it is anticipated that participants will have more time to respond to the notice of a rent increase. Currently, participants are issued notices of approved increases within 30 days of the increase. If there is a change in tenancy before the next anniversary date, an owner can request a rent increase per OHA's current process.

Anticipated Impacts: OHA anticipates that this activity will maintain or increase the number of owners participating in the HCV program, because the automatic rent increase will expedite the rent increase process and decrease the burden of the process for owners. By increasing owner satisfaction, OHA expects that fewer owners will choose to leave the program, resulting in an increase in the amount of affordable housing choices available to voucher holders and a reduction in search times and voucher extension requests. Ultimately, OHA anticipates an increase in utilization rates within the HCV voucher program. By offering an automatic moderate increase, OHA hopes to offset requests initiated by owners to increase rents by a greater percentage and thus lessen the impact of rent increases to tenants, especially elderly and disabled households that are on fixed incomes.

Status Update: OHA will continue implementation of the activity beyond the initial pilot group of owners.

Changes or Modifications to Activity: OHA does not anticipate any changes to this activity.

Changes or Modifications to Metrics, Baselines or Benchmarks: There are no changes to the metrics, baselines, and benchmarks included in the Standard HUD Metrics table below.

Standard HUD Metrics			
CE #1: Agency Cost Savings			
Unit of Measurement	Baseline	Benchmark	Projected Final Outcome
Total cost of task in dollars (decrease).Rent Reasonableness	Cost of task prior to implementation of the activity = (staff salary)* .25 hours * number of files = (\$46.14 * .25) * 3,996 = \$46,093	Cost of task after implementation of the activity =(staff salary)* .08 hours * number of files = (\$46.14 * .08) * 3,996 = \$14,750	Total cost of task in dollars (decrease) = 68%
CE #2: Staff Time Savings			
Unit of Measurement	Baseline	Benchmark	Final Projected Outcome
Total time to complete the task in staff hours Rent Reasonableness	Total amount of staff time dedicated to the task prior to implementation of the activity = .25 hours * 3,320 households = 830 hours	Expected amount of total staff time dedicated to the task after implementation of the activity = .08 hours * 3,320 households = 266 hours	Actual amount of total staff time dedicated to the task after implementation of the activity = .08 hours * 3,320 households (68% decrease) = 564 hours
CE #3: Decrease in Error Rate of Task Execution			
Unit of Measurement	Baseline	Benchmark	Final Projected Outcome
Average error rate in completing a task as a percentage (decrease)	Average error rate of task prior to implementation of the activity as a percentage (decrease)	Expected error rate of task after implementation of the activity as a percentage (decrease)	Actual error rate of task after implementation of the activity as a percentage (decrease)
CE #5: Increase in Agency Rental Revenue			
Unit of Measurement	Baseline	Benchmark	Final Projected Outcome
Rental Revenue /total tenant payment in Dollars (increase).	Rental revenue prior to implementation of the activity (in dollars) = 0	Expected rental revenue after implementation of the activity (in dollars) = TBD	Actual rental revenue after implementation of the activity (in dollars) = TBD

MTW Activity #15-01: Local Area Portability Reform

Description of MTW Activity: A local area portability policy that will limit elective moves between jurisdictions within the nine Bay Area counties identified by the Association of Bay Area Governments: Alameda County, Contra Costa County, Marin County, Napa County, San Francisco County, San Mateo County, Santa Clara County, Solano County, and Sonoma County. Evidence shows that housing authorities in neighboring counties administer about 450 OHA vouchers causing a loss in 80 percent (80%) of the administrative fee. While the objective of the Housing Choice Voucher program is to provide increased housing options for families, OHA finds that many households exercise the option to move with their vouchers to neighboring housing authorities, especially those without MTW programs or with higher payment standards. Given the prevalence of local area ports, the areas of concentration of port requests, and their negative impact on program administration and self-sufficiency goals, OHA requests approval to quell ports between jurisdictions in all nine counties and initially will implement the policy in five counties. The policy will be expanded to include additional jurisdictions as needed and will be used to control the number of voucher holders searching so that an already tight market is not flooded, potentially causing families to lose the opportunity for subsidized housing as their search timeline expires.

OHA anticipates that some households will need to move out of Oakland for special needs. This new portability policy will allow families to move their tenant based vouchers locally under limited circumstances such as the following exceptions:

- Reasonable accommodation for persons with a disability
- Verifiable employment opportunity more than 35 miles from the City of Oakland limits and at least 20 hours per week minimum wage applicable in the state
- Situations covered underneath the Violence Against Women Act (VAWA)
- Participants porting for education for the head of household and or spouse only will need to show proof of full-time enrollment at a college or university
- Verifiable threat to the physical safety of the family
- OHA ports where the receiving Public Housing Authority (PHA) absorbs the voucher
- Ports for vouchers that OHA is administering (unabsorbed) due to those vouchers porting in from another PHA
- Declared natural disaster or state of emergency

Any exceptions to this policy will be reviewed by the Executive Director, or his designee, on a case-by-case basis.

OHA will allow current households that have ported to remain in their current jurisdiction. However, upon implementation, this policy also will apply to any port-out households that request to port to another jurisdiction.

Anticipated Impacts: Outgoing portability will be minimized to jurisdictions in five of the nine counties, which will lead to administrative efficiencies and cost savings from processing burdensome ports-outs. Evaluation metrics have been developed to measure the impacts of minimizing local area ports. OHA will track the number of port requests received from participants. If the data demonstrates that OHA residents request to port to other local jurisdictions, OHA will exercise its authority and expand the activity to include jurisdictions in the remaining four Bay Area counties. OHA will provide a minimum 30-day notification of the new policy to all households.

OHA anticipates that this activity will lead to a reduction in administrative time spent processing local area ports. This policy will reduce the drain of vouchers out of OHA's portfolio and thus will reduce administration costs for both OHA and the receiving housing authorities. The activity also may result in stabilizing project based voucher properties and the surrounding neighborhoods by reducing the turnover rates and creating longer term tenants. OHA anticipates being able to better control the number of voucher holders searching so as not to oversaturate a tight market with families that are searching for housing in low inventory conditions.

OHA also anticipates a decrease in the cost of wait list management by limiting the number of applicants that apply and receive assistance from OHA and port after they complete the one-year residency requirement or those applicants that are processed but do not ever lease up.

Status Update: OHA does not currently plan to expand the activity to the other four restricted counties. Due to the extremely tight rental market affecting the entire Bay Area, OHA anticipates that the number of port requests will continue to decline as there is limited availability and inventory affecting the region and these counties. OHA expects our port-outs will continue to be absorbed by neighboring jurisdictions to boost their own utilization numbers,

Changes or Modifications to Activity: OHA does not anticipate any changes or modifications to this activity.

Changes or Modifications to Metrics, Baselines or Benchmarks: There are no changes to the metrics, baselines, and benchmarks included in the Standard HUD Metrics table below.

Standard HUD Metrics		
CE #1: Agency Cost Savings		
Unit of Measurement	Baseline	Benchmark

Total cost of task in dollars (decrease). Local Port Requests	Cost of task prior to implementation of the activity = \$46.94 (Staff Salary) * 1.5 hours * 700 port-out requests = \$49,287	Expected cost of task after implementation of the activity = \$46.94 * 1.5 hours * 350 = \$24,644 (50% reduction)
Administering Local Ports	Cost of task prior to implementation of the activity = \$46.94 (Staff Salary) * 1 hours * 1,100 port-out requests = \$51,634	Expected cost of task after implementation of the activity = \$46.94 (Staff Salary) * 400 port-out requests = \$18,776 (36% reduction)
Total cost of task in dollars.	Total cost of task prior to implementation of the activity = \$49,287 + \$51,634 = \$100,921	Total expected cost of task after implementation of the activity = \$24,644 + \$18,776 = \$43,410 (57% reduction)
CE #2: Staff Time Savings		
Unit of Measurement	Baseline	Benchmark
Total time to complete the task in staff hours (decrease). Local Port Requests	Total amount of staff time dedicated to the task prior to implementation of the activity = 1.5 hours * 700 requests = 1,050 staff hours	Expected amount of total staff time dedicated to the task after implementation of the activity = 1.5 hours * 350 requests = 525 hours (50% reduction)
Administering Local Ports	Total amount of staff time dedicated to the task prior to implementation of the activity = 1 hour * 1,100 = 1,100 staff hours	Expected amount of total staff time dedicated to the task after implementation of the activity = 1 hour * 825 requests = 825 hours (25% reduction)
Total time to complete the task in staff hours	Total amount of staff time dedicated to the task prior to implementation of the activity = 1,050 + 1,100 = 2,150 hours	Expected amount of total staff time dedicated to the task after implementation of the activity = 525 + 825 = 1,350 hours (37% reduction)

MTW Activity #15-02: Modified Utility Allowance Policy

Description of MTW Activity: A modification to past policies which streamlines utility allowances to be consistent with the household's minimum subsidy or occupancy standard and eliminates the utility allowance payment.

Anticipated Impacts: OHA administrative costs for providing a tenant utility allowance and/or a reimbursement payment will decrease, causing tenants to exercise conservation methods or select more energy/water efficient homes.

Status Update: The activity has been implemented in the tenant-based portfolio. Implementation within the public housing portfolio is currently on hold as a phased approach is developed. OHA uses third party management companies for over half of the public housing portfolio. Testing and implementation plans are required for the multiple business systems used by these vendors to manage these sites and OHA may choose to delay deployment to wait until vendors migrate to OHA's business system to facilitate implementation.

Changes or Modifications to Activity: OHA does not anticipate any changes or modifications to this activity.

Changes or Modifications to Metrics, Baselines or Benchmarks: There are no changes to the metrics, baselines, and benchmarks included in the Standard HUD Metrics table below.

CE #1: Agency Cost Savings		
Unit of Measurement	Baseline	Benchmark
Total cost of task in dollars (decrease). Utility Allowance	Cost of task prior to implementation of the activity (in dollars) = \$11,188,104 per year	Expected cost of task after implementation of the activity = \$10,228,812 (9% reduction)
Total cost of task in dollars (decrease). Utility Reimbursement Payment	Cost of task prior to implementation of the activity = Utility Reimbursement Payment = \$220,968 per year	Expected cost of task after implementation of the activity (in dollars) = \$110,484 (50% reduction)
Total cost of task in dollars (decrease). Staff	Cost of task prior to implementation of the activity = (Staff salary) * .05 hours * number of files = (\$46.14 *.05) * 4,259 = \$9,826	Cost of task after to implementation of the activity = Zero (0)

Total cost of task in dollars.	Total cost of task prior to implementation of the activity = \$11,188,104 + \$220,968 = \$11,418,898	Total expected cost of task after implementation of the activity = \$10,228,812 + \$110,484 = \$10,449,780 (8.5% reduction)
CE #2: Staff Time Savings		
Unit of Measurement	Baseline	Benchmark
Total time to complete the task in staff hours Utility Allowance	Total amount of staff time dedicated to the task prior to implementation of the activity = .05 hours * 4,259 households = 212 hours	Expected amount of total staff time dedicated to the task after implementation of the activity = .01 hours * 4,259 households = 71 hours
CE #3: Decrease in Error Rate of Task Execution		
Unit of Measurement	Baseline	Benchmark
Average error rate in completing a task as a percentage (decrease).	With the implementation of the new business system, OHA will be able to establish a baseline and conduct quality control assessments to determine the average error rate for data entry related to this activity. The expectation is that staff will be able to decrease the baseline by at least 5% over one year.	
CE #5: Increase in Agency Rental Revenue		
Unit of Measurement	Baseline	Benchmark
Rental revenue/total tenant payment in dollars (increase). Housing Choice Voucher	Rental revenue prior to implementation of the activity (in dollars) = \$4,343,040	Expected rental revenue after implementation of the activity (in dollars) = \$5,191,848 (21% increase)

Rental revenue/total tenant payment in dollars (increase). Public Housing	Rental revenue prior to implementation of the activity (in dollars) = \$2,215,116	Expected rental revenue after implementation of the activity (in dollars) = \$2,222,460 (Less than 1% increase)
Total rental revenue/total tenant payment in dollars (increase).	Total rental revenue prior to implementation of the activity (in dollars) \$6,558,156	Total expected rental revenue after implementation of the activity (in dollars) = \$7,414,308 (12% increase)

MTW Activity #14-01: Alternative Recertification Schedules

Description of MTW Activity: Regulations require annual recertification and verification to determine that a household meets program requirements. In FY 2007, MTW activity #07-01 was approved allowing for a triennial recertification schedule for elderly and/or disabled households on a fixed income in the Public Housing and Section 8 programs. In the interim years, at the discretion of the Executive Director, an automatic adjustment may be applied to the households' housing payment equal to the cost of living adjustment (COLA) made to the households' related income subsidy program. This activity has been implemented in the Section 8 program and at two senior-designated properties in the Public Housing program. This schedule has been effective at reducing staff time and costs, as well as, being less intrusive and time consuming for residents. Activity #14-01 incorporates changes made by Activity #07-01 and changes the recertification schedule for wage earning households to once every two years. All households that report no income, no income from wages, or temporary income remain on an annual recertification schedule to report increases in income.

Anticipated Impacts: OHA and participant families have already and will continue to experience time savings due to less re-examinations and with the proposed amendment, OHA will save additional staff time by eliminating the need to process and update consent forms between scheduled reexaminations and manage the cumbersome process of beginning program termination for non-receipt of consent forms. Participant families on the biennial or triennial schedule may also see income savings as a result of OHA not recalculating rent portions during the interim.

Relation to Statutory Objectives: This amendment addresses the statutory objective of achieving greater cost effectiveness in federal expenditures by eliminating the administrative burden placed on OHA staff to require participants to sign new consent forms between regular reexaminations as necessary.

Anticipated Schedule for Achieving the Stated Objective: Upon HUD approval, OHA will implement this amendment at the time of the new admission or next regularly scheduled reexamination. The full impact of this amendment will be realized upon completion of OHA's triennial reexamination.

Authorization: The proposed amendment is authorized in OHA's MTW Agreement, Attachment C, Paragraph D(1) (c) and waives certain provisions of Sections 8(o)(5) of the US Housing Act of 1937, and 24 CFR 982.516 to amend form HUD 9886. Attachment C, Paragraph C.4 includes the appropriate waiver of 960.253(a) to offer flat and income based rent in alignment with reexamination schedules as necessary to implement OHA's MTW Plan

Rent Reform Impact Analysis, Hardship Case Criteria, Annual Re-evaluation and Transition Period: The amendment does not impact calculation of rent for this activity.

Status Update: Initiated the activity for the first year of implementation. OHA is developing an implementation plan to include a communication plan to residents, implementation timeline, and analysis of any changes required to our business system to implement. OHA elected not to implement the Cost of Living Adjustments (COLA) for the Triennial households as described in the FY 2015 plan. The implementation of a new business system in FY 2015 caused a delay in deployment of this activity for all income groups. OHA has developed a proposed solution with the vendor and plans to deploy the new software in FY 2018 to allow continued deployment of this activity.

Changes or Modifications to Activity: In FY 2018, OHA proposes to amend the activity to discontinue the use of the HUD 9886 form. OHA will create a new Authorization to Release Information Form that will expire 42 months from the date it was signed. This change will allow participants who qualify to be re-examined every two or three years to extend the consent of Authorization to Release Information beyond the current 15 month expiration date. HUD mandates that every adult member of the Section 8 applicant and participant's household must provide consent authorizing a Public Housing Authority (PHA) to verify income and other necessary information using the HUD Form 9886 or an equivalent consent form. By extending the expiration date, OHA will save administrative staff time and eliminate the burden on participants of signing and returning forms between re-exam dates. OHA currently uses two separate authorization forms – the HUD 9886 form and an OHA customized form to obtain any additional information not covered under the HUD 9886 form that is deemed necessary to verify the applicant's eligibility for assistance and/or maintain a participant's continued assistance. OHA will combine these two forms into a new Authorization to Release Information Form with an expiration date that aligns with the new reexamination schedule. See Appendix

OHA also proposes to offer flat or income based rents to participants in alignment with current re-exam schedules. The authorizations for these amendments are included in the existing authorizations for this activity.

Changes or Modifications to Metrics, Baselines or Benchmarks: This is the first year of implementation for this activity. There are no changes to the metrics, baselines, and benchmarks included in the Standard HUD Metrics table below.

CE #1: Agency Cost Savings		
Unit of Measurement	Baseline	Benchmark

Total cost of task in dollars (decrease). Fixed Income HCV Reexam Calculation	Cost of task prior to implementation of the activity (in dollars) = \$111,940	Expected cost of task after implementation of the activity = \$57,985 (48% reduction)
Total cost of task in dollars (decrease). Senior and Disabled Public Housing Reexam Calculation	Cost of task prior to implementation of the activity = \$42,000	Expected cost of task after implementation of the activity (in dollars) = \$21,000 (50% reduction)
Total cost of task in dollars (decrease). Wage Earning HCV Reexam Calculation	Cost of task prior to implementation of the activity (in dollars) = \$146,300	Expected cost of task after implementation of the activity = \$73,150 (50% reduction)
Total cost of task in dollars (decrease). Wage Earning Public Housing Reexam Calculation	Cost of task prior to implementation of the activity (in dollars) = \$29,250	Expected cost of task after implementation of the activity = \$14,625 (50% reduction)
Total cost of task in dollars (decrease).	Cost of task prior to implementation of the activity (in dollars) = \$329,490	Expected cost of task after implementation of the activity (in dollars) = \$166,760 (51% reduction)
CE #2: Staff Time Savings		
Unit of Measurement	Baseline	Benchmark
Total time to complete the task in staff hours (decrease). Fixed Income HCV Reexam Calculation	Total amount of staff time dedicated to the task prior to implementation of the activity (in hours) = 2,678 hours	Expected amount of total staff time dedicated to the task after implementation of the activity (in hours) = 1,475 hours (37% reduction)
Total time to complete the task in staff hours (decrease). Fixed Income Public Housing Reexam Calculation	Total amount of staff time dedicated to the task prior to implementation of the activity (in hours) = 1,680 hours	Expected amount of total staff time dedicated to the task after implementation of the activity (in hours) = 840 hours (50% reduction)
Total time to complete the task in staff hours (decrease). Wage Earning HCV Reexam Calculation	Total amount of staff time dedicated to the task prior to implementation of the activity (in hours) = 3,500 hours	Expected amount of total staff time dedicated to the task after implementation of the activity (in hours) = 1,750 hours (50% reduction)

Total time to complete the task in staff hours (decrease). Work Eligible Public Housing <i>Reexam</i> Calculation	Total amount of staff time dedicated to the task prior to implementation of the activity (in hours) = 1,170 hours	Expected amount of total staff time dedicated to the task after implementation of the activity (in hours) = 585 hours (50% reduction)
Total time to complete the task in staff hours (decrease).	Total amount of staff time dedicated to the task prior to implementation of the activity (in hours) = 9,028 hours	Expected amount of total staff time dedicated to the task after implementation of the activity (in hours) = 4,650 hours (52% reduction)
CE #5: Increase in Agency Rental Revenue		
Unit of Measurement	Baseline	Benchmark
Rental revenue in dollars (increase).	Calculation of this metric is unclear since this activity changes the timing of the reexamination and does not change the rent calculation formula.	
SS #1: Increase in Household Income		
Unit of Measurement	Baseline	Benchmark
Average earned income of households affected by this policy in dollars (increase).	Average earned income of households affected by this policy prior to implementation of the activity (in dollars) = Public Housing: \$10,926 HCV: \$14,444	Expected average earned income of households affected by this policy prior to implementation of the activity (in dollars) = Public Housing: \$12,020 (10% increase) HCV: \$15,888 (10% increase)
SS #3: Increase in Positive Outcomes in Employment Status		
Report the Baseline, Benchmark and Outcome data for each type of employment status for those head(s) of households affected by the self-sufficiency activity.		
Unit of Measurement	Baseline	Benchmark
Report the following information separately for each category:	With the implementation of the new business system, OHA will be able to establish a baseline for each of the three types of households and will subsequently set the relevant benchmarks prior to implementation of this activity.	
(1) Employed Full- Time		
(2) Employed Part- Time		
(3) Enrolled in an Educational Program		

(4) Enrolled in Job Training Program		
(5) Unemployed		
(6) Other-Drug Rehab Counseling		
Percentage of total workable households in <<category name>> prior to implementation of activity (percent). This number may be zero.	Unknown	
SS #4: Households Removed from Temporary Assistance for Needy Families (TANF)		
Unit of Measurement	Baseline	Benchmark
Number of households receiving TANF assistance (decrease).	Number of households receiving TANF prior to implementation of this activity = 100 households	Number of households receiving TANF after implementation of this activity = 90 households (10% decrease)
SS #8: Households Transitioned to Self Sufficiency		
Unit of Measurement	Baseline	Benchmark
Number of households transitioned to self-sufficiency (increase). The PHA may create one or more definitions for "self sufficiency" to use for this metric. Each time the PHA uses this metric, the "Outcome" number should also be provided in Section (II) Operating Information in the space provided.	Number of households transitioned to self-sufficiency prior to implementation of this activity = Zero (0)	Number of households transitioned to self-sufficiency after implementation of this activity = 10% of eligible households

MTW Activity #13-01: Rent Reform Pilot Program

Description of MTW Activity: Create a pilot program to test rent reform strategies at Campbell Village (Public Housing) and AMP 10 (Section 8 PBV) where:

- Total Tenant Payment (TTP) calculated based on 27.5% of gross annual income for seniors and disabled households and 27% for work-eligible households
 - Working seniors and working disabled individuals will have the option to choose to be included in the "work-eligible" group where their rent would be calculated

based on 27% of their gross income and they would be on a biennial recertification schedule

- Triennial recertification schedule for senior and disabled households, biennial schedule for work-eligible households
- Eliminate all deductions (elderly/disabled deduction, dependent deduction, medical expenses, child care expenses) and earned income disallowance
- Increases in income within six months of recertification are excluded
- Absolute minimum rent of \$25. Households will still be eligible for a utility allowance. However, no rent will be reduced below the minimum rent due to a utility allowance
- Flat rent – In the Public Housing program, households will still have the option to choose a flat rent or the rent reform income-based rent calculation during initial eligibility or at the time of recertification

During the test phase of the pilot program, OHA will, at its discretion, withdraw components that are not working and/or move forward with implementing the policy for additional participants or properties based on the outcomes, after providing an opportunity for the public to comment on proposed changes. More details about this program and its components can be found in the FY 2013 MTW Annual Plan.

Anticipated Impacts: OHA and participant families will experience time savings related to the forgone re-certifications. Participant families on the biennial or triennial schedule may also see income savings as a result of OHA not recalculating rent portions during the in between years or because of the new income calculation.

Status Update: Due to transition to a new business system, OHA has been working with the vendor to develop a modification to handle alternative reexamination schedules. The modification will be tested in FY 2018 and tested and a subsequent implementation plan will be developed.

Changes or Modifications to Activity: There are no proposed changes or modifications to this activity.

Changes or Modifications to Metrics, Baselines or Benchmarks: This is the first year of implementation for this activity. There are no changes to the metrics, baselines, and benchmarks included in the Standard HUD Metrics table below.

CE #1: Agency Cost Savings		
Unit of Measurement	Baseline	Benchmark
Total cost of task in dollars (decrease). Senior and Disabled HCV <i>Initial</i> Calculation	Cost of task prior to implementation of the activity per household (in dollars) at \$31 per calculation(based on \$42 per hour and 67 households) = \$2,077	Expected cost of task after implementation of the activity is\$24.80 per calculation (20% reduction) = \$1,662

Total cost of task in dollars (decrease). Senior and Disabled Public Housing <i>Initial</i> Calculation	Cost of task prior to implementation of the activity per household at \$54 per calculation (based on \$36 per hour and 60 households) = \$3,240	Expected cost of task after implementation of the activity (in dollars) is \$43.20 per calculation (20% reduction) = \$2,592
Total cost of task in dollars (decrease). Senior and Disabled HCV <i>Reexam</i> Calculation	Cost of task prior to implementation of the activity (in dollars) = \$2,800 (based on 67 eligible households)	Expected cost of task after implementation of the activity = \$1,540 (45% reduction)
Total cost of task in dollars (decrease). Senior and Disabled Public Housing <i>Reexam</i> Calculation	Cost of task prior to implementation of the activity = \$4,320 (based on 60 eligible households)	Expected cost of task after implementation of the activity (in dollars) = \$2,160 (50% reduction)
Total cost of task in dollars (decrease). Work-Eligible HCV <i>Initial</i> Calculation	Cost of task prior to implementation of the activity per household (in dollars) is \$63 per calculation (based on \$42 per hour and 131 households) = \$8,253	Expected cost of task after implementation of the activity is \$50.40 (20% reduction) per calculation = \$6,602
Total cost of task in dollars (decrease). Work-Eligible Public Housing <i>Initial</i> Calculation	Cost of task prior to implementation of the activity per household (in dollars) is \$72 per calculation (based on \$36 per hour and 89 households)=\$6,408	Expected cost of task after implementation of the activity is \$57.60 (20% reduction) per calculation = \$5,126
Total cost of task in dollars (decrease). Work-Eligible HCV <i>Reexam</i> Calculation	Cost of task prior to implementation of the activity (in dollars) = \$15,132 (based on 131 eligible households)	Expected cost of task after implementation of the activity = \$7,565 (50% reduction)

Total cost of task in dollars (decrease). Work-Eligible Public Housing <i>Reexam</i> Calculation	Cost of task prior to implementation of the activity (in dollars) = \$6,408 (based on 89 eligible households)	Expected cost of task after implementation of the activity = \$3,204 (50% reduction)
Total cost of task in dollars (decrease).	Cost of task prior to implementation of the activity (in dollars) = \$48,638	Expected cost of task after implementation of the activity (in dollars) = \$30,451
CE #2: Staff Time Savings		
Unit of Measurement	Baseline	Benchmark
Total time to complete the task in staff hours (decrease). Senior and Disabled HCV <i>Initial</i> Calculation	Total amount of staff time dedicated to the task prior to implementation of the activity per household (in hours) = .75 hours	Expected amount of total staff time dedicated to the task after implementation of the activity (in hours) = .6 hours (20% reduction)
Total time to complete the task in staff hours (decrease). Senior and Disabled Public Housing <i>Initial</i> Calculation	Total amount of staff time dedicated to the task prior to implementation of the activity per household (in hours) = 1.5 hours	Expected amount of total staff time dedicated to the task after implementation of the activity (in hours) = 1.2 hours
Total time to complete the task in staff hours (decrease). Senior and Disabled HCV <i>Reexam</i> Calculation	Total amount of staff time dedicated to the task prior to implementation of the activity (in hours) = 67 hours (based on 67 eligible households)	Expected amount of total staff time dedicated to the task after implementation of the activity (in hours) = 37 hours (37% reduction)
Total time to complete the task in staff hours (decrease). Senior and Disabled Public Housing <i>Reexam</i> Calculation	Total amount of staff time dedicated to the task prior to implementation of the activity (in hours) = 120 hours (based on 60 eligible households)	Expected amount of total staff time dedicated to the task after implementation of the activity (in hours) = 60 hours (50% reduction)
Total time to complete the task in staff hours (decrease). Work-Eligible HCV <i>Initial</i> Calculation	Total amount of staff time dedicated to the task prior to implementation of the activity per household (in hours) = 1.5 hours	Expected amount of total staff time dedicated to the task after implementation of the activity (in hours) = 1.2 hours (20% reduction)

Total time to complete the task in staff hours (decrease). Work-Eligible Public Housing <i>Initial</i> Calculation	Total amount of staff time dedicated to the task prior to implementation of the activity per household (in hours) = 2 hours	Expected amount of total staff time dedicated to the task after implementation of the activity (in hours) = 1.6 hours (20% reduction)
Total time to complete the task in staff hours (decrease). Work-Eligible HCV <i>Reexam</i> Calculation	Total amount of staff time dedicated to the task prior to implementation of the activity (in hours) = 362 hours (based on 181 eligible households)	Expected amount of total staff time dedicated to the task after implementation of the activity (in hours) = 181 hours (50% reduction)
Total time to complete the task in staff hours (decrease). Work Eligible Public Housing <i>Reexam</i> Calculation	Total amount of staff time dedicated to the task prior to implementation of the activity (in hours) = 267 hours (based on 89 eligible households)	Expected amount of total staff time dedicated to the task after implementation of the activity (in hours) = 134 hours (50% reduction)
CE #3: Decrease in Error Rate of Task Execution		
Unit of Measurement	Baseline	Benchmark
Average error rate in completing a task as a percentage (decrease).	With the implementation of the new business system, OHA will be able to establish a baseline and conduct quality control assessments to determine the average error rate for data entry related to this activity. The expectation is that staff will be able to decrease the baseline by at least 5% over one year.	
Standard OHA Metrics		
Unit of Measurement	Baseline	Benchmark
Number of households with earned income	Public Housing: 0 households	Public Housing: 5 households
	HCV: 0 households	HCV: 8 households
Average annual earned income	Public Housing: \$10,926	Public Housing: \$12,020 (10% increase)
	HCV: \$14,444	HCV: \$15,888 (10% increase)

MTW Activity #12-01: Eliminate Caps and Time Limits on PBV Allocations

Description of MTW Activity: Eliminate caps and time limits on project-based voucher (PBV) allocations. Under the existing regulations, Public Housing Authorities (PHAs) are limited to project-basing up to 20 percent (20%) of the amount of budget authority allocated to the PHA by HUD in the PHA voucher program. In addition, PHAs are limited to project-basing up to 25

percent (25%) of units in a single development. Also, existing regulations state that a HAP contract may be amended during the three-year period immediately following the execution date of the HAP contract to add additional PBV contract units in the same project. Previously, OHA has received approval in the FY 2010 MTW Plan to remove the cap on the number of PBVs allocated to a single development. This activity was further expanded in the FY 2012 Plan to eliminate caps on PBV allocations in all areas.

Anticipated Impacts: Extend the long-term affordability of housing units using PBV assistance. Award projects to developers that will make efforts to leverage the PBV funding to preserve or create additional affordable housing opportunities for Oakland residents.

Status Update: Ongoing. OHA reserves the option to issue new PBV awards during the upcoming fiscal year. OHA is dependent on developers submitting allocation requests and will award PBV's based on need and funding availability. OHA also has pending conditional PBV awards made to projects accepted in a Request for Qualifications (RFQ) opened in FY17. In the FY17 RFQ, projects were allowed to request up to 100% of the dwelling units at a single multifamily site and conditional awards were based on project merits, community benefit and scoring relevant to population served. The Hamilton Apartments, which is a 92-unit (all studios) Moderate Rehabilitation program site, was among the projects selected through the FY 2017 RFQ process and a 100% PBV conditional PBV award will allow the Hamilton to Opt-Out of the Moderate Rehabilitation program and convert to PBV assistance. In total, 636 potential units at 23 sites were accepted for conditional PBV awards in the FY 2017 RFQ, the majority of which will enter into a PBV HAP contract during the FY 2018 plan year. Additionally, the former public housing scattered sites units continue to convert to the PBV program as in-place families with Tenant Protection Voucher (TPV) assistance move out. The PBV awards provide a one-for-one deep subsidy replacement program for public housing units that were approved for disposition. A tight and expensive rental market however is causing challenges for TPV holders to find available units in Oakland and subsequently, fewer units are being converted to PBV. In FY 2018, OHA will continue to explore strategies for using this activity to serve special needs populations given the tight housing market and dwindling supply of affordable housing units.

The County of Alameda passed an Affordable Housing Bond in November 2016 and the County will distribute funding to cities within the county. Based on the anticipated funding, OHA expects the City of Oakland to conduct a competitive selection process in the fall of 2017. Based on available funding, OHA may choose to award PBVs to projects that receive funding awards.

Changes or Modifications to Activity: There are no changes or modifications to the activity.

Changes or Modifications to Metrics, Baselines or Benchmarks: There are no changes to the metrics, baselines, and benchmarks included in the Standard HUD Metrics table below. Performance measures for this activity reflect the unknown status of new awards.

Standard HUD Metrics		
HC #4: Displacement Prevention		
Unit of Measurement	Baseline	Benchmark

Number of households at or below 80% AMI that would lose assistance or need to move (decrease). If units reach a specific type of household, give that type in this box.	Households losing assistance/moving prior to implementation of the activity = Zero(0)	Expected households losing assistance/moving after implementation of the activity = Zero (0)
Standard OHA Metrics		
Additional Units of Housing Made Available		
Unit of Measurement	Baseline	Benchmark
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.	Number of PBV units awarded above 25% of the total units in a project = Zero (0) units Number of PBV units awarded above 20% of total units in voucher program = Zero (0) units	Expected housing units of this type after implementation of the activity = 69 units Expected housing units of this type after implementation of the activity = 801 total units (incremental change in FY 2018 =8 units
Units of Housing Preserved		
Unit of Measurement	Baseline	Benchmark
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 = Zero (0) units	Expected housing units preserved after implementation of the activity = 100 units
Increase in Resident Mobility		
Unit of Measurement	Baseline	Benchmark

Number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase).	Households able to move to a better unit and/or neighborhood of opportunity prior to implementation of the activity = Zero (0) households	Expected households able to move to a better unit and/or neighborhood of opportunity after implementation of the activity = 77 households
Households Assisted by Services that Increase Housing Choice		
Unit of Measurement	Baseline	Benchmark
Number of households receiving services aimed to increase housing choice (increase).	Households receiving this type of service prior to implementation of the activity = Zero (0) households	Expected number of households receiving these services after implementation of the activity = Zero (0) households

MTW Activity #11-01: PBV Occupancy Standards

Description of MTW Activity: Developing PBV occupancy standards to be consistent with the occupancy standards required by other state or locally administered funding in a development (e.g. LIHTC program). Based on family composition, under this activity a family may qualify for a larger bedroom size than they would have under the previous policy. The activity applies to new participants in the PBV program and to in-place families whose household composition changes would require them to relocate.

Anticipated Impacts: This activity will make consistent occupancy standards for all units in a development regardless of source of subsidy, thereby, increasing housing options for households assisted with PBVs.

Status Update: Ongoing. This activity is largely dependent upon participant families requesting changes to household composition and its utilization is affected by these requests.

Changes or Modifications to Activity: OHA does not anticipate any changes or modifications to the activity in FY 2018.

Changes or Modifications to Metrics, Baselines or Benchmarks: There are no changes to the metrics, baselines, and benchmarks included in the Standard HUD Metrics table and the local OHA metrics table below.

Standard HUD Metrics
HC #4: Displacement Prevention

Unit of Measurement	Baseline	Benchmark
Number of households at or below 80% AMI that would lose assistance or need to move (decrease). If units reach a specific type of household, give that type in this box.	Number of Households losing assistance or forced to move prior to implementation of the activity = Three (3) households	Expected households losing assistance/moving after implementation of the activity = Zero (0) households
HC #5: Increase in Resident Mobility		
Unit of Measurement	Baseline	Benchmark
Number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase).	Households able to move to a better unit and/or neighborhood of opportunity prior to implementation of the activity = Zero (0) households	Expected households able to move to a better unit and/or neighborhood of opportunity after implementation of the activity = Zero (0) households doesn't apply because the households impacted by this activity are in place.
Standard OHA Metrics		
Additional Units of Housing Made Available		
Unit of Measurement	Baseline	Benchmark
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.	Number of households who would not qualify for an available unit based on household composition = Zero (0) households	Expected housing units of this type after implementation of the activity = Five (5) households
Units of Housing Preserved		
Unit of Measurement	Baseline	Benchmark
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 = Zero (0) units	Expected housing units preserved after implementation of the activity = Two (2) units
Households Assisted by Services that Increase Housing Choice		

Unit of Measurement	Baseline	Benchmark
Number of households receiving services aimed to increase housing choice (increase).	Households receiving this type of service prior to implementation of the activity = Zero (0) households	Expected number of households receiving these services after implementation of the activity = Five (5) households

MTW Activity #11-02: Standardize Transfer Policy

Description of MTW Activity: Adopt a policy to allow residents to transfer between Section 8 and Section 9 programs within the OHA portfolio. Amend the current transfer policies to standardize the procedures across programs. Policy may include provisions such as the length of tenancy required to request a transfer voucher, impacts to the HCV wait list, and a cap on the number of transfer vouchers issued annually. Families may be required to complete a two-year tenancy in order to be eligible to request a transfer voucher from either the public housing or PBV program. In order to limit the impact on the HCV waitlist, the issuance of vouchers may be subject to a one-for-one policy whereby at least one or more new vouchers are issued to families selected from the HCV tenant-based waiting list for every public housing or PBV transfer voucher issued. In order to control demand, OHA is considering limiting the number of transfer vouchers available to no more than 10 percent (10%) of the total units in the Public Housing and PBV programs combined per year and the amount of transfer requests granted is subject to the Executive Director's discretion.

Anticipated Impacts: OHA is experiencing leasing challenges in the Housing Choice Voucher (HCV) program due to extremely high market rate rents and low inventory. Due to these issues, families searching for housing often reach the limit of search times and even with time extensions granted, families are unable to find suitable housing. OHA intends to use this standardized transfer policy to increase housing choice by offering eligible families that may lose their opportunity for subsidy, vacant units in PBV assisted units or public housing. This activity will also allow OHA to increase housing choice for those families that request transfers due to emergency situations, reasonable accommodation or compliance with occupancy standards, where units may not be available within the same program type, but are available within the OHA portfolio. OHA may use this activity to manage compliance with OHA occupancy standards as family size and composition changes cause families to be housed in units that are no longer appropriate based on occupancy standard guidelines, resulting in a more efficient utilization of Federal resources. OHA will also use this activity to allow moves from local, non-traditional programs (LNT) to the traditional section 8 and 9 authorized programs once a family has graduated from the LNT program and sufficiently demonstrated housing stability.

Status Update: This activity has been previously approved but not yet implemented. OHA intends to implement this activity in FY 2018.

Implementation Timeline: OHA will begin implementation of this activity during FY 2018.

Changes or Modifications to Activity: For transfers between Section 8 and Section 9 programs, OHA proposes to perform an eligibility assessment upon the transfer to meet mandatory program requirements for the program the resident is entering. This assessment will not duplicate screenings that were already performed previously to determine program admission in the originating program.

Authorization: The proposed modification is authorized in OHA's MTW Agreement, Attachment C, Paragraph D(3)(a) and (b) and waives certain provisions of Sections 8(o)(5) of the US Housing Act of 1937 regarding eligibility. Attachment C, Paragraph C.2 includes the appropriate waivers for alternate eligibility assessments as necessary to implement OHA's MTW Plan.

Changes or Modifications to Metrics, Baselines or Benchmarks: There are no changes to the metrics, baselines, and benchmarks included in the Standard HUD Metrics and the local OHA metrics table below.

Standard HUD Metrics		
HC #3: Decrease in Wait List Time		
Unit of Measurement	Baseline	Benchmark
Average applicant time on waitlist in months (decrease)	Average applicant time on waitlist prior to implementation of the activity (in months) (OHA is currently unable to track this metric due to Business System Limitations)	Expected applicant time on waitlist after implementation of the activity (in months) (OHA is currently unable to track this metric due to Business System Limitations)
HC #4: Displacement Prevention		
Unit of Measurement	Baseline	Benchmark
Number of households at or below 80% AMI that would lose assistance or need to move (decrease). If units reach a specific type of household give that type. (HCV)	Households losing assistance prior to implementation of activity. (number of households where voucher expires) This metric does not apply to the goals for this activity and therefore is not something that OHA can measure relative to it.	Expected households losing assistance after implementation of activity. (number of households where voucher expires should decrease) This metric does not apply to the goals for this activity and therefore is not something that OHA can measure relative to it.
HC #5: Increase in Resident Mobility		
Unit of Measurement	Baseline	Benchmark
Number of households	Households able to move to a	Expected households able to

able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase).	better unit and/or neighborhood of opportunity prior to implementation of the activity = Zero (0) households	move to a better unit and/or neighborhood of opportunity after implementation of the activity = number of inter-program transfers that occur as result (emergencies, RAs)
HC #7: Households Assisted by Services that Increase Housing Choice		
Unit of Measurement	Baseline	Benchmark
Number of households receiving services aimed to increase housing choice (increase).	Households receiving services aimed to increase housing choice prior to implementation of the activity = Zero (0) households	Expected households receiving services aimed to increase housing choice after implementation of the activity = Zero (0) Number of HH that transferred as a result
CE #5: Increase in Agency Revenue		
Unit of Measurement	Baseline	Benchmark
Rental revenue in dollars (increase).	Rental revenue in dollars prior to implementation of the activity = Zero (0) households	Expected Rental revenue in dollars after implementation of the activity = Zero (0) Amount of revenue increase due to HH that were rightsized due to activity.

MTW Activity #11-03: SRO/Studio Apartment Preservation Program

Description of MTW Activity: Develop a sub-program to award long-term housing assistance to Single Room Occupancy (SRO) and studio apartment developments. Based on local market conditions, OHA will extend assistance to programs that operate SRO housing given the high need for housing in Oakland.

Anticipated Impacts: Due to high market rate rents and a very low inventory of affordable housing units, hard to house populations are being adversely affected as developers opt to convert SRO housing to other uses. OHA will continue to offer operating assistance through a Request for Qualifications (RFQ) process to help stabilize this housing type. The assistance that OHA provides to the existing SRO sites that may or may not offer services, helps to preserve a valuable resource that houses many of Oakland's most frail and vulnerable populations.

Status Update and Implementation Timeline: Ongoing. OHA reserves the right to issue a 2nd Request for Qualifications (RFQ) based on need, City of Oakland priorities and funding

availability.

Changes or Modifications to Activity: OHA does not anticipate any changes or modifications to the activity in FY 2018.

Changes or Modifications to Metrics, Baselines or Benchmarks: There are no changes to the metrics, baselines, and benchmarks included in the Standard HUD Metrics table and the local OHA metrics table below.

HC #4: Displacement Prevention		
Unit of Measurement	Baseline	Benchmark
Number of households at or below 80% AMI that would lose assistance or need to move (decrease). If units reach a specific type of household, give that type in this box.	Households losing assistance/moving prior to implementation of the activity = 100	Expected households losing assistance/moving after implementation of the activity = Zero (0)
HC#1: Additional Units of Housing Made Available		
Unit of Measurement	Baseline	Benchmark
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.	Number of units of this type prior to implementation of the activity = Zero (0) units	Expected housing units of this type after implementation of the activity = (100) units
HC#2: Units of Housing Preserved		
Unit of Measurement	Baseline	Benchmark
Number of housing units preserved for households at or below 80% AMI that would otherwise not	Housing units preserved prior to implementation of the activity = Zero (0) units	Expected housing units preserved after implementation of the activity = Zero (100) units

be available (increase). If units reach a specific type of household, give that type in this box.		
HC#5: Increase in Resident Mobility		
Unit of Measurement	Baseline	Benchmark
Number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase).	Households able to move to a better unit and/or neighborhood of opportunity prior to implementation of the activity = Zero (0) households	Expected households able to move to a better unit and/or neighborhood of opportunity after implementation of the activity = (50) households
HC#7: Households Assisted by Services that Increase Housing Choice		
Unit of Measurement	Baseline	Benchmark
Number of households receiving services aimed to increase housing choice (increase).	Households receiving this type of service prior to implementation of the activity = Zero (0) households	Expected number of households receiving these services after implementation of the activity = (50) households

MTW Activity #11-05: PBV Transitional Housing Program

Description of MTW Activity: Develop sub-programs modeled after the Project-Based Voucher program to allow for transitional housing opportunities at developments serving low-income special needs households who otherwise might not qualify for, or be successful in the Public Housing and/or Section 8 programs. These programs are currently planned to provide assistance for 18 to 36 months and transition the participant families into permanent affordable housing but this period may be change with the implementation of new programs with different guidelines and graduation requirements. With established partnerships with Alameda County departments, this activity facilitates the development of local, non-traditional housing programs like the Maximizing Opportunities for Mothers to Succeed (MOMS) initiative, and Parents and Children Together (PACT) / Dads Acquiring & Developing Skills (DADS) program.

Currently, MOMS offers service-enriched transitional housing support to formerly incarcerated women seeking to reunite with their children. In addition to the housing subsidy, the MOMS program offers customized adult, family and youth case management, group counseling services, family activities and educational and employment development assistance to all

participants. Continuing the partnership with the Alameda County Sheriff's Office will provide participant families the opportunity to enter into a residential family reunification plan that will include a variety of supportive services. If implemented, PACT/DADS will include a transitional, residential component that will provide a safe, temporary apartment unit that allows parents of any gender who have received custody or are at the final stages of acquiring custody to experience the reunification process in a stable home environment for the family.

The Alameda County Sheriff's Office (ACSO) provides MOMS applicants to OHA through direct referral. Following ACSO program standards, ACSO staff selects and refer to OHA those ACSO MOMs candidates who qualify for minimally supervised transitional housing after completion of a 6-8 week multi-faceted program while in custody including an Individual Case Management Plan (ICM). ACSO referred "applicants" are then screened by OHA Eligibility according to HUD program requirements. ACSO MOMS applicants who meet HUD program requirements are offered a unit at the 18 month OHA MOMS Housing program site. Those selected for the OHA Housing Component remain in the ACSO MOMS Transitional Case Management Program for 18 months, during which they must comply with the PBV Housing Lease, PBV Program and ACSO MOMs Program requirements as well as their ICM.

Anticipated Impacts: Expand housing options for low-income special needs families that would traditionally not be served by the Public Housing or Section 8 program.

Status Update: Staff continues to develop the PBV transitional housing program to best serve a population faced with many financial and social challenges. The pilot project for this activity is the Maximizing Opportunities for Mothers to Succeed (MOMS) program, which provides up to 19 units of service enriched transitional housing for women leaving the county jail system and reuniting with their children. OHA plans to increase the number of families served by instituting the PACT and DADS programs.

The Authority, along with the primary program partners Alameda County Sheriff's Office (ACSO) and the Alameda County Behavioral Health Care Services (ACBHS) Department, have facilitated a strategic planning process resulting in several program improvements. Planned additions to the current program structure include a sober living agreement, an alumni participation agreement, stronger coordination of multi-agency intervention for lease non-compliance and additional on-site program activities to enhance parent/child engagement and workforce development for older youth and adults.

The Authority rehabilitated a 20-unit building that is in the same community as the MOMs site and the MOMs program transitioned into the new location in December 2016. The OHA Family and Community Partnerships department is assisting with case management as the ACSO transitions case management services that were previously provided by an external partner to be managed by in-house staff.

Changes or Modifications to Activity: OHA does not anticipate any changes or modifications to this activity in FY 2018.

Changes or Modifications to Metrics, Baselines or Benchmarks: There are no changes to the metrics, baselines, and benchmarks included in the Standard HUD Metrics table and the local OHA metrics table below.

<i>Standard HUD Metrics</i>		
<i>HC #5: Increase in Resident Mobility</i>		
Unit of Measurement	Baseline	Benchmark
Number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase).	Households able to move to a better unit and/or neighborhood of opportunity prior to implementation of the activity = Zero (0)	Expected households able to move to a better unit and/or neighborhood of opportunity after implementation of the activity = 15 households
<i>HC #7: Households Assisted by Services that Increase Housing Choice</i>		
Unit of Measurement	Baseline	Benchmark
Number of households receiving services aimed to increase housing choice (increase).	Households receiving this type of service prior to implementation of the activity = Zero (0)	Expected number of households receiving these services after implementation of the activity = 15 households
<i>Standard OHA Metrics</i>		
<i>Additional Units of Housing Made Available</i>		
Unit of Measurement	Baseline	Benchmark
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.	Number of households who would not qualify for an available unit based on household composition = Zero (0) households	Expected housing units of this type after implementation of the activity = 15 households
<i>Increase in Household Income</i>		
Unit of Measurement	Baseline	Benchmark
Average earned income of households affected by this policy in dollars (increase).	Average earned income of households prior to implementation of this activity = Zero (0) dollars	Average earned income of households after implementation of this activity = 1040 hours at minimum wage (\$12.55) =\$13,052
<i>Increase in Household Savings</i>		
Unit of Measurement	Baseline	Benchmark

Average amount of savings/escrow of households affected by this policy in dollars (increase).	Average amount of savings/escrow of households prior to implementation of this policy = Zero (0) dollars	Average amount of savings/escrow of households after implementation of this policy = \$100 OHA will also link families to Family and Community Partnerships to help offer assistance with establishing a savings plan or enrolling in the FSS program.
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Increase in Positive Outcomes in Employment Status

Report the Baseline, Benchmark and Outcome data for each type of employment status for those head(s) of households affected by the self-sufficiency activity.

Unit of Measurement	Baseline	Benchmark
Report the following information separately for each category:		
(1) Employed Full- Time	1) Zero (0) households	1) 0 households
(2) Employed Part- Time	2) Zero (0) households	2) 2 households
(3) Enrolled in an Educational Program	3) Unknown	3) 3 households
(4) Enrolled in Job Training Program	4) Unknown	4) 1 household
(5) Unemployed	5) 8 households	5) 6 households
(6) Other-Drug Rehab Counseling	6) Unknown	6) 8 households
Percentage of total workable households in <<category name>> prior to implementation of activity (percent). This number may be zero.	Unknown	

Households Removed from Temporary Assistance for Needy Families (TANF)

Unit of Measurement	Baseline	Benchmark
Number of households receiving TANF assistance (decrease).	Number of households receiving TANF prior to implementation of this activity = 8 households	Number of households receiving TANF after implementation of this activity= 5 households

Households Assisted by Services that Increase Self Sufficiency

Unit of Measurement	Baseline	Benchmark
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Number of households receiving services aimed to increase self-sufficiency (increase).	Number of households receiving services aimed to increase self-sufficiency prior to implementation = Zero (0) households	Number of households receiving services aimed to increase self-sufficiency after implementation = 15 households
Households Transitioned to Self Sufficiency		
Unit of Measurement	Baseline	Benchmark
Number of households transitioned to self sufficiency (increase). The PHA may create one or more definitions for "self sufficiency" to use for this metric. Each time the PHA uses this metric, the "Outcome" number should also be provided in Section (II) Operating Information in the space provided.	Number of households transitioned to self sufficiency prior to implementation of this activity = Zero (0)	Number of households transitioned to self sufficiency after implementation of this activity = 3 households will graduate from program

MTW Activity #10-01: Specialized Housing Programs

Description of MTW Activity: In partnership with the Alameda County Sheriff's Department, OHA operates the MOMS program. This activity increases the allocation of resources to the MOMS program to improve outcomes and enhance program coordination among partners.

Anticipated Impacts: OHA anticipated improved self-sufficiency outcomes for residents.

Status Update: Ongoing. Based on the success of the pilot, the program was expanded to house additional families (up to 15 additional households), and a new re-entry/family unification program that will no longer prescribe the composition of the family as in development with our partners and may begin in this program year. See discussion in activity #11-05.

Changes or Modifications to Activity: OHA does not anticipate any changes or modifications to the activity in FY 2018.

Changes or Modifications to Metrics, Baselines or Benchmarks: There are no changes to the metrics, baselines, and benchmarks included in the Standard HUD Metrics table and the local OHA metrics table below.

Standard HUD Metrics		
CE #4: Increase in Resources Leveraged		
Unit of Measurement	Baseline	Benchmark
Amount of funds leveraged in dollars (increase).	Amount leveraged prior to implementation of the activity (in dollars) = Zero (0)	Actual amount leveraged after implementation of the activity (in dollars) = \$250,000

MTW Activity #10-02: Program Extension for Households Receiving Zero HAP

Description of MTW Activity: Modify the HCV program rules to allow participants receiving a Housing Assistance Payment (HAP) of zero (\$0) to remain in the program for up to 24 months before being terminated from the program.

Anticipated Impacts: Remove incentives for families to end employment or reduce sources of income in order to maintain housing assistance. Encourage employment and provide additional security for participants trying to increase their income.

Status Update: Ongoing. OHA has formed a new Program Compliance team that will manage this population and provide better operational tracking of the participants using this safety net.

Changes or Modifications to Activity: OHA does not anticipate any changes or modifications to the activity in FY 2018.

Changes or Modifications to Metrics, Baselines or Benchmarks: There are no changes to the metrics, baselines, and benchmarks included in the Standard HUD Metrics table below.

Standard HUD Metrics		
SS #1: Increase in Household Income		
Unit of Measurement	Baseline	Benchmark
Average earned income of households affected by this policy in dollars (increase).	Average earned income of households affected by this policy prior to implementation of the activity (in dollars). \$47,711 for 109 households	Expected average earned income of households affected by this policy prior to implementation of the activity (in dollars) = \$47,711 (0% increase)
SS #4: Households Removed from Temporary Assistance for Needy Families (TANF)		
Unit of Measurement	Baseline	Benchmark

Number of households receiving TANF assistance (decrease).	Number of households receiving TANF assistance prior to implementing this activity = 20 households	Number of households receiving TANF assistance after implementing this activity = 19 households (5% decrease)
SS #6: Reducing Per Unit Subsidy Costs for Participating Households		
Unit of Measurement	Baseline	Benchmark
Average amount of Section 8 and/or 9 subsidy per household affected by this policy in dollars (decrease).	Average subsidy per household affected by this policy prior to implementation of the activity = Zero (0)	Expected average subsidy per household affected by this policy after implementation of the activity = Zero (0)
SS #7: Increase in Agency Rental Revenue		
Unit of Measurement	Baseline	Benchmark
PHA rental revenue/HAP in dollars (increase).	HAP prior to implementation of the activity (in dollars) = \$0	Expected HAP after implementation of the activity (in dollars) = \$0
SS #8: Households Transitioned to Self Sufficiency		
Unit of Measurement	Baseline	Benchmark
Number of households transitioned to self sufficiency (increase). The PHA may create one or more definitions for "self sufficiency" to use for this metric. Each time the PHA uses this metric, the "Outcome" number should also be provided in Section (II) Operating Information in the space provided.	Number of households transitioned to self-sufficiency prior to implementation of this activity = 10 households	Number of households transitioned to self-sufficiency after implementation of this activity = 20 households
Standard OHA Metrics		
Households Assisted by Services that Increase Self Sufficiency		
Unit of Measurement	Baseline	Benchmark
Number of households receiving services aimed to increase self-sufficiency (increase).	Number of households receiving services aimed to increase self-sufficiency prior to implementation of this activity = Zero (0) households	Number of households receiving services aimed to increase self-sufficiency after implementation of this activity = 10 households

MTW Activity #10-03: Combined PBV HAP Contract for Non-Contiguous Scattered Sites

Description of MTW Activity: Modify PBV program rules to allow HAP contracts to be executed for non-contiguous buildings.

Anticipated Impacts: Reduce agency administrative costs associated with staff time and preparing, executing, and managing the HAP contracts.

Status Update: Ongoing. Drachma LP Apartments was awarded 11 Project-Based Vouchers for existing units in FY 2017 and will utilize this activity to consolidate 8 buildings into one project for a HAP contract in FY 2018. .

Changes or Modifications to Activity: OHA does not anticipate any changes or modifications to the activity in FY 2018.

Changes or Modifications to Metrics, Baselines or Benchmarks: There are no changes to the metrics, baselines, and benchmarks included in the Standard HUD Metrics table below

Standard HUD Metrics		
CE #1: Agency Cost Savings		
Unit of Measurement	Baseline	Benchmark
Total cost of task in dollars (decrease).	Cost of task prior to implementation of the activity = \$52.61 (staff salary/hour) * 48 hours = \$2,525	Expected cost of task after implementation of the activity = \$52.61 * 6 hours = \$315.66
CE #2: Staff Time Savings		
Unit of Measurement	Baseline	Benchmark
Total time to complete the task in staff hours (decrease).	Total amount of staff time dedicated to the task prior to implementation of the activity = 6 hours/contract * 8 contracts = 48 hours	Expected amount of total staff time dedicated to the task after implementation of the activity = 6 hours/contract * 1 contracts = 6 Hours

MTW Activity #10-04: Alternative Initial Rent Determination for PBV Units

Description of MTW Activity: Modify the PBV program requirement to determine the initial contract rent for each PBV project. PBV program rule requires initial contract rents to be determined using a comparability analysis or market study certified by a HUD approved

independent agency for OHA-owned units. In addition, the definition of PBV “project” is expanded to include non-contiguous scattered sites. Initial PBV contract rents are determined based on bedroom sizes and are applicable to units of the same bedroom size within the project.

Anticipated Impacts: Reduce the costs associated with establishing reasonable rents.

Status Update: Ongoing. Twenty-three projects were awarded PBVs under the PBV Existing Housing RFQ – 16-008 in FY 2017. Of these projects, the Drachma LP Apartments consists of 8 scattered sites/buildings in West Oakland. Utilizing this activity, the project will require only one rent comparability study to determine the initial contract rents for comparable sized bedroom units instead of eight different studies.

Changes or Modifications to Activity: OHA does not anticipate any changes or modifications to the activity in FY 2018.

Changes or Modifications to Metrics, Baselines or Benchmarks: Benchmarks have been updated to reflect the project planned for this activity in the Standard HUD Metrics table below.

CE #1: Agency Cost Savings		
Unit of Measurement	Baseline	Benchmark
Total cost of task in dollars (decrease).	Cost of task prior to implementation of the activity = \$1,400 x 50 projects = \$70,000	Expected cost of task after implementation of the activity = \$2,200 * 6 AMP areas = \$13,200
CE #2: Staff Time Savings		
Unit of Measurement	Baseline	Benchmark
Total time to complete the task in staff hours (decrease).	Total amount of staff time dedicated to the task prior to implementation of the activity = 4 hours/contract * 50 contracts = 200 hours	Expected amount of total staff time dedicated to the task after implementation of the activity = 10 hours/contract * 6 contracts = 60 Hours
HC #2: Units of Housing Preserved		
Unit of Measurement	Baseline	Benchmark

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 = Zero (0)	Expected housing units preserved after implementation of the activity = 500 units preserved
HC #4: Displacement Prevention		
Unit of Measurement	Baseline	Benchmark
Number of households at or below 80% AMI that would lose assistance or need to move (decrease). If units reach a specific type of household, give that type in this box.	Households losing assistance/moving prior to implementation of the activity (number) = 60 units	Expected households losing assistance/moving after implementation of the activity (number) = Zero (0)

MTW Activity #10-05: Acceptance of Lower HAP in PBV Units

Description of MTW Activity: As a result of public housing disposition, some households may meet the definition of “over-housed” based on differences in the occupancy policies in Section 8 programs. Additionally, a member of a Project-Based Voucher assisted family may leave or be removed from the household composition for one reason or another, during the course of an assisted tenancy. As a result, a family may no longer qualify for a unit they occupy and would be required to relocate to an appropriately sized unit when one may not be available. In these situations, this activity allows the landlord or management agent to accept a lower HAP based on the appropriate number of bedrooms for the family as opposed to the actual number of bedrooms in the unit and the family would not have to be displaced.

Anticipated Impacts: Ensure access to housing for families impacted by disposition and preservation of affordable units when a family’s subsidy standard becomes less than the PBV unit size during the course of the tenancy.

Status Update: Ongoing.

Changes or Modifications to Activity: OHA does not anticipate any changes or modifications to the activity in FY 2018.

Changes or Modifications to Metrics, Baselines or Benchmarks: The baseline for HC#4 has been updated to reflect the number of households displaced prior to implementation and benchmarks have been updated for FY 2018 projections in the Standard HUD Metrics table below.

HC #2: Units of Housing Preserved		
Unit of Measurement	Baseline	Benchmark
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 = Zero (0)	Expected housing units preserved after implementation of the activity = 10 units preserved
SS #6: Reducing Per Unit Subsidy Costs for Participating Households		
Unit of Measurement	Baseline	Benchmark
Average amount of Section 8 and/or 9 subsidy per household affected by this policy in dollars (decrease).	Average subsidy per household affected by this policy prior to implementation of the activity (in dollars). Zero dollars	Expected average subsidy per household affected by this policy after implementation of the activity (in dollars)\$201 (difference between the average subsidy of a 3 versus 2 bedroom unit for projected affected households)
HC #4: Displacement Prevention		
Unit of Measurement	Baseline	Benchmark
Number of households at or below 80% AMI that would lose assistance or need to move (decrease). If units reach a specific type of household, give that type in this box.	Households losing assistance/moving prior to implementation of the activity (number) = 0 units	Expected households losing assistance/moving after implementation of the activity (number) = 10 units

MTW Activity #10-06: Local Housing Assistance Program

Description of MTW Activity: The Local Housing Assistance Program (LHAP) activity through initiatives like the Sponsor Based Housing Assistance Program (SBHAP) provides support to households that might not qualify for or be successful in the traditional Public Housing and/or Section 8 programs. LHAP provides subsidies to low-income households that were part of the Oakland Affordable Housing Preservation Initiatives (OAHPI) disposition that are not eligible for

the voucher program and to partnering agencies operating service enriched housing for low-income households with special needs. LHAP programs serve families in partnership with the City of Oakland's Department of Human Services and the Oakland PATH Rehousing Initiative, leveraging the expertise and experience of the non-profit, community-based service providers. LHAP provides rental housing assistance through the form of rental subsidies, utility assistance, security deposits, etc. to individuals who come from homeless encampments or are exiting the criminal justice system, or are emancipated foster youth.

The City of Oakland manages subcontractors who specialize in managing the program to serve three vulnerable populations: individuals living in street homeless encampments, adults being discharged from San Quentin State Prison, and youth with recent contact with the criminal justice system. These subcontractors provide program applicants via direct referral into the program managed by the City of Oakland.

With established partnerships with Alameda County departments, OHA plans to expand this activity to include additional local housing assistance programs under the Special Needs Housing Assistance Programs (SNHAP) initiative. The SNHAP will provide housing assistance to high need populations currently being served by providers funded by local government partners like the Department of Social Services. Through a project-based housing assistance award model we intend to directly link special needs populations currently being served in programs and related services targeting their special needs, with housing assistance provided through OHA. OHA will begin two pilot programs with the County during the program year.

Anticipated Impacts: Increase the housing choices for hard-to-house families and provide critical support to agencies operating serviced enriched housing for special needs households.

Status Update: OHA is exploring partnerships with County agencies to work together to provide service enriched housing for special needs populations.

Changes or Modifications to Activity: OHA has moved the SNHAP initiative from activity #11-05 to this activity in FY 2018 because it is modeled after current local non-traditional activities represented here. .

Changes or Modifications to Metrics, Baselines or Benchmarks: There are no changes to the metrics, baselines, and benchmarks included in the Standard HUD Metrics table below.

Standard HUD Metrics		
HC #1: Additional Units of Housing Made Available		
Unit of Measurement	Baseline	Benchmark

Number of new housing units made available for households at or below 80% AMI as a result of the activity (increase) LHAP	Number of households who would not qualify for an available unit based on household composition = Zero (0)	Expected housing units of this type after implementation of the activity = 22
SBHAP	Number of households who would not qualify for an available unit based on household composition = Zero (0)	Expected housing units of this type after implementation of the activity = 115
Total number of new housing units made available for households at or below 80% AMI as a result of the activity (increase).	Total number of households who would not qualify for an available unit based on household composition = Zero (0)	Total expected housing units of this type after implementation of the activity = 137
HC #5: Increase in Resident Mobility		
Unit of Measurement	Baseline	Benchmark
Number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase). LHAP	Households able to move to a better unit and/or neighborhood of opportunity prior to implementation of the activity = Zero (0)	Expected households able to move to a better unit and/or neighborhood of opportunity after implementation of the activity = 22
Number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase). SBHAP	Households able to move to a better unit and/or neighborhood of opportunity prior to implementation of the activity = Zero (0)	Expected households able to move to a better unit and/or neighborhood of opportunity after implementation of the activity = 115
Total number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase).	Total households able to move to a better unit and/or neighborhood of opportunity prior to implementation of the activity = Zero (0)	Total expected households able to move to a better unit and/or neighborhood of opportunity after implementation of the activity = 137
HC #7: Households Assisted by Services that Increase Housing Choice		
Unit of Measurement	Baseline	Benchmark

Number of households receiving services aimed to increase housing choice (increase). LHAP	Households receiving this type of service prior to implementation of the activity = Zero (0)	Expected number of households receiving these services after implementation of the activity = 22
Number of households receiving services aimed to increase housing choice (increase). SBHAP	Households receiving this type of service prior to implementation of the activity = Zero (0)	Expected number of households receiving these services after implementation of the activity =115
Total number of households receiving services aimed to increase housing choice (increase). SBHAP	Total households receiving this type of service prior to implementation of the activity = Zero (0)	Total expected number of households receiving these services after implementation of the activity =137

MTW Activity #08-01: Fund Affordable Housing Development Activities

Description of MTW Activity: Utilize Single Fund Flexibility to leverage funds to preserve affordable housing resources and create new affordable housing opportunities in Oakland. These housing opportunities provide units under the traditional programs as well as local, non-traditional units.

Anticipated Impacts: Create new and replacement affordable housing thereby increasing the housing choices for low-income households.

Status Update: Ongoing. OHA continues to develop affordable housing to expand opportunities for families in need. Current projects in development include:

- 94th and International – A development with 59 units of one, two and three bedrooms for families with income from 30-50% of the area median income. The site will have commercial space and on-site community space for supportive services, a computer room, and kitchen, tot-lot and laundry facilities. The project is under construction. Lease up is anticipated in fall 2017.
- Brooklyn Basin – A development with 465 affordable rental units (110 (senior) and 355 (family)) on two parcels that will be developed in four phases. This project is in the predevelopment phase. The OHA is partnering with a developer and the City of Oakland, subject to NEPA approval, construction of the first parcel will commence in spring 2018.
- 15th and Harrison Street – A development with 80-120 affordable rental units. This development is in the predevelopment phase. The OHA plans to self-develop this affordable housing project on a parking lot it owns in downtown Oakland.

- Emptyrean Hotel – The OHA is working with a developer to convert a 99 unit severely distressed Single-room Occupancy hotel in downtown Oakland into 66 affordable studio and 1-bedroom apartments. Subject to NEPA, the rehabilitation will begin in fall 2017.
- Foothill Family Apartments – OHA has an option to purchase Foothill Family Apartments, a 65-unit affordable housing development, from Foothill Family Apartments, Limited Partnership (LP). OHA is negotiating to purchase the limited partner's interest in Foothill Family Apartments, L.P. If the negotiations with the Investor Limited Partner are unsuccessful OHA will exercise its option to purchase the property outright.

Future compliance requirements that affect how new units developed by OHA can be counted towards families served may affect OHA's strategy in pursuing new development opportunities.

Changes or Modifications to Activity: OHA does not anticipate any changes or modifications to the activity in FY 2018.

Changes or Modifications to Metrics, Baselines or Benchmarks: Changes to the benchmarks of each metric reflect the updated totals planned for development activities and are included in the Standard HUD Metrics table below.

Standard HUD Metrics		
HC #1: Additional Units of Housing Made Available		
Unit of Measurement	Baseline	Benchmark
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 = Zero (0)	Expected housing units of this type after implementation of the activity = 604 units under construction
HC #2: Units of Housing Preserved		
Unit of Measurement	Baseline	Benchmark
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 = Zero (0)	Expected housing units preserved after implementation of the activity = 66 units rehabilitated
HC #5: Increase in Resident Mobility		
Unit of Measurement	Baseline	Benchmark

Number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase).	Households able to move to a better unit and/or neighborhood of opportunity prior to implementation of the activity = Zero (0)	Expected households able to move to a better unit and/or neighborhood of opportunity after implementation of the activity = 670 households
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MTW Activity #06-01: Site Based Wait Lists

Description of MTW Activity: Establish site based wait lists at all public housing sites, HOPE VI sites, and developments with PBV allocations.

Anticipated Impacts: The selection and pre-screening of prospective tenants at each site improves efficiency and reduces the duplication of administrative functions. Site based wait lists allow applicants to choose what sites or areas of the city they choose to live, and reduces the number of households rejecting an apartment because it is not near the family's support systems, work and schools. Applicants may apply for multiple lists as well. Additionally, OHA has chosen to use a lottery system at its site-based wait lists to reduce the list to a number where offers can be made in a reasonable period of time. Thus, the site based wait lists will be opened and closed more frequently thereby increasing the frequency of access to affordable housing opportunities, reducing the long waiting periods for applicants, and reducing the need and cost of wait list purging and maintenance.

Status Update: Ongoing

Changes or Modifications to Activity: OHA does not anticipate any changes or modifications to the activity in FY 2018.

Changes or Modifications to Metrics, Baselines or Benchmarks: There are no changes to the metrics, baselines, and benchmarks included in the Standard HUD Metrics table below.

Standard HUD Metrics		
CE #1: Agency Cost Savings		
Unit of Measurement	Baseline	Benchmark
Total cost of determining program eligibility in dollars (decrease).	Cost of task prior to implementation of the activity = \$875 per vacancy	Expected cost of task after implementation of the activity = \$500 per vacancy
Total cost to lease available vacant units to public housing applicants in dollars (decrease).	Cost of task prior to implementation of the activity = \$110,000 annually	Expected cost of task after implementation of the activity = \$77,000 annually
CE #2: Staff Time Savings		
Unit of Measurement	Baseline	Benchmark

Total time to complete the task in staff hours (decrease).	Total amount of staff time dedicated to the task prior to implementation of the activity (in hours) = 19 hours/household	Expected amount of total staff time dedicated to the task after implementation of the activity = 11 hours/household
CE #3: Decrease in Error Rate of Task Execution		
Unit of Measurement	Baseline	Benchmark
Average error rate in completing a task as a percentage (decrease).	Average error rate of task prior to implementation of the activity = Unknown at this time and OHA will conduct a quality control audit in to determine error rate.	Expected average error rate of task after implementation of the activity = Anticipated error rate is 5 percent (5%)
HC #3: Decrease in Wait List Time		
Unit of Measurement	Baseline	Benchmark
Average applicant time on wait list in months (decrease).	OHA has maintained site-based wait lists for several years and as a result is not able to produce data to compare outcomes to the baseline of when the wait list was consolidated.	

MTW Activity #06-02: Allocation of PBV Units: Without Competitive Process

Description of MTW Activity: Allocate PBV units to developments owned directly or indirectly by OHA without using a competitive process.

Anticipated Impacts: Reduce the administrative time and development costs associated with issuing an RFP. Increase housing choices by creating new or replacement affordable housing opportunities.

Status Update: Ongoing. OHA reserves the option to issue new awards based on need, development opportunities and funding availability during the fiscal year.

Changes or Modifications to Activity: OHA does not anticipate any changes or modifications to the activity in FY 2018.

Changes or Modifications to Metrics, Baselines or Benchmarks: There are no changes to the metrics, baselines, and benchmarks included in the Standard HUD Metrics table below.

Standard HUD Metrics		
CE #1: Agency Cost Savings		
Unit of Measurement	Baseline	Benchmark

Total cost of task in dollars (decrease).	Cost of task prior to implementation of the activity = \$7,500 per RFP	Expected cost of task after implementation of the activity = \$0
CE #2: Staff Time Savings		
Unit of Measurement	Baseline	Benchmark
Total time to complete the task in staff hours (decrease).	Total amount of staff time dedicated to the task prior to implementation of the activity = 100 hours per RFP	Expected amount of total staff time dedicated to the task after implementation of the activity = 15 hours per RFP

MTW Activity #06-03: Allocation of PBV Units: Using Existing Competitive Process

Description of MTW Activity: Allocate PBV units to qualifying developments using the City of Oakland Notice of Funding Availability (NOFA)/ RFP or other existing competitive process.

Anticipated Impacts: Reduce the administrative time and development costs associated with issuing an RFP. Increase housing choices by creating new or replacement affordable housing opportunities.

Status Update: Ongoing. The City of Oakland anticipates that it allocate funding for its annual NOFA in 2018. It will notify developers of the amount of funding availability for development projects in September 2017 and make award notifications around March of 2018. OHA will evaluate awarded projects and opportunities to participate via PBV allocations to increase housing choices for low-income families in the City of Oakland. OHA will explore strategic partnerships with the City, County and County Agencies to expand affordable housing options through these PBV allocations, particularly for veterans and special needs populations served by those agencies programs.

Changes or Modifications to Activity: OHA does not anticipate any changes or modifications to the activity in FY 2018.

Changes or Modifications to Metrics, Baselines or Benchmarks: There are no changes to the metrics, baselines, and benchmarks included in the Standard HUD Metrics table below.

Standard HUD Metrics		
CE #1: Agency Cost Savings		
Unit of Measurement	Baseline	Benchmark
Total cost of task in dollars (decrease).	Cost of task prior to implementation of the activity = \$7,500 per RFP	Expected cost of task after implementation of the activity = \$0

CE #2: Staff Time Savings		
Unit of Measurement	Baseline	Benchmark
Total time to complete the task in staff hours (decrease).	Total amount of staff time dedicated to the task prior to implementation of the activity = 100 hours per RFP	Expected amount of total staff time dedicated to the task after implementation of the activity = 35 hours per RFP
Standard OHA Metrics		
Additional Units of Housing Made Available		
Unit of Measurement	Baseline	Benchmark
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.	Number of households who would not qualify for an available unit based on household composition = Zero (0)	Expected housing units of this type after implementation of the activity = 175
Units of Housing Preserved		
Unit of Measurement	Baseline	Benchmark
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 = Zero (0)	Housing units preserved prior to implementation of the activity = 175
Total time to complete the task in staff hours (decrease).	Total amount of staff time dedicated to the task prior to implementation of the activity = 100 hours per RFP	Expected amount of total staff time dedicated to the task after implementation of the activity = 35 hours

B. Not Yet Implemented Activities

OHA does not have any activities that have not been implemented.

C. Activities on Hold

Table 13 Approved MTW Activities on Hold					
Activity # and year approved	Fiscal Year Implemented (Year placed on HOLD)	MTW Activity Name	Description	Statutory Objective(s)	Authorization(s)
10-07	2010 (2015)	Disposition Relocation and Counseling Services	Provides counseling and relocation assistance to impacted public housing residents in developments approved for disposition.	Provide incentives for families with children to become more economically self-sufficient Increase housing choices	Attachment D, Use of Funds
10-08	2011 (2014) – removed from HOLD in 2017 and put back on HOLD in 2018	Redesign FSS Program	Redesigns the FSS Program to incorporate best practices in the industry and encourage partnerships with community based programs and initiatives.	Provide incentives for families with children to become economically self-sufficient	Attachment C, Section E
10-09	2010 (2015)	Waive 12 Month Minimum Stay Requirement in Converted PBV Units	Waives the 12 month minimum stay requirement for existing tenants in units that have converted to PBV assistance as the result of an approved disposition.	Increase housing choices	Attachment C, Section D.7
09-01 (merged with 17-01)	2011 (2018)	Alternate HQS System	Uses a risk-based strategy to allocate HQS inspection resources in order to improve compliance at problem properties and allocate fewer resources to properties with a history of compliance	Reduce costs and achieve greater cost effectiveness	Attachment C, Section D.5 Attachment D, Section D
09-02	2010 (2015)	Short-Term Subsidy Program	Provides temporary housing assistance to preserve existing affordable housing resources and allow tenants to remain in-place.	Reduce costs and achieve greater cost effectiveness	Attachment D, Use of Funds

Table 13 provides a list of all activities on hold including the year the activity was implemented and the primary statutory objective(s) the activity is intended to achieve. Each activity has been assigned a number based on the fiscal year in which the activity was identified and approved (e.g. 14-01 indicates that the activity was identified and approved in the FY 2014 MTW Annual Plan).

MTW Activity #10-07: Disposition Relocation and Counseling Services

Description of MTW Activity: Provide counseling and relocation assistance to residents impacted by an approved disposition of public housing units.

Anticipated Impacts: Increase participants' knowledge and understanding of housing options available in the community and improve outcomes for households that receive a transfer voucher.

Status Update: On hold. If the disposition of the senior sites is approved, OHA will reinstate this activity to provide those resources again and the benchmark will be revised. Transfer voucher requests from previous dispositions are ongoing.

Reactivation Plan Update: The activity will be reactivated as needed when OHA initiates conversion of public housing units.

Implementation Timeline: The timeline for re-implementing this activity depends on the future disposition of public housing. Therefore, OHA will reactivate the activity on an as needed basis.

Changes or Modifications to Activity: OHA does not anticipate any changes or modifications to the activity in FY 2018.

MTW Activity #10-08: Redesign FSS Program

Description of MTW Activity: Redesign the Family Self Sufficiency (FSS) program building on best practices in the industry and, where applicable, working in tandem with other community-based programs and initiatives.

Anticipated Impacts: Increase participant enrollment in the program and improve outcomes by better matching program design with participant needs. Design targeted outreach and enrollment strategies to maximize enrollment of participants that will be successful in the program.

Status Update: On hold.

Reason Activity is on hold: OHA recently updated its FSS Action Plan to accommodate participation in the FSS/FUP Demonstration Program. OHA is

Reactivation Plan Update: During FY2018, OHA plans to review other MTW agencies FSS Redesign activities and determine a future direction for this activity.

Implementation Timeline: Once a revised Action Plan has been created, OHA will remove the activity from hold and submit the revised plan to HUD for approval. The proposed timeline is FY2019 for possible revisions that would require removing the activity from hold status.

Changes or Modifications: OHA does not anticipate any changes or modifications to the activity in FY 2018.

MTW Activity #10-09: Waive 12-Month Minimum Stay Requirement in Converted PBVs

Description of MTW Activity: Waives the 12-month minimum stay requirement for existing tenants in units that have converted to PBV assistance as the result of an approved disposition. Under the existing PBV regulations, households must complete a one year tenancy in the unit before they can request a tenant-based voucher and move with continued assistance. This activity would allow residents that are in-place at the time of an approved disposition where the units are being converted to PBV assistance, to move at any time.

Anticipated Impacts: Ensure housing choices are available to residents impacted by disposition.

Status Update: On Hold.

Reason Activity is on Hold: This activity was originally approved as part of the FY 2010 MTW Annual Plan. It was intended to assist in the disposition of OHA's public housing scattered sites inventory to Section 8. Originally, those eligible public housing residents were to be converted to the Project-based Voucher (PBV) program and PBV participation requires an initial 12-month minimum stay before a family can move with continued assistance. It was later determined for those eligible families affected by the scattered site disposition to be issued Section 8 tenant protection vouchers. The tenant protection vouchers do not have a minimum stay requirement and as a result, this activity was never implemented.

Reactivation Plan Update: OHA plans to examine use of this activity for any public housing sites approved for disposition. OHA has not begun implementation of this activity because no additional units have been approved for disposition and the existing application that has not been approved will be withdrawn. Should HUD approve any future disposition applications, OHA will revise the evaluation metrics for this activity.

Implementation Timeline: The implementation timeline for Activity #10-09 is subject to approval of public housing units for disposition and OHA plans to withdraw its outstanding application during FY 2018.

Changes or Modifications: OHA does not anticipate any changes or modifications to the activity in FY 2018.

MTW Activity #09-01 (merged with #17-01): Alternative HQS System

Description of MTW Activity: Develop an alternative inspection methodology and frequency for HQS inspections based on a risk assessment system and findings from prior inspections. Properties that are HQS compliant and pass their first inspection are only inspected every two years. Properties that fail on the first inspection remain on the annual inspection schedule. Properties that fail to pass HQS after two inspections will be inspected more frequently and require semi-annual inspections for the next year. After two inspections that pass, the property may be placed back on an annual or biennial inspection schedule. Results of the inspections are submitted electronically to HUD via the HUD 50058 form and stored electronically in OHA's database.

Anticipated Impacts: The protocol is designed to be less intrusive to residents, requiring fewer inspections in properties that maintain units in good condition. In addition, resources can be better allocated to focus on properties with HQS deficiencies rather than on properties with a history of compliance issues.

Reason Activity is on Hold: This activity is on hold due to the implementation of biennial inspection protocols through the HUD Streamline Rule published in April 2016.

Reactivation Plan Update: OHA plans to reactivate this activity as needed. OHA may use this activity to alter the inspection schedule as it relates to any new inspection protocols issued by HUD to increase or decrease the frequency of inspections based on inspection scoring and history. OHA would seek HUD review and approval prior to reactivating this activity with any significant changes.

Implementation Timeline: This activity may be reactivated on an as needed basis.

Changes or Modifications: OHA does not anticipate any changes or modifications to the activity in FY 2018.

MTW Activity #09-02: Short-Term Subsidy Program

Description of MTW Activity: Provide temporary subsidy funding to buildings 1) that were developed with assistance from the City of Oakland, 2) where there is a risk of an imminent threat of displacement of low income households, and 3) where it can be reasonably expected that providing short-term subsidy assistance will provide the necessary time to preserve the affordable housing resource.

Anticipated Impacts: Preserving existing housing resources with a short-term subsidy is more cost effective in many circumstances than relocating in-place families and providing a housing assistance payment.

Status Update: On Hold.

Reason Activity is on Hold: This activity is subject to funding availability and applicable projects. OHA has determined that funding is not available to pursue this activity in FY 2018. However, OHA will consider activating the activity pending new opportunities in future fiscal years.

Reactivation Plan Update: OHA plans to reactivate this activity as needed. New projects will be thoroughly evaluated prior to making a new commitment. As OHA learns of new projects, it will reopen the activity and set new benchmarks.

Implementation Timeline: This activity may be reactivated on an as needed basis.

Changes or Modifications: OHA does not anticipate any changes or modifications to the activity in FY 2018.

D. Closed Out Activities

OHA does not propose to close any activities during FY2018.

Section V. Sources and Uses of Funding

The FY 2018 Sources and Uses reflects the agency vision for a capital expenditure plan over a 5 year period to preserve OHA units for sustained occupancy. Recognizing that funding deficits with operating reserves is not a long-term solution, OHA has developed a Sources and Uses that sufficiently considers potential funding shortfalls. OHA has sufficient funds available that will be utilized in this fiscal year to support the approved budget request and projects and also maintain adequate operating reserve levels.

Note: Due to funding uncertainty under the new administration, and the FY 2017 Consolidated Omnibus Appropriations bill that funds the government through September 30, 2017, it is virtually impossible to estimate income for the entire program year at the time of publication.

A. Planned Sources and Uses of MTW Funds

1) Estimated Sources of MTW Funding for the Fiscal Year

Under MTW flexibility, OHA consolidates the Public Housing Operating Subsidy, the Capital Fund Program (CFP), which includes including Replacement Housing Factor (RHF) funds, and the Section 8 Housing Choice Voucher Block Grant program funding into a Single Fund Budget. Under MTW flexibility, OHA consolidates the Public Housing Operating Subsidy, the Capital Fund Program (CFP), which includes including Replacement Housing Factor (RHF) funds, and the Section 8 Housing Choice Voucher Block Grant program funding into a Single Fund Budget. OHA anticipates covering the shortfall between the Sources and Uses of MTW Funds indicated in Table 14 by using HUD held reserves, which exceed the budgeted shortfall. The shortfall is primarily due to the "Other Expenses" FDS line item, which includes MTW development obligations and capital expenditures which are described in activity #08-01 and in Appendix B and other HUD approved expenses related to Government Accounting Standard Board (GASB) 68 and 75 expenditures.

Table 14: Estimated Sources of MTW Funding for the Fiscal Year		
PHAs shall provide the estimated sources and amounts of MTW funding by FDS line item.		
Sources		
FDS Line Item	FDS Line Item Name	Dollar Amount
70500 (70300+70400)	Total Tenant Revenue	2,432,700
70600	HUD PHA Operating Grants	247,705,650
70610	Capital Grants	6,513,700
70700 (70710+70720+70730+70740+70750)	Total Fee Revenue	32,560,936
71100+72000	Interest Income	-
71600	Gain or Loss on Sale of Capital Assets	-
71200+71300+71310+71400+71500	Other Income	2,109,520
70000	Total Revenue	291,322,506

2) Estimated Uses of MTW Funding for the Fiscal Year

At the start of FY 2018, OHA expects HCV utilization to be in the low to mid 90th percentile, and projects a slow but steady increase in utilization due to several efforts by OHA. Owner incentive activities will continue to be expanded pending evaluation of metrics to measure their impact on utilization. Approximately 400 units have been awarded PBV assistance contingent upon environmental clearances, eligibility of current residents and the units passing Housing Quality Standard inspections. OHA expects these units to be under contract by late FY 2017 and early FY 2018. OHA is also pursuing several innovative local programs with City and County partners to assist specific populations. All of these efforts are aimed at maximizing the families served while the traditional Section 8 program struggles to serve families in the tight Bay Area rental market. The Single Fund Budget will also support resident services, which will be used as leverage for the Jobs Plus grant activities to create a culture of work in OHA's public housing sites, and will cover security and protective services for OHA properties.

Table 15: Estimated Uses of MTW Funding for the Fiscal Year

PHAs shall provide the estimated uses and amounts of MTW spending by FDS line item.		
Uses		
FDS Line Item	FDS Line Item Name	Dollar Amount
91000 (91100+91200+91400+91500+91600+91700+91800+91900)	Total Operating - Administrative	38,482,176
91300+91310+92000	Management Fee Expense	372,100
91810	Allocated Overhead	15,537,036
92500 (92100+92200+92300+92400)	Total Tenant Services	2,000,000
93000 (93100+93600+93200+93300+93400+93800)	Total Utilities	1,146,900
93500+93700	Labor	-
94000 (94100+94200+94300+94500)	Total Ordinary Maintenance	10,895,612
95000 (95100+95200+95300+95500)	Total Protective Services	6,364,568
96100 (96110+96120+96130+96140)	Total Insurance Premiums	2,356,400
96000 (96200+96210+96300+96400+96500+96600+96800)	Total Other General Expenses	3,673,833
96700 (96710+96720+96730)	Total Interest Expense and Amortization Cost	-
97100+97200	Total Extraordinary Maintenance	5,960,000
97300+97350	Housing Assistance Payments + HAP Portability-In	194,815,965
97500+97600+97700+97800	All Other Expenses	104,374,054
90000	Total Expenses	385,978,644

B. Activities that Will Use Only MTW Single Fund Flexibility

OHA employs the single fund flexibility for the activities that enhance the housing services provided under the traditional program and to adequately address needs of the local community. Through developing affordable housing, increasing resident capacity, and providing increased levels of security and public safety, OHA utilizes the single fund flexibility to extend the positive impact of MTW beyond housing. The OHA activities described below rely on the single fund flexibility and no other MTW waiver or authorization.

- Preserving and Enhancing Our Housing Portfolio
 - The single-fund flexibility provided under MTW helps managers address deferred maintenance issues, improve the physical condition of the property,

and cover increasing operating expenses without diminishing the level and quality of service provided to residents. Rehabilitation and modernization of 152 senior public housing units at Oak Grove North and South which was started in FY 2017 and is estimated to be completed in FY 2019; predevelopment including physical needs assessment and architect selection have been completed paving the way for the renovations to begin. Additionally, OHA continues to invest in the restoration of its Project Based Section 8 portfolio, upgrading both building systems and unit features to establish a healthier and more energy efficient standard. Ongoing planning includes physical needs assessments of both the public housing and the Project Based Section 8 portfolio to facilitate long term capital planning for site based improvements

- Promoting Resident Empowerment and Self-Sufficiency
 - The Department of Family and Community Partnerships (FCP) was created under single-fund flexibility and provides information and referral services as well as other family supportive services to households served by OHA. FCP is managing the Jobs Plus Grant awarded in December 2015, which is a four year grant award, to implement job training and skill development for West Oakland Public Housing residents across five developments. The grant involves coordination among multiple community partners and county service providers in addition to other agency programs that involve partnerships with community serving agencies ranging from the City of Oakland to neighborhood non-profits. OHA plans to use the single fund flexibility through MTW to provide matching funds for some of the administrative staffing and rental revenue offsets in addition to providing partial funding for resident services for the grant. Through MTW flexibilities OHA will continue to expand the impact of client services offered both in-house and in partnership with community-based service providers for both Public Housing and Section 8 residents.
 - In FY 2018, FCP will continue leveraging partnerships to improve education outcomes for school-aged children through OHA's Education Initiative. Additionally, FCP provides connections for residents to training and employment opportunities that build resident capacity and offer valuable skill-building opportunities that result in residents moving steps closer to self-sufficiency. Through the single fund budget, OHA will continue its work on data collection and family outreach with the Oakland Unified School District with a focus mitigating chronic absenteeism and improving academic achievement among OHA children. During FY 2018, OHA will create a 3 to 5 year strategic planning document to scale up the OUSD partnership. We are looking to increase the number of partner schools, education (parent) ambassadors, and reach more OHA families that experience chronic absenteeism. OHA will explore potential funders who would support the expansion which is in alignment with the City of Oakland's Promise Initiative. OHA also plans to use the single fund flexibility to proactively address training and employment development needs of residents in anticipation of upcoming long-term development projects like the development of the Oakland Army Base and the Oak to 9th/Brooklyn Basin project.

- FCP plans to actively mine data on residents that would be good candidates for targeted service initiatives. The groups include those with zero income to offer employment and supportive services and those using the zero HAP safety net extension to ensure financial literacy. The new Search Assistance/Housing Navigator initiative will partner with the Leased Housing department to assist applicants who have been unable to lease-up using their voucher within 180 days. Services such as rental portfolio/resume classes, supportive services and housing search workshops will be offered including a navigator to help search for housing and secure contact and facilitate landlord interaction.
- Providing a Consistent Level of Security to Our Residents
 - It is of critical importance to OHA's management strategies to provide consistent and effective security, through both physical design and law enforcement, to our residents. Activities undertaken by the Oakland Housing Authority Police Department (OHAPD) are funded through the single-fund flexibilities. OHAPD provides community policing services that positively impact OHA sites and the surrounding neighborhoods, and the department protects program integrity by managing the Fraud Investigations Unit. In FY 2018, OHAPD plans to deploy security cameras at Palo Vista senior site and Campbell Village, a West Oakland development housing families to increase safety, help solve and prevent criminal activity.
- Expansion of Affordable Housing Opportunities
 - OHA uses its single-fund flexibility to leverage additional funding for the development of new affordable housing. By using methods such as site acquisition, predevelopment loans, and gap financing, OHA is able to invest in projects to expand the availability of new housing that is affordable for families spanning multiple levels of subsidy. OHA expects to use single-fund flexibility to continue investment in existing projects in the pipeline and to broaden assistance to possible development projects like 15th and Harrison, 94th and International, Brooklyn Basin and the Emphyrean.

Table 16: Describe the Activities that Will Use Only MTW Single Fund Flexibility

OHA employs the single fund flexibility for the activities that enhance the housing services provided under the traditional program and to adequately address needs of the local community. Through developing affordable housing, increasing resident capacity, and providing increased levels of security and public safety, OHA utilizes the single fund flexibility to extend the positive impact of MTW beyond housing. The OHA activities described below rely on the single fund flexibility and no other MTW waiver or authorization.

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 - o FCP plans to actively mine data on residents that would be good candidates for targeted service initiatives. The groups include those with zero income to offer employment and supportive services and those using the zero HAP safety net extension to ensure financial literacy. The new Search Assistance/Housing Navigator initiative will partner with the Leased Housing department to assist applicants who have been unable to lease-up using their voucher within 180 days. Services such as rental portfolio/resume classes, supportive services and housing search workshops will be offered including a navigator to help search for housing and secure contact and facilitate landlord interaction.
- Providing a Consistent Level of Security to Our Residents
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C. Local Asset Management Plan

Table 17: MTW Plan: Local Asset Management Plan

Is the PHA allocating costs within statute?

Yes

or

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

No

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

Has the PHA provided a LAMP in the appendix?

No

PHAs should provide a brief summary of any changes in the Local Asset Management Plan in the body of the Plan.

Section VI. Administrative

A. Resolution signed by the Board of Commissioners adopting the Annual MTW Plan Certification of Compliance

**THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA**

On Motion of Commissioner: Marlene Hurd

Seconded by Commissioner: Anne Griffith

And approved by the following vote:

AYES: Commissioners Hurd, Griffith, Castillo, Hartwig, Montgomery, Jung-Lee

NAYS:

ABSTAIN:

EXCUSED: Griggs-Murphy

ABSENT:

THE FOLLOWING RESOLUTION WAS ADOPTED:

NUMBER: 4740

**RESOLUTION ADOPTING THE FISCAL YEAR 2018 MOVING TO WORK
ANNUAL PLAN AND CERTIFICATIONS OF COMPLIANCE**

WHEREAS, the Oakland Housing Authority Board of Commissioners is required to submit to the U.S. Department of Housing and Urban Development (HUD) a "Moving to Work" (MTW) Annual Plan; and

WHEREAS, the Oakland Housing Authority (OHA) named its local MTW Program "Making Transitions Work"; and

WHEREAS, the Fiscal Year (FY) 2018 MTW Annual Plan provides OHA residents, the public and HUD with baseline information on OHA programs, previously approved MTW activities, and a budget for FY 2018; and

WHEREAS, the FY 2018 MTW Annual Plan identifies the areas in which OHA intends to use its participation in MTW to explore and test new and innovative methods to reduce costs and achieve greater cost effectiveness, provide incentives for families with children to become economically self-sufficient, and increase housing choices for low-income families in Oakland; and

WHEREAS, the Oakland Housing Authority gathered resident and community input during a 30-day written comment period, Resident Advisory Board (RAB) meetings held on February 2, 2017 and March 2, 2017, and a Public Hearing held on February 27, 2017; and

WHEREAS, the FY 2018 MTW Annual Plan has been finalized after giving consideration to comments received from the members of the RAB and from the public; and

WHEREAS, the Board of Commissioners must adopt a FY 2018 MTW Annual Plan prior to submission to HUD; and

WHEREAS, the Certifications of Compliance with the MTW requirements must be included with the MTW Annual Plan; and

WHEREAS, the Certification states that the FY 2018 MTW Annual Plan will be carried out in compliance with all applicable MTW regulations and requirements of the U.S. Department of Housing and Urban Development (HUD); and

WHEREAS, the FY 2018 MTW Annual Plan is in compliance with all HUD regulations.


**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF
COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF
OAKLAND, CALIFORNIA;**

THAT, the Board of Commissioners adopts the FY 2018 MTW Annual Plan; and

THAT, the Chair of the Board of Commissioners is authorized to certify that the Oakland Housing Authority will comply with all regulations as stated in the Certifications of Compliance; and

THAT, the Executive Director, on behalf of the Authority, is hereby authorized to submit the FY 2018 MTW Annual Plan and Certifications of Compliance to the US Department of Housing and Urban Development, and to take all actions necessary to implement the foregoing resolution.

*I certify that the foregoing resolution is a full, true and
correct copy of a resolution passed by the Commissioners of the Housing
Authority of the City of Oakland, California on April 3, 2017.*



Eric Johnson, Secretary / Executive Director

ADOPTED: April 3, 2017

RESOLUTION NO. 4740
(attached HUD Certificate)

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

Attachment B

Certifications of Compliance

Annual Moving to Work Plan
Certifications of Compliance

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

Certifications of Compliance with Regulations:
Board Resolution to Accompany the Annual Moving to Work Plan*

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the Annual Moving to Work Plan for the PHA fiscal year beginning 07/01/2017, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The PHA published a notice that a hearing would be held, that the Plan and all information relevant to the public hearing was available for public inspection for at least 30 days, that there were no less than 15 days between the public hearing and the approval of the Plan by the Board of Commissioners, and that the PHA conducted a public hearing to discuss the Plan and invited public comment.
2. The PHA took into consideration public and resident comments (including those of its Resident Advisory Board or Boards) before approval of the Plan by the Board of Commissioners or Board of Directors in order to incorporate any public comments into the Annual MTW Plan.
3. The PHA certifies that the Board of Directors has reviewed and approved the budget for the Capital Fund Program grants contained in the Capital Fund Program Annual Statement/Performance and Evaluation Report, form HUD-50075.1.
4. The PHA will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
5. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
6. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
7. The PHA will affirmatively further fair housing by examining its programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
9. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
10. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
11. The PHA will comply with requirements with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.
12. The PHA will comply with requirements with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment and implementing regulations at 49 CFR Part 24.

Attachment B

1

13. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
15. The PHA will provide HUD or the responsible entity any documentation needed to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58. Regardless of who acts as the responsible entity, the PHA will maintain documentation that verifies compliance with environmental requirements pursuant to 24 Part 58 and 24 CFR Part 50 and will make this documentation available to HUD upon its request.
16. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
17. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
18. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.
19. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments) and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
20. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the Moving to Work Agreement and Statement of Authorizations and included in its Plan.
21. All attachments to the Plan have been and will continue to be available at all times and all locations that the Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its Plan and will continue to be made available at least at the primary business office of the PHA.

Housing Authority of the City of Oakland, CA
PHA Name

CA 003
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)

Gregory Hartwig
Name of Authorized Official

Chairman, Board of Commissioners
Title

Signature

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.

B. Dates the Annual MTW Plan was made available for public review

Beginning of Public Comment Period	February 15, 2017	
Notification sent to Community Partners	February 21, 2017	
Public Notice Published in Oakland Tribune	February 24, 2017	
Public Hearing at 1619 Harrison Street	February 27, 2017	Estimated number of attendees - 45
Resident Advisory Board Meetings	February 2, 2017 and March 2, 2017	Estimated number of attendees - 34
End of Public Comment Period	March 16, 2017	

C. Description of any planned or ongoing Agency-directed evaluations of the demonstration

OHA plans to solicit proposals from outside evaluators through a Request for Proposals (RFP) process to evaluate the rent reform activities. OHA anticipates working with outside evaluators to begin a longitudinal study that will measure the impacts of the MTW activities from FY 2014 through FY 2019, one year past the expiration of the current MTW Agreement.

D. Annual Statement/Performance and Evaluation Report (HUD 50075.1)

The Annual Statement/Performance and Evaluation Report form HUD 50075.1 included below are the 2016 Capital Fund Program Grants. Upon receipt from HUD of the 2017 Capital Fund Program Grants, OHA will include these as an attachment.

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

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 06/30/2017

Part I: Summary		PHA Name: Oakland Housing Authority		Grant Type and Number Capital Fund Program Grant No: CA01P00350117 Replacement Housing Factor Grant No: - Date of CFFP: -		FFY of Grant: 2017 FFY of Grant Approval:	
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no:)			
Summary by Development Account		Summary by Development Account		Final Performance and Evaluation Report			
Line		Original	Revised ²	Obligated	Total Actual Cost ¹	Expended	
1	Total non-CFF Funds						
2	1406 Operations (may not exceed 20% of line 21) ³						
3	1408 Management Improvements						
4	1410 Administration (may not exceed 10% of line 21)						
5	1411 Audit						
6	1415 Liquidated Damages						
7	1430 Fees and Costs						
8	1440 Site Acquisition						
9	1450 Site Improvement						
10	1460 Dwelling Structures						
11	1465.1 Dwelling Equipment—Nonexpendable						
12	1470 Non-dwelling Structures						
13	1475 Non-dwelling Equipment						
14	1485 Demolition						
15	1492 Moving to Work Demonstration	6,515,300.00					
16	1495.1 Relocation Costs						
17	1499 Development Activities ⁴						

¹ To be completed for the Performance and Evaluation Report.
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
³ PHAs with under 250 units in management may use 100% of CFF Grants for operations.
⁴ RHP funds shall be included here.

Part I: Summary		FFY of Grant: 2017 FFY of Grant Approval:	
PHA Name: Oakland Housing Authority		Grant Type and Number: Capital Fund Program Grant No: CA01P00350117 Replacement Housing Factor Grant No: - Date of CFFP: -	
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:			
<input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)			
Summary by Development Account		Final Performance and Evaluation Report	
Line		Total Estimated Cost	Total Actual Cost ¹
		Original	Obligated
18a	1501 Collateralization or Debt Service paid by the PHA		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant: (sum of lines 2 - 19)		
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
Signature of Executive Director		Date 25 July 2017	
Eric Johnson		Signature of Public Housing Director	
		Date	

¹ To be completed for the Performance and Evaluation Report.
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
³ PHAs with under 250 units in management may use 100% of CFFP Grants for operations.
⁴ RHF funds shall be included here.

[illegible]

¹ : To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
² : To be completed for the Performance and Evaluation Report.

List of Appendices

Appendix A. Glossary of Acronyms

Appendix B. OHA's Planned Capital Fund Expenditures

Appendix C. Approved Project-Based Voucher Allocations

Appendix D. OHA Housing Inventory

Appendix E. Public Comments Received During Public Comment Period

Appendix F. Evidence of Public Process

Appendix G: Updated Replacement Housing Factor Plan

Appendix H: Language Assistance Plan (LAP)

Appendix I: City of Oakland Income Limits for 2016 and Fair Market Rents published in October of 2016

Appendix J: Flat Rent Policy for Public Housing

Appendix K: Smoke Free Public Housing Policy

Appendix L: Authorization to Release Information Form

APPENDIX A

Glossary of Acronyms

Glossary

AMI – Area Median Income. HUD estimates the median family income for an area in the current year and adjusts that amount for different family sizes so that family incomes may be expressed as a percentage of the area median income. Housing programs are often limited to households that earn a percent of the Area Median Income.

AMP – Asset Management Project. A building or collection of buildings that are managed as a single project as part of HUD’s requirement that PHAs adopt asset management practices.

ARRA – American Recovery and Reinvestment Act. Signed into law by President Obama to provide economic “stimulus”. The Act includes funding for PHAs to spend on capital improvements.

ACSO – Alameda County Sheriff’s Office.

COLA – Cost of Living Adjustment. The federal government adjusts assistance programs, such as Social Security, annually based on changes in the cost-of-living index. The adjustment is a percentage amount that is added to the prior year’s amount.

FCP – OHA’s Department of Family and Community Partnerships.

FSS – Family Self-Sufficiency. A program operated by a PHA to promote self-sufficiency of families in the Section 8 and Public Housing programs.

FY – Fiscal Year. A 12 month period used for budgeting and used to distinguish a budget or fiscal year from a calendar year. OHA’s fiscal year runs from July 1 through June 30.

FYE – Fiscal Year End. OHA’s fiscal year end is June 30.

HAP – Housing Assistance Payment. The monthly payment by a PHA to a property owner to subsidize a family’s rent payment.

HCV – Housing Choice Voucher. Sometimes referred to as a Section 8 voucher or tenant-based voucher, the voucher provides assistance to a family so that they can rent an apartment in the private rental market.

HOPE VI – Housing Opportunities for People Everywhere. A national HUD program designed to rebuild severely distressed public housing. The program was originally funded in 1993.

HQS – Housing Quality Standards. The minimum standard that a unit must meet in order to be eligible for funding under the Section 8 program.

HUD – United States Department of Housing and Urban Development. The federal government agency responsible for funding and regulating local public housing authorities.

LAP – Language Assistance Plan

LEP – Limited English Proficiency

LHAP – Local Housing Assistance Programs. Under this MTW Activity, OHA has developed local housing programs that provide support to households that might not qualify for or be successful in the traditional Public Housing and/or Section 8 programs.

LP – Limited Partnership.

Mod Rehab – Moderate Rehabilitation. The Section 8 Moderate Rehabilitation program provides project-based rental assistance for low income families. Assistance is limited to properties previously rehabilitated pursuant to a HAP contract between an owner and a PHA.

MOMS – Maximizing Opportunities for Mothers to Succeed. A partnership between OHA and the Alameda County Sheriff's Department. The program provides 11 units of service enriched housing for women leaving the county jail system and reuniting with their children.

MTW – Moving to Work. A national demonstration program for high performing public housing authorities. OHA has named its MTW program "Making Transitions Work".

NEPA – National Environmental Policy Act. Required environmental assessments when doing new development work.

NOFA – Notice of Funding Availability. As part of a grant process, NOFAs are issued to dictate the format and content of proposals received in response to funding availability.

OHA – Oakland Housing Authority.

PBV – Project Based Voucher. Ongoing housing subsidy payments that are tied to a specific unit.

PHA – Public Housing Authority.

REAC – Real Estate Assessment Center. A HUD department with the mission of providing and promoting the effective use of accurate, timely and reliable information assessing the condition of HUD's portfolio; providing information to help ensure safe, decent and affordable housing; and restoring the public trust by identifying fraud, abuse and waste of HUD resources.

RFP – Request for Proposals. As part of a procurement or grant process, RFPs are issued to dictate the format and content of proposals received in response to funding availability.

RHF – Replacement Housing Factor. These are Capital Fund Grants that are awarded to PHAs that have removed units from their inventory for the sole purpose of developing new public housing units.

SBHAP – Sponsor Based Housing Assistance Program.

SRO – Single Room Occupancy. A unit that only allows occupancy by one person. These units may contain a kitchen or bathroom, or both.

TANF – Temporary Assistance to Needy Families. A federal assistance program providing cash assistance to low-income families with children.

TPV – Tenant Protection Voucher. A voucher issued to families displaced due to an approved demolition/disposition request, natural disaster, or other circumstance as determined by HUD. The vouchers provide families with tenant-based rental assistance that they can use in the private rental market.

URP – Utility Reimbursement Payment. The monthly payment OHA makes to a household when the monthly utility allowance exceeds the tenant rent obligation.

VASH – Veterans Affairs Supportive Housing. This HUD program combines tenant-based rental assistance for homeless veterans with case management and clinical services provided by the Department of Veteran's Affairs at their medical centers and community-based outreach clinics.

APPENDIX B

OHA's Planned Capital Fund Expenditures

Five Year Capital Fund Expenditure Projections								
Public Housing	Development Name	Description of Work	# of Units	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
	Public Housing							
x	Harrison Tower	building systems, security, building envelope, common area, and unit interior improvements	101	\$1,244,000				
x	Adel Court	structural retrofit, safety and security improvements, building systems, and unit interior improvements	30	\$305,000				
x	Campbell Village	playgrounds, security improvements, building systems, building envelope, and unit interior improvements	154	\$486,500				
x	Lockwood Gardens	parking lot repair and drainage improvements, landscaping, play structures, exterior improvements, and unit interior improvements	372	\$400,000				
x	Oak Grove Plaza North	comprehensive renovation	77	\$4,000,000	\$3,750,000			
x	Oak Grove Plaza South	comprehensive renovation	75	\$4,000,000	\$3,750,000			
x	Palo Vista Gardens	elevator repairs, security enhancements, building systems, exterior improvements, and unit interior improvements	100	\$1,060,000	\$450,000			
x	Peralta Villa	security enhancements, exterior improvements, and unit interior improvements	390	\$600,000				
	Total Public Housing			\$12,095,500	\$7,950,000	\$0	\$0	\$0
	OAHPH PBS8							
	OAHPH PBS8	site improvements and comprehensive renovation		\$1,650,000				
	OAHPH PBS8	unit interior restoration	1540	\$5,000,000				
	Total OAHPH PBS8			\$6,650,000	\$0	\$0	\$0	\$0
	Other Affordable Housing Development & Preservation							
	Brooklyn Basin	land acquisition	tbd	\$10,000,000				
	15th & Harrison	predevelopment activities	tbd	\$920,000				
	Foothill Family	purchase LP interest or replenish replacement and operating reserves	65	\$500,000				
	Emeryman	land acquisition, development financing	99	\$4,725,000				
	Total Other Affordable Housing Development & Preservation			\$16,145,000	\$0	\$0	\$0	\$0
	Administrative Buildings							
	1619 Harrison	office renovation		\$3,750,000				
	Service Center	exterior painting, roof replacement, refurbish restrooms		\$845,000				
	West Dist. Office	security camera system		\$25,000				
	East Dist. Office	cameras, card readers, fire suppression system		\$30,000				
	Total Admin			\$4,650,000				
	COCC and Other Depts							
	IT	Laserfiche Upgrade/Server						
	Finance	Copiers						
	OHAPD	Vehicles, Radios, Interceptor		\$536,500				
	Total COCC and Other Depts			\$536,500	\$0	\$0	\$0	\$0
Total MTW Funds				\$ 40,077,000	\$ 7,950,000	\$ -	\$ -	\$ -
Projected Capital Fund Grant Amount				\$ 6,513,733	\$ 6,513,733	\$ 6,328,020	\$ 2,803,034	\$ 2,803,034

APPENDIX C

Approved Project-Based Voucher Allocations

Project-Based Voucher Allocations as of June 30, 2017				
Development Name	Date of Board Approval	# of PBV Units	Contract Date	Population Served
HAP contracts				
Mandela Gateway	2/12/2003	30	10/20/2004	Low Income Families
Altenheim Senior Housing Phase I	7/13/2005	23	1/1/2007	Senior
Lion Creek Crossings II	11/9/2005	18	7/3/2007	Low Income Families
Madison Apartments	7/13/2005	19	4/25/2008	Low Income Families
Lion Creek Crossings III	6/14/2006	16	6/25/2008	Low Income Families
Seven Directions	7/13/2005	18	9/12/2008	Low Income Families
Orchards on Foothill	6/14/2006	64	11/7/2008	Senior
Fox Courts / Uptown Oakland	12/3/2004	20	5/15/2009	Low Income Families / Homeless with HIV/AIDS
Jack London Gateway - Phase II	2/26/2007	60	6/5/2009	Senior
14 th St. Apartments at Central Station	1/22/2007	20	11/25/2009	Low Income Families
Tassafaronga Village Phase I	2/25/2008	80	4/23/2010	Low Income Families
Altenheim Senior Housing Phase II	4/28/2008	40	4/5/2010	Senior
Fairmount Apartments	10/24/2008	16	3/8/2010	Low Income Families / Persons with Disabilities
Tassafaronga Village Phase II	7/21/2008	19	5/27/2010	Low Income Families / Homeless with HIV/AIDS
*Harp Plaza (19)	5/24/2010	18	8/1/2010	Low Income Families
*Effie's House (10)	5/4/2009	7	8/1/2010	Low Income Families
*Drachma Housing (14)	5/4/2009	11	12/1/2010	Low Income Families / Mod Rehab Conversion
Foothill Family Partners	6/28/2010	11	8/1/2011	Low Income Families
St. Joseph's Senior Apts	5/29/2007	83	8/22/2011	Senior
*OHA Scattered Sites (1554)	7/27/2009	792	In Progress	Low Income Families / Public Housing Disposition
Lion Creek Crossings IV	4/28/2008	10	1/13/2012	Low Income Families
Savoy Phase 1	6/28/2010	55	2/14/2012	Special Needs
*Hugh Taylor house (35)	6/11/2011	32	5/8/2012	Low Income Families / Mod Rehab Conversion
*Madison Park (96)	6/11/2011	50	6/7/2012	Low Income Families / Mod Rehab Conversion
Merritt Crossing Apts (6 th and Oak)	5/4/2009	50	6/27/2012	Senior
720 E 11 th Street Apts (aka Clinton Commons)	4/28/2008	16	10/2/2012	Low Income Families / Homeless with HIV/AIDS
Harrison Street Senior Housing	4/23/2007	11	11/15/2012	Senior
Kenneth Henry Court	4/11/2011	13	2/8/2013	Low Income Families
California Hotel Phases 1 and 2	2/28/2011	88	3/1/2013	Special Needs / Homeless / HIV/AIDS
James Lee Court	10/25/2010	12	3/21/2013	Low Income Families
Savoy Phase 2	6/28/2010	46	3/29/2013	Special Needs / Homeless / HIV/AIDS
Slim Jenkins Court	5/4/2009	11	5/8/2013	Low Income Families
Oak Point Limited (OPLP)	10/25/2010	15	5/30/2013	Low Income Families
Drasnin Manor	10/25/2010	25	6/27/2013	Low Income Families
St. Joseph's Family Apts	10/25/2010	15	12/3/2013	Low Income Families
MacArthur Apts	10/25/2010	14	10/13/2013	Low Income Families
California Hotel Phase 3	2/28/2012	47	11/22/2013	Special Needs / Homeless / HIV/AIDS
Lion Creek Crossings V	10/17/2011	127	8/11/2014	Senior
Cathedral Gardens	5/23/2011	43	10/27/2014	Low Income Families
Lakeside Senior Apartments	1/23/2012	91	1/26/2015	Senior
Marcus Garvey Commons	4/11/2011	10	3/17/2015	Low Income Families

1701 Martin Luther King Jr. Way	5/20/2013	25	12/7/2015	Special Needs / Homeless / HIV/AIDS
MURAL aka MacArthur Transit Village	2/28/2011	22	1/20/2016	Low Income Families
AveVista aka 460 Grand	3/16/2010	34	1/27/2016	Low Income Families
11th and Jackson (Prosperity Place)	11/30/2010	35	2/1/2017	Low Income Families
Units under HAP Contract		2,262		
Conversion Projects				
*Harp Plaza (19)	5/24/2010	1	8/1/2010	Low Income Families
*Effie's House (10)	5/4/2009	3	8/1/2010	Low Income Families
*Drachma Housing (14)	5/4/2009	3	12/1/2010	Low Income Families / Mod Rehab Conversion
*OHA Scattered Sites (1554)	7/27/2009	762	In Progress	Low Income Families / Public Housing Disposition
*Hugh Taylor house (35)	6/11/2011	3	5/8/2012	Low Income Families /Mod Rehab Conversion
*Madison Park (96)	6/11/2011	46	6/7/2012	Low Income Families /Mod Rehab Conversion
Units under HAP that will convert to PBV at turnover*		818		
AHAP Contracts				
94th and International	10/17/2011	14	<i>in development</i>	Low Income Families
Civic Center TOD	7/22/2014	10	<i>in development</i>	Special Needs / Homeless
Redwood Hill Townhomes	6/1/2015	11	<i>pending</i>	Low Income Families/Special Needs
Additional vouchers awarded	5/23/2016	16		
3706 San Pablo Avenue	6/1/2015	10	<i>pending</i>	Low Income Families
Additional vouchers awarded	5/23/2016	5		
Units under AHAP Contract		66		
Conditional Awards				
Fruitvale Transit Village - Phase IIA	5/23/2016	66	<i>pending</i>	Low Income Families/VASH (20)
Camino 23	5/23/2016	26	<i>pending</i>	Low Income Families/Special Needs
Coliseum Place	5/23/2016	37	<i>pending</i>	Low Income Families/Special Needs
Embark Apartments	5/23/2016	61	<i>pending</i>	Affordable Housing for Veterans / VASH (31)
Empyrean	10/24/2016	32	<i>pending</i>	Low Income Families
Rosa Park	12/5/2016	11	<i>pending</i>	Low income and homeless individuals
Courtyards at Acorn	12/5/2016	30	<i>pending</i>	Low Income Families
The Town Center	12/5/2016	50	<i>pending</i>	Low Income Families
Bishop Roy C. Nicholas	12/5/2016	17	<i>pending</i>	Low Income Seniors
Sylvester Rutledge Manor	12/5/2016	64	<i>pending</i>	Low Income Seniors
Hisman Hin-Nu Apts	12/5/2016	10	<i>pending</i>	Low Income Families
Oak Park Apts	12/5/2016	10	<i>pending</i>	Low Income Families
San Pablo Hotel	12/5/2016	31	<i>pending</i>	Low Income Seniors
Seven Directions	12/5/2016	10	<i>pending</i>	Low Income Families
Swan Market	12/5/2016	10	<i>pending</i>	Low Income Families
Hamilton Apts	12/5/2016	92	<i>pending</i>	Low income and homeless individuals
Ambassador Apts	12/5/2016	10	<i>pending</i>	Low Income Families
Drachma Housing	12/5/2016	11	<i>pending</i>	Low Income Seniors

Fox Court Apts (additional vouchers)	12/5/2016	13	<i>pending</i>	Low Income Families / Homeless with HIV/AIDS
International Blvd Apts	12/5/2016	18	<i>pending</i>	Low Income Families
Northgate Apts	12/5/2016	14	<i>pending</i>	Low Income Families
Stanley Avenue Lofts	12/5/2016	13	<i>pending</i>	Low Income Families
Adeline Street Lofts	12/5/2016	20	<i>pending</i>	Low Income Families
Madsion Apts (additional vouchers)	12/5/2016	31	<i>pending</i>	Low Income Families
Oak Street Apts	12/5/2016	25	<i>pending</i>	Low Income Seniors
Westlake Christian Terrace West	<i>pending</i>	121	<i>pending</i>	Low Income Seniors
Kenneth Henry Court	<i>pending</i>	15	<i>pending</i>	Low Income Families
Eastside Arts & Housing	<i>pending</i>	10	<i>pending</i>	Low Income Families
Units with conditional award		858		
Total PBV Units Allocated		4,004		

* Conversion to PBV ongoing as units are currently occupied by HCV-assisted family

APPENDIX D

OHA Housing Inventory

FY 2018 MTW Housing Inventory (Section 8 and Section 9 only)	
Beginning of FY 2018	
MTW PUBLIC HOUSING	
Large Family Sites	
Campbell Village*	154
Lockwood Gardens	372
Peralta Villa	<u>390</u>
	916
Designated Senior Sites*	
Harrison Towers	101
Adel Court	30
Oak Grove North	77
Oak Grove South	75
Palo Vista Gardens	<u>100</u>
	383
HOPE VI Sites*	
Linden Court	38
Mandela Gateway	46
Chestnut Court	45
Foothill Family Apts.	21
Lion Creek Crossings Phase 1	45
Lion Creek Crossings Phase 2	54
Lion Creek Crossings Phase 3	37
Lion Creek Crossings Phase 4	<u>21</u>
	307
TOTAL PUBLIC HOUSING	1,606
VOUCHER PROGRAM	
MTW	
General MTW HCV	12,866
TOTAL INVENTORY	14,472

* managed by third party property management firm

APPENDIX E

Public Comments Received During Public Comment Period

Comments Received During Public Hearing on February 27, 2017

	Comment	Response
Comment 1	A resident from Lockwood Gardens commented on the Smoke-Free public housing policy and said the neighborhood is dangerous and no one should be standing outside to smoke, especially at night. He felt there were inadequate cameras or lights around the property, and this could leave anyone susceptible to theft or possible injury if they were outside smoking. He also stated that because there are numerous families with children around the property he expressed that smoking should be done privately inside units, or in a safely designated area away from children to avoid setting a bad example.	OHA responded that we are required by HUD to implement the new Smoke-Free policy. There are cameras installed at Lockwood Gardens that are actively monitored by OHAPD and that when cameras are disabled or malfunction, they are repaired. Property management will review any lighting outages, but it was acknowledged that it is logistically impossible to have all areas of the property brightly lit.
Comment 2	A resident commented regarding the policy that rent is considered late if received after the 5 th of the month. She stated that most seniors receive their social security checks on the 3 rd of the month and that 2 days is not adequate time to submit a rent payment to be received by the 5 th of the month.	OHA responded by increasing the grace period for rent to be considered late to after the 10 th of the month.

Comments Received From the Resident Advisory Board (RAB)

Question: What type of help do you have for women experiencing domestic violence?

Response: The Violence Against Women Act (VAWA) is a law documented in the Federal Register and OHA has developed procedures for compliance in our program policy documents. When residents go through the initial lease up or briefing process, they receive information on how to inform the Housing Authority if they experience domestic violence. OHA does not have specific programs support survivors of VAWA but offers referrals to community partners through the Family and Community Partnerships Department for emergency assistance that helps families dealing with domestic violence issues.

Question: How is the owner incentive program working? Has there been an increase in owners willing to join the program or should we have a drive to reach more?

Response: OHA is at the beginning stages of implementing some of the MTW activities approved by HUD because we need to coordinate changes across various departments and changes to our business system to implement the activities. Activity 17-01 has six components and OHA has made progress on pre-qualifying inspections and new landlord incentive payments. We track the number of landlords we pay every month, and we will have data this summer to determine if we are seeing increases. There is an annual MTW conference where all the MTW agencies meet in Washington, D.C. in April 2017 to share ideas about what types of landlord incentives have worked well. The Leased Housing Department will also attend the conference to report on the Owner Incentives Program. The Automatic Rent Increase Activity (17-02) is in the planning stage.

Question: Concerning the environment we are experiencing at the federal level, and despite of it, are there any budget dates coming up when we can move forward with our plans?

Response: Our planning schedule is on a different timeline from the budget planning process. We present the Annual MTW Plan to the Board on the April 3, 2017 meeting for approval. April and May are when the budget planning occurs with the Board and presentation for approval at the May board meeting. On the federal level, we have a continuing resolution that is through April 2017, and staff said most likely it will be a continuing resolution.

Question: I've had people in Peralta Village ask me if you guys are going to have an open forum at each site to discuss this matter.

Response: Eric Johnson, Executive Director, responded that he has opined about this policy in a couple of ways. OHA wrote a letter to HUD objecting to it last summer. OHA is opposed to any rule that targets a certain population just because they are participating in a certain program or live on a certain site. This rule only applies to public housing residents living on certain sites, and excludes those in mixed finance sites and Section 8 participant which is inequitable. Everyone should be treated the same no matter where you live, what you make, or how you are assisted. But the rule has been passed, and OHA has to implement it, but we are advocating through a joint letter with other agencies to rescind this rule. Your comments are important and that is why we have gone the extra mile to outreach with an FAQ, letter and postage paid response card for all public housing residents that are affected. We plan to meet at Peralta Villa, Campbell Village, and Lockwood Gardens, which are the only sites that there may be a possibility of identifying areas on site where you can smoke. If the policy is modified or rescinded by HUD, we may consider moving people into designated smoking buildings so that children with asthma will not be affected by second hand smoke. Smoke going between the walls is a real issue for the buildings with multiple stories. The smoke stays inside the building and has a negative impact.

Question: *(1) Should this rule go through, what's the consequence for those you don't abide by it? (2) For those families that we want to put in a smoking building from those who don't smoke, are those moving expenses going to be incurred by OHA?*

Response: (1) If the policy is not followed, it can end in eviction just like any other lease violation. The rule won't take effect until July 1, 2018. If it is not modified or rescinded, then we have to enforce it. (2) If the rule is modified and we opt to designate smoking buildings and do internal transfers, OHA will help with moving expenses.

Question: *So by breaking the rule, would we at least give one warning to that family or they would get immediate eviction?*

Response: It's not immediate eviction as there is a process for lease violations and that is what OHA will follow.

Question: *There is no 25 feet area at Peralta.*

Response: We have reviewed the maps and know it will be difficult. We have other buildings where if you live on the 13th floor, you have to walk down 13 floors then 25 feet away from the building, which will be difficult to enforce.

Question: *My sister and daughter smoke so they have to run out the house to smoke. What about people who visit me and go outside and smoke? Also, those with medical conditions will be penalized for not being able to use their medication in order to alleviate their pain, even respiratory, because of this law and how would OHA take care of that?*

Response: If you have a guest that smokes, you cannot let them smoke in your unit because that will be a violation. If they want to smoke, then you ask them to leave the property. We anticipate that judges in Alameda County will not evict someone for smoking. Regarding the medical issue, the policy covers only the burning of tobacco leaves.

Question: *Is July 1, 2018 to start the rule a final date? If you are going to shift a resident to another home, OHA would have to revamp the complex.*

Response: OHA can only designate smoking buildings if the rule is rescinded. The rule requires us to implement by July 1, 2018 and we will be having all affected residents sign new leases.

Question: *You are talking about smoking in terms of nicotine but what about hookah smoke?*

Response: The policy includes hookahs and any other electronic vaping systems.

Comment: *I can't open the windows because of the marijuana from my neighbor. I can't completely enjoy my apartment, and when my family came to visit the smell was really strong.*

Question: *I live in public housing at 49th Street in North Oakland (this site is not impacted by the no smoking policy), but the policy includes Administration buildings. If I walked passed this building smoking, would I be in violation?*

Response: No. You are on public property and OHA has no authority. There might be a local ordinance that prohibits smoking.

Summary of Other Comments Regarding the Smoke-Free Public Housing Policy:

- Concern was raised about consequences for residents that violate the smoke-free policy – evictions would be a severe consequence. Eric Johnson said that a process would be developed to try and work with residents to comply with the policy prior to eviction.
- What would the process be for eviction? It would follow existing procedures for lease compliance violations. OHA would refer residents that are in violation to smoking cessation resources to allow residents to come into lease compliance.
- Will there be community meetings to discuss the policy? The RAB members would be interested in attending these meetings. OHA will hold community meetings to educate residents on the Smoke Free Policy, but the policy is not discretionary, it is required by HUD and cannot be changed. Therefore, it will

only be meetings to educate the residents, and yes the RAB's attendance would be welcomed.

- Concerns were raised about visitors or relatives that smoke. It was explained that residents would be responsible for having visitors comply with the Smoke-Free policy. RAB members said it is often hard to control the behavior of visitors. Residents cannot control the behavior of visitors approaching or walking up to their units.
- This policy would force residents that want to smoke to have to go outside away from their units at night, during cold winter months, in the rain or other inclement weather. Concerns were raised about safety of having to exit a unit to smoke during the middle of the night.
- A comment was made that by forcing residents to smoke outside in the open, it would be setting a bad example for local children since they would see people smoking.
- Concern was raised that there is no good area within the public housing developments that are within 25 feet of residences or Administrative buildings. This would force residents to have to leave the development site and the surrounding areas can be dangerous.
- Comments were raised that eviction is an extreme and harsh punishment for smoking violations and could increase the homeless population. The RAB suggested that they would rather see OHA implement a local policy with designated smoking and non-smoking buildings to manage smoking related concerns.
- A question was raised about how non-residents that may be on site smoking in violation of the 25 foot rule that are not visiting residents would be handled.
- RAB members suggested that this policy will create fear in residents because it is hard to understand.
- Questions regarding the smoking of marijuana related to medical conditions were raised. It was explained that this policy specifically addresses the ignition and burning of tobacco leaves.
- What will OHA do to get residents to stop smoking in the unit? Dominica Henderson responded that property management would discuss the violation with the tenant to communicate the policy and where it is possible to smoke. Information on cessation programs would be offered if available. All tenants will be required to sign a new lease with an addendum that discusses the Smoke-Free public housing policy.

- A RAB member commented that he smokes a cigarette now and then, but commented that if you start telling people what to do, it's not a good thing and could be expanded to drinking sugary sodas or other items. Dominica Henderson responded that she understood, but the Smoke-Free policy is required by HUD. She suggested that RAB members could write to HUD or their congress person to voice their opinions and that OHA will be submitting comments received with the Annual FY2018 MTW Plan.
- A RAB member commented that it should be common sense to not smoke in a facility housing senior residents with all kinds of ailments that could be irritated by second hand smoke.
- A RAB member asked if there was any area within the sites that is compliant with the 25 foot rule. Dominica Henderson responded that there may be some areas within some sites and OHA will be looking at options for designating areas to be smoking areas, but mostly likely they will be small and limited if we can identify them at all.
- A question was raised about whether you could smoke in your home. OHA staff responded that the policy prohibits smoking inside public housing units located at Adele Court, Campbell Village, Harrison Towers, Lockwood Gardens, The Oak Groves, Palo Vista, and Peralta Villa. This includes Administrative buildings, laundry facilities, community rooms and day care centers. There is a 25 foot perimeter from all these areas where smoking is prohibited.
- A member asked if OHA planned to hold public meetings or forums to discuss this new policy. OHA staff responded that all comments are being documented to present to HUD via our Annual Plan, but we are not able to change the policy, it is dictated by HUD and required.
- A RAB member commented that due to increased homicides in the area, the stress of local violence causes him to want to smoke a cigarette and drink a beer to calm his nerves.

In a general response to these comments, staff discussed that OHA is required to comply with the policy by HUD and has no discretion in aspect of it, and we would have greatly preferred the ability to meet with our impacted residents and developed a local plan that accommodated the needs of all our residents and could be implemented without the threat of evictions.

Comments Received from Smoke-Free Public Housing Survey Cards

Survey Questions	Yes	No
Question #1 – Are you or individuals in your household impacted by HUD’s new “Smoke-Free Public Housing Rule”?	15	48
Question #2 – If anyone in your household is a smoker, will access to smoking cessation programs be helpful in the effort to quit smoking?	6	42

** 13 Households responded that there were no smokers in the household*

Written comments on the response cards (mostly verbatim):

- We don't smoke so we don't need the program
- I do not have a problem with the smoking rule because we do not a smoke
- Thank you
- Cigarette butts are thrown outside my apartment
- The people that are staying in the apartment upstairs are not the tenant. There are three people and they all smoke. Please help!!!
- Ruling does not affect me because I don't smoke. Never have.
- I like the rules of no smoking because I have heart problems and the smoke makes me sick.
- Smoke free is great!
- This rule should have been set years ago.
- Thank you!
- Please make mandatory meeting to discuss this. People are still going to smoke!!! I quit in 2016.
- Glad it's here.
- I feel it's an invasion of privacy, but it doesn't affect me because I don't smoke.
- Glad it passed. Neighbors smoke and the smell goes into the unit.
- It's nice. Not a bother to me because I don't smoke.
- Good! I've been trying to stop.
- I and my family support the rule.
- It's good you are looking into health, but you are going about it the wrong way. Why does a person have to live in fear of getting evicted if they forget about no smoking rule?
- A lot of people have asthma and other breathing problem so this is good. Thanks you. I'm glad something is finally being done. Hopefully this will work.

- In this area we live by the Port of Oakland and the 880 Freeway....get real! I don't smoke cigarettes but I do smoke a cigar every once in a while – maybe 1 or 2 a month. You really think not smoking will stop smoking related problems?
- Should establish a smoking area for smokers
- The restrictions / rules will incite fear in residents especially when clarity is not provided from HUD. Subsidy recipients should not have to deal with this prejudice.
- I believe smokers should be allowed to smoke in their unit with air vents on. Smoking on public housing benches in front of other tenant's units is a problem for me. It brings on drinking of alcohol.
- Smell of smoke is not good for older people or for the heart.
- Next door my neighbor smokes and I smell cigarettes from vents in my apartment. I hope to move away soon.
- Glad to see the progress and no second hand smoke. Good for children.
- I just believe that the rule is a bit harsh with the evictions behind it. It's too much to have to comply with.
- Thank you! The smell of the community will be better for the children!
- Smoking is an addiction. You will only substitute one addiction for another. I would really like to have a community meeting.
- Smoking is a health hazard!
- Have lived at OHA since 1987 and am a smoker. Have already tried patches and other remedies, but they made me act negatively.
- Thank you – finally! I have been complaining for years. My neighbor smokes in front of my door and the smoke gets in my house.

APPENDIX F

Evidence of a Public Process



Announcement and Notice of Public Hearing

The Oakland Housing Authority (OHA) has published the draft Fiscal Year (FY) 2018 Moving to Work (MTW) Annual Plan. Included in the MTW Annual Plan are changes to the Admissions and Continued Occupancy Policy (ACOP) and tenant lease for the public housing program and the Administrative Plan for the Housing Choice Voucher program. OHA will hold a public hearing on **February 27, 2017 at 6:00 PM** to hear public comments on the draft MTW Annual Plan. The public is invited to attend and provide comments.

Public Hearing Date: Monday, February 27, 2017

Time: 6:00 PM

Location: Commissioner's Room, 1619 Harrison Street, Oakland, CA 94612

Telephone: (510) 874-1512 or (510) 874-1517

In addition, written comments on the draft FY 2018 MTW Annual Plan, ACOP, Administrative Plan, and/or the public housing tenant lease will be accepted through 4:30 PM on March 16, 2017. Written comments should be addressed to Dominica Henderson, Executive Office, 1619 Harrison Street, Oakland, California, 94612, or may be submitted by email to MTW@oakha.org.

OHA's FY 2018 MTW Annual Plan is intended to provide information on OHA's programs and policies, including both approved and proposed MTW activities, operating budgets and capital investment plans.

Copies of the draft FY 2018 MTW Annual Plan can be accessed on the Reports & Policies section of the Oakland Housing Authority's website at www.oakha.org or by calling (510) 874-1512.

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Los servicios de traducción en 151 idiomas están disponibles en todas las oficinas sin ningún costo.

Chương trình thông dịch đầy đủ cho tới 151 tiếng nói miễn phí cho quý vị đang có tại nhiều văn phòng gần đây.

To request interpretation services call (510) 874-1653. TDD number (510) 832-0633

Oakland Tribune

1970 Broadway, Suite 100
Oakland, CA 94612
510-723-2850

2053009

OAKLAND HOUSING AUTHORITY
ATTN: ACCOUNTS PAYABLE
1619 HARRISON STREET
OAKLAND, CA 94612

PROOF OF PUBLICATION

FILE NO. Loren Morgan FY 2018 MTW ACOP

In the matter of

Oakland Tribune

The Oakland Tribune

I am a citizen of the United States; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am the Legal Advertising Clerk of the printer and publisher of The Oakland Tribune, a newspaper published in the English language in the City of Oakland, County of Alameda, State of California.


I declare that The Oakland Tribune is a newspaper of general circulation as defined by the laws of the State of California as determined by this court's order, dated December 6, 1951, in the action entitled In the Matter of the Ascertainment and Establishment of the Standing of The Oakland Tribune as a Newspaper of General Circulation, Case Number 237798. Said order states that "The Oakland Tribune is a newspaper of general circulation within the City of Oakland, and the County of Alameda, and the State of California, within the meaning and intent of Chapter 1, Division 7, Title 1 [§§ 6000 et seq.], of the Government Code of the State of California." Said order has not been revoked, vacated, or set aside.

I declare that the notice, of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

02/24/2017

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Dated: February 24, 2017


Public Notice Advertising Clerk

Legal No.

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Oakland Housing
Authority

Announcement and Notice of Public Hearing

The Oakland Housing Authority (OHA) has published the draft Fiscal Year (FY) 2018 Moving to Work (MTW) Annual Plan. Included in the MTW Annual Plan are changes to the Admissions and Continued Occupancy Policy (ACOP) and tenant lease for the public housing program and the Administrative Plan for the Housing Choice Voucher program. OHA will hold a public hearing on **February 27, 2017 at 6:00 PM** to hear public comments on the draft MTW Annual Plan. The public is invited to attend and provide comments.

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**Chương trình thông dịch đầy đủ cho tới 151
tiếng nói miễn phí cho quý vị đang có tại nhiều
văn phòng gần đây.**

To request interpretation services call (510) 874-1653.

TDD number (510) 832-0633

OT #5899594; Feb. 24, 2017

ing and Public Notices

Legal Notice	Legal Notice	Legal Notice	Legal Notice	Legal Notice	Legal Notice	Legal Notice	Legal Notice
<p>NOTICE TO CREDITORS OF BULK SALE (SECS 6104, 6105 U.C.C.) Escrow No. FSBC-0271700208 Notice is hereby given to the Creditors of: CHIEH HSIANG YOU, Seller(s), whose business address(es) is: 46228 WARM SPRINGS BLVD #444 & 452, FREMONT CA 94539, that a bulk transfer is about to be made to: MINGKUI YANG, Buyer(s), whose business(es) address is: 46228 WARM SPRINGS BLVD #444 & 452, FREMONT CA 94539. The property to be transferred is located at: 46228 WARM SPRINGS BLVD #444 & 452, FREMONT CA 94539. Said property is described in general as: ALL STOCK IN TRADE, FIXTURES, EQUIPMENT, GOODWILL AND OTHER PROPERTY of that business known as: FUSION HOUSE and located at: 46228 WARM SPRINGS BLVD #444 & 452, FREMONT CA 94539. The bulk transfer is intended to be consummated at the office of: FIDELITY NATIONAL TITLE COMPANY, 2099 GATEWAY PL, STE 100, SAN JOSE, CA 95110. The bulk transfer will be consummated on or about March 14, 2017. This bulk transfer is subject to Section 6106.2 of the California Commercial Code. If Section 6106.2 applies, claims may be filed at: FIDELITY NATIONAL TITLE COMPANY, ESCROW DIVISION Escrow No. FSBC-0271700208-1W, 2099 GATEWAY PL, STE 100, SAN JOSE, CA 95110 PHONE: (408) 417-4313, FAX: (408) 392-9272. This bulk transfer does NOT include a liquor license transfer. All claims must be received at this address by the MARCH 13, 2017. So far as known to the Buyer(s), all business names and addresses used by the Seller(s) for the three (3) years last past, if different from the above are: NONE. IN WITNESS WHEREOF, the undersigned have executed this document on the date(s) set forth below. MINGKUI YANG Date: FEBRUARY 21, 2017 LA177 816 FREMONT ARGUS 2/24/17 AR #5907975; Feb. 24, 2017</p> <p>PUBLIC LIEN SALE Notice is hereby given pursuant to California Business and Professions Code 21700 et seq, CAL S'LF STORAGE will for the purpose of satisfying lien for storage, sell to the general public by real auction at 10:00 AM ON MARCH 15, 2017 at 25869 Mission Blvd., Hayward, CA 94544, the contents of the storage spaces named below which consists of but not limited to: M/c, personal property, household furnishings, tools, garage items, yard items, and office equipment. Terms and Inspection prior to sale. 227 YOLANDA Y. THIBODEAUX 7 x 10 1008-0- CATRINA M. SAMANIEGO 5 x 08 213-21- WILLIAM B WU 10 x 32 1034-1- ROBERT L. CONNORS 5 x 08 416-12 JESSICA A. CARREIRA 5 x 06 920 RAUL H. MECENARIO 10 x 10 Owner reserves the right to bid at the sale. Purchases must be made with CASH and removed at the time of the sale. Sale is subject to cancellation in the event of settlement with Owner and obligated party. All items sold AS IS. Auction conducted pursuant to section 2328 of the commercial code and 535 of the penal code b7. JH HN CARDOZA, CAL BOND # 5860870 PHONE (209) 667-5797 OR #5907547; Feb. 24; Mar. 3, 2017</p> <p>TITLE: MEDIUM AND HEAVY EQUIPMENT COLLISION REPAIR AND BODY SHOP SERVICES RFQ NUMBER: 22375 SPECIFICATION NO. 17-928-00-2 Bids to be received by the CITY CLERK'S OFFICE, One Frank H. Ogawa Plaza, 1st Floor, Oakland, CA 94612, prior to 2:00 PM Pacific Time on Monday, March 20, 2017. For a copy of this specification please call the Purchasing Section at (510) 238-7566. OT #5907799; Feb. 24, 2017</p> <p>MEETING NOTICE The Fairview Fire Protection District will be holding a Special Meeting on Monday, February 27th at 7 PM. The meeting will be held at Fire Station 8 located at 25862 Five Cyrons Parkway, Castro Valley. DR #5907720; Feb. 24, 2017</p>	<p>OH LONE COLLEGE Ohlone Community College District Bid #6131 Site Lighting A Mandatory Informational Meeting will be conducted on March 7, 2017 @ 10am Meeting will be located at the Fremont Campus in Building 18, Pecan Conference Design documents and Project Manual will be made available on February 24, 2017 to interested parties that are registered with the District. To register with the District visit http://www.ohlone.edu/org/purchasing/bidsrfps/ Hand delivered bids must be submitted by 2:00pm on March 23, 2017 to: Ohlone Community College District Purchasing Department 43600 Mission Blvd. Fremont, CA 94539 Attn: Elaine Trujillo Building FP-28 (510) 979-7567 AR #5907751; Feb. 24; Mar. 3, 2017</p> <p>TITLE: LIGHT EQUIPMENT COLLISION REPAIR AND BODY SHOP SERVICES RFQ NUMBER: 18375 SPECIFICATION NO. 17-928-00-1 Bids to be received by the CITY CLERK'S OFFICE, One Frank H. Ogawa Plaza, 1st Floor, Oakland, CA 94612, prior to 2:00 PM Pacific Time on Monday, March 20, 2017. For a copy of this specification please call the Purchasing Section at (510) 238-7566. OT #5907820; Feb. 24, 2017</p>	<p>Oakland Housing Authority Announcement and Notice of Public Hearing The Oakland Housing Authority (OHA) has published the draft Fiscal Year (FY) 2018 Moving to Work (MTW) Annual Plan. Included in the MTW Annual Plan are changes to the Admissions and Continued Occupancy Policy (ACOP) and tenant lease for the public housing program and the Administrative Plan for the Housing Choice Voucher program. OHA will hold a public hearing on February 27, 2017 at 6:00 PM to hear public comments on the draft MTW Annual Plan. The public is invited to attend and provide comments. 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Copies of the draft FY 2018 MTW Annual Plan can be accessed on the Reports & Policies section of the Oakland Housing Authority's website at www.oakha.org or by calling (510) 874-1512.</p>	<p>Language translation services are available in 151 languages at all offices at no cost. 所有辦公地點都會免費提供151種的外語翻譯服務。 Los servicios de traducción en 151 idiomas están disponibles en todas las oficinas sin ningún costo. Chương trình thông dịch đầy đủ cho tới 151 tiếng nói miễn phí cho quý vị đang có tại nhiều văn phòng gần đây. To request interpretation services call (510) 874-1653. TDD number (510) 832-0633 OT #5899594; Feb. 24, 2017</p>				

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APPENDIX G

Replacement Housing Factor Plan

**Oakland Housing Authority
Replacement Housing Factor Plan**

First Increment Funding

OHA has received first increment RHF funds as a result of the disposition of 87 public housing units at the former Tassafaronga site and 1,615 public housing units at scattered sites. OHA plans to utilize these RHF funds pursuant to Option 3 of OHA's MTW Agreement. OHA intends to combine RHF funds into the MTW Block Grant, accumulate the RHF grants for five years, and be eligible for Demolition or Disposition Transitional Funding (DDTF) funds. OHA needs to accumulate the RHF grants in order to have sufficient funds to develop new affordable housing units.

The subject grants are:

Grant Number	Amount	Project – Increment
CA39R003501-11	\$3,883,253	Tassafaronga (87 units) – year 2 of 5 Scattered Sites (1,615 units) – year 1 of 5
CA39R003501-12	\$3,611,056	Tassafaronga (87 units) – year 3 of 5 Scattered Sites (1,615 units) – year 2 of 5
CA39R003501-13	\$3,872,187	Tassafaronga (87 units) – year 4 of 5 Scattered Sites (1,615 units) – year 3 of 5
CA39R003501-14	\$3,703,384	Tassafaronga (87 units) – year 5 of 5 Scattered Sites (1,615 units) – year 4 of 5
CA39R003501-15	\$3,469,991	Scattered Sites (1,615 units) – year 5 of 5
<i>Total 1st Increment</i>	<i>\$18,593,871</i>	

This funding will be used to fill gaps in financing as needed to develop affordable housing units at the following five sites located in Oakland, California. OHA will ensure that the requisite number of affordable housing units required under the "Proportionality Test" will be developed. OHA is using RHF funds to develop up to 418 affordable housing rental units at development sites in the order that the sites are listed below:

1. Lion Creek Crossings Phase V (128 senior units) - complete
2. Lakeside Senior Apartments (92 senior units) - complete
3. Ave Vista (68 family units) – complete
4. Prosperity Place (71 family units) – complete
5. 94th and International (59 units) – in progress
6. The Emphyrean (99 units) – not yet implemented

It is OHA's understanding from the information posted on the HUD Capital Fund webpage that the obligation end date for these funds will be April 12, 2017 and the disbursement end date will be April 12, 2019. OHA will easily meet the newly established obligation and disbursement deadlines.

APPENDIX H

Language Assistance Plan (LAP) for Limited English Proficiency (LEP) Persons

Introduction

The Oakland Housing Authority (OHA) is committed to providing equal opportunity housing in a non-discriminatory manner, and in complying fully with all Federal, State and local nondiscrimination laws and with the rules and regulations governing Fair Housing and Equal Opportunity in housing and employment. OHA also complies with the Executive Order 13166 and Final Guidance to Federal Assistance Recipients Regarding Title VI Prohibition against National Origin Discrimination Affecting Limited English Proficient (LEP) Persons, published January 22, 2007, in the Federal Register.

The purpose of the LAP is to identify how OHA will ensure its methods of administering its programs will not have a discriminatory effect on self-identified LEP persons and to ensure within reason that LEP persons have full access to OHA programs and services. The LAP also describes the method OHA will undertake to ensure the provision of meaningful access through language services to LEP persons. In addition to a four factor analysis, this plan will discuss:

1. Identifying LEP individuals who need language assistance services
2. Language Assistance Measures
3. Effective noticing and outreach methods to reach the LEP community
4. Staff training
5. Determining vital documents
6. Monitoring and updating the LAP

Who is LEP?

Anyone whose primary language is not English and has a limited ability to read, write, speak or understand English may be LEP. OHA will not identify anyone as LEP; the beneficiaries of the services and activities must identify themselves as LEP (Federal Register Vol. 72, No. 13, January 22, 2007).

Four Factor Analysis

Based on HUD guidance, OHA conducted a four factor analysis of its jurisdiction using Census and local data to determine the extent of its obligations to provide language access to LEP persons. The four factor analysis is based on the following factors:

Factor 1: The number or proportion of LEP persons served or encountered in the eligible service population (“served or encountered” includes those persons who would be served or encountered by the recipient if the persons were afforded adequate education and outreach)

Factor 2: The frequency with which LEP persons come into contact with the program

Recipients should assess, as accurately as possible, the frequency with which they have or should have contact with an LEP individual from different language groups seeking assistance. The more frequent the contact with a particular language group, the more likely the need for enhanced language services in that language. The steps that are reasonable for a recipient that serves an LEP person on a one-time basis will be very different than those expected from a recipient that serves LEP persons daily. It is also advisable to consider the frequency of different types of language contacts.

Factor 3: Analyze the importance of contact

“The more important the activity, information, service, or program, or the greater the possible consequences of the contact to the LEP persons, the more likely the need for language services. The obligations to communicate rights to a person who is being evicted differ, for example, from those to provide recreational programming. A recipient needs to determine whether denial or delay of access to services or information could have serious or even life-threatening implications for the LEP individual. Decisions by HUD, another federal, state, or local entity, or the recipient to make a specific activity compulsory in order to participate in the program, such as filling out particular forms, participating in administrative hearings, or other activities, can serve as strong evidence of the program’s importance.”

Factor 4: Identify the resources available to the grantee/recipient and the costs

“A recipient’s level of resources and the costs that would be imposed on it may have an impact on the nature of the steps it should take. Smaller recipients with more limited budgets are not expected to provide the same level of language services as larger recipients with larger budgets. In addition, “reasonable steps” may cease to be reasonable where the costs imposed substantially exceed the benefits. Recipients should carefully explore the most cost-effective means of delivering competent and accurate language services before limiting services due to resource concerns.”

Element 1: Identifying LEP individuals who need language assistance services

According to HUD guidance, “One factor in determining what language services recipients should provide is the number or proportion of LEP persons from a particular language group served or encountered in the eligible service population. The greater the number or proportion of these LEP persons, the more likely language services are needed. Ordinarily, persons ‘eligible to be served, or likely to be directly affected, by’ a recipient’s program or activity are those who are served or encountered in the eligible service population.” Meeting the following HUD suggested thresholds will be considered strong evidence of compliance with the OHA’s written-translation obligations:

Table 1: Suggested Safe Harbors for Written Translation*	
Threshold	Written Translation
1,000 or more in the eligible population in the market area or among current beneficiaries	Vital Documents
More than 5% of the eligible population or beneficiaries and more than 50 in number	Vital Documents
More than 5% of the eligible population or beneficiaries and 50 or less in number	Translated written notice of right to receive free oral interpretation of documents
5% or less of the eligible population or beneficiaries and less than 1,000 in number	None required.
Source: Federal Register / Vol. 72, No. 13 / Monday, January 22, 2007 / Notices	

Based on the safe-harbor thresholds described in Table 1:

Table 2: Limited English Proficiency Languages			
	(Oakland, CA CDBG, HOME, ESG) Jurisdiction		
Limited English Proficiency (LEP) Language			
#1 LEP Language	Spanish	41,928	11.30%
#2 LEP Language	Chinese	19,815	5.34%
#3 LEP Language	Vietnamese	4,170	1.12%
#4 LEP Language	Tagalog	2,097	0.56%

#5 LEP Language	Other Asian Language	1,587	0.43%
#6 LEP Language	African	1,533	0.41%
#7 LEP Language	Cambodian	1,269	0.34%
#8 LEP Language	Arabic	1,011	0.27%

Staff maintains a log of interactions with LEP persons monthly. The data collected for January through February 2017 notes:

Incoming Requests for LEP Assistance	
Cantonese	96
Spanish	55
Vietnamese	21
Mandarin	17

While there are 8 languages in the population that meet or exceed suggested thresholds identified by HUD as safe harbor, there is limited contact with LEP persons in groups other than Spanish, Chinese, and Vietnamese. Additionally, the frequency of contact with Chinese speakers is significant for the Cantonese and Mandarin dialects. As such, for the purposes of the LAP, Spanish, Cantonese, Mandarin, and Vietnamese will be considered the primary LEP languages into which OHA will provide access to oral interpretation through staff and written translation. OHA will provide the widest array of translation and interpretation services to LEP persons in the primary LEP languages while balancing the costs and resources available to the agency. OHA also will provide assistance in other languages through contracted interpretation services as discussed in Element 2.

An analysis to identify changes in the LEP population for the jurisdiction will be conducted as new data becomes available.

Element 2: Language Assistance Measures

OHA will provide multiple methods of assistance to LEP persons to ensure equitable access to OHA programs.

- 1) Oral interpretation assistance for LEP persons, as needed and requested
 - a. Automated telephone menu option translations in primary LEP languages
 - b. Multilingual staff to provide oral interpretation assistance in the four primary languages identified by the four factor analysis
 - c. Contracted interpretation services to offer interpretation assistance in at least 150 languages
 - d. "I Speak" cards
- 2) Written translation services
 - a. Vital documents in each of the primary LEP languages
 - b. Some identified non-vital documents

Oral Interpretation

Callers to the Authority's automated phone system will be presented with menu options in English, Mandarin, Cantonese, Spanish and Vietnamese. Answers to FAQs will be provided via the automated phone system, as well as instructions on how to receive further assistance with oral interpretation. The Authority will utilize "I speak" flash cards to identify the language spoken by walk-in LEP clients. Once identified, OHA will utilize certified bilingual employees or a telephone interpretation service to assist walk-in clients. The use of a telephone interpretation service will enable the Authority to provide assistance to walk-in clients in over 150 languages.

Where reasonable, oral interpretation is available in the following instances if requested by LEP clients prior to their appointment:

- Intake and Interview Process
- Applicant Review
- Voucher Briefing
- Participant Counseling Sessions
- Participant Hearings
- Annual and Interim Re-examinations
- Housing Quality Standards Inspections

Where reasonable, oral interpretation is available for the following voluntary activities if requested by LEP clients prior to the activity:

- Family Self-sufficiency (FSS) Briefing
- Homeownership Briefing
- Resident Advisory Board Meetings
- Board of Commissioner's Meetings

OHA maintains a list of bilingual staff to assist LEP clients. Bilingual staff that will provide interpretation must either be certified by passing a required test, which will be

facilitated by OHA's Human Resources Department. If a bilingual staff person is not available the Authority will utilize a contracted telephone interpretation service.

OHA discourages LEP persons from enlisting the services of family members or other informal interpreters. OHA staff will always rely on the assistance of staff or contracted interpretation services vendors to provide oral interpretation services. In the case where an LEP program participant refuses OHA's free language assistance services, staff will document the offer and the rejection in the electronic notes.

Written Translation

Written translation is the replacement of a written text from one language into an equivalent written text in another language. OHA will provide written translation of vital documents into primary LEP languages. OHA may also provide written translation of some non-vital documents based on an assessment of the content and audience of the information provided.

Oral interpretation services will be used for any non-vital document that has not been translated.

All housing related programs are considered vital to participants and the public. Other programs not directly related to housing or that may affect someone's right to housing are considered non-vital. While the accessibility to non-vital programs is important, it is not subject to the same standards as housing programs. Examples of OHA programs that are considered non-vital include:

- Section 3
- Human Resources
- Procurement
- Community Outreach

LEP assistance in accessing these programs may be offered through the use of bilingual employees and cost effective written translation programs available through OHA's website. Notice of these services will be provided on the OHA website.

Element 3: Determining Vital Documents

HUD has defined “vital documents” to be those documents that are critical for ensuring meaningful access or awareness of rights or services, by beneficiaries or potential beneficiaries generally and LEP persons specifically. The Executive Director or his designee will identify vital documents for program applicants and participants and ensure translation of these documents into the languages identified in the four factor analysis. The list of vital documents will be maintained by the Executive Office and revised as business needs change. OHA will accept recommendations on the need to translate certain documents during the public comment period of the MTW Annual Plan.

Approved vendors will be utilized for written translation services. Where possible, certified bilingual staff will be used to review translated documents for accuracy and OHA may use the HUD-approved version of translated documents.

A sampling of OHA identified vital documents is as follows but this list is not exhaustive and OHA expects the list to change over time as program operations evolve:

- 1) Site –based Wait List Opening Notices, pre-applications, and applications
- 2) Eligibility intake forms
- 3) Briefing packet materials
- 4) Lease and house rule materials
- 5) Consent and Complaint forms
- 6) Written notices regarding Rights, Hearing and Denial or Termination of services
- 7) FSS Contract and Outreach Materials
- 8) Required Homeownership Forms and Materials
- 9) FAQs
- 10) Reasonable Accommodation Request Forms and Information
- 11) Annual and Interim Recertification Packets

While OHA will provide written translation of vital documents, the English form will serve as the official record for the participant file.

Element 4: Effective Noticing and Outreach Methods to Reach the LEP Community

OHA will use various communication strategies to provide notice of the LAP and the oral interpretation and written translation services that are available free of charge. In addition to posting the LAP on the OHA website and in the MTW Annual Plan, OHA will place multilingual signs or posters in common areas and offices to inform the public that OHA provides free interpretation services. Similar notices will also be placed in outreach materials published for OHA's housing assistance programs..

Significant outreach efforts, such as the opening of any of the Authority's wait lists may include notices in newspapers in languages that serve non-English speaking populations and also on non-English language radio and television outlets. OHA will also notify and, where possible, work with local libraries, schools, community and faith-based organizations that work with LEP groups in any outreach efforts.

A "tag line" notice will be included on the website home page, community and public notices, and other identified correspondence from OHA advising clients that free interpretive services are available. The tag lines will also provide information on how to access these services.

Element 5: Staff Training

All staff that frequently interacts with the public will be provided a copy of the LAP. Specific training will be tailored to the job responsibilities of staff and frequency of contact with applicants and residents. Trainings may include:

- An in-depth discussion of the LAP,
- Types of services available to LEP persons,
- How to respond to LEP callers,
- How to respond to LEP clients who contact the Authority in-person,
- How to respond to written communications from LEP clients,
- How to use the “I speak” cards,
- How to access contracted vendor translation services,
- Identifying and accessing certified bilingual staff,
- Location of translated documents, and
- How to document language assistance services offered and provided to LEP persons.

Certified bilingual staff will receive additional training that will address:

- Adhering to the role of interpreter without deviating into a role as counselor, legal advisor, or others.
- Acquiring specialized knowledge of programs and services
- Maintaining confidentiality when translating

Certified bilingual staff may also receive further training in translation skills.

Element 6: Monitoring and Updating the LAP

The LAP is monitored regularly and may be modified at least annually during the MTW Annual Plan process. Modifications to the LAP will be based on:

- New or updates Census data
- Changes in language demographics and LEP households that meet the safe harbor thresholds
- Frequency of encounters and other data regularly reported
- Compliance with federal policy
- Compliance with MTW statutory requirements
- Current and anticipated client needs
- Availability and necessity of resources

APPENDIX I

Alameda County Income Limits for 2016 and Fair Market Rents published in October 2016

Alameda County Income Limits 2016									
Income Limits	Income Limits	One Person	Two Person	Three Person	Four Person	Five Person	Six Person	Seven Person	Eight Person
\$93,600	Extremely Low Income (30%)	\$20,500	\$23,400	\$26,350	\$29,250	\$31,600	\$33,950	\$36,730	\$40,890
	Very Low Income (50%)	\$34,150	\$39,000	\$43,900	\$48,750	\$52,650	\$56,560	\$60,450	\$64,350
	Low Income (80%)	\$52,650	\$60,150	\$67,650	\$75,150	\$81,200	\$87,200	\$93,200	\$99,200

FY 2017 FAIR MARKET RENT DOCUMENTATION SYSTEM

Final FY 2017 FMRs By Unit Bedrooms				
<u>Efficiency</u>	<u>One-Bedroom</u>	<u>Two-Bedroom</u>	<u>Three-Bedroom</u>	<u>Four-Bedroom</u>
\$1,435	\$1,723	\$2,173	\$3,017	\$3,477

The FY 2017 Fair Market Rents for Oakland-Fremont, CA HUD Metro FMR Area are based on the results of a local rent survey.

APPENDIX J

Flat Rent Policy for Public Housing



Oakland Housing
Authority

Schedule of Flat Rents

(Section 6-III.E. of the Admissions and Continued Occupancy Policy)

Households that participate in the Public Housing program have the option of paying a flat rent or an income-based rent. The flat rent is a standardized monthly rent based on the size of the unit leased. There is no utility allowance or reimbursement calculated when a family elects to pay the flat rent.

OHA will offer families the choice between a flat rent and an income-based rent annually. This policy does not apply to families in the Housing Choice Voucher/Section 8 program or Project Based Voucher Program.

Effective Date: Jan. 1, 2017*	
Public Housing Flat Rent	
Efficiency	\$1,148
One Bedroom	\$1,378
Two Bedroom	\$1,738
Three Bedroom	\$2,414
Four Bedroom	\$2,782
Five Bedroom	\$3,199

If an existing tenant is on flat rent, and his/her rental payment would be increased by more than 35% as result of the updated flat rent, the increase must be phased-in such that a family would not experience an increase in the rental payment of more than 35% in any one year. The only flat rent increases that may be phased-in are those where a family's rent will increase by more than 35%. If the new flat rent amount would not increase a family's rental payment by more than 35%, the family may choose to pay either the 2017 flat rent or the calculated income-based rent.

OHA will comply with the requirements to make an annual flat rent offer and will provide all households with sufficient information to make an informed choice.

APPENDIX K

Smoke Free Public Housing Policy



Smoke-Free Public Housing Policy*
(Section 13.III.B. of the Admissions and Continued Occupancy Policy)

Beginning on July 1, 2018, the use of prohibited tobacco products such as items involving the ignition and burning of tobacco leaves including (but not limited to) cigarettes, cigars, e-cigarettes, e-cigars, e-hookahs, Electronic Nicotine Delivery Systems (ENDS), hookahs, personal vaporizers, pipes, vaping devices, vape pens, and water pipes is prohibited in restricted areas.

Restricted areas are defined as:

- public housing dwelling units at Adel Court, Campbell Village, Harrison Towers, Lockwood Gardens, Oak Grove North, Oak Grove South, Palo Vista Gardens, and Peralta Villa,
- public housing administrative office buildings,
- public housing community rooms or community facilities,
- public housing day care centers and laundry rooms, and
- all outdoor areas up to 25 feet from the buildings or units for which this policy is applicable.

Failure to adhere to nonsmoking and smoke-free restrictions or failure to ensure household members, visitors, guests, or any other person under the tenant's control abide by the policy will be considered a violation of the Tenant Lease and could be cause for termination of tenancy. Additionally, failure to enforce any part of the Smoke-Free Policy does not negate the right to enforce it in the future.

The Oakland Housing Authority (OHA) may elect to allow smoking on the grounds in a designated smoking area (DSA). DSAs must be outside of any restricted areas as defined by the policy. Prior to establishing any DSAs, (OHA) will notify residents and may consider public comments from households that live on the proposed site.

*Final implementation of this policy may be modified or withdrawn pending the outcome and effective date of HUD FR 5597-F-03.

APPENDIX L

Authorization to Release Information Form



AUTHORIZATION RELEASE FORM/PRIVACY ACT NOTICE

Authority: Section 904 of the Stewart B. McKinney Homeless Assistance Amendments Act of 1988, as amended by Section 903 of the Housing and Community Development Act of 1992 and Section 3003 of the Omnibus Budget Reconciliation Act of 1993. This law is found at 42 U.S.C. 3544. This law requires that you sign a consent form authorizing: (1) HUD and the Housing Agency/Authority (HA) to request verification of salary and wages from current or previous employers; (2) HUD and the HA to request wage and unemployment compensation claim information from the state agency responsible for keeping that information; (3) HUD to request certain tax return information from the U.S. Social Security Administration and the U.S. Internal Revenue Service. The law also requires independent verification of income information. Therefore, HUD or the HA may request information from financial institutions to verify your eligibility and level of benefits.

Purpose: In signing this consent form, you are authorizing HUD and the above-named HA to request income information from the sources listed on the form. HUD and the HA need this information to verify your household's income, in order to ensure that you are eligible for assisted housing benefits and that these benefits are set at the correct level. HUD and the HA may participate in computer matching programs with these sources in order to verify your eligibility and level of benefits.

Uses of Information to be Obtained: HUD is required to protect the income information it obtains in accordance with the Privacy Act of 1974, 5 U.S.C. 552a. HUD may disclose information (other than tax return information) for certain routine uses, such as to other government agencies for law enforcement purposes, to Federal agencies for employment suitability purposes and to HAs for the purpose of determining housing assistance. The HA is also required to protect the income information it obtains in accordance with any applicable State privacy law. HUD and HA employees may be subject to penalties for unauthorized disclosures or improper uses of the income information that is obtained based on the consent form. **Private owners may not request or receive information authorized by this form.**

Privacy Act Notice. Authority: The Department of Housing and Urban Development (HUD) is authorized to collect this information by the U.S. Housing Act of 1937 (42 U.S.C. 1437 et. seq.), Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d), and by the Fair Housing Act (42 U.S.C. 3601-19). The Housing and Community Development Act of 1987 (42 U.S.C. 3543) requires applicants and participants to submit the Social Security Number of each household member who is six years old or older. **Purpose:** Your income and other information are being collected by HUD to determine your eligibility, the appropriate bedroom size, and the amount your family will pay toward rent and utilities. **Other Uses:** HUD uses your family income and other information to assist in managing and monitoring HUD-assisted housing programs, to protect the Government's financial interest, and to verify the accuracy of the information you provide. This information may be released to appropriate Federal, State, and local agencies, when relevant, and to civil, criminal, or regulatory investigators and prosecutors. However, the information will not be otherwise disclosed or released outside of HUD, except as permitted or required by law. **Penalty:** You must provide all of the information requested by the HA, including all Social Security Numbers you, and all other household members age six years and older, have and use. Giving the Social Security Numbers of all household members six years of age and older is mandatory, and not providing the Social Security Numbers will affect your eligibility. Failure to provide any of the requested information may result in a delay or rejection of your eligibility approval.

Penalties for Misusing this Consent: HUD, the HA and any owner (or any employee of HUD, the HA or the owner) may be subject to penalties for unauthorized disclosures or improper uses of information collected based on the consent form.

Use of the information collected based on the form HUD 9886 is restricted to the purposes cited on the form HUD 9886. Any person who knowingly or willfully requests, obtains or discloses any information under false pretenses concerning an applicant or participant may be subject to a misdemeanor and fined not more than \$5,000.

Any applicant or participant affected by negligent disclosure of information may bring civil action for damages, and seek other relief, as may be appropriate, against the officer or employee of HUD, the HA or the owner responsible for the unauthorized disclosure or improper use.

Who Must Sign the Consent Form: Persons who apply for or receive assistance under any program administered by the Oakland Housing Authority. Each member of your household who is 18 years of age or older must sign the consent form. Additional signatures must be obtained from new adult members joining the household or whenever members of the household become 18 years of age.

Failure to Sign Consent Form: Your failure to sign the consent form may result in the denial of eligibility or termination of assisted housing benefits, or both. Denial of eligibility or termination of benefits is subject to the HA's grievance procedures and Section 8 informal hearing procedures.

Sources of Information to be Obtained: State Wage Information Collection Agencies. (This consent is limited to wages and unemployment compensation I have received during period(s) within the last 5 years when I have received assisted housing benefits.)

- U.S. Social Security Administration (HUD only) (This consent is limited to the wage and self-employment information and payments of retirement income as referenced at Section 6103(l)(7)(A) of the Internal Revenue Code.)
- U.S. Internal Revenue Service (HUD only) (This consent is limited to unearned income [i.e., interest and dividends]. Information may also be obtained directly from: (a) current and former employers concerning salary and wages and (b) financial institutions concerning unearned income (i.e., interest and dividends). I understand that income information obtained from these sources will be used to verify information that I provide in determining eligibility for assisted housing programs and the level of benefits. Therefore, this consent form only authorizes release directly from employers and financial institutions of information regarding any period(s) within the last 5 years when I have received assisted housing benefits.

Other Sources of Information, Verifications and Inquiries that may be requested include, but are not limited to:

Identity and Marital Status	Credit and Criminal Activity	Residences and Rental Activity
Medical or Child Care Allowances	Employment, Income, and Assets	

Groups or Individuals That May Be Asked

Previous Landlords (including Public Housing Agencies) Courts and Post Offices Schools and Colleges Law Enforcement Agencies Support and Alimony Providers	Past and Present Employers Social Service Agencies State Unemployment Agencies Social Security Administration Medical and Child Care Providers Utility Companies	Veterans Administration Retirement Systems Banks and other Financial Institutions Credit Providers and Credit Bureaus
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This authorization cannot be used to obtain any information about me that is not pertinent to my eligibility for and continued participation in a housing assistance program.

Conditions: I agree that a photocopy of this authorization may be used for the purposes stated above. The original of this authorization is on file with Oakland Housing Authority. I understand I have a right to review my file and correct any information I can prove is incorrect.

Consent: I consent to allow HUD or the Oakland Housing Authority to request and obtain income information from the sources listed on this form for the purpose of verifying my eligibility and level of benefits under HUD's assisted housing programs. I understand that OHA cannot use the income information received under this consent form to deny, reduce or terminate assistance without first independently verifying what the amount was, whether I actually had access to the funds and when the funds were received. In addition, I must be given an opportunity to contest those determinations. I authorize and direct any Federal, State, or local agency, organization, business, or individual to release to the Oakland Housing Authority any information or materials needed to complete and verify my application for participation, and/or to maintain continued assistance under the housing assistance programs administered by the Oakland Housing Authority. I understand and agree that this authorization or the information obtained with its use may be given to and used by the Department of Housing and Urban Development (HUD) in administering and enforcing program rules and policies.

I also consent for the Oakland Housing Authority to release information from my file about any rental history to HUD collection agencies. This includes records on my payment history, and any violations of my lease or Oakland Housing Authority policies. **The authorization to release information requested by this consent form expires 42 months after the date the consent form is signed.**

SIGNATURES

_____ Head of Household (Print Name)	_____ Signature Head of Household	_____ Date
_____ Spouse/Cohead (Print Name)	_____ Signature Spouse/Cohead	_____ Date
_____ Adult Member (Print Name)	_____ Signature Adult Member	_____ Date
_____ Adult Member (Print Name)	_____ Signature Adult Member	_____ Date
_____ Adult Member (Print Name)	_____ Signature Adult Member	_____ Date