

# MAKING TRANSITIONS WORK

## ANNUAL PLAN



**WORKING TOGETHER TO CREATE HEALTHY COMMUNITIES**



**DRAFT**

**FISCAL YEAR 2024 // JULY 1, 2023 - JUNE 30, 2024**



**Approved: June 8, 2023**  
**Technical Amendment Submitted: January 29, 2024**

## **Fiscal Year 2024 MTW Annual Plan**

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# Housing Authority of the City of Oakland, California

## Fiscal Year 2024 MTW Annual Plan

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## Section I. Introduction

### Message from the Executive Director



As we enter Fiscal Year (FY) 2024, we have more knowledge and data than ever to design and administer effective, evidence based programs to serve the citizens of Oakland. We are excited to take this wisdom to continue forging new paths and overcoming challenges. As the Housing Authority of the City of Oakland, California (OHA), the nation, and the world adapt to a new normal, we will continue to prioritize the health of our residents and staff and serve our clients through an offering of service-enriched housing opportunities, evolving technology, and equitable programs. Assisting as many Oakland families as possible is a primary focus, with a goal of leasing 98% occupancy of public housing units and maintaining high utilization in all voucher programs during the upcoming year. We intend to achieve exceptional operational outcomes while simultaneously ensuring unwavering governance that centers on the agency's long-term fiscal stability. As Oakland enters a new era under new

elected leadership, we plan to continue to collaborate with City officials to create and refine innovative strategies and continue to advocate for equitable housing solutions.

Our employees remain dedicated to helping each resident find the best pathway for individual success and long-term resiliency. Delivering a culture of equity and belonging and working together, we can strengthen community bonds by uplifting and engaging families to help them shape not only their futures but the futures of strong Oakland communities.

Positive outcomes are possible because of OHA's strong alliances with experts throughout our community. OHA continually seeks new community partners and works to expand existing relationships within the City and County. In FY 2024, OHA will continue to leverage resources to assist more families into homes- not just houses. With existing, and future, partnerships, OHA works on a holistic approach to create healthy homes by providing access to food pantries, hosting community-building events, and providing safe communities with the support of the Oakland Housing Authority Police Department. As an experienced innovator using MTW flexibility, OHA is creating the Rental Assistance Subsidy (RAS) as an alternative form of stabilizing, place-based funding that maximizes and leverages federal dollars with City and state funding to preserve affordable housing for the long-term. The RAS explores an untested method of providing non-traditional subsidy to projects beyond the traditional strategies such as OHA providing gap and acquisition financing and allow projects to proceed that may have otherwise fallen short of resources.

OHA is excited to receive \$2.3M awarded in FY 2023 for Jobs Plus, to increase employment opportunities for East Oakland Public Housing residents, to address barriers to gainful

employment, building on the knowledge gained through successful implementation of Jobs Plus in West Oakland that started in 2015. These projects align with agency goals, and Presidential priorities outlined in the Biden-Harris Administration's "*All In: The Federal Strategic Plan to Prevent and End Homelessness*" (*All In*).

*All In* focuses on leading with equity, using evidence to make decisions, and collaborating on all levels to ensure a well-rounded approach to end homelessness, reducing homelessness by 25% by 2025. The solutions provided by *All In* include scaling housing and supports to meet demand, improving effectiveness of homeless response systems, and preventing homelessness. OHA is committed to playing its role in these ambitious goals by connecting extremely vulnerable and/or low-income families to services-enriched housing in stable and thriving communities.

I am optimistic and look forward to a year of service, excellence, and creativity while advancing OHA's and the citywide goal of reducing homelessness. As I look ahead to a productive year in FY 2024, I acknowledge the important contributions of expertise from our partners including the City of Oakland, Alameda County, the Continuum of Care leadership team, the contingent of Bay Area regional housing authorities and HUD, and I am excited to forge new connections that best serve our residents and strengthen communities everywhere.

## Introduction

The OHA was established in 1938 to assure the availability of quality housing for low-income persons. OHA operates federally funded and other housing assistance programs and reaching over 16,000 of Oakland's lowest-income families including the 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

The United States Department of Housing and Urban Development (HUD) selected OHA to participate in the Moving to Work (MTW) Demonstration program in 2001. OHA executed its first MTW agreement with HUD in March of 2004. Initially, it 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 existing MTW agencies to terminate in year 2028. This extension allowed OHA to continue its localized housing programs and to continue to implement various innovations that remove barriers to housing for OHA families. Since September 2022, HUD admitted 87 agencies to the expansion of the MTW Demonstration Program. Currently, OHA is one of 126 public housing authority participants in the demonstration nationally.

The MTW Demonstration waives certain provisions of the Housing Act of 1937, its implementing requirements and regulations. In addition, using MTW waivers, OHA may combine funding from different HUD programs such as public housing operating subsidy, Capital Fund, and the Housing



Choice Voucher (HCV) program funds, into a Single Fund Budget with flexibility to use the funding as approved across programs. MTW offers a unique opportunity for housing authorities to explore and test new and innovative methods of delivering housing and supportive services to low-income residents. OHA may use MTW funds in the Single Fund Budget

for approved eligible MTW activities including housing assistance, 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 HCV programs to support local housing activities. OHA renamed the MTW program "*Making Transitions Work*" in order to acknowledge the various ways MTW can facilitate transitions for families across the phases of the housing spectrum and to better reflect the potential of the demonstration to positively impact the lives of Oaklanders.

The United States Congress established the following five statutory requirements and three statutory objectives when it approved the MTW Demonstration program:

Statutory Requirements	Statutory Objectives
<ul style="list-style-type: none"> <li>• Assist substantially the same total number of eligible low-income families under MTW as would have been served absent the demonstration</li> <li>• Maintain a mix of families (by family size) comparable to those they would have served without the demonstration</li> <li>• Ensure that at least 75 percent of the families assisted are very low-income</li> <li>• Establish a reasonable rent policy to encourage employment and self-sufficiency</li> <li>• Assure that the housing the agencies provide meets HUD’s housing quality standards</li> </ul>	<ul style="list-style-type: none"> <li>• Reduce costs and achieve greater cost effectiveness in Federal expenditures;</li> <li>• 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</li> <li>• Increase housing choices for low income families</li> </ul>

In compliance with its MTW Agreement, OHA must meet each statutory requirement by implementing the activities discussed in this Annual Plan. OHA’s plan for achieving each requirement is detailed in Section II. Additionally, OHA must design and implement all approved MTW activities to meet at least one of the statutory objectives. Many of OHA’s MTW initiatives meet more than one of the statutory objectives and the discussion of these goals and the various strategies OHA will use to meet them, to serve the existing 35,000 program participants, and expand assistance to additional families in need is included in Section IV.

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

### Short-term Goals and Objectives



Oakland is entering a new era in FY 2024 with new leadership under Mayor Sheng Thao and a new City Council who will continue to emphasize the role of local government in solving problems related to the homeless and housing crisis. The Mayor's goals included creating housing opportunities for all of Oakland's unhoused by the end of her second term, providing on-demand mental health and drug treatment, creating innovative and flexible funding streams to build new affordable housing, and

creating cost efficient housing alternatives by making public land available for real housing solutions. OHA shares this vision, and knows that the successful plan for re-housing many homeless individuals and families requires a thoughtful combination of affordable housing, well-rounded amenities, and robust and available supportive services. While not all of OHA's programs, especially those serving the unhoused, fall under the MTW moniker, the flexibilities authorized under MTW allow OHA to lead from a place of equity and complement non-MTW programs with incentives and resources to further ensure full leasing and achievement of OHA's and the City's likeminded goals.

#### Priorities:

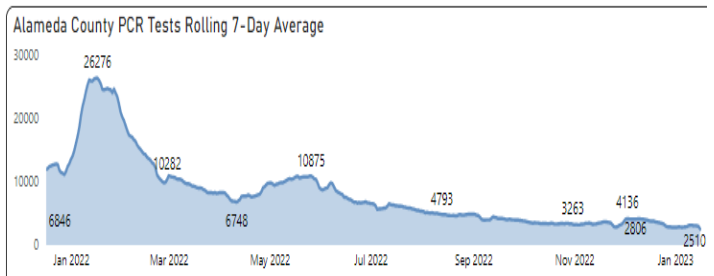
- ❖ Lease any new EHVs and Stability Vouchers awarded to provide emergency housing relief, FYI vouchers to assist Foster Youth and new Mainstream Vouchers awarded in FY 2023
- ❖ Lease all public housing and PBV sites to at least 98%
- ❖ Complete unit rehabilitations and maintenance turns within the prescribed benchmarks
- ❖ Operate safely based on recommended local, state and national guidelines using waivers and supplemental funding to sustain high quality functionality
- ❖ Improve reporting and transparency through effective dashboards based on real-time business system information
- ❖ Strengthen inter-agency partnerships to implement multistage (transitional and permanent) solutions to eliminate homelessness and expand permanent supportive housing efforts
- ❖ Creative use of capital and assets for development and repositioning activities and support of projects falling short of resources where OHA can bridge the gap

### Long-term Goals and Objectives

The activities described in the Annual Plan build on OHA's legacy and experience through innovation and serve as tools to support and implement the long-term strategic goals, which were approved by the Board of Commissioners in 2021. The long-term goals are:

*Sustained high standards of customer service for residents and stakeholders*

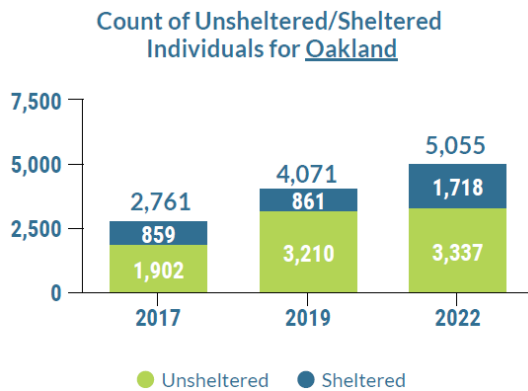
Using the lessons learned over the past three years, OHA will use diverse methods of communication and a variety of resources and supports for both residents and staff. Many items put in place during 2020 through 2022 such as personal protective equipment (PPE), teleworking, virtual briefings and contactless inspections will continue into FY 2024 and OHA opts to integrate these efficient, convenient, safe and preferable procedures for residents and owners.



According to the Point-in-Time Homeless Count (PIT), homelessness in Oakland increased from 4,071 people in 2019 to 5,055 people in 2022 with an increase in the number of individuals living in cars/vans, and those dwelling in recreational vehicles.

**POINT-IN-TIME COUNT**

While the number of homeless individuals increased, the growth rate of the homeless population slowed from 47% during 2017 to 2019, to 24% during 2019 to 2022. A decline in the number of people living in tents was recorded, dropping from 1,320 in 2019 to 1,063 in 2022, a 19% decrease. These declines were achieved as the result of the substantial effort to get people housed during the pandemic, both locally and federally with OHA contributing permanent supportive housing programs and leasing EHVs, an effort that will continue in FY 2024. Other efforts will include leasing Foster Youth to Independence (FYI) vouchers and serving up to 180 families in the expanded Sponsor Based Housing Assistance (SBHAP) program to include up to 40 families



exiting the Oakland Community Cabins. OHA applied for new Stability Vouchers (SV) in FY 2023, designed to assist homeless households. If awarded, OHA will lease the SVs in FY 2024 utilizing the successful partnership with Alameda County Continuum of Care (CoC), built through the EHV and FYI leasing efforts to ensure efficient and rapid referrals and supportive services for applicants to continue the community wide commitment to reducing homelessness.

Oaklanders face an exceptionally high cost of living, as Oakland is the 11<sup>th</sup> most expensive city in the U.S. according to the Kiplinger analysis, which compares the Cost of Living Index in 265 urban areas. Housing costs are three times higher in Oakland compared to the national average, but the median income is only 18% higher than the national average. Rent is not the only thing that is pricier in Oakland and as of December 2022, Oakland has a cost of living 47% above the national average with utilities, transportation and health care costs around 25% higher than the national average and groceries being 30% percent higher. Median rent in Oakland has increased by 7% since 2021. Additionally, new local ordinances have changed the landscape for Oakland landlords, further complicating the residential rental market and impacting their interest in renting properties. Recently, Measure V passed, expanding the criteria for a “Just Cause” eviction which protects against retaliation, harassment, and discrimination. Measure V extended “Just Cause”



legal protections to protect more tenants with the exception of those who live in buildings constructed within the last 10 years, using a rolling cutoff. This protection used to only apply to buildings built after 1995, so Measure V greatly expands this coverage and adds special eviction protections for school-age children or educators who are being evicted for “no-fault” reasons during the school year while removing the “failure to sign a new lease” as grounds for evictions. These are important protections to help keep Oaklanders housed, but it also does raise concerns about the willingness of landlords to continue to rent in Oakland.

OHA intends to offset these challenges by offering increased payment standards of up to 120 and 150% to increase the power of our applicants to compete for scarce and expensive housing. Additionally, new and increased owner incentives will be added to existing supports including referral bonuses for new owners joining the voucher program as a result of a referral, application fee deposit assistance for all programs and expanded security deposit assistance. These initiatives join expanded housing navigation assistance efforts and new resident incentives such as Welcome Kits, pioneered for EHV families with essential household items being made available across more programs through MTW funding flexibility.

*Position OHA as a Sustained Leader in the Preservation of Units and Expansion of Affordable Housing*

At a national level, the homelessness crisis has taken center stage in the Biden-Harris administration. HUD reported in its 2022 Annual Homeless Assessment Report there was a 0.3 percent increase in the number of people living on the street between 2020 and 2022, but still 582,462 people were experiencing homelessness on a single night in January 2022. In order to address the homelessness crisis the Biden-Harris Administration released the *All In: The Federal Strategic Plan to Prevent and End Homelessness (All In)* with the goal to reduce homelessness by 25% by 2025. *All In* was developed by the United States Interagency Council on Homelessness (USICH), with collective thinking from 19 federal agencies that make up the USICH Council. The Council received feedback from thousands of providers, elected officials, advocates, and people who have experienced homelessness in order to create an evidence-based policy. *All In* aims to address systemic racism, advance equity, and focus on homeless prevention as well as reduction.

OHA supports these ambitious goals and acknowledges this is a critical step to move the needle on reducing homelessness while also expanding access to housing by supporting the development, preservation and rehabilitation of affordable housing. Foon Lok East, the final phase of Brooklyn Basin, will add 124 units to the portfolio (61 through PBVs) and the new Rental

Assistance Subsidy (RAS) is projected to subsidize approximately 357 families through the addition of new affordable units in projects that will apply through various sources such as new state Homekey funding recipients, City of Oakland new construction NOFA project awards and OHA's Request for Proposal process. The RAS, described in detail in the "Use of Single Fund Flexibility" section, will provide a funding source in addition to gap, acquisition and pre-development loans to assist projects that qualify and would otherwise fall short of critical funding resources. These projects are described in activity #10-06 and include Coliseum Way, The Phoenix, and others.

As funding mechanisms and OHA's experience using MTW flexibilities has evolved, so too has our creativity to think outside the box to meet the continuing challenges presented by the pandemic, inflation, rising interest rates, labor and materials costs which exacerbate the shortage of housing locally and nationwide. OHA plans to reach a 50 percent ratio of Project-Based Vouchers (PBV) to HCVs and complete long-term, multi-year development projects such as Brooklyn Basin, while simultaneously identifying and evaluating potential projects using new underwriting tools and pro-active strategies developed by staff and subject matter experts during the last fiscal year. By developing a strategic approach and policies in line with agency short- and long-term development goals, OHA will be well-positioned to seize new opportunities and expand services-enriched housing.

*Provide Sustained, Impactful and Humane Resident Services, Community Engagement and Community Safety Programs*

While all staff within OHA are charged to serve and support our families, it is the principal task of OHA's FCP department to assess needs and collaborate with other resident-facing teams such as Property Management and OHA's police department (OHAPD) to design and deliver agency-led impactful and resource services for residents. These services range from emergency supports when a family is in crisis, to longer term programs designed to support the educational and/or employment goals of individuals and families to assist them in achieving their definition of success. These three groups, in addition to the Leased Housing Department, support families through the process of finding an apartment and becoming successfully leased to remaining stably housed in a safe and secure environment. The "Use of Single Fund Flexibility" section describes many of our activities planned for impactful services, community engagement and resident safety and security. OHA plans to investigate offering stipend positions to public housing residents that have fallen behind on rent payments to support efforts to honor repayment agreements and avoid possible evictions as one of many efforts undertaken to try and support families impacted by the pandemic.



OHA was awarded a new Jobs Plus Grant in FY 2023 to increase and help overcome barriers to employment for East Oakland public housing residents, mainly at Lockwood Gardens. The grant provides \$2.3M in funding from HUD, with matching funding of \$2,323,124, provided by many of

our partners including the Oakland Private Industry Council, the Lao Family Community Development Center, Oakland Adult and Career Education, and Cyprus Mandela Training Center, as well as MTW single fund flexibility to ensure success. The Family and Community Partnerships (FCP) department plans to assist residents in overcoming challenges to obtaining gainful employment, including limited digital literacy, lack of transportation, accommodations for disabilities, and education, to name a few. Using the Jobs Plus grant, OHA anticipates launching East Oakland Works (EOW) to provide individualized case management, digital and financial literacy training, and a variety of resources to address barriers to employment. This initiative projects to serve approximately 282 participants in the income disregard program, 229 participant assessments, and plans post-assessment services to 212 participants. OHA's programs are

designed to serve a wide spectrum of families with an array of services to support every family member. It starts with search navigation assistance to help those struggling to find an apartment in our competitive market and once a family is housed, a plethora of programs and services are available to support the youth, parents, adults and seniors. Holistic and diverse programs are carefully selected to provide support to all aspects of life from achieving educational and employment goals, to basic yet critical needs such as food availability, mental health and parenting support and wellness health checks all delivered through MTW single fund flexibility.



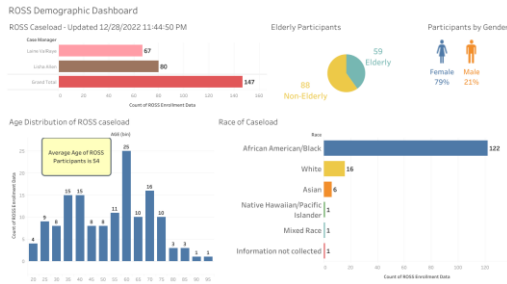
Fostering healthy and safe communities to residents through our award-winning resident services team and police department prove to be critical in addressing the range of challenges that impact communities throughout the city. Staff and officers work to build trust and relationships through community events such as the Coffee with a Cop, bike excursions, Winter Wonderland Toy Drive and strong communication using modern technology. Community-based public safety has and will continue to be a pillar of the department as they strive to provide excellent

customer service to our resident community.

Additionally, communication that draws residents to the myriad of services available remains challenging and OHA plans to continue various modes of engagement and adopt methods that prove to be successful by careful monitoring and evaluation. Plans to enhance synergies between Property Management, OHAPD and FCP to identify vulnerable families for focused needs-based interventions, will hopefully stave off and prevent adversity and whenever possible, staff will engage, employ and involve residents to improve and maintain their home communities.

*Expand board knowledge of OHA and its Affiliates*

OHA leadership understands the importance of promoting evidenced-based policies. Equally as clear is the need to provide the Board of Commissioners (BOC) a strong foundational knowledge of legislative, programmatic, and financial performance for OHA and its component units to ensure



informed oversight, vision for the agency, and endorsement of such policies. Additionally, staff intend to improve the availability of operational data and information to the public to increase transparency. In the years to come through a compilation of reports, dashboards, studies and research partnerships to support and guide the decision-making process, staff will grow knowledge of OHA, which hopefully in turn will

lead to program enhancements, partnership opportunities, and successful innovations. Better information through these methods also will culminate in strategic policies and priorities around allocation of agency resources to better align with OHA's mission and vision.

In line with increased transparency and program integrity, OHA has created a new activity #24-01 to consolidate and modify critical HUD forms to include waivers and flexibilities granted through MTW activities. This will allow OHA staff and partners to operate more efficiently and reflect increase transparency to applicants and residents of the flexibilities and alternative operational processes granted through MTW.

### The MTW Annual Plan

As required by the Agreement, OHA prepares its 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 Annual Plan is intended to provide residents, the public, and HUD with information on OHA's programs and policies, including both approved and planned activities and operating budgets and capital investment plans. The following provides a summary of the sections of the FY 2024 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 2024, 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 as well as OHA's plan for maintaining compliance with the statutory requirements.

#### Section III. Proposed MTW Activities

This section includes information on the following proposed MTW activities. OHA proposes one new activity this year.

#### Section IV. Approved MTW Activities

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

#### Section V. Sources and Uses of Funding

This section includes summary budget information for FY 2024 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

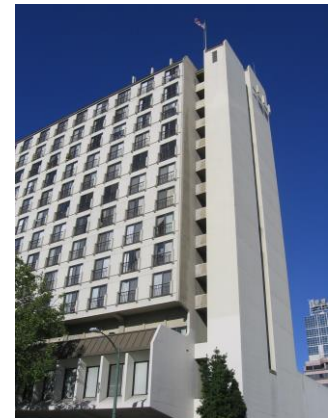
#### 1) Planned New Public Housing Units to be Added During the Fiscal Year

OHA does not anticipate adding any new public housing units during FY 2024. See Appendix D for an overview of OHA housing stock.

Table 1: Housing Stock Information										
Asset Management Project (AMP) Name and Number	Bedroom Size						Total Units	Population Type*	# of Uniform Federal Accessibility Standards (UFAS) Units	
	0/1	2+	3+	4+	5+	6+			Fully Accessible	Adaptable
N/A	0	0	0	0	0	0		N/A	N/A	N/A
N/A	0	0	0	0	0	0		N/A	N/A	N/A
N/A	0	0	0	0	0	0		N/A	N/A	N/A
N/A	0	0	0	0	0	0		N/A	N/A	N/A
<b>Total Public Housing Units to be Added in the Plan Year</b>								<b>0</b>		

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

In July 2018, the Department approved application #DDA0008342 to dispose of 253 units in three senior sites. The application sought to preserve the units and resolve longstanding issues related to chronic funding decreases in the public housing program, and the resulting impact of deferred maintenance over many decades. Changes to the State of California's tax-exempt bond allocation procedures in late 2020 resulted in delays in securing the bonds and 4% Low Income Housing Tax Credits necessary to finance critical repairs and seismic upgrades to Harrison Towers. OHA staff continues to work to assess viable funding options as well as advance the architectural, engineering, resident relocation, legal and other predevelopment activities necessary to finalize the disposition of Harrison Towers. The target closing date is summer 2024, with the AHAP contract execution immediately preceding the closing.



*Rental Assistance Demonstration (RAD)/Section 18 Blend Conversions*

OHA is currently working with the owners of three mixed-finance sites, Lion Creek Crossing Phase (LCC) I and II, and Foothill Family Apartments, on planning comprehensive rehabilitations of the developments. OHA anticipates submitting applications for a Rental Assistance Demonstration (RAD) or RAD/Section 18 Blend conversion of the public housing units in these properties to PBVs.



OHA will apply for RAD/Section 18 Blends in order to obtain the highest proportion of eligible Tenant Protection Vouchers (TPVs) in each of the conversions. The exact mix of RAD

PBVs and TPVs in the conversions is not known at this time. An estimated breakdown between the two types of vouchers based on current construction budgets is shown in Table 4 below but the actual mix of voucher types is subject to change as design and cost estimating for the rehabilitation projects continues. OHA may elect to convert these units through RAD without a Section 18 Blend, or modify the projected mix of voucher types, which would not require a Technical Amendment to the MTW Plan or a modification to the RAD Significant Amendment shown in Appendix L.

Rehabilitations of the properties will be completed by the owners in conjunction with the RAD/Section 18 conversion. The rehabilitation projects will require temporary relocation of some or all of the tenants.

LCC Phase I and II is expected to close on the RAD/Section 18 Blend Conversion and begin construction on the rehabilitation project in June 2024, with construction completed in six to twelve months. Major components of the rehab include improving building waterproofing, repairing and rebuilding balconies, repairing and replacing deteriorated wood trim and trellises, and repainting the buildings.

The closing of the RAD/Section 18 Blend Conversion for Foothill Family Apartments and start of rehab is expected for the summer of 2024. Major rehab items include replacement of unit heaters and water heaters; interior finishes including kitchens, bathrooms, flooring and paint; repair and remediation of moisture intrusion and dry rot on building trim, decks and trellises; exterior paint, landscaping, hardscape and playground structure replacement; and handicapped accessibility improvements.

OHA is working with the owners of LCC Phases III and IV to evaluate the feasibility of a conversion of the public housing units in those properties to PBV as RAD or RAD/Section 18 Blend conversions. The conversion of these public housing units through RAD/Section 18 blends to project-based subsidy provides a more stable funding platform that facilitates future refinancing or re-syndication transactions, resulting in greater funding availability for capital improvements to benefit the properties. It also streamlines the operations and management of these properties by simplifying the compliance and reporting requirements by reducing the number of operating subsidy sources.

The RAD PBV contracts that will be executed as a result of the RAD conversions have a number of differences compared to other PBV contracts issued by OHA. Notably, with the new RAD PBV contracts the initial rent-setting and rent adjustment mechanisms are tied to

the current Annual Contributions Contract (ACC) subsidy and do not allow owners to periodically request market-based rent adjustments as is allowed with customary agency PBV contracts. Additionally, there are a number of tenant protections that will be extended to residents through the RAD program that more closely resemble those afforded under public housing programs, with the intent of avoiding any adverse consequences for tenants as a result of conversion. In general, the tenant protections from the RAD program also apply to Section 18 TPVs in the same property that are obtained through a RAD/Section 18 blend approval.

<b>Table 2: Planned Public Housing Units to be Removed</b>		
<b>AMP Name and Number</b>	<b>Number of Units to be Removed</b>	<b>Explanation for Removal</b>
Harrison Towers (CA003000101)	101	Disposition Application #DDA0008342
Lion Creek Crossing I & II (CA003000119)	99	RAD/Section 18 Blend Conversion
Lion Creek Crossing III (CA003000123)	37	RAD/Section 18 Blend Conversion
Lion Creek Crossing IV (CA003000124)	21	RAD/Section 18 Blend Conversion
Foothill Family (CA003000120)	21	RAD/Section 18 Blend Conversion
<b>Total Number of Units to be Removed During Plan Year:</b>		<b>279</b>

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

Out of the planned 271 units, 91 PBVs in FY 2024 are new construction units that have previously been awarded throughout the City of Oakland Notice of Funding Availability (NOFA). 60 PBVs for Mandela Station Affordable have not been committed yet but OHA may enter into an AHAP agreement during FY 2024. Mandela Station Affordable (MSA) is part of a master plan for transit-oriented development at the West Oakland BART station. MSA is planned to have 240 units and 16,000 square feet of ground floor spaced used for commercial activities or resident services providers. OHA has agreed to a non-binding term sheet for its contributions to the project. Negotiations toward a binding commitment of MTW funds and PBVs are in progress and may conclude in FY 2024.

OHA plans to project-base 120 vouchers through RAD/Section 18 blends at LCC I & II and Foothill Family Apartments. LCC I & II has 99 public housing units which will convert to PBV and Foothill Family Apartments has 21 public housing units that will convert to PBV. OHA will continue to evaluate and plan the feasibility of converting LCC III & IV to PBV through RAD and or RAD/Section 18 Blend conversions.

OHA plans to continue to assess awarding PBVs through the City of Oakland NOFA and the County of Alameda Measure A1 Housing Development Programs NOFA if projects meet OHA’s award criteria. At the end of FY 2024, the number of PBVs with at least an AHAP contract will stand at 5,042 units which is approximately 40 percent of OHA’s voucher portfolio.

**Table 3: Planned New Project-Based Vouchers**

**Project-based for the first time during plan year where at least an AHAP is in place by end of plan year**

Property Name	Number of Vouchers Project Based	RAD?	Description of Project
3801 MLK Family Housing	16	No	3801 MLK will be for families and households with special needs. It will the diverse housing needs for Oakland families and households ranging from 30%-50% AMI.
34th and San Pablo	25	No	This project will provide 60 new homes affordable to families with incomes up to 60% of Area Median Income. The building will contain 13 studios, 13 one-bedroom, 22 two-bedroom, and 12 three-bedroom apartments for a total of 106 bedrooms.
Friendship Senior Housing	34	No	Friendship Senior Housing is 100 percent senior housing development targeting homeless and veterans at 30 percent Area Median Income or below. CHDC will partner with Adobe Services and East Bay Innovations to provide case management services.
285 12th St	16	No	A new partnership deal with EBALDC that was in the pre-development phase. This project entails construction of a new 65-unit affordable housing building with 3,500 square feet of commercial space on a former parking lot at 12th and Harrison St. in downtown Oakland.
Mandela Station	60	No	Mandela Station Affordable (MSA) is part of a master plan for transit-oriented development at the West Oakland BART station. MSA is planned to have 240 units and 16,000 square feet of ground floor spaced used for commercial activities or resident services providers.
Lion Creek Crossing I & II	99 (19 Section 18 TPVs and 80 RAD PBVs)	Yes	Lion Creek Crossing (LCC) I and II is a RAD/Section 18 blend conversion and rehab. Lion Creek Crossing Phase I and II is a Mixed-Finance development with 99 Public Housing units out of a total of 261 units. Based on the preliminary rehab budget it is anticipated that LCC I and II will qualify for an 80% RAD/20% Section 18 blend.
Foothill Family Apartments	21 (8 Section 18 TPVs and 13 RAD PBVs)	Yes	Foothill Family Apartments is a RAD/Section 18 blend conversion and rehab. The property is a Mixed-Finance development with 21 Public Housing units out of a total of 65 units. Based on the preliminary rehab budget it is anticipated that LCC I and II will qualify for an 60% RAD/40% Section 18 blend.
<b>Planned Total Vouchers to be Newly Project-Based:</b>			<b>271</b>

**Table 4: Planned Existing Project-Based Vouchers**

Tenant-based vouchers that the MTW PHA is currently project-basing in the Plan Year. These include only those in which at least an AHAP was in place by the beginning of the Plan Year.

Property Name	Number of Vouchers Project Based	Status at End of Plan Year	RAD?	Description of Project
Mandela Gateway	30	Leased/ Issued	No	An affordable housing project of 187 units in West Oakland for low-income families. The project was leased up in 2004 with 30 PBV units.
Altenheim Senior Housing Phase I	23	Leased/ Issued	No	The first phase of Altenheim Senior Housing project in Dimond district of Oakland with 93 units for low-income seniors. The project was leased up in 2007 with 23 PBV units.
Lion Creek Crossings II	18	Leased/ Issued	No	The second phase of Lion Creek Crossings project with 146 units in East Oakland for low-income families. The project was leased up in 2007 with 18 PBV units.
Madison Apartments	50	Leased/ Issued	No	An affordable housing project of 79 units near downtown Oakland for low-income families. The project was leased up in 2008 with 19 PBV units.
Lion Creek Crossing III	16	Leased/ Issued	No	The 3rd phase of Lion Creek Crossings project with 106 units in East Oakland for low-income families. This phase was leased up in 2008 with 16 PBV units.
Seven Directions	28	Leased/ Issued	No	An affordable housing project of 36 units in East Oakland for low-income families. The project was leased up in 2008 with 18 PBV units.
Orchards on Foothill	64	Leased/ Issued	No	An affordable housing project of 65 units in Lower San Antonio district of Oakland for low-income seniors. The project was leased up in 2008 with 64 PBV units.
Fox Court Apt.	33	Leased/ Issued	No	An affordable housing project of 80 units in downtown Oakland for low-income/ homeless with HIV/AIDS families. The project was leased up in 2009 with 20 PBV units.
Jack London Gateway	60	Leased/ Issued	No	An affordable housing project of 60 units in West Oakland for low-income seniors. The project was leased up in 2009 with 60 PBV units.
14th St at Central Station	20	Leased/ Issued	No	An affordable housing project of 99 units in West Oakland for low-income families. The project was leased up in 2007 with 20 PBV units.
Tassafaronga Village Phase I	80	Leased/ Issued	No	The first phase of Tassafaronga Village project with 137 units in East Oakland for low-income families. The project was leased up in 2010 with 80 PBV units.
Altenheim Senior Housing Phase II	40	Leased/ Issued	No	The second and final phase of Altenheim Senior Housing project with 81 units for low-income

				seniors. This phase was leased up in 2010 with 40 PBV units.
Fairmount Apartments	16	Leased/ Issued	No	An affordable housing project of 31 units in Grand Lake area of Oakland for low-income families and persons with disability. The project was leased up in 2010 with 16 PBV units.
Tassafaronga Village Phase II	19	Leased/ Issued	No	The second and final phase of Tassafaronga project with 20 units for low-income/homeless with HIV/AIDS families. The project was leased up in 2010 with 19 PBV units.
Harp Plaza	19	Leased/ Issued	No	An affordable housing project of 19 units in Eastmont district of Oakland for low-income families. The project was leased up in 2010.
Effie's House	10	Leased/ Issued	No	An affordable housing project of 21 units in Lower San Antonio district of Oakland for low-income families. The project was leased up in 2010.
Drachma Housing	25	Leased/ Issued	No	A scattered-site affordable housing project of 14 units in West Oakland for low-income families. The project was leased up in 2010.
Foothill Family Partners	11	Leased/ Issued	No	An affordable housing project of 65 units in Bancroft district of Oakland for low-income families. The project was leased up in 2011.
St. Joseph's Senior Apts	83	Leased/ Issued	No	An affordable housing project of 84 units in Fruitvale district of Oakland for low-income seniors. The project was leased up in 2011 with 83 PBV units.
OHA Scattered Sites (OAHPI)	1,539	Leased/ Issued	No	It is a scattered site public housing disposition project involving 1,539 units for low-income families. The project was assisted with PBV subsidies since 2010.
Lion Creek Crossings IV	10	Leased/ Issued	No	The 4th phase of Lion Creek Crossings project of 72 units in East Oakland for low-income families. The project was leased up in 2012 with 10 PBV units.
Savoy Phase 1	55	Leased/ Issued	No	The first phase of the Savoy project of 101 units in downtown Oakland for individuals with special needs. The project was leased up in 2012.
Hugh Taylor House	35	Leased/ Issued	No	An affordable housing project of 43 units in East Oakland for low-income families. The project was leased up in 2012.
Madison Park Apartments	96	Leased/ Issued	No	An affordable housing project of 98 units near downtown Oakland for low-income seniors. The project was leased up in 2012.
Merritt Crossing Apts (6 <sup>th</sup> and Oak)	50	Leased/ Issued	No	An affordable housing project of 70 units near Chinatown Oakland for low-income seniors. The project was leased up in 2012 with 50 PBV units.
720 E 11 <sup>th</sup> Street Apts (aka Clinton Commons)	16	Leased/ Issued	No	An affordable housing project of 55 units in Eastlake district of Oakland for low-income/homeless with HIV/AIDS families. The project was leased up in 2012 with 16 PBV units.

Harrison Street Senior Housing	11	Leased/ Issued	No	An affordable housing project of 73 units near downtown Oakland for low-income seniors. The project was leased up in 2012 with 11 PBV units.
Kenneth Henry Court	13	Leased/ Issued	No	An affordable housing project of 51 units in the Bancroft district of Oakland for low-income families. The project was leased up in 2013.
California Hotel Phases 1 and 2	88	Leased/ Issued	No	The first and second phase of California Hotel project of 137 units for families of low-income/special needs/homeless/HIV/AIDS. The phase was leased up in 2013 with 88 PBV units.
James Lee Court	12	Leased/ Issued	No	An affordable housing project of 26 units for low-income families. The project was leased up in 2013.
Savoy Phase 2	46	Leased/ Issued	No	The 2nd phase of the Savoy project of 101 units at downtown Oakland for special needs/homeless/HIV/AIDS individuals. This phase was leased up in 2013.
Slim Jenkins Court	11	Leased/ Issued	No	An affordable housing project of 32 units in West Oakland for low-income families. The project was leased up in 2013 with 11 PBV units.
Oak Point Limited (OPLP)	15	Leased/ Issued	No	A scattered-site affordable housing project of 31 units in West Oakland for low-income families. The project was leased up in 2013 with 15 PBV units.
Drasnin Manor	25	Leased/ Issued	No	An affordable housing project of 26 units in East Oakland for low-income families. The project was leased up in 2013 with 25 PBV units.
St. Joseph's Family Apts	15	Leased/ Issued	No	An affordable housing project of 62 units in Fruitvale district of Oakland for low-income families. The project was leased up in 2013 with 15 PBV units.
MacArthur Apts	14	Leased/ Issued	No	An affordable housing project of 32 units in Lower Hills district of Oakland for low-income families. The project was leased up in 2013 with 14 PBV units.
California Hotel Phase 3	47	Leased/ Issued	No	The third and final phase of California Hotel project of 137 units for low-income/special needs/homeless/HIV/AIDS families. This phase was leased up in 2013 with 47 PBV units.
Lion Creek Crossings V	127	Leased/ Issued	No	The fifth phase of Lion Creek Crossings project of 128 units in East Oakland for low-income seniors. The project was leased up in 2014 with 127 PBV units.
Cathedral Gardens	43	Leased/ Issued	No	An affordable housing project of 100 units in Uptown district of Oakland for low-income families. The project was leased up in 2014 with 43 PBV units.
Lakeside Senior Apartments	91	Leased/ Issued	No	An affordable housing project of 92 units on the banks of Lake Merritt in Oakland for low-income seniors. The project was leased up in 2015 with 91 PBV units.

Marcus Garvey Commons	10	Leased/ Issued	No	An affordable housing project of 22 units in West Oakland for low-income families. The project was leased up in 2015 with 10 PBV units.
1701 Martin Luther King Jr. Way	25	Leased/ Issued	No	An affordable housing project of 26 units near downtown Oakland for low-income/special needs/homeless/HIV/AIDS families. The project was leased up in 2015 with 25 PBV units.
MURAL aka MacArthur Transit Village	22	Leased/ Issued	No	An affordable housing project of 90 units in West Oakland for low-income families. The project was leased up in 2016 with 22 PBV units.
AveVista aka 460 Grand	34	Leased/ Issued	No	An affordable housing project of 68 units in Lake Merritt area of Oakland for low-income families. The project was leased up in 2016 with 34 PBV units.
11th and Jackson (Prosperity Place)	35	Leased/ Issued	No	An affordable housing project of 71 units in Chinatown Oakland for low-income families. The project was leased up in 2017 with 35 PBV units.
Civic Center TOD	20	Leased/ Issued	No	An affordable housing project of 40 units in downtown Oakland for low-income/special needs/homeless families. An AHAP for 10 PBV was executed in 2016.
Redwood Hill Townhomes	27	Leased/ Issued	No	An affordable housing project of 28 units in Laurel district of Oakland for low-income/special needs families. An AHAP for 11 PBV was executed in 2017.
3706 San Pablo Avenue	20	Leased/ Issued	No	An affordable housing project of 87 units on the cities' border of Oakland and Emeryville for low-income families. An AHAP for 20 PBV was executed in 2017.
Embark Apartments	61	Leased/ Issued	No	An affordable housing project of 40 units in North Oakland for low-income/veteran/VASH families. An AHAP for 61 PBV was executed in 2017.
Northgate Apartments	14	Leased/ Issued	No	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.
Westlake Christian Terrace West (WCTW)	121	Leased/ Issued	No	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.

Paseo Estero and Vista Estero (formerly known as Brooklyn Basin 1 and 2)	132	Leased/ Issued	No	Brooklyn Basin is a large scale, master planned community along Oakland's waterfront that includes 3,100 units, 200,000 square feet of commercial space and 32 acres of open space. The affordable component is comprised of 465 units and will be developed by MidPen Housing Corp. in phases on two parcels acquired by the City of Oakland and OHA. MidPen will pursue five (5) affordable projects -- four for families and one for seniors. All projects will include open landscaped plazas, children's play areas (except for the senior property), community and specialized activity rooms, and on-site resident support and property management services. A total of 258 PBVs were awarded to the five projects in 2018.
Empyrean	32	Leased/ Issued	No	The Empyrean is a 99 unit severely distressed Single-room Occupancy hotel in downtown Oakland which will be converted into 66 affordable studio and 1-bedroom apartments. Leased in Jan. 2019.
Camino 23	26	Leased/ Issued	No	An affordable housing project of 32 units in East Oakland for low-income/special need families. An AHAP was executed in 2018 for 26 PBVs.
Oak Groves - North and South	152	Leased/ Issued	No	Two residential buildings in downtown Oakland with 152 units of senior housing, 77 units in Oak Grove South and 75 units in Oak Grove North. Both were built in the early 1980s.
Rosa Park	11	Leased/ Issued	No	An affordable housing project of 12 units in Uptown district of Oakland for low-income/homeless families. The project was leased up in 2017 with 5 PBV units.
Adeline St. Lofts	20	Leased/ Issued	No	An affordable housing project of 79 units in West Oakland for low-income families. The project was leased up in 2018 with 8 PBV units.
Stanley Ave. Lofts	13	Leased/ Issued	No	An affordable housing project of 24 units in East Oakland for low-income families. The project was leased up in 2018 with 13 PBV units.
Swan Market	10	Leased/ Issued	No	An affordable housing project of 18 units at downtown Oakland for low-income/special need families. The project was leased up in 2017 with 4 PBV units.
Oak Park Apartments	10	Leased/ Issued	No	An affordable housing project of 35 units in Fruitvale district of Oakland for low-income families. The project was leased up in 2017 with 3 PBV units.
Hisman Hin-Nu Apartments	10	Leased/ Issued	No	An affordable housing project of 92 units in Fruitvale district of Oakland for low-income families. The project was leased up in 2017 with 7 PBV units.
San Pablo Hotel	31	Leased/ Issued	No	An affordable housing project of 143 units near downtown Oakland for low-income seniors. The project was leased up in 2018 with 27 PBV units.

Ambassador Apts	10	Leased/ Issued	No	An affordable housing project of 69 units at 3610 Peralta Avenue in Oakland for low-income families. The project was leased up in 2017 with 10 PBV units.
Acts Cyrene (94th and International)	14	Leased/ Issued	No	An affordable housing project of 59 units in East Oakland for low-income families. The project was leased up in 2017 with 14 PBV units.
Hamilton Apartments	92	Leased/ Issued	No	The Hamilton Apartments is located at 510 21st Street in Oakland. The Project was awarded 92 Section 8 Project-Based Vouchers for 92 studios units serving low-income adults.
International Blvd. Apartments	18	Leased/ Issued	No	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.
Fruitvale Transit Village - Phase IIA	66	Leased/ Issued	No	An affordable housing project of 94 units in Fruitvale district of Oakland for low-income/VASH families. An AHAP for 66 PBV was executed in 2017.
Courtyards at Acorn	27	Leased/ Issued	No	An affordable housing project as part of RFQ16-008 with the objective to preserve units and prevent displacement within Oakland. HAP executed in January 2020
The Town Center	50	Leased/ Issued	No	An affordable housing project as part of RFQ16-008 with the objective to preserve units and prevent displacement within Oakland. HAP executed in January 2020
Bishop Roy C. Nicholas	16	Leased/ Issued	No	This project is part of the RFQ16-008. The project provides safe and affordable housing to very low and extremely low-income senior households. The project is centrally located within close proximity to retail services, hospital facilities, public transportation, and parks.
3268 San Pablo	50	Leased/ Issued	No	New construction of a 5-story apartment building with 50 units affordable to low-income seniors (aged 62+). The project is at 100% supportive housing development. The project will demolish an existing building and parking to that occupy the site.
Nova Apartments	56	Leased/ Issued	No	New construction of 56 affordable units. The project is 100% supportive housing development for extremely low-income at 20% AMI or below and chronically homeless individuals. The project owner will partner with Lifelong Medical Care to provide on-site supportive services.
Aurora Apartments	43	Leased/ Issued	No	New construction of 43 affordable units which will replace a vacant 1,000 sqf industrial building. The project includes permanent supportive

				housing for individuals' currently experiencing homelessness.
Coliseum Place	37	Leased/ Issued	No	An affordable housing project with 37 PBV which will be attached to 9 units for households who homeless or at for homelessness, 6 units for HOPWA eligible households, and 22 units for low income families.
Oak Street Apartments	25	Leased/ Issued	No	An affordable housing project as part of RFQ16-008 with the objective to preserve units and prevent displacement within Oakland. The project will serve low-income seniors in particular.
Eastside Arts and Housing	10	Leased/ Issued	No	An affordable housing project as part of RFQ16-008 with the objective to preserve units and prevent displacement within Oakland
Sylvester Rutledge Manor	64	Leased/ Issued	No	This project is part of the RFQ16-008. The project provides safe and affordable housing to very low and extremely low-income senior households. The project is centrally located within close proximity to retail services, hospital facilities, public transportation, and parks.
Fruitvale Studios	12	Leased/ Issued	No	Fruitvale Studios is the rehabilitation of 24 studios in an enriched service environment. The PBV-subsidy will be provided to 12 units set aside for low income residents.
95th and International	27	Leased/ Issued	No	The Project is the second phase of the previously completed 94th and International project located across the street. This development is important to the continued revitalization and preservation of affordable housing in East Oakland.
Kenneth Henry Court (add'l units under RFQ16-008)	15	Leased/ Issued	No	An affordable housing project of 51 units in the Bancroft district of Oakland for low-income families. The project was leased up in 2013.
Foon Lok West (formerly known as Brooklyn Basin 3)	65	Leased/ Issued	No	Brooklyn Basin is a large scale, master planned community along Oakland's waterfront that includes 3,100 units, 200,000 square feet of commercial space and 32 acres of open space. The affordable component is comprised of 465 units and will be developed by MidPen Housing Corp. in phases on two parcels acquired by the City of Oakland and OHA. MidPen will pursue five (5) affordable projects -- four for families and one for seniors. All projects will include open landscaped plazas, children's play areas (except for the senior property), community and specialized activity rooms, and on-site resident support and property management services. A total of 258 PBVs were awarded to the five projects in 2018.
Fruitvale Transit Village - Phase IIB	75	Committed	No	Fruitvale Transit Village Phase IIB, a new construction of 94 affordable units, is the third development in the Fruitvale Transit Village,

				immediately adjacent to the BART station in Oakland's Fruitvale neighborhood.
Foon Lok East (formerly known as Brooklyn Basin 4)	61	Leased/ Issued	No	Brooklyn Basin is a large scale, master planned community along Oakland's waterfront that includes 3,100 units, 200,000 square feet of commercial space and 32 acres of open space. The affordable component is comprised of 465 units and will be developed by MidPen Housing Corp. in phases on two parcels acquired by the City of Oakland and OHA. MidPen will pursue five (5) affordable projects -- four for families and one for seniors. All projects will include open landscaped plazas, children's play areas (except for the senior property), community and specialized activity rooms, and on-site resident support and property management services. A total of 258 PBVs were awarded to the five projects in 2018.
7th and Campbell	39	Leased/ Issued	No	7th and Campbell involves new construction of 79 units. 39 of these units will be PBV units. The project will provide supportive services through partnership with Building Opportunities for Self Sufficiency (BOSS). Residents will have access to essential supportive services, including: Employment & OJT placement/training; Education assistance/benefits information; Financial counseling/debt counseling; Childcare assistance; Legal and Family law services; Life skills/soft skills; Therapy; Domestic violence counseling; and Food bank/meal support services.
West Grand and Brush	28	Committed	No	West Grand and Brush involves new construction of 59 units. 28 of these units will be PBV units. The project will provide supportive services including referrals to community resources and benefits, case management, parenting training, life skills training, financial planning, job counseling, conflict resolution, mental health services, and individual and group substance abuse recovery.

**Planned Total Existing Project-Based Vouchers:**

**4740**

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

During FY2024, OHA will continue to support the development of affordable housing stock by nonprofit developers in Oakland.

Brooklyn Basin Project 4, Foon Lok East, closed on all construction financing and started construction at the end of FY 2022 and is projected to be complete in FY 2024. Foon Lok East will contribute 124 units (61 with PBVs) for families, including those who were

previously homeless, and will complete this significant multi-phased affordable project that is an integral part of a new master community comprised of 3,100 new homes on the Oakland waterfront.

OHA anticipates providing PBVs and MTW funds to help finance three new affordable housing developments that may start construction during FY 2024.

- 500 Lake Park Avenue, is a planned 53 unit affordable housing building with 18 HUD-VASH PBVs allocated
- 285 12th Street will be a 65 unit building with approximately 3,500 square feet of ground floor commercial space. OHA has committed to providing 16 PBVs to 285 12th Street, purchasing the site at the close of construction financing, and providing soft loans to the project
- Mandela Station Affordable (MSA) is part of a master plan for transit-oriented development at the West Oakland BART station. MSA is planned to have 240 units and 16,000 square feet of ground floor spaced used for commercial activities or resident services providers. OHA has agreed to a non-binding term sheet for its contributions to the project. Negotiations toward a binding commitment of MTW funds and PBVs are in progress and may conclude in FY 2024

All these projects are currently working to assemble additional financing sources. If they are successful with assembling gap financing, they will apply for 4% low-income housing tax credits and tax-exempt bonds or California Housing Accelerator Program funding. Depending on their success in obtaining financing, one or more of these projects may begin construction in FY 2024.

<b>Table 5: Planned Other Changes to the MTW Housing Stock In the Plan Year</b>
<b>Examples of the types of other changes can include (but are not limited to): Units held off-line due to relocation or substantial rehabilitation, local non-traditional units to be acquired/developed, etcetera.</b>
<p>During FY2024, OHA will continue to support the development of affordable housing stock by nonprofit developers in Oakland.</p> <p>Brooklyn Basin Project 4, Foon Lok East, closed on all construction financing and started construction at the end of FY 2022 and is projected to be complete in FY 2024. Foon Lok East will contribute 124 units (61 with PBVs) for families, including those who were previously homeless, and will complete this significant multi-phased affordable project that is an integral part of a new master community comprised of 3,100 new homes on the Oakland waterfront.</p> <p>OHA anticipates providing PBVs and MTW funds to help finance three new affordable housing developments that may start construction during FY 2024.</p> <ul style="list-style-type: none"> <li>• 500 Lake Park Avenue, is a planned 53 unit affordable housing building with 18 HUD-VASH PBVs allocated</li> <li>• 285 12th Street will be a 65 unit building with approximately 3,500 square feet of ground floor commercial space. OHA has committed to providing 16 PBVs to 285 12th Street, purchasing the site at the close of construction financing, and providing soft loans to the project</li> </ul>

- Mandela Station Affordable (MSA) is part of a master plan for transit-oriented development at the West Oakland BART station. MSA is planned to have 240 units and 16,000 square feet of ground floor spaced used for commercial activities or resident services providers. OHA has agreed to a non-binding term sheet for its contributions to the project. Negotiations toward a binding commitment of MTW funds and PBVs are in progress and may conclude in FY 2024

All these projects are currently working to assemble additional financing sources. If they are successful with assembling gap financing, they will apply for 4% low-income housing tax credits and tax-exempt bonds or California Housing Accelerator Program funding. Depending on their success in obtaining financing, one or more of these projects may begin construction in FY 2024.

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

OHA anticipates a \$4.7M FY 2024 Capital Fund Grant which is included in the MTW Block Grant. Through use of its MTW single fund flexibility, OHA projects spending approximately \$61M on capital projects using MTW funds. Approximately \$9.5M will be invested in public housing properties. OHA expects to complete projects that will preserve and enhance each of its public housing sites, investing in site improvements, modernization of building systems, and rehabilitating unit interiors.

OHA anticipates expending approximately \$9M of MTW funds on exterior and interior building improvements at six OHA district offices including Harrison Street and the Service Center.

OHA will also use MTW funds to purchase approximately \$4.8M of information technology network security, hardware & software, vehicles, security equipment, and office equipment.

A table describing the FY 2024 Capital Expenditures is included in Appendix B.

<b>Table 6:</b>
<b>General Description of All Planned Capital Expenditures During the Plan Year</b>
<b>Narrative of general description of all capital expenditures of MTW funds during the Plan Year</b>
<p>OHA anticipates a \$4.7M FY 2024 Capital Fund Grant which is included in the MTW Block Grant. Through use of its MTW single fund flexibility, OHA projects spending approximately \$61M on capital projects using MTW funds. Approximately \$9.5M will be invested in public housing properties. OHA expects to complete projects that will preserve and enhance each of its public housing sites, investing in site improvements, modernization of building systems, and rehabilitating unit interiors.</p> <p>OHA anticipates expending approximately \$9M of MTW funds on exterior and interior building improvements at six OHA district offices including Harrison Street and the Service Center.</p> <p>OHA will also use MTW funds to purchase approximately \$4.8M of information technology network security, hardware &amp; software, vehicles, security equipment, and office equipment.</p> <p>A table describing the FY 2024 Capital Expenditures is included in Appendix B.</p>

## **B. Leasing Information**

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

#### **Housing Choice Voucher (HCV)**

OHA has slowed the increase of the amount of project-based assistance over the last several years as the amount of the portfolio committed to PBV assistance approached 40+ percent and is projecting a target not to exceed 50% of the overall voucher portfolio. OHA will continue implementation of multiple strategies using MTW flexibility to further maximize the number of families served in Oakland and has been awarded an additional 53 vouchers in 2022 that will be leased in early 2023. OHA's owner incentives activities detailed in activity #17-01 to recruit and maintain new landlords began in 2018 and FY 2024 will see the implementation of new and expanded components such as increased bonuses for bringing new units to the program for both existing and new owners, awards to owners to address HQS fails up to \$2,250, Exception Payment Standards Hubs for areas of low-poverty and other desirable characteristics, referral bonuses for referrals of new owners, expanded security deposit assistance to all voucher programs and incentives for owners to sell their property to HCV participants that are leasing the home. A review of the project-based voucher awards has shown that some partners are not able to lease up units in a timely fashion for various reasons. OHA plans to look at re-examining awards that are unused that do not have contingent financing and create strategies to redeploy those unused awards to projects that are better able to utilize the subsidy right away. OHA will continue the process to bring PBV subsidy awarded units online as environmental reviews, HQS inspections and eligibility determinations are completed. Through new development units coming online such as Brooklyn Basin – Foon Lok East (Project 4) and PBV projects described in Table 3, OHA anticipates that traditional HCV utilization rates of approximately 97% at the start of the fiscal year will climb to about 99% at fiscal year-end as a result of multiple aggressive strategies.

#### **Local, Non-traditional (LNT)**

OHA has several tenant-based local, non-traditional programs that serve specialized populations. These programs include our Sponsor Based Housing Assistance Program developed in 2010, serving homeless families in encampments and emancipated foster youth exiting the criminal justice system, and has capacity to serve approximately 180 families monthly. Projections for FY 2024 are for the program to serve 105 families on average per month. Under the Building Bridges initiative, OHA plans to serve families through BB-CalWorks and BB-THP+ in partnership with Alameda County and projects to serve 53 families through these initiatives. In total, OHA projects to serve 171 families through tenant-based local, non-traditional programs.

Property based Local, Non-Traditional programs include low income housing tax credit units which have been developed using MTW single fund flexibility and account for the largest portion of OHA's local, non-traditional families. This year an additional 63 units will become

available and lease up through completion of development projects at Brooklyn Basin. Building Bridges also has a component which focuses 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 will serve approximately 302 households during the fiscal year through the Building Bridges initiatives which serve various vulnerable populations some of which is service enriched housing: single room occupancy (SRO) units, shared housing and transitional units for Veterans, foster youth and other special needs populations and Key to Home. Key to Home (BB-KTH) is a partnership with Alameda County and other service providers to house homeless families with children in service enriched housing. The Parents and Children Together (PACT) in partnership with the Alameda County Sheriff's Office (ACSO) will continue to provide service enriched housing, reuniting parents with their children after incarceration and OHA projects to serve 0 families through PACT due to a transition in the Alameda County Sheriff's office and as a new program is designed with the new Sheriff's office. OHA plans to implement a new partnership called BB-Homekey to serve approximately 36 families during FY 2024. This new program is described in detail in activity #10-06. OHA expects to serve approximately 1,563 families through these innovative property-based local programs.

**Public Housing**

In the public housing program, occupancy is projected to remain close to 98% in sites, although the portfolio will be going through both Section 18 Disposition (discussed above and in the Changes to Housing Stock Section) during the fiscal year which could impact the occupancy rate. Harrison Towers is projected to close financing for its disposition in Fall or Winter of 2022 and relocation of residents may occur during FY 2024.



LCC I & II and Foothill Family Apartments are projected to undergo RAD/Section 18 blend conversions which will convert 120 units of public housing to PBV subsidies.

In total, OHA projects that 14,982 families will be served by its MTW programs during FY 2024, as indicated in Table 7. This number reflects increases in local, non-traditional households and Housing Choice Voucher households as more units are brought online through completion of development initiatives and leasing up PBV units that are in the pipeline through conditional and other awards. Appendix D includes an overview of OHA's Housing Inventory including both MTW and Non-MTW households.

**Table 7: Planned Number of Households Served**  
 Snapshot and unit month information on the number of households the MTW PHA actually served at the end of the Plan Year.

Planned Number of Households Served Through:	Planned Number of Unit Months Occupied/Leased*	Planned Number of Households Served**
MTW Public Housing Units Leased	16,944	1,412
MTW Housing Choice Vouchers Utilized	142,032	11,836
Local, Non-Traditional: Tenant-Based ^	2,052	171
Local, Non-Traditional: Property-Based ^	19,356	1,613
Local, Non-Traditional: Homeownership ^	0	0
<b>Planned/Actual Totals:</b>		
	<b>180,384</b>	<b>15,032</b>
<p>* "Planned Number of Unit Months Occupied/Leased is the total number of months the MTW PHA planned to have leased/occupied in each category throughout the full Plan Year (as shown in the Annual MTW Plan).</p> <p>** "Planned Number of Households to be Served" is calculated by dividing the "Planned Number of Unit Months Occupied/Leased" by the number of months in the Plan Year (as shown in the Annual MTW Plan).</p> <p>^ In instances when a local, non-traditional program provides a certain subsidy level but does not specify a number of units/households served, the MTW PHA should estimate the number of households to be served.</p>		

**Table 8: Detail on Local Non-Traditional Number of Households Served**

Local, Non-Traditional Category	MTW Activity Name/Number	Planned Number of Unit Months Occupied/Leased*	Planned Number of Households Served**
Property-Based	Fund Affordable Housing Development Activities (08-01)	756	63
Property-Based	Fund Affordable Housing Development Activities (08-01) - Tax credit units in service in total through the start of FY2024	10,572	881
Tenant-Based	Local Housing Assistance Program (10-06)- LHAP, SBHAP, BB-CalWorks, BB-THP+	2,052	171
Property-Based	Local Housing Assistance Program (10-06) - BB-KTH	276	23
Property-Based	Local Housing Assistance Program (10-06) – Homekey	144	12
Property-Based	PBV Transitional Housing Programs (11-05) – PACT and Building Bridges	408	34
Property-Based	PBV Transitional Housing Programs (11-03) – Homekey – Coliseum Way	288	24
Property-Based	SRO/Studio Apartment Preservation Program (11-03)- Building Bridges	1,848	154

Property-Based	Local Housing Assistance Program (10-06) – RAS projects: Phoenix	1,212	101
Property-Based	Local Housing Assistance Program (10-06) – RAS projects: 3050 International Blvd.	912	76
Property-Based	Local Housing Assistance Program (10-06) – RAS projects: 2700 international Blvd.	660	55
Property-Based	Local Housing Assistance Program (10-06) – RAS projects: Agnes Memorial	408	34
Property-Based	Local Housing Assistance Program (10-06) – RAS projects: 34 <sup>th</sup> and San Pablo	408	34
Property-Based	Local Housing Assistance Program (10-06) – RAS projects: OHA RFP Projects	396	33
Property-Based	Local Housing Assistance Program (10-06) – DHAP: 7 <sup>th</sup> and Campbell	468	39
Property-Based	Local Housing Assistance Program (09-02) – Colisseum Connections	600	50
<b>Planned/Actual Totals:</b>		<b>21,408</b>	<b>1,784</b>
<p>* "Planned Number of Unit Months Occupied/Leased is the total number of months the MTW PHA planned to have leased/occupied in each category throughout the full Plan Year (as shown in the Annual MTW Plan).</p> <p>** "Planned Number of Households to be Served" is calculated by dividing the "Planned Number of Unit Months Occupied/Leased" by the number of months in the Plan Year (as shown in the Annual MTW Plan).</p> <p>^ In instances when a local, non-traditional program provides a certain subsidy level but does not specify a number of units/households served, the MTW PHA should estimate the number of households to be served.</p>			

**2) Planned 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 expects the local rental market will continue to be strong in FY 2024, as it has remained expensive even during the pandemic as demand for housing remained high and inventory levels remain low in the affordable housing space. OHA will continue implementation of multiple strategies using MTW flexibility to further maximize the number of families served in Oakland and facilitate leasing of new units. OHA's Owner Incentives activities to recruit and maintain new landlords began in 2018 and FY 2024 will see the implementation of new and improved components such as increased bonuses for new and existing owners, referral bonuses for owners referring a new owner, application fee

assistance for applicants, and expanded security deposit assistance to all voucher programs, funding for owners to address HQS fails up to \$2,250 for approved expenditures, Exception Payment Standards Hubs and an incentive designed to motivate homeowners to sell their property to OHA participants residing in the property. A review of the project-based voucher awards has shown that some partners are not able to lease up units in a timely fashion for various reasons. OHA plans to look at re-examining awards that are unused that do not have contingent financing and create strategies to redeploy those unused awards to projects that are better able to utilize the subsidy right away. Lastly, OHA will continue its Housing Navigation Search assistance program through FCP and lease compliance supports to assist clients in finding units and remaining housed.

OHA historically extended the amount of time required to reside in a PBV unit to two years instead of one to request a tenant-based voucher. OHA plans to expand the policy to restrict the option to request a tenant-based subsidy but may maintain a waitlist of requests from participants who request tenant-based assistance after a two year stay in a PBV unit.

### **Public Housing**

OHA will continue the planning and implementation for a major rehabilitation and disposition of Harrison Towers and will employ strategies to minimize impacts on residents during the project completion. OHA expects to maintain a 2% or less vacancy rate in its public housing units, not impacted by disposition.

### **Local, Non-traditional**

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

OHA seeks to serve families through local, non-traditional (LNT) program models such as the Sponsor-Based Housing Assistance Program (SBHAP), which provides services enriched housing for special needs populations that would have difficulty accessing the traditional Section 8 and Section 9 programs. The SBHAP partner agencies, selected for their expertise by the City, provide intensive case management, master leasing and supportive services. However, OHA has seen these partners impacted by staff turnover and less staff available during the pandemic which impacted leasing as new staff came up to speed and existing staff struggled to fully utilize the resources. With the advent of the new partnership with City of Oakland to house families exiting the Community Cabins, OHA anticipates there to be a learning curve and there is still a possibility of lingering staffing impacts from the pandemic, reflected by the less than full occupancy.

#### *Building Bridges*

Building Bridges SRO provides monthly operating subsidies to existing service enriched single-room occupancy (SRO) units, shared housing and transitional housing units set aside for veterans, emancipated foster youth, or other special needs populations. Of these two, the shared/transitional housing has the most turnover and attrition and typically higher vacancy rates and lead times to fill units. We expect some leasing issues to continue due to the pandemic causing staffing impacts to OHA partners.

Under the OHA MTW Building Bridges-CalWORKs program, OHA provides rental assistance (up to 2 years) for formerly homeless Alameda County Social Services Agency (ACSSA) CalWORKs clients who are housed in Oakland and are employable and actively engaged in a plan to achieve self-sufficiency. OHA expects a steady amount of leasing the program in FY 2024 but is dependent on its partners for referrals.

The Building Bridges – Transitional Housing Plus (THP+) program awards funding resulting in a contract with a county approved service provider to provide rental subsidy for low-income THP+ participants (youth who have aged out of foster care) for up to five years, with a phase down of funding in the last two years. OHA expects to continue to lease the program in FY 2024 but is dependent on its partners for referrals. Leasing challenges expected involve units failing HQS inspections, which has plagued the program in the past, but intends to mitigate these issues with our landlord incentives. We expect this will increase the leasing in the program over FY 2023 numbers.

The Building Bridges – Key to Home (KTH) program projects to serve 23 families through a local property-based housing assistance program in partnership with Alameda County and OAHPI. Alameda County will provide supportive services and case management and OAHPI will contract with a third-party to provide property management and additional resident supportive services. OHA does not anticipate any leasing issues with this program.

*Homekey*

In FY 2024, OHA will implement a new program called Homekey. The program funds a capitalized subsidy for various projects approved through the State of California Department of Housing & Community Development Homekey Program (round 2) to rapidly expand housing for persons experiencing homelessness or at-risk of homelessness, and who are inherently impacted by or at increased risk for medical diseases or conditions due to the pandemic. The projects are subject to clearance under the National Environmental Policy Act (NEPA) and provided all sites receive clearance, OHA anticipates assisting 36 additional families. Leasing impacts may occur if projects do not pass NEPA or if construction or rehabilitation is not completed as projected.

*Rental Assistance Subsidy (RAS)*

OHA plans to create a new rental assistance subsidy fund to fund capital operating reserves for projects that apply and meet the criteria as described in detail in the Use of Single Fund Flexibility section to create a new rental subsidy local non-traditional program. These projects will have to meet NEPA and HQS requirements and pass any subsidy layering reviews that may be required by layered funding sources. Projects slated to use this funding are described in more detail in activity #10-06 and are Coliseum Way, The Phoenix, 3050 International Blvd., 2700 International Blvd., Agnes Memorial, 34<sup>th</sup> and San Pablo, and projects anticipated to apply through OHA’s RFP process.

**Table 9: Discussion of Any Planned Issues/Solutions Related to Leasing**

Discussion of any anticipated issues and possible solutions related to leasing.

Description of Actual Leasing Issues and Solutions

Housing Program	
MTW Public Housing	<p>OHA will continue the planning and implementation for a major rehabilitation and disposition of Harrison Towers and will employ strategies to minimize impacts on residents during the project completion. OHA expects to maintain a 2% or less vacancy rate in its public housing units, not impacted by disposition.</p>
MTW Housing Choice Voucher	<p>OHA expects the local rental market will continue to be strong in FY 2024, as it has remained expensive even during the pandemic as demand for housing remained high and inventory levels remain low in the affordable housing space. OHA will continue implementation of multiple strategies using MTW flexibility to further maximize the number of families served in Oakland and facilitate leasing of new units. OHA's Owner Incentives activities to recruit and maintain new landlords began in 2018 and FY 2024 will see the implementation of new and improved components such as increased bonuses for new and existing owners, referral bonuses for owners referring a new owner, application fee assistance for applicants, and expanded security deposit assistance to all voucher programs, funding for owners to address HQS fails up to \$2,250 for approved expenditures, Exception Payment Standards Hubs and an incentive designed to motivate homeowners to sell their property to OHA participants residing in the property. A review of the project-based voucher awards has shown that some partners are not able to lease up units in a timely fashion for various reasons. OHA plans to look at re-examining awards that are unused that do not have contingent financing and create strategies to redeploy those unused awards to projects that are better able to utilize the subsidy right away. Lastly, OHA will continue its Housing Navigation Search assistance program through FCP and lease compliance supports to assist clients in finding units and remaining housed.</p> <p>OHA historically extended the amount of time required to reside in a PBV unit to two years instead of one to request a tenant-based voucher. OHA plans to expand the policy to restrict the option to request a tenant-based subsidy, but may maintain a waitlist of requests from participants who request tenant-based assistance after a two year stay in a PBV unit.</p>
Local, Non-Traditional	<p><i>Sponsor-Based Housing Assistance (SBHAP) and Building Bridges Programs</i>  OHA seeks to serve families through local, non-traditional (LNT) program models such as the Sponsor-Based Housing Assistance Program (SBHAP), which provides services enriched housing for special needs populations that would have difficulty accessing the traditional Section 8 and Section 9 programs. The SBHAP partner agencies, selected for their expertise by the City, provide intensive case management, master leasing and supportive services. However, OHA has seen these partners impacted by staff turnover and less staff available during the pandemic which impacted leasing as new staff came up to speed and existing staff struggled to fully utilize the resources. With the advent of the new partnership with City of Oakland to house families exiting the Community Cabins, OHA anticipates there to be a learning curve and there is still a possibility of lingering staffing impacts from the pandemic, reflected by the less than full occupancy.</p> <p><i>Building Bridges</i>  Building Bridges SRO provides monthly operating subsidies to existing service enriched single-room occupancy (SRO) units, shared housing and transitional housing units set aside for veterans, emancipated foster youth, or other special needs populations. Of these two, the shared/transitional housing has the most turnover and</p>

attrition and typically higher vacancy rates and lead times to fill units. We expect some leasing issues to continue due to the pandemic causing staffing impacts to OHA partners.

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*Homekey*

In FY 2024, OHA will implement a new program called Homekey. The program funds a capitalized subsidy for various projects approved through the State of California Department of Housing & Community Development Homekey Program (round 2) to rapidly expand housing for persons experiencing homelessness or at-risk of homelessness, and who are inherently impacted by or at increased risk for medical diseases or conditions due to the pandemic. The projects are subject to clearance under the National Environmental Policy Act (NEPA) and provided all sites receive clearance, OHA anticipates assisting 36 additional families. Leasing impacts may occur if projects do not pass NEPA or if construction or rehabilitation is not completed as projected.

*Rental Assistance Subsidy (RAS)*

OHA plans to create a new rental assistance subsidy fund to fund capital subsidy reserves for projects that apply and meet the criteria as described in detail in the Use of Single Fund Flexibility section to create a new rental subsidy local non-traditional program. These projects will have to meet NEPA and HQS requirements and pass any subsidy layering reviews that may be required by layered funding sources. Projects slated to use this funding are described in more detail in activity #10-06 and are Coliseum Way, The Phoenix, 3050 International Blvd., 2700 International Blvd., Agnes Memorial, 34<sup>th</sup> and San Pablo, and projects anticipated to apply through OHA's RFP process.

**C. Wait List Information**

**Table 10: Planned Waiting List Information**

Snapshot information of waiting list data as anticipated at the beginning of the Plan Year. The "Description" column should detail the structure of the waiting list and the population served.

Waiting List Name	Description	Number of Households on Waiting List	Waiting List Open, Partially Open, or Closed?	Will the waitlist be opened during the plan year?
Housing Choice Voucher: Tenant-Based	Community Wide	1,000	Closed	Yes
Housing Choice Voucher: Project-Based - OHA Managed	Site-Based	750	Closed	No
Housing Choice Voucher: Project-Based- Third Party Managed	Site-Based (Third Party Managed)	46,006	Yes	Yes – for Terraza Palmera at St. Josephs, Sylvester Rutledge Manor, Acorn sites. Some sites continuously open.
Public Housing - OHA Managed	Site-Based (OHA Managed)	800	Closed	Yes
Public Housing- Third Party Managed	Site-Based (Third Party Managed)	2,594	Yes	Yes

**Table 11: Planned Changes to the Waiting List In the Plan Year**

Please describe any actual changes to the organizational structure or policies of the waiting lists(s), including any opening or closing of a waiting list, during the Plan Year.

Waiting List Name	Description of Actual Changes to the Waiting List
Housing Choice Voucher: Tenant-Based	OHA plans to review preferences based on a demographic analysis and may use weighting for prioritization.
Housing Choice Voucher: Project-Based - OHA Managed	The owner plans to administer one waitlist for 6 sites. OHA may explore continuously open waitlists for certain bedroom sizes and also may group applicants by bedroom size requirements.
Housing Choice Voucher: Project-Based- Third Party Managed	Lion Creek Crossings phase 1-5 is a joint waitlist and will be open for all bedroom sizes.

Public Housing - OHA Managed	OHA plans to combine the site-based waitlists for AMP 4 and AMP 8 into a "portfolio" based waitlist that will encompass both of these AMPs and will open this waitlist.
Public Housing- Third Party Managed	Waitlists will be open for all bedroom sized for Lion Creek Crossing phases 1-4. Applicants for any sites converting through RAD will be maintained as is on combined site-based waitlists or transferred to existing PBV site-based waitlists for these sites with the date and time of application being maintained.
Local Non-Traditional (PACT)	Open for graduates of ASCO MOMs and DADs programs.

## Section III. Proposed MTW Activities

This section includes information on proposed MTW activities where OHA is requesting HUD approval.

Proposed MTW Activities					
Activity #	Fiscal Year Implemented	MTW Activity Name	Description	Statutory Objective(s)	Authorization(s)
24-01	2024	Development of Local Forms	Allow OHA to develop local versions of HUD forms to streamline processing and address MTW policies and waivers.	Reduce costs to achieve greater cost effectiveness	Attachment C, Section C. 2, 4, 9, section D.1, D. 7, and section E.

### MTW Activity #24-01: Development of Local Forms

#### A. Describe the Activity

Under this initiative, OHA will develop local versions of forms, as needed, to address MTW policies, streamline processing, utilize “plain language”, and address local housing market features. OHA plans to develop local versions of the Project-Based Voucher (PBV) Housing Assistance Payment (HAP) contracts, the PBV Agreement to enter into a HAP contract, the Family Self-Sufficiency (FSS) Contract of Participation, and the Utility Allowance Schedule. OHA has already obtained HUD approval in previous years for modified versions of the following forms: the PBV Tenancy Addendum, the Request for Tenancy Approval, the Statement of Family Responsibility, the Housing Choice Voucher (HCV) HAP Contract, and the Authorization Release Form/ Privacy Act Notice. Consolidating the modified forms into one activity will save the agency time and money. Any changes to the HAP form will be submitted to HUD for review and will include language noting that funding for the contract is subject to the availability of appropriations and other required provisions identified by HUD. Development of any local form must meet all applicable HUD requirements.

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

This activity addresses the statutory objective to reduce costs and achieve greater cost effectiveness in Federal expenditures by simplifying forms that are used by program staff and participants.

#### C. Identify and discuss the anticipated impact

OHA anticipates this activity will reduce the administrative time and costs associated with non-MTW paperwork and achieve greater cost effectiveness in federal expenditures. OHA will be able to reduce costs and staff resources by simplifying forms and ensuring they are compatible with MTW policies.

**D. Provide the anticipated schedule for achieving the stated objective**

OHA has developed new local forms, and they are attached in Appendix J. Once the plan is approved, OHA will begin to use the new forms.

**E. Standard HUD Metric**

CE #2: Staff Time Savings: While there are time saving features inherent in the development of local forms, there are no actual staffing reductions; only repurposing of existing staff, where applicable. It is difficult to determine time savings from development of different local forms. OHA will use the number of participants in the program and use an average savings of .25 hours per participant to provide a general impact on development of local forms.

<b>Standard HUD Metrics</b>			
<b>CE #1: Agency Cost Savings</b>			
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Projected Outcome</b>
Total cost of task in dollars (decrease).	Cost of task prior to implementation of the activity = \$46.94 (Staff Salary) * .5 hours = \$23.47 cost per form	Cost of task after implementation of the activity = \$46.94 (Staff Salary) * .25 hours = \$11.73 cost per form = \$11.73 * 100 hours = \$1,173	Actual amount of total cost after implementation of the activity= staff salary * 80 hours spent= \$938.80
<b>CE #2: Staff Time Savings</b>			
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Projected Outcome</b>
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 = .5 hours * households = 100	Expected amount of total staff time dedicated to the task after implementation of the activity = .25 hours * households = 50	Actual amount of total staff time dedicated to the task after implementation of the activity = ___ hours * households (% decrease) = hours

**F. Baseline Performance Level**

Baseline performance levels are indicated in the chart above.

**G. Yearly benchmarks**

The annual benchmarks for each metric are included in the chart above.

**H. Final projected outcomes**

Staff time dedicated to completing forms will decrease because they will not need MTW contract addendums for many activities to reflect MTW policies.

**I. Data source from which metric data will be compiled**

The data collected for the staff time spent on forms, number of forms filled out, and other metric data is derived from and maintained in the agency business software system.

**J. Authorization**

This activity requires waiver of 24 C.F.R. 982.162, 982.516 and 24 C. F. R. Part 983 and Part 984 as allowed under the MTW Agreement, in Attachment C. section C. subsections (2), (4) and (9), section D.1 and D.7, and section E. These Authorizations provide OHA with the flexibility to develop local versions of forms that are consistent with OHA approved MTW policies.

**K. Authorization explanation**

Currently, OHA has waivers to implement MTW activities. These waivers allow for alteration of some HUD requirements which are included in HUD reporting forms. In order to save time and money, OHA would like to create modified forms that are consistent with all MTW activities and HUD approved waivers. To save time and effort, OHA would like to consolidate all modified HUD forms into one activity to ensure all modified forms have been approved by HUD and are being used by the agency staff.

**L. Rent Reform**

This is not considered a rent reform activity because it does not impact the way a tenant’s rent is calculated.

**M. Impact Analysis**

Not applicable.

**N. Modified Forms**

See Appendix J for all forms that are modified, and approval is requested.

Modified Form #	Modified Form Name	Why it was Modified	Approval Status
52530-A (Part 1)	PBV HAP Contract (New Construction or Rehabilitation)	Modified to include Activities 12-01 and 06-01-added the ability to establish site-based wait lists	Requesting approval

		and modified the Income-Mixing Requirements to remove PBV Caps. Also adds new exhibits.	
52530-B (Part 1)	PBV HAP Contract (Existing Housing)	Modified to include Activities 12-01 and 06-01- added the ability to establish site-based wait lists and modified the Income-Mixing Requirements to remove PBV Caps.	Requesting approval
52531-A	PBV AHAP (Part1)	Modified to include new exhibits.	Requesting approval
52650	Family Self Sufficiency Contract of Participation	Modifies Escrow determinations to include Table A, from Activity 10-08.	Requesting approval
52667	Utility Allowance Schedule	Modified to be consistent with Activity 15-02. a) Changed name to “Section 8 Utility and Appliance Allowances for Tenant- Paid Utilities” b) Modified fuel types to match HUD Utility Schedule Model c) As a reminder, PHA not required to have an allowance for each of the fuel types, only those that are regionally appropriate.	Requesting approval
52517	HCV/PBV RTA	Modified form to a) Change the structure types to match the 50058, b) Modified the fuel types to match the utility schedule, c) Utility responsibility chart updated – only one column to complete per utility, d) Added section for Agent information to be included.	Previously approved
52641-Part A, B, & C	HCV HAP Contract	In Part B added MTW revision to include OHA revised section 4(b)(4):Term of the Hap Contract to state that the HAP contract terminates automatically 24 months after the last HAP Payment to the owner. (Activity 10-01)  In Part C a signature line was added.	Previously approved
52530-C	Tenancy Addendum	MTW: OHA Revised Section 11 (Family Right to Move) to state that a family may request tenant based assistance after two years of tenancy or an amount determined by OHA.	Previously approved
52578-B	Statement of Family Responsibility	MTW OHA revised section 5 A and B regarding “Family Right to Move” to state that a family may request tenant based voucher assistance after two years of tenancy or an amount determined by OHA.	Previously approved

9886	Authorization Release Form/ Privacy Act Notice	OHA extended the expiration from 15 months to 42 months to accommodate the biennial and triennial recertification cycles. (Activity 10-02)	Previously approved
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## 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 12 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).

<b>Table 12: Approved MTW Activities</b>					
<b>HUD Approval Previously Granted</b>					
Activity # and Fiscal Year Approved	Fiscal Year Implemented	MTW Activity Name	Description	Statutory Objective(s)	Authorization(s)
20-01	2020	Emergency Relief from Interim Re-certifications	Allow wage earning families to self-certify income decreases due to an emergency situation and have OHA pay all or a portion of a tenant's rent for the duration of the declared disaster period.	Reduce costs and achieve greater cost effectiveness	Attachment C, Section D.1.c, and Attachment D, Use of Funds
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 B.1, D.1.a and d, D.5, Attachment D, Section D and Use of Funds
17-02	2018	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.and c.
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	Reduce costs and achieve greater cost effectiveness	Attachment C, Section C.11, D.2.a

			requirements that the household's utility allowance is consistent with the minimum subsidy or occupancy standard and eliminates the utility allowance payment.		
14-01	2016	Alternative Re-certification 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"> <li>• Total Tenant Payment (TTP) calculated based on 27.5% of gross annual income for seniors and disabled households and 27% for work-eligible households.</li> <li>• Triennial recertification schedule for senior and disabled households, biennial schedule for work-eligible households.</li> <li>• Eliminate all deductions and earned income disallowance.</li> <li>• Recent increases in income excluded in recertification.</li> </ul>	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

			<ul style="list-style-type: none"> <li>• Absolute minimum rent of \$25.</li> </ul>		
12-01	2012	PBV Modifications: Eliminate Caps, Time Limits on PBV Allocations, Modify PBV contract	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 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.
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	Transitional Housing Programs	Permits transitional service enriched housing to fill specific unmet community needs. Used to operate the PACT Program, which provides transitional service enriched housing to families returning from prison to reunite with their children and other specialized populations.	Increase housing choices	Attachment C, Section B.1., B.4, D.1.a, b Attachment D, Section B.2
10-01	2010	Specialized Housing Programs	Increases allocation of resources to Local programs to improve	Provide incentives for families with children to	Attachment D, Use of Funds

			outcomes and leverage MTW funds.	become economically self-sufficient	
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	Increase housing choices	Attachment D, Use of Funds (SBHAP, BB-CW, BB-THP+ Program), Attachment C, D.1.f, D.1.a and D.3.a (LHAP Programs)

			special needs populations.		
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- Re-proposed 2021	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	Alter Minimum Stay Requirement in PBV Units	Alters the 12-month minimum stay requirement for tenants in PBV units to extend or shorten the time period a tenant has to wait to move.	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
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### A. Implemented Activities

OHA is currently implementing the following activities:

Table 13 provides a list of all approved activities that will be implemented during FY 2023. The table includes 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 13: 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 B.1, D.1.a and d, D.5, Attachment D, Section D and Use of Funds
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	Reduce costs and achieve greater cost effectiveness	Attachment C, Section C.11, D.2.a

			eliminates the utility allowance payment.		
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
12-01	2012	PBV Modifications: Eliminate Caps, Time Limits on PBV Allocations, Modify PBV contract	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 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,	Increase housing choices	Attachment D, Use of Funds,

			Section 8, Section 9 and project-based assistance programs to increase housing choices for residents.		
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	Transitional Housing Programs	Permits transitional service enriched housing to fill specific unmet community needs. Used to operate the PACT Program, which provides transitional service enriched housing to families returning from prison to reunite with their children and other special populations.	Increase housing choices	Attachment C, Section B.4, D.1.a and b, Attachment D, Section B.2
10-01	2010	Specialized Housing Programs	Increase allocation of resources to the Local programs to improve outcomes and leverage MTW funds.	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	Allows a single PBV HAP contract to be executed for	Reduce costs and achieve	Attachment C, Section D.1.a, D.7

		Multiple Non-contiguous Sites	non-contiguous scattered site buildings organized by AMP or other logical grouping.	greater cost effectiveness	
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, BB-CW, BB-THP+ Programs)

10-09	2019	Alter Minimum Stay Requirement in PBV Units	Alters the 12-month minimum stay requirement for tenants in PBV units to extend or shorten the time period a tenant has to wait to move.	Increase housing choices	Attachment C, Section D.7
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
09-02	2009	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

## MTW Activity #17-01: Owner Incentives Program

*Plan Year Approved: 2017*

*Plan Year Implemented: 2017*

*Plan Year Amended: 2023*

### Description/Update

The HCV program has been impacted by a dramatically escalating rental market and very limited inventory which has led to much longer search times than usual and multiple voucher extensions being granted for families searching for housing. According to Zillow, market rents increased by 21.6% in Oakland in 2016. In 2015, OHA saw hundreds of owners choose to leave the program or remove units by not re-leasing to HCV participants 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 six months of contract cancellation.
- 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 OHA will allow owners up to 120 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.



- Leasing Incentive Payment – Provides an owner \$1,000 to execute a new lease with a new HCV participant.
- Capital Improvement Payment – Offer owners that have failed a second inspection and are entering abatement a payment of up to \$2,250 to address approved 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. These funds do not need to be repaid.
- Homeownership Incentive – OHA will reimburse owners up to \$25,000 in closing related costs to cover inspections, sewer lateral work, and city and county transfer taxes for owners using title company closing statements and verified invoices, for owners willing to sell their house to an HCV participant who is currently renting the house through the HCV program.
- Exception Payment Standards Hubs - OHA may establish exception payment standards up to 150% of the Fair Market Rents (FMRs) without HUD approval for owners and units that are in hubs with low voucher presence or low concentration of poverty. These hubs might include proximity to multiple transit resources and grocery/retail centers, schools within walking distance, recent tenant lease-up data, third-party market research information supporting the increase, forums with staff and residents, properties less than 10 years old, districts with high public school ratings/test scores, and/or low poverty and crime rates. This includes units that are fully accessible and meeting the requirements of the Uniform Federal Accessibility Standard (UFAS).

Designed to broaden the market of available units to untapped areas of the city, OHA anticipates that this activity will maintain or increase the number of owners 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.

*Planned Non-Significant Changes:* OHA intends to add some additional incentives and expand existing incentives to other voucher types. New incentives to be piloted are:

- Landlord Referral Bonus – existing owners will be paid \$250 to refer a new owner to the program if the referral signs a HAP contract.
- Security Deposit for up to one month's rent – applicable to all voucher programs.
- Application Fee – a payment of up to \$200 per household for all voucher programs to cover application fees.

*Planned Changes to Metrics/Data Collection:* There are no changes to the metrics or data collection included in the Standard HUD Metrics table below.

*Planned Significant Changes:* OHA has no planned significant changes for this activity.

<b>Standard OHA Metrics</b>			
<b>Number of Landlords Recruited or Maintained by Payment Incentive</b>			
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Projected Outcome</b>
Number of new or existing landlords where a bonus payment was an incentive to enroll a unit in the HCV program.	Average number of new or existing landlords where a bonus payment was an incentive to enroll a unit in the HCV program = 0	Average number of new or existing landlords where a bonus payment was an incentive to enroll a unit in the HCV program = 247 (247% increase)	Actual number of new or existing landlords where a bonus payment was an incentive to enroll a unit in the HCV program = number (percentage)

<b>Standard HUD Metrics</b>			
<b>CE #1: Agency Cost Savings</b>			
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Projected Outcome</b>
Total cost of task in dollars (decrease).  Pre-qualifying inspections	Cost of task prior to implementation of the activity = (staff salary) * .25 hours * number of files = (\$46.14 * .25) * 1,222 = \$14,096	Cost of task after implementation of the activity = (staff salary) * .10 hours * number of files = (\$46.14 * .10) * 56 = \$258	Total cost of task in dollars (decrease) = %
<b>CE #2: Staff Time Savings</b>			
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Projected Outcome</b>
Total time to complete the task in staff hours  Pre-qualifying inspections	Total amount of staff time dedicated to the task prior to implementation of the activity = .25 hours * 1,222 households = 305 hours	Expected amount of total staff time dedicated to the task after implementation of the activity = .10 hours * 56 households = 5.6 hours	Actual amount of total staff time dedicated to the task after implementation of the activity = (% decrease) = number of hours
<b>CE #3: Decrease in Error Rate of Task Execution</b>			
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Projected Outcome</b>
	Average error rate of task prior to implementation of the	Expected error rate of task after implementation	Actual error rate of task after implementation of the

Average error rate in completing a task as a percentage (decrease)	activity as a percentage = 20% (decrease)	of the activity as a percentage =15% (decrease)	activity as a percentage (decrease)
Pre-qualifying inspections			

**MTW Activity #15-01: Local Area Portability Reform**

*Plan Year Approved: 2015*

*Plan Year Implemented: 2015*

*Plan Year Amended: 2015*

*Description/Update:* A local area portability policy that limits 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. When housing authorities in neighboring counties administer OHA vouchers this causes a loss in 80 percent (80%) of the administrative fee. While the objective of the HCV 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 limits ports between jurisdictions in all nine counties and initially implemented 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 unit 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 allows current households that have ported prior to implementation of this activity to remain in the current jurisdiction. However, this policy does apply to any port-out households that requested to port to another jurisdiction after FY 2016.

Outgoing portability will be minimized to jurisdictions in five of the nine counties, which will lead to administrative efficiencies and cost savings from less frequent processing of 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 may elect to allow ports to counties that are absorbing depending on voucher availability.

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.

OHA will measure the 35-mile limit for verifiable employment from the City of Oakland from the resident's unit and not the City of Oakland border for consistency and clarity. OHA may elect to allow ports to neighboring counties that are currently restricted if those counties are absorbing to regulate voucher availability. OHA will have the option to end the absorption of port-ins based upon market conditions.

*Planned Non-Significant Changes:* OHA does not have any planned non-significant changes for this activity.

*Planned Changes to Metrics/Data Collection:* There are no changes to the metrics or data collection included in the Standard HUD Metrics table below.

*Planned Significant Changes:* OHA has no significant changes planned for this activity.

<b>Standard HUD Metrics</b>		
<b>CE #1: Agency Cost Savings</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
Total cost of task in dollars (decrease). Local Port-out 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 * 42 = \$2,957 (42 rejected requests, 94% reduction)
Administering Local Port-outs	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) * 58 port-out requests = \$2,722 (94% 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 = \$2,957+\$2,722= \$5,679 (94% reduction)
<b>CE #2: Staff Time Savings</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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 * 445 requests = 667 hours (36% 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 * 58 requests = 58 hours (94% 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 = 667 + 58 = 725 hours (66% reduction)

**MTW Activity #15-02: Modified Utility Allowance Policy**

*Plan Year Approved:* 2015

*Plan Year Implemented:* 2015

*Plan Year Amended:* None

*Description/Update:* 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. 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. The activity was implemented in the tenant-based portfolio. Implementation within the public housing portfolio is currently on hold as a phased approach is developed.

*Planned Non-Significant Changes:* OHA does not anticipate any changes or modifications to this activity.

*Planned Changes to Metrics/Data Collection:* There are no changes to the metrics or data collection included in the Standard HUD Metrics table below.

*Planned Significant Changes:* OHA proposes to pilot an initiative that factors into the utility allowance a subsidy for households enrolled in the Affordable Connectivity Program (ACP) offered by the Federal Communications Commission. In an effort to leverage other federal programs and make sure that OHA families take advantage of available resources, OHA will offer include internet received through the ACP as part of the utility allowance calculation.

<b>Standard HUD Metrics</b>		
<b>CE #1: Agency Cost Savings</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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 = \$9,459,024 (15% 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) = \$0 (100% 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) * 2,904 = \$6,699	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 + \$6,699 \$220,968 = \$11,415,771	Total expected cost of task after implementation of the activity = \$10,228,812 + \$0= \$9,459,024 (17% reduction)
<b>CE #2: Staff Time Savings</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
Total time to complete the task in staff hours  Utility Reimbursement Payment	Total amount of staff time dedicated to the task prior to implementation of the activity = .05 hours * 2,909 households = 145 hours	Expected amount of total staff time dedicated to the task after implementation of the activity = 0 hours * 2,909 households = 0 hours
<b>CE #3: Decrease in Error Rate of Task Execution</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
Average error rate in completing a task as a percentage (decrease).	Average error rate prior to implementation = 10%	Expected error rate after implementation = <.0001%
<b>CE #5: Increase in Agency Rental Revenue</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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) = \$9,004,999 (107% 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 (<15%increase)

## MTW Activity #14-01: Alternative Recertification Schedules

*Plan Year Approved:* 2014

*Plan Year Implemented:* 2014

*Plan Year Amended:* 2020

*Description/Update:* 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 voucher 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 traditional MTW programs. 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. The offer of flat versus income rent will be made based on the recertification schedule for each public housing household. This activity also incorporates a customized OHA form for the authorization to release information to replace HUD form #9886. OHA will use the activity for RAD voucher holders.

OHA and participant families have already and will continue to experience time savings due to fewer 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.

OHA reviewed the activity and determined that most households would benefit from the biennial recertification schedule and would also result in a cost savings in staff time. OHA elected not to implement the Cost of Living Adjustments (COLA) for the Triennial households as described in the FY 2015 plan. OHA plans to apply this activity to RAD voucher holders.

During declared disaster periods OHA may allow self-certification for all interim reexaminations (form HUD 50058-MTW action type three), eliminating the need for verification by staff who may be limited or inundated with requests during an emergency. This allows participants quick relief due to decreases in income or changes in circumstances as a result of the declared disaster. The Executive Director will determine the duration of the period for self-certification and staff will inform participants that after the short-term emergency period is over all verification as well as a limited requirement to report subsequent income increases will resume and will be expedited.

OHA plans to exclude income reporting requirements for additional income due to participation in pilot programs designed to test the concept of guaranteed income. It is expected that these programs will be relatively short term (1-2 years) in duration and OHA expects to prioritize re-

certifications for participants in these programs to occur at the beginning of their pilot program participation.

*Planned Non-Significant Changes:* OHA has no planned non-significant changes.

*Planned Changes to Metrics/Data Collection:* OHA has no planned change to metrics or data collection for this activity.

*Planned Significant Changes:* OHA has no significant changes planned for this activity.

<b>Standard HUD Metrics</b>		
<b>CE #1: Agency Cost Savings</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
Total cost of task in dollars (decrease). Triennial 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 = \$75,586 (32% reduction)
Total cost of task in dollars (decrease). Triennial 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) = \$3,465 (91% reduction)
Total cost of task in dollars (decrease). Biennial 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). Biennial 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) = \$75,586 + \$3,465 + \$173,671 + \$14,625 = \$267,347 (18% reduction)
<b>CE #2: Staff Time Savings</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>

Total time to complete the task in staff hours (decrease).  Triennial HCV <i>Reexam</i> 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) = 1,327 hours (50% reduction)
Total time to complete the task in staff hours (decrease).  Triennial Public Housing <i>Reexam</i> 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) = 74 hours (95% reduction)
Total time to complete the task in staff hours (decrease).  Biennial HCV <i>Reexam</i> 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) = 3,049 hours (12% reduction)
Total time to complete the task in staff hours (decrease).  Biennial 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) = 1,327 + 74 + 3049 + 585 = 5,035 hours (44% reduction)

**CE #5: Increase in Agency Rental Revenue**

Unit of Measurement	Baseline	Benchmark
Rental revenue in dollars (increase).  Housing Choice Voucher and Public Housing	Rental revenue prior to implementation of the activity (in dollars) = \$3,863,650	Expected rental revenue after implementation of the activity (in dollars) = \$9,004,999 (133% increase)

**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	Expected average earned income of households affected by this policy prior to implementation of the activity (in dollars) = Public Housing: \$17,263 (57% increase)

	HCV: \$14,444	HCV: \$19,938 (38% increase)
<b>SS #3: Increase in Positive Outcomes in Employment Status</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
<b>Report the following information separately for each category:</b>	OHA's business system does not allow information to be tracked relative to these metrics.	
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 work-able households in <<category name>> prior to implementation of activity (percent). This number may be zero.		
<b>SS #4: Households Removed from Temporary Assistance for Needy Families (TANF)</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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 = 1,114 households
<b>SS #8: Households Transitioned to Self Sufficiency</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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 #12-01: Eliminate Caps and Time Limits on PBV Allocations**

*Plan Year Approved: 2012*

*Plan Year Implemented: 2012*

*Plan Year Amended: 2021*

*Description/Update:* Eliminate caps and time limits on project-based voucher (PBV) allocations. This activity was created in FY2010 when existing regulations limited Public Housing Authorities (PHAs) 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. Additionally, PHAs were limited to project-basing up to 25 percent (25%) of units in a single development. The Housing Opportunity Through Modernization Act (HOTMA) has increased the per project cap by allowing PBV allocations of up to the greater of 25% or 25 units in a project. Under HOTMA, OHA would be restricted to award PBV allocations of up to 20% of its ACC authorized units and the greater of 25% or 25 units per project.

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.

This activity extends the long-term affordability of housing units using PBV assistance by allowing OHA to award projects to developers that will make efforts to leverage the PBV funding to preserve or create additional affordable housing opportunities for Oakland residents.

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. In FY 2024, OHA may participate in City of Oakland's 2023-2024 New Construction of Multifamily Rental Affordable Housing Notice of Funding Availability (NOFA) as the basis for PBV awards.

*Planned Non-Significant Changes:* OHA does not have any non-significant change to this activity.

*Planned Changes to Metrics/Data Collection:* There are no changes to the metrics included in the Standard HUD Metrics table below. Performance measures for this activity reflect the unknown status of new awards.

*Planned Significant Changes:* OHA has no significant changes planned for this activity.

<b>Standard HUD Metrics</b>		
<b>HC #4: Displacement Prevention</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>

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)
<b>Standard OHA Metrics</b>		
<b>Additional Units of Housing Made Available</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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 number of PBV units awarded above the greater of 25 units or 25% of the total units in a project = 0 units Expected number of PBV units awarded above 20% of total units in voucher program =91 units
<b>Units of Housing Preserved</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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 = 91 units
<b>Increase in Resident Mobility</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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 = 91 households
<b>Households Assisted by Services that Increase Housing Choice</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
		Expected number of households receiving these services after

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	implementation of the activity = 0 households
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**MTW Activity #11-01: PBV Occupancy Standards**

*Plan Year Approved:* 2011

*Plan Year Implemented:* 2011

*Plan Year Amended:* None

*Description/Update:* 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. 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. This activity is largely dependent upon participant families requesting changes to household composition and its utilization is affected by these requests. OHA may use this activity to admit homeless families into units that are larger than the occupancy standard required for the family size to ameliorate the homeless crisis in Oakland. OHA would offer subsidy consistent with unit size, instead of family size to enable eligibility for families who would otherwise not meet the occupancy standards for the unit. OHA plans to use this activity for RAD voucher holders.

OHA may allow families to occupy units for which their family composition may not meet the occupancy standard. Family composition is a dynamic characteristic that changes over time leading to ever-changing waitlists that do not align with static housing inventory. During any crisis, OHA implements a housing first prioritization, removing barriers to housing, like occupancy standards, for otherwise eligible homeless families.

*Planned Non-Significant Changes:* OHA has no non-significant changes to propose for this activity.

*Planned Changes to Metrics/Data Collection:* There are no changes to the metrics or data collection included in the Standard HUD Metrics table and the local OHA metrics table below.

*Planned Significant Changes:* OHA has no planned significant changes for this activity.

**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 = Zero (0) 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 = Zero (0) 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 = Zero (0) households

**MTW Activity #11-02: Standardize Transfer Policy**

*Plan Year Approved:* 2011

*Plan Year Implemented:* 2011

*Plan Year Amended:* N/A

*Description/Update:* 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 or longer 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. OHA may 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. For FY 2024, OHA plans to restrict transfers from local, non-traditional programs into the HCV program.

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 may 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 may 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.

*Planned Non-Significant Changes:* No non-significant changes are planned.

*Planned Changes to Metrics/Data Collection:* There are no changes to the metrics, baselines or data collection in the Standard HUD Metrics and the local OHA metrics table below.

*Planned Significant Changes:* OHA has no planned significant changes for this activity.

<b>Standard HUD Metrics</b>		
<b>HC #3: Decrease in Wait List Time</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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) = 2.71
<b>HC #4: Displacement Prevention</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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 = 25	Expected households losing assistance after implementation of activity = 0
<b>HC #5: Increase in Resident Mobility</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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 = number of inter-program transfers that occur as result (emergencies, RAs) = 7  SBHAP=0
<b>HC #7: Households Assisted by Services that Increase Housing Choice</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
Number of households receiving services aimed to increase housing choice (increase).	Households receiving services aimed to increase housing choice	Expected households receiving services aimed to increase housing

	prior to implementation of the activity = Zero (0) households	choice after implementation of the activity = 7
<b>CE #5: Increase in Agency Revenue</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
Rental revenue in dollars (increase).	Rental revenue in dollars prior to implementation of the activity = \$35,201,999	Expected Rental revenue in dollars after implementation of the activity = \$42,415,494

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

*Plan Year Approved: 2011*

*Plan Year Implemented: 2018*

*Plan Year Amended: N/A*

*Description/Update:* 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. 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 reserves the right to issue another Request for Qualifications (RFQ) based on need, City of Oakland priorities and funding availability. In FY 2024 OHA plans to continue to provide housing assistance to Board approved partners to provide housing assistance with qualified owners, property managers, and developers of service enriched rental housing through the Building Bridges - SRO local program. All providers had existing service enriched single occupancy housing units which were targeted to serve special needs populations.

**Building Bridges - Homekey Program Background**

On September 9, 2021, the State of California Department of Housing & Community Development (State) issued a Notice of Funding Availability (NOFA) for the second round of its Homekey Program, making approximately \$1.45 billion in grant funding available to local public entities, including cities and counties, to sustain and rapidly expand housing for persons experiencing homelessness or at-risk of homelessness, and who are, thereby, inherently impacted by or at increased risk for medical diseases or conditions due to the COVID-19 pandemic.

On October 18, 2021, the City of Oakland Department of Housing and Community Development (DHCD), as the eligible applicant for the State’s funding, issued a Homekey Request for Proposals (RFP) to solicit proposals from prequalified project sponsors as prospective joint applicants for Homekey funding with DHCD.

On December 21, 2021, the Oakland City Council approved the Coliseum Way “project” to immediately move forward as co-applicant. The State is accepting applications on a rolling basis

until May 2, 2022, or until funds are exhausted, whichever occurs first. The DHCD submitted an application with project sponsors Danco Communities and Operation Dignity.

The program funds a capitalized subsidy reserve in an amount up to \$4,572,041 for the Homekey project, Coliseum Way subject to clearance under the National Environmental Policy Act (NEPA). These projects were approved in round 2 proposals submitted by the City of Oakland to the State of California Homekey Round II competition.

### Coliseum Way (Homekey)

The proposed conversion of the Inn by the Coliseum motel, located at 4801 Coliseum Way, into 36 Homekey units as permanent supportive housing (plus one manager's unit), is a joint project of Danco Communities and Operation Dignity.

All units will target people experiencing homelessness earning no more than 30 percent AMI, and at least six units will target those who are chronically homeless. Referrals to Homekey units shall be made through the Coordinated Entry System (CES) for persons who are experiencing homelessness and 24 of the units will be SROs.

Project sponsors Danco and Operation Dignity intend to create a lounge area, community kitchen, office spaces for onsite support services and property management, as well as upgrades to the grounds including a dog walk and other landscaping utilizing DHCD and Homekey funds. In addition, the existing industrial laundry room will be converted into a laundry area accessible for tenants to use free of charge. At least 12 of the larger units will be upgraded to include full kitchenettes that will include a sink, refrigerator/freezer, and a cooktop. The sponsors are evaluating the potential of adding full kitchenettes to all units utilizing City and Homekey funds.

### Project Evaluation

Staff reviewed all Homekey proposals applying a risk-based approach to underwriting in order to ensure long term financial stability. A primary underwriting objective was to create positive net operating income which is sufficient to sustain the project through uncertainty in the long term over 15 years. Our assessment included, but was not limited to, long term maintenance needs, on site resident services, and property management.

On January 11, 2022, the Authority's project team met with Danco and Operation Dignity. Coliseum Way was evaluated against the Authority's threshold funding criteria and priorities established by the Board of Commissioners. The project met all criteria except the Authority's standard of including full kitchens and baths in all units.

- Population served is 30% AMI and below
- Wrap around services are available for the duration of the Authority's investment
- Integration into the surrounding community.
- Safety and security plan
- Units will meet the Authority's standard of including full kitchens and baths
- On site property management and resident support services
- Ability to meet the Homekey timeline requirements

Other evaluation criteria and considerations the team applied were:

- Long-term stability of the project
- Overall project needs
- Ease of operations and minimizing administrative burdens on staff
- Alignment with The Authority’s mission

OHA’s conditional award is contingent on the project receiving an award of HomeKey funding from the State. It is also conditional based upon the project’s receipt of clearances and authorizations to use federal funds.

Housing Quality Standards

The project must meet Housing Quality Standards prior to execution of the capitalized reserve agreement and regularly (at least biennially) after the initial disbursement of capitalized subsidy reserves.

The project opening date is projected to be Dec. 2024.

OHA may add additional projects under Homekey as new proposals are submitted and funding awards are made early summer of 2023.

*Planned Non-Significant Changes:* No non-significant changes planned for this activity.

*Planned Changes to Metrics/Data Collection:* There are no changes to the metrics or data collection methods included in the Standard HUD Metrics table and the local OHA metrics table below.

*Planned Significant Changes:* OHA has no planned significant changes for this activity.

<b>Standard HUD Metrics</b>		
<b>HC #4: Displacement Prevention</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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)
<b>HC#1: Additional Units of Housing Made Available</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
Number of new housing units made available for households at or below 80% AMI as a result of	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 =

the activity (increase). If units reach a specific type of household, give that type in this box.		Building Bridges - (154) units and Homekey Coliseum Way (24) units  <b>Total Units = 178 units</b>
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**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) units	Expected housing units preserved after implementation of the activity = Building Bridges - (154) units and Homekey Coliseum Way (24) units  <b>Total Units = 178 units</b>

**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 = Building Bridges - (154) units and Homekey Coliseum Way (24) units  <b>Total Units = 178 households</b>

**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 = Building Bridges - (154) units and Homekey Coliseum Way (24) units  <b>Total Units = 178 units (households)</b>

## MTW Activity #11-05: Transitional Housing Program

*Plan Year Approved:* 2011

*Plan Year Implemented:* 2011

*Plan Year Amended:* N/A

*Description/Update:* Develop sub-programs 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 sub-programs may allow for transition to a housing choice voucher or project-based voucher upon completion of program requirements. These sub-programs may involve providing assistance to special purpose voucher holders where the maximum allocation of vouchers has been leased and over-leasing is not an option or emergency situations where housing has been destroyed and low-income tenants would be rendered homeless.

### **Parents and Children Together (PACT)**



This activity uses partnerships with the Alameda County Sheriff's Office (ACSO) and other program providers, to facilitate the development of local, non-traditional housing programs like the Maximizing Opportunities for Mothers to Succeed (MOMS) initiative.

This program offers service-enriched transitional housing support to formerly incarcerated mothers seeking to reunite with their children and deter recidivism. The Dads Acquiring and Developing Skills (DADS) program serves fathers exiting minimum security incarceration seeking to reunite with their children and families. Currently, ACSO refers MOMS and DADS program participants to OHA for housing. OHA has implemented the Parents and Children Together (PACT) program to provide transitional service enriched housing to both populations and families referred by other vetted service providers. In addition to the housing subsidy, the PACT program offers customized adult, family and youth case management, group counseling services, family activities and educational and employment development assistance to all participants as a condition for participation in the program.

PACT participants that are referred through ASCO, apply and are screened while in custody at the Santa Rita jail and once accepted they complete a needs assessment and intake processing. Participants complete an 8-week gender specific educational component while in custody and create an Individual Action Plan (IAP) tailored to meet the needs of each participant. Once housed at the PACT site, case managers work with participants to complete their IAP using various supportive services for the participants and their children.

The Alameda County Sheriff's Office (ACSO) provides MOMs and DADs applicants to OHA through direct referral. Following ACSO program standards, ACSO staff selects and refers to OHA those ACSO MOMs and DADs 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 and DADs applicants who meet HUD program requirements are offered a unit at the 18 month OHA PACT Housing program site. Those selected for the OHA Housing Component remain in the ACSO Transitional Case Management Program for 18 months, during which they must comply with the PBV Housing Lease or defined PACT program participant requirements as well as their ICM. OHA plans to continue to strive to fill the 18-unit site designated for the program, but this is dependent upon qualified referrals from the ASCO.

OHA, along with the primary program partners Alameda County Sheriff’s Office (ACSO) and the Alameda County Behavioral Health Care Services (ACBHS) Department will continue to facilitate 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.

OHA plans to explore partnerships with additional providers that specialize in re-entry and other hard to house populations to provide direct referrals and supportive services into the existing PACT program. The program design will remain the same in terms of requirements and length of stay in transitional housing. Additionally, OHA will offer PACT program graduates housing within Section 8 or Section 9 housing depending upon voucher and unit availability.

*Planned Non-Significant Changes:* No non-significant changes are planned. Alameda County had a new Sheriff elected in 2022 and it is anticipated that there will be some transition with the new Sheriff that may impact this program and referrals. OHA will continue to work to form a partnership with the new Sheriff’s staff to support the program but for FY 2024 is anticipating that the families served in this program may go to zero during the transition.

*Planned Changes to Metrics/Data Collection:* There are no changes to the metrics or data collection methods included in the Standard HUD Metrics table.

*Planned Significant Changes:* OHA has no planned significant changes to this activity.

<b>Standard HUD Metrics PACT Program</b>		
<b>HC #5: Increase in Resident Mobility</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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 =0 households
<b>HC #7: Households Assisted by Services that Increase Housing Choice</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>

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 = 0 households
<b>Standard OHA Metrics</b>		
<b>Additional Units of Housing Made Available</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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 = 0 households
<b>Increase in Household Income</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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 = \$0
<b>Increase in Household Savings</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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 = \$0 dollars  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.
<b>Increase in Positive Outcomes in Employment Status</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
Report the following information separately for each category:		

	1) 0 households	1) 0 households
1. Employed Full- Time	2) 0 households	2) 0 household
2. Employed Part- Time	3) Unknown	3) 0 households
3. Enrolled in an Educational Program	4) Unknown	4) 0 household
4. Enrolled in Job Training Program	5) 8 households	5) 0 households
5. Unemployed	6) Unknown	6) 0 households
6. Other-Drug Rehab Counseling		
Percentage of total work-able households in <<category name>> prior to implementation of activity (percent). This number may be zero.	Unknown	
<b><i>Households Removed from Temporary Assistance for Needy Families (TANF)</i></b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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= 0 households
<b><i>Households Assisted by Services that Increase Self Sufficiency</i></b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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 = 0 household
<b><i>Households Transitioned to Self Sufficiency</i></b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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 = 0 household will graduate from program

## **Building Bridges – Shared and Transitional Housing**

The Building Bridges (BB) initiative is comprised of several local programs. The BB-Shared and Transitional local programs model target housing resources, alongside supportive services funding, toward a household to dramatically improve outcomes through County, City and housing authority systems alignment. In FY 2020, partners such as Operation Dignity, the City of Oakland (Families in Transition & Matilda Cleveland) and Henry Robinson in addition to those listed below will offer Shared/Transitional housing to several hard to house populations.



### **Henry Robinson (SRO-Transitional)**

The Henry Robinson (559 16<sup>th</sup> Street) is a single room occupancy hotel of 62 units of transitional housing serving homeless adults and those suffering from mental health disabilities, substance abuse recovery and physical, chronic health conditions. Supportive services include needs assessment and partnerships with community providers such as Bay Area Community Services (BACS) to provide employment, health and educational services to program participants. This partnership has not launched, and OHA does not expect it to be ready in FY 2024 due to extensive renovation work on the site and plans to explore replacing this partner in FY 2024.

### **Operation Dignity (SRO-Transitional)**

House of Dignity (585 8<sup>th</sup> St. in Oakland) provides shelter and transitional housing to male veterans who are homeless. They offer 30 beds of transitional housing and 15 of shelter, as well as 9 rooms dedicated to permanent housing (including HUD-VASH). This program offers up to two years of transitional housing combined with supportive services to help veterans exit to permanent housing and connect to community services that support their housing stability. The operation began serving families through Building Bridges in November 2017.

### **City of Oakland - Families in Transition (FIT) - Transitional**

The Families In Transition (FIT) Program is a 9-unit scattered site project for homeless families that is designed to assist them with transitioning to permanent housing. All families are referred to FIT through a Coordinated Entry process via the Family Front Door. Families enrolled in the project are able to receive various support services such as financial literacy, life skills and career development, designed to help them achieve self-sufficiency and get permanent housing in the least possible time. Families receive access to case management, employment support services, and access to mental health and housing search assistance. Some of the specific goals of the program include the following:

1. 80% of families exiting the program will transition to permanent housing.
2. 95% of all program participants will exit to a known destination.
3. 80% of the program participants will have length of stays of less than or equal to nine months.
4. 50% of all participants who report they had no income upon program entry will exit with an income.

5. 75% of clients who are in the program at the end of the contract period or who have exited during the contract period will have maintained or increased their income during the program year.
6. 100% of all families who have been in the program for at least 60 days will have obtained or maintained non-cash mainstream benefits.

FIT started serving families through Building Bridges in March 2018.

#### **Peter Babcock House (Shared Housing)**

Peter Babcock House assists individuals by providing supportive, long-term housing and ongoing non-clinical case management, transportation, resource referral, and conflict resolution for individuals living at the home. Staff meets weekly with each resident to assess any needs, check on progress toward goals, and provides resources to address any issues. Peter Babcock House has funding from HUDs Continuum of Care (CoC) grant and as a part of the CoC grant Satellite Affordable Housing (SAHA) has begun leasing vacancies through the Alameda County Coordinated Entry System (CES). Peter Babcock House began serving families through Building Bridges in April 2018.

#### **St. Mary Presentation House (Shared Housing)**

St. Mary's offers homeless seniors the experience and support of structure congregate housing to prepare for independent living providing on-site support designed to help seniors maintain their physical and mental health and sobriety. Ninety-five percent of the seniors are over age 55 and are either at risk of or currently experiencing homelessness. Program objectives are:

1. Provide quality, consistent case management services that include weekly meetings between Case Manager and participant to address ongoing needs, provide necessary support and check in on goals.
2. Develop life skills and regular habits such as grocery shopping, paying rent, establishing savings, cleaning, and tending to hygiene needs to set foundation of self-care practices and responsibility for independent living.
3. Practice building communication skills through weekly community meetings to discuss house needs, conflicts and appreciations.
4. Create access to housing resources by attending a housing clinic to access applications and apply to affordable, independent living opportunities.

St. Mary's began serving Building Bridges families in May 2018.

#### **City of Oakland – Matilda Cleveland (Transitional Housing)**

The Matilda Cleveland (MC) Program is a 14-unit project for homeless families that is designed to assist them with transitioning to permanent housing. All families are referred to MC through a Coordinated Entry process via the Family Front Door. Families enrolled in the project are able to receive various support services designed to help them achieve self-sufficiency and get permanent housing in the least possible time. Families receive access to case management, employment support services and access to mental health and housing search assistance.

Some of the specific goals of the project include the following:

- 80% of the MC THP families will exit to permanent housing.
- 50% of the MC THP families will have length of stays of less than or equal to six months.
- 95% of the MC THP families will exit to known destinations.
- Of clients who are eligible for but not yet enrolled in mainstream benefits 90% will have started the enrollment process within 30 days of program entry
- 80% of clients of clients who are in the program at the end of the contract period or who have exited during the contract period will have obtained or maintained non-cash mainstream benefits.
- 75% of clients who are in the program at the end of the contract period or who have exited during the contract period will have maintained or increased their income during the program year.

MC joined the Building Bridges program in March 2018.

### **St. Mary Closer to Home (Shared Housing)**

St. Mary Closer to Home offers homeless seniors the experience and support of structures congregate housing to prepare for independent housing and living. The program provides on-site support designed to help senior maintain their physical, mental health, and sobriety. 95% of the seniors are over 55 years old and receive less than \$11,000 per year through SSI.

St. Mary's began serving families through Building Bridges in June 2018.

*Planned Non-Significant Changes:* This activity remains ongoing. OHA plans to work with local government agencies and other non-profits to explore using unused facilities to provide temporary housing assistance to homeless (OUSD) students and their families. The program will provide shared and transitional housing using a shallow housing subsidy and families may be able to transition into a project based voucher unit after stabilization depending on voucher availability.

*Planned Changes to Metrics/Data Collection:* There are no changes to the metrics or data collection methods.

*Planned Significant Changes:* There are no significant changes for this activity.

<b>Standard HUD Metrics</b>		
<b>HC #5: Increase in Resident Mobility</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
Number of households able to move to a better unit and/or	Households able to move to a better unit and/or neighborhood of	Expected households able to move to a better unit and/or neighborhood of

neighborhood of opportunity as a result of the activity (increase).	opportunity prior to implementation of the activity = Zero (0)	opportunity after implementation of the activity = 34 households
<b><i>HC #7: Households Assisted by Services that Increase Housing Choice</i></b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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 = 34 households
<b><i>Additional Units of Housing Made Available</i></b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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 = 34 households
<b><i>Increase in Household Income</i></b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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 = \$7,666 overall, \$12,425 of those with income
<b><i>Increase in Household Savings</i></b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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 = Zero (\$0) dollars OHA is exploring with partners how to access this information. It currently is unavailable.
<b><i>Increase in Positive Outcomes in Employment Status</i></b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>

Report the following information separately for each category:		
1. Employed Full-Time	1) 0 households	1) 3 households
2. Employed Part-Time	2) 0 households	2) 2 households
3. Enrolled in an Educational Program	3) 0 households	3) 0 households
4. Enrolled in Job Training Program	4) 0 households	4) 0 household
5. Unemployed	5) 8 households	5) 31 households
6. Other-Drug Rehab Counseling	6) 0 households	6) 3 households
Percentage of total work-able households in <<category name>> prior to implementation of activity (percent). This number may be zero.	Unknown	
<b>Households Removed from Temporary Assistance for Needy Families (TANF)</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
Number of households receiving TANF assistance (decrease).	Number of households receiving TANF prior to implementation of this activity = 0 households	Number of households receiving TANF after implementation of this activity= 0 households
<b>Households Assisted by Services that Increase Self Sufficiency</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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 = 34 households
<b>Reducing Per Unit Subsidy Costs for Participating Households</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
Average amount of Section 8 and/or 9 subsidy per household affected by this policy in dollars (decrease).	Average amount of Section 8 and/or 9 subsidy per household affected by this policy in dollars before implementation = Zero	Expected average amount of Section 8 and/or 9 subsidy per household affected by this policy in dollars after implementation = \$0
<b>Households Transitioned to Self Sufficiency</b>		

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 = 28 households will graduate from program

**MTW Activity #10-01: Specialized Housing Programs**

*Plan Year Approved:* 2010

*Plan Year Implemented:* 2010

*Plan Year Amended:* N/A

*Description/Update:* In partnership with local organizations, OHA operates local non-traditional programs to serve the needs of low-income Oakland residents. This activity increases the allocation of resources to these programs to improve outcomes and leverage MTW funds to increase funding for services and other supports for MTW local non-traditional programs.

*Planned Non-Significant Changes:* A new sheriff in Alameda County was elected in 2022 and OHA anticipates that a new partnership will need to be negotiated with the new ASCO and projects for FY 2024 that there will be zero funds leveraged for PACT.

*Planned Changes to Metrics/Data Collection:* There are no changes to the metrics or data collection methods included in the Standard HUD Metrics table and the local OHA metrics table below.

*Planned Significant Changes:* OHA has no planned significant changes for this activity.

<b>Standard HUD Metrics</b>		
<b>CE #4: Increase in Resources Leveraged</b>		
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) = \$0

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

*Plan Year Approved:* 2010

*Plan Year Implemented:* 2010

*Plan Year Amended:* 2021

*Description/Update:* 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 12 months before being terminated from the program. This activity will apply to RAD voucher holders. This activity removes incentives for families to end employment or reduce sources of income in order to maintain housing assistance, encourages employment and provide additional security for participants trying to increase their income.

OHA extends the regulatory period by six months (versus the existing 2010-approved MTW extension of 18 months) to allow residents that achieve zero HAP the option to have a total 12-month period to remain on the program. They can revert to HAP one time during this period and if zero HAP is achieved a second time, the family will be notified that they have used their one option for extension and they will graduate/be terminated from the program.

OHA has included in Appendix J a revised form HUD-52641 – Housing Assistance Payment (HAP) Contract which includes a revision to section 4(b)(4) (Term of HAP Contract) to state that the HAP contract terminates automatically after 12 months after the last HAP payment to owner.

*Planned Non-Significant Changes:* OHA has no non-significant changes planned for this activity.

*Planned Changes to Metrics/Data Collection:* There are no changes to the metrics or data collection methods included in the Standard HUD Metrics table below.

*Planned Significant Changes:* OHA has no significant changes planned for this activity.

<b>Standard HUD Metrics</b>		
<b>SS #1: Increase in Household Income</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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) = \$75,368 (57% increase)
<b>SS #4: Households Removed from Temporary Assistance for Needy Families (TANF)</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>

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 = 3 households
<b>SS #6: Reducing Per Unit Subsidy Costs for Participating Households</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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)
<b>SS #7: Increase in Agency Rental Revenue</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
PHA rental revenue/HAP in dollars (increase).	HAP prior to implementation of the activity (in dollars) = \$4,343,040	Expected HAP after implementation of the activity (in dollars) = \$9,004,999
<b>SS #8: Households Transitioned to Self Sufficiency</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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 = 23 households
<b>Standard OHA Metrics</b>		
<b>Households Assisted by Services that Increase Self Sufficiency</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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 = 0 households

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

*Plan Year Approved:* 2010

*Plan Year Implemented:* 2010

*Plan Year Amended:* N/A

*Description/Update:* Modify PBV program rules to allow HAP contracts to be executed for non-contiguous buildings. This activity will apply to RAD conversions. Reduce agency administrative costs associated with staff time and preparing, executing, and managing the HAP contracts.

OHA plans to use this activity for RAD voucher holders if a site qualifies as non-contiguous.

*Planned Non-Significant Change:* No non-significant changes planned.

*Planned Changes to Metrics/Data Collection:* There are no changes to the metrics or data collection methods included in the Standard HUD Metrics table below.

*Planned Significant Changes:* OHA has no planned significant changes for this activity.

<b>Standard HUD Metrics</b>		
<b>CE #1: Agency Cost Savings</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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 * 0 hours = \$0
<b>CE #2: Staff Time Savings</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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 * 0 contracts = 0 Hours

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

*Plan Year Approved:* 2010

*Plan Year Implemented:* 2010

*Plan Year Amended:* N/A

*Description/Update:* Modify the PBV program requirement to determine the initial contract rent for each PBV project. PBV program rules require 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.

*Planned Non-Significant Changes:* OHA does not anticipate any changes or modifications to the activity.

*Planned Changes to Metrics/Data Collection:* OHA does not plan any changes to the metrics and data collection methods.

*Planned Significant Changes:* OHA has no planned significant changes for this activity.

<b>Standard HUD Metrics</b>		
<b>CE #1: Agency Cost Savings</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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 * 0 AMP areas = \$0
<b>CE #2: Staff Time Savings</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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 * 0 contracts = 0 Hours
<b>HC #2: Units of Housing Preserved</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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 = 0 units preserved
<b>HC #4: Displacement Prevention</b>		

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**

*Plan Year Approved:* 2010

*Plan Year Implemented:* 2010

*Plan Year Amended:* N/A

*Description/Update:* 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 PBV 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. OHA may opt to accept a lower HAP to house families in units when there are no families on the waitlist that qualify for the size units that are available.

This activity is used to 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.

*Planned Non-Significant Changes:* OHA has no planned non-significant changes to this activity.

*Planned Changes to Metrics/Data Collection:* There are no changes to the metrics or data collection methods included in the Standard HUD Metrics table below.

*Planned Significant Changes:* OHA has not planned significant changes to this activity.

<b>Standard HUD Metrics</b>		
<b>HC #2: Units of Housing Preserved</b>		
Unit of Measurement	Baseline	Benchmark
Number of housing units preserved for households at or below 80% AMI that would otherwise not be available	Housing units preserved prior to implementation of the activity = Zero (0)	Expected housing units preserved after implementation of the activity = 0 units preserved

(increase). If units reach a specific type of household, give that type in this box.		
<b>SS #6: Reducing Per Unit Subsidy Costs for Participating Households</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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) = \$645	Expected average subsidy per household affected by this policy after implementation of the activity (in dollars) = \$1,645
<b>HC #4: Displacement Prevention</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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) = 0 units

**MTW Activity #10-06: Local Housing Assistance Programs**

*Plan Year Approved: 2010*

*Plan Year Implemented: 2010*

*Plan Year Amended: 2021*

*Description/Update:*

**LHAP**

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 eligible households 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. LHAP programs leverage the expertise and experience of the non-profit, community-based service providers to provide 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.

Originally, 44 households were on this program. During FY 2024, OHA projects only 11 households will remain of the original LHAP families.

### **SBHAP**

OHA requires that SBHAP program participants to pay no more than 30% of their income towards rent, participants must meet the same income limits as the HCV program, and they must pass federal immigration eligibility requirements. All housing units subsidized are required to meet the HQS. Participant families are assisted by providers contracted by the City of Oakland and receive supportive services along with the housing assistance offered under the activity. OHA's contracts with the City leveraged resources, expertise, and community connections to deliver housing related services to up to 180 hard-to-house households on an annual basis in Oakland. This is an increase of 40 households which are being housed by the City in Community Cabins. OHA implements a Step Down program to allow program participants that have been stably housed for more than a year to transition to an HCV.

First Place For Youth supports the young adults in the SBHAP program with a variety of supportive services that focused on education and employment. The goal of the My First Place program is to help youth access the community resources available to them. Education and Employment Specialists (EES) work closely with the youth to help them get employment in their chosen field and to gain hands on experience.

In addition to the EES, each young adult receives coaching from a trauma-trained, strength-based Youth Advocate (YA) that they work with weekly. YAs assist the young adult participants to make sure that they are practicing self-care and being mindful of their emotions and reactions to strong emotions in their daily lives. YAs work closely to determine if youth participants needed additional mental health support or community resources and helped connect them to the resources to best allow them to feel supported and balanced, so they can focus on their education and employment goals.

After demonstration of housing stability for one year, pending availability, OHA may elect to offer program participants the option to apply for an HCV and OHA does plan to implement this during FY 2024 pending availability of HCVs. These subcontractors provide program applicants via direct referral into the program managed by the City of Oakland.

### **BB-CalWORKs**

Under the OHA MTW Building Bridges-CalWORKs program, OHA provides rental assistance (up to 2 years) for formerly homeless Alameda County Social Services Agency (ACSSA) CalWORKs clients who are housed in Oakland and are employable and actively engaged in a plan to achieve self-sufficiency. OHA used its MTW resources to leverage commitments from ACSSA to provide wrap around case management services that address employment barriers and assist with access to other needed community resources. Based on funding availability, families who successfully complete the CalWORKs program and maintain their housing may be referred for eligibility screening for an HCV at OHA's discretion and OHA does plan to do this during FY 2024 pending availability of HCVs.

### **BB-THP+**

The Building Bridges – Transitional Housing Plus (THP+) program awards funding resulting in a contract with a county approved service provider to provide rental subsidy for low-income THP+ participants (youth who have aged out of foster care) for up to five years, with a phase down of funding in the last two years.

**Building Bridges Key To Home Pilot Program (BB-KTH)**

Permanent Supportive Housing Partnerships

Building Bridges Key To Home Pilot Program (BB-KTH)

Description

OHA will partner with the Oakland Affordable Housing Preservation Initiative (OAHPI), Alameda County Health Care Services (HCSA) and Abode Services to provide property-based housing assistance to 23 families through a new local housing assistance pilot program. The program will provide a coordinated exit for families with children out of Project Roomkey interim housing into more long term supportive housing managed by a third-party homeless service provider and property manager contracted by OAHPI to provide resident community services and property management. The program will have a tiered tenant rent structure based on Area Median Income (AMI). The AMI categories for program participant rents are as follows with all families being at least at 50% AMI or below:

AMI Range	Flat Rent Amount **
• 0% - 5%	\$50
• 6%-10%	\$100
• 11%-19%	\$200
• 20%-39%	\$300
• 40%-50%	\$400

\*\* Subject to change based on Utility Allowance review (will not exceed 30% of participant income)

Program participants will pay a flat rent based on AMI income category and sign an annual lease. Participants will be re-certified for AMI status bi-annually. Supportive services and case management will be provided by HCSA and Housing Consortium of the East Bay (HCEB). OHA plans to continue the program for a minimum of 15 years with an option to extend for 5 years, provided funding availability. OHA projects the costs to provide rental assistance for 15 years to 23 households to be \$9,279,000. If the program is extended another 5 years, the projected overall costs are \$12,372,000. Initial funding will be provided by CARES Act and MTW funds and subsequent years will be funded through MTW single fund flexibility.

Initially, vacant units will be occupied by eligible Project Roomkey households and subsequently by Oakland families with children under 18 using the County’s coordinated assessment and entry system that prioritizes eligible tenants based on criteria other than “first-come-first-serve”, including, but not limited to, the duration or chronicity of homelessness, vulnerability to early mortality, or high utilization of crisis services.

The range of services that the County will offer include but are not limited to:

1. General services including outreach, goal planning, information and referral, case management, living skills assistance, coordination of services, conflict resolution, housing retention skills development and eviction prevention;
2. Benefits/money management assistance including assistance applying for public benefit programs, referrals for payee services, credit counseling referrals, civil legal assistance linkages, and assistance with budgeting and establishing bank accounts;
3. Integrated, co-occurring treatment resources that include individualized assessment and treatment planning and coordinated care for physical health/medical, mental health, and substance use conditions;
4. Linkages and coordination with primary care and medical providers, health education, HIV/AIDS care and referrals;
5. Mental health services including individual assessment and counseling, group counseling, psychiatric care and referrals, referrals and advocacy;
6. Substance use/abuse services including individual assessment and counseling, group counseling, referrals to treatment programs and ongoing support;
7. Employment/vocational/educational training, on and off-site training, educational opportunities, financial assistance for work training at education, and work opportunities connected with the services program; and
8. Community building/social activities including peer support, outings and field trips, organizing/political activities, consumer/tenant involvement opportunities and support;
9. Adequate and convenient transportation to off-site services

Utilization of services is voluntary for participants of the pilot program.

OHA may elect to use referrals from partners to house specialized populations such as but not limited to homeless families with children. These families may be offered supportive services if they are participants in programs or studies that involve supportive services.

*Planned Non-Significant Changes:* There are no non-significant changes.

## **Homekey**

### Homekey Program Background

On September 9, 2021, the State of California Department of Housing & Community Development (State) issued a Notice of Funding Availability (NOFA) for the second round of its Homekey Program, making approximately \$1.45 billion in grant funding available to local public entities, including cities and counties, to sustain and rapidly expand housing for persons experiencing homelessness or at-risk of homelessness, and who are, thereby, inherently impacted by or at increased risk for medical diseases or conditions due to the COVID-19 pandemic.

On October 18, 2021, the City of Oakland Department of Housing and Community Development (DHCD), as the eligible applicant for the State's funding, issued a Homekey Request for Proposals (RFP) to solicit proposals from prequalified project sponsors as prospective joint applicants for Homekey funding with DHCD.

On December 21, 2021, the Oakland City Council approved the Coliseum Way “project” to immediately move forward as co-applicant. The State is accepting applications on a rolling basis until May 2, 2022, or until funds are exhausted, whichever occurs first. The DHCD intends to jointly submit an application with project sponsors Danco Communities and Operation Dignity as soon as possible prior to January 31, 2022.

The program funds a capitalized subsidy in an amount up to \$4,572,041 for the Homekey project, Coliseum Way, subject to clearance under the National Environmental Policy Act (NEPA). This project was approved in round 2 proposals submitted by the City of Oakland to the State of California Homekey Round II competition.

### Coliseum Way

The proposed conversion of the Inn by the Coliseum motel, located at 4801 Coliseum Way, into 36 Homekey units as permanent supportive housing (plus one manager’s unit), is a joint project of Danco Communities and Operation Dignity.

All units will target people experiencing homelessness earning no more than 30 percent AMI, and at least six units will target those who are chronically homeless. Referrals to Homekey units shall be made through the Coordinated Entry System (CES) for persons who are experiencing homelessness and 24 of the units will be SROs.

Project sponsors Danco and Operation Dignity intend to create a lounge area, community kitchen, office spaces for onsite support services and property management, as well as upgrades to the grounds including a dog walk and other landscaping utilizing DHCD and Homekey funds. In addition, the existing industrial laundry room will be converted into a laundry area accessible for tenants to use free of charge. At least 12 of the larger units will be upgraded to include full kitchenettes that will include a sink, refrigerator/freezer, and a cooktop. The sponsors are evaluating the potential of adding full kitchenettes to all units utilizing City and Homekey funds.

### Project Evaluation

Staff will review all Homekey proposals applying a risk-based approach to underwriting in order to ensure long term financial stability. A primary underwriting objective is to create positive net operating income which is sufficient to sustain the project through uncertainty in the long term over 15 years. The assessment includes, but is not limited to, long term maintenance needs, on site resident services, and property management.

Projects should meet criteria such as

- Population served is 30% AMI and below
- Wrap around services are available for the duration of the Authority’s investment
- Integration into the surrounding community.
- Safety and security plan
- Units will meet the Authority’s standard of including full kitchens and baths
- On site property management and resident support services

- Ability to meet the Homekey timeline requirements

Other evaluation criteria and considerations applied are:

- Long-term stability of the project
- Overall project needs
- Ease of operations and minimizing administrative burdens on staff
- Alignment with The Authority's mission

The Authority's conditional awards are contingent on the project receiving an award of HomeKey funding from the State. It is also conditional based upon the project's receipt of clearances and authorizations to use federal funds.

### Housing Quality Standards

The project must meet Housing Quality Standards prior to execution of the capitalized subsidy agreement and regularly (at least biennially) after the initial disbursement of capitalized subsidy.

OHA may add additional projects under Homekey as new proposals are submitted and funding awards are made through Spring of 2023.

OHA plans

### The Phoenix (RAS Project)

The Phoenix will be located at 801 Pine Street in the West Oakland Prescott neighborhood and will be comprised of 101 total newly constructed modular units, with 49 units targeting persons who are chronically homeless. Referrals to units shall be made through the local Coordinated Entry System (CES) for persons who are experiencing homelessness. The remainders of the units are designated for 50% and 60% AMI households. The affordable housing unit mix includes 82 studios, 3 one-bedroom, 15 two-bedroom units and 1 manager unit that range from 10% - 50% AMI.

The Phoenix will also include a 7,000 square foot community building which will be home to a robust resident services program. The Phoenix is proposed to be constructed from Factory OS manufactured modules that will be installed more expeditiously than is typically possible for new construction projects. The Phoenix is fully entitled, in the building permitting process, and is scheduled to be ready for occupancy at the end of 2023.

The Phoenix is an integral part of a 316-unit mixed-income, mixed-use master plan. The entire master-planned site is approximately 4.65 acres in size; the Phoenix affordable site is 0.90 acres of that total, and will be owned by the applicant team, East Bay Asian Local Development Corporation (EBALDC) and Allied Housing / Abode. The site is currently vacant except for a concrete slab, with no structures or occupants. The master developer, Holliday Development, will construct the project and EBALDC / Allied Housing will acquire the "project" fully completed and ready for occupancy. The Phoenix has already secured funding through the California Department of Housing and Community Development's (HCD) new CA Housing Accelerator Program as well as its Housing for a Healthy California (HHC) Program. The Authority will be providing up to

\$3,112,566 in Rental Assistance Subsidy (RAS) funding to assist the 49 units targeting persons who are chronically homeless.

The Phoenix received \$3,112,566 subject to clearance under the National Environmental Review Act (NEPA) and OHA executed provision of the rental assistance subsidy reserve for a 15 year term.

#### 3050 International Blvd.

3050 International is a 76-unit project (one manager's unit) sponsored by SAHA serving low-income individuals and families with 40% of units set-aside for homeless households. The project is targeted to serve households between 20%-50% AMI and will consist of 1BD (28 units), 2BD (28 units), and 3BD (19 units) dwellings. The project a mixed-use affordable housing project with commercial space on the ground-floor occupied by the Native American Health Center. NAHC will be building a health center and cultural community center that will include pediatric and women's medical services. The project does not have a PBV award from OHA.

#### 2700 International Blvd.

2700 International is a 75-unit project (one manager's unit) sponsored by the Unity Council serving low-income families and veterans experiencing homelessness. The project is targeted to serve households earning between 30%-60% AMI and will consist of 1BD (35 units), 2BD (20 units), and 3BD (19 units) dwellings. The project has been awarded 19 VASH vouchers which will be allocated to 1BD units at the 30% (17 units) and 40% (two units) AMI thresholds. The project will have approximately 2,800 sq. ft. of commercial and community serving space on the ground floor.

#### Agnes Memorial

Agnes Memorial is a 60-unit project (one manger's unit) serving low-income seniors at 30%-60% AMI with 18 units set-asides for households that are formerly homeless or at-risk of homelessness. 100% of the project's units will be serving the 30%-60% AMI population. The project consists entirely of Studio and 1BD units. The project is a partnership between the Related Companies of California and Community Action Alliance, the development affiliate of Agnes Memorial Church. The project does not currently have a PBV award from OHA.

#### 34<sup>th</sup> and San Pablo

34<sup>th</sup> and San Pablo is a 60 unit project (one manager's unit) serving low-income individuals and families. The project has 30 units set-aside for ELI households at 30% AMI. The remaining units will serve households at 60%-80% AMI. The project consists of Studio, 1BD, and 2BD units. The project is sponsored by EBALDC and has secured 25 PBVs from OHA.

#### Housing Disability Assistance Program (HDAP)

The Alameda County Health Care Services Agency (HCSA) received an influx of State Housing and Disability Advocacy Program (HDAP) one-time funds through the Alameda County Social Services Agency to provide housing support and related services to persons and families experiencing homelessness, specifically targeting those who are disabled and eligible for other public benefits. The total amount of the funding is about \$17.4 million, which includes \$9.4 million

competitively allocated one-time funds. Alameda County anticipates receiving regular allocations of approximately \$6 million annually from future State budgets. As a significant number of Alameda County residents who meet the HDAP criteria reside in Oakland, HCSA is proposing a partnership with OHA to deploy approximately \$9 million of these funds to implement a tenant, and project-based housing subsidy program. OHA would serve as the administrator of the funds allocated to housing placement contractors or projects selected through a competitive County process. As future funding becomes available, the MOU could be amended to expand and/or continue services accordingly.

HDAP funds are allocated for the provision of housing supports, disability benefits application assistance and advocacy for people likely eligible for disability benefits. In compliance with all state-funded housing programs, the use of HDAP funding incorporates the core components of Housing First (in accordance with W&I code section 8255) and participation within the County's Coordinated Entry System (CES). The County is leading a multi-agency stakeholder process to develop a unified Local Housing Program (LHP). The outcome of this process will be a framework of policies, and selection and monitoring procedures for the implementation of supportive housing funding in the County, including this proposed program. This design process is expected to conclude at the end of October 2022.

HDAP funds target individuals who are experiencing homelessness to apply for disability benefit programs, while also providing housing assistance and other services to stabilize clients. Utilizing the Coordinated Entry system housing crisis queue, HDAP funding priority is given to individuals (including individuals in families) experiencing chronic homelessness, or who are homeless and rely most heavily on government-funded services. All four core HDAP components are offered concurrently: outreach, case management, disability benefits advocacy and housing assistance; HCSA's partnership with OHA will support housing assistance, while other components are overseen within HCSA-maintained service agreements.

The County intends to issue a Solicitation of Intent (SOI) for housing projects and providers to be selected in accordance with the criteria developed in the multi-agency LHP process. OHA would then execute agreements with the awardees.

HCSA provided briefing materials to the Alameda County Board of Supervisors (BOS) as part of the August 12<sup>th</sup> Board packet. HCSA intends to return to the BOS in early October requesting a delegation of authority for the HCSA Director to enter into an MOU with OHA. Pending approval, staff from HCSA and OHA plan to execute the MOU by November 2022, after which OHA will begin administering the funds. The desired execution date of the MOU would allow HCSA to transfer the funds to OHA and begin the SOI process.

*Planned Changes to Metrics/Data Collection:* There are no changes to the metrics or data collection methods included in the Standard HUD Metrics table below.

*Planned Significant Changes:* OHA has no planned significant changes for this activity.

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

Number of new housing units made available for households at or below 80% AMI as a result of the activity (increase) <b>LHAP</b>	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 = 11
<b>SBHAP</b>	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 = 105
<b>BB-CalWORKs</b>	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 = 30
<b>BB-THP+</b>	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 = 25
<b>BB-KTH</b>	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 = 23
<b>Homekey/COS – Coliseum Way, Additional projects</b>	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 = 12
<b>Rental Assistance Subsidy (RAS) Projects –</b> <ul style="list-style-type: none"> <li>- <b>Phoenix</b></li> <li>- <b>3050 International Blvd.</b></li> <li>- <b>2700 International Blvd.</b></li> <li>- <b>Agnes Memorial</b></li> <li>- <b>34th and San Pablo</b></li> <li>- <b>OHA RFP Projects</b></li> </ul>	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 = <ul style="list-style-type: none"> <li>- <b>Phoenix (101 units)</b></li> <li>- <b>3050 International Blvd. (76 units)</b></li> <li>- <b>2700 International Blvd. (57 units)</b></li> <li>- <b>Agnes Memorial (34 units)</b></li> <li>- <b>34th and San Pablo (34 units)</b></li> <li>- <b>OHA RFP Projects (33 units)</b></li> </ul>
<b>Housing Disability Assistance Program (HDAP) – 7<sup>th</sup> and Campbell</b>	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 = 39 units

<p>Total number of new housing units made available for households at or below 80% AMI as a result of the activity (increase).</p>	<p>Total number of households who would not qualify for an available unit based on household composition = Zero (0)</p>	<p>Total expected housing units of this type after implementation of the activity = 580</p>
<b>HC #5: Increase in Resident Mobility</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
<p>Number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase). <b>LHAP</b></p>	<p>Households able to move to a better unit and/or neighborhood of opportunity prior to implementation of the activity = Zero (0)</p>	<p>Expected households able to move to a better unit and/or neighborhood of opportunity after implementation of the activity =11</p>
<p>Number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase). <b>SBHAP</b></p>	<p>Households able to move to a better unit and/or neighborhood of opportunity prior to implementation of the activity = Zero (0)</p>	<p>Expected households able to move to a better unit and/or neighborhood of opportunity after implementation of the activity = 105</p>
<p>Number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase). <b>BB-CalWORKs</b></p>	<p>Households able to move to a better unit and/or neighborhood of opportunity prior to implementation of the activity = Zero (0)</p>	<p>Expected households able to move to a better unit and/or neighborhood of opportunity after implementation of the activity = 30</p>
<p>Number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase). <b>BB-THP+</b></p>	<p>Households able to move to a better unit and/or neighborhood of opportunity prior to implementation of the activity = Zero (0)</p>	<p>Expected households able to move to a better unit and/or neighborhood of opportunity after implementation of the activity =25</p>
<p>Number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase). <b>BB-KTH</b></p>	<p>Households able to move to a better unit and/or neighborhood of opportunity prior to implementation of the activity = Zero (0)</p>	<p>Expected households able to move to a better unit and/or neighborhood of opportunity after implementation of the activity = 23</p>
<p>Number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase). <b>Homekey – Coliseum Way and additional projects</b></p>	<p>Households able to move to a better unit and/or neighborhood of opportunity prior to implementation of the activity = Zero (0)</p>	<p>Expected households able to move to a better unit and/or neighborhood of opportunity after implementation of the activity = 12</p>

<b>Rental Assistance Subsidy (RAS) Projects –</b> <ul style="list-style-type: none"> <li>- Phoenix</li> <li>- 3050 International Blvd.</li> <li>- 2700 International Blvd.</li> <li>- Agnes Memorial</li> <li>- 34th and San Pablo</li> <li>- OHA RFP Projects</li> </ul>	Number of households who would be 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 = <ul style="list-style-type: none"> <li>- Phoenix (101 HH)</li> <li>- 3050 International Blvd. (76 HH)</li> <li>- 2700 International Blvd. (57 HH)</li> <li>- Agnes Memorial (34 HH)</li> <li>- 34th and San Pablo (34 HH)</li> <li>- OHA RFP Projects (33 HH units)</li> </ul>
<b>Housing Disability Assistance Program (HDAP) – 7<sup>th</sup> and Campbell</b>	Number of households who would be 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 = 39 units
<b>Total number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase).</b>	<b>Total households able to move to a better unit and/or neighborhood of opportunity prior to implementation of the activity = Zero (0)</b>	<b>Total expected households able to move to a better unit and/or neighborhood of opportunity after implementation of the activity = 580 households</b>

***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). <b>LHAP</b>	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 = 11
Number of households receiving services aimed to increase housing choice (increase). <b>SBHAP</b>	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 =105
Number of households receiving services aimed to increase housing choice (increase). <b>BB-CalWORKs</b>	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 =30
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 =25

<b>BB-THP+</b>		
Number of households receiving services aimed to increase housing choice (increase). <b>BB-KTH</b>	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 =23
Number of households receiving services aimed to increase housing choice (increase). <b>Homekey – Coliseum Way and additional projects</b>	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 =12
<b>Rental Assistance Subsidy (RAS) Projects –</b> <ul style="list-style-type: none"> <li>- Phoenix</li> <li>- 3050 International Blvd.</li> <li>- 2700 International Blvd.</li> <li>- Agnes Memorial</li> <li>- 34th and San Pablo</li> <li>- OHA RFP Projects</li> </ul>	Households receiving this type of service prior to implementation of the activity = Zero (0)	Expected housing units of this type after implementation of the activity = <ul style="list-style-type: none"> <li>- Phoenix (101)</li> <li>- 3050 International Blvd. (7)</li> <li>- 2700 International Blvd. (54)</li> <li>- Agnes Memorial (34)</li> <li>- 34th and San Pablo (34)</li> <li>- OHA RFP Projects (33)</li> </ul>
<b>Housing Disability Assistance Program (HDAP) – 7<sup>th</sup> and Campbell</b>	Households receiving this type of service prior to implementation of the activity = Zero (0)	Expected housing units of this type after implementation of the activity = 39 units
<b>Total number of households receiving services aimed to increase housing choice (increase).</b>	<b>Total households receiving this type of service prior to implementation of the activity = Zero (0)</b>	<b>Total expected number of households receiving these services after implementation of the activity = 580</b>

**MTW Activity #10-08: Redesign FSS Program**

*Plan Year Approved: 2010*

*Plan Year Implemented: 2010*

*Plan Year Amended: 2021*

*Description/Update:* OHA plans to 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. Proposed changes are as follows: (1) Expand eligible participation to MTW local non-traditional programs; (2) Allow for the full-time student rule to apply to Head of Household (HOH)/Co-head/Spouse; (3) Implement an FSS escrow Table with defined income ranges and associate escrow amounts. OHA anticipates that this re-design will incent increased participation in the FSS program by encouraging increased skills and job training among program participants which includes those who are enrolled in school or educational programs. The current program and escrow calculation is designed to allow families who are low

income or not working to accumulate more escrow as they become employed. OHA is proposing changes that would allow escrow to be accumulated for those that are both high and low wage earners. These changes will have an impact on escrow earnings which will allow for a wide range of income levels to accrue escrow sooner than they would have otherwise and support the statutory objective of providing incentives for families with children to become self-sufficient.

The goal of the FSS program is to facilitate and support participants to become self-sufficient. OHA defines self-sufficiency for this activity as the ability to meet individual and household needs, plan for and achieve short and long-term goals, deal with emergencies with resilience, and use information and skill sets to find and take advantage of available resources. Metrics to measure achievement of self-sufficiency will be defined as graduating from FSS and receiving the balance of the escrow account.

Currently, OHA offers the FSS program to the following housing programs: Public Housing, Project Based Voucher, and Housing Choice Voucher (HCV). OHA plans to allow other families not eligible under regulations to participate in the FSS program, including MTW local non-traditional program participants. Per 24 CFR 984.103, eligible families are defined as: current residents of public housing (section 9) and current Section 8 program participants, as defined in this section, including those participating in other local self-sufficiency programs.

Program regulations do not allow for the Head of Household (HOH)/Co-head/Spouse participants to receive the full-time student exclusion that is provided to other adult household members. OHA is requesting that all earnings above \$480 be excluded for full-time student HOH/Co-Head/Spouses during the first two years of participation in the FSS program. Per 24 CFR 5.609 © (11), earnings in excess of \$480 for each full-time student 18 years or older (excludes the head of household and spouse). OHA proposes allowing this student exclusion as an option for HOH/Co-head/Spouses. OHA anticipates that allowing this waiver will encourage higher learning, job training, and increased wages for FSS families, supporting the statutory objective of providing incentives for families with children to become self-sufficient.

Per 24 CFR 984.305, (1) Determining the family's baseline information. When determining the family's baseline annual earned income and the baseline monthly rent amounts for purposes computing the FSS escrow credit, the PHA or owner must use the amounts on the family's last income re-examination.

Per 24 CFR 984.305, (2) Computation of amount. The FSS credit amount shall be the lower of: (i) Thirty (30) percent of one-twelfth (1/12) (i.e., two and a half (2.5) percent) of the amount by which the family's current annual earned income exceeds the family's baseline annual earned income; or (ii) The increase in the family's monthly rent. The increase in the family's monthly rent shall be the lower of: (A) The amount by which the family's current monthly rent exceeds the family's baseline monthly rent; (B) For HCV families, the difference between the baseline monthly rent and the current gross rent (i.e., rent to owner plus any utility allowance) or the payment standard, whichever is lower; or (C) For PBV, Mod Rehab, and PBRA families, the difference between the baseline monthly rent and the current gross rent (i.e., rent to owner or contract rent, as applicable, plus any utility allowance).

Per 24 CFR 984.305, (3) Ineligibility of FSS Credit. FSS families who are not low-income families (i.e., whose adjusted annual income exceeds eighty (80) percent of the area median income) shall not be entitled to any FSS credit.

The current regulatory method to calculate escrow incentivizes working families to quit their job to start the program at a lower baseline income and monthly rent. The current method also disincentivize current participants from increasing their adjusted annual income beyond 80% of the area median income. OHA is requesting a waiver from the above regulations to implement a new method for calculating escrow credit. Escrow credit will be based only on the earned income range for the household as defined below in Table A. This method of calculating escrow uses the FSS Household's current Annual Earned Income to determine escrow. It also removes the ineligibility for escrow credit when an FSS Household's Adjusted Annual Income exceeds 80% of the area median income. OHA proposes the following schedule ranges for earned income with an associated escrow credit corresponding to the income range. See table A below for proposed income ranges and escrow credit:

<b>Table A: FSS Income/Escrow Table</b>	
\$10,000 - \$14,999	\$50
\$15,000 - \$19,999	\$75
\$20,000 - \$24,999	\$100
\$25,000 - \$29,999	\$125
\$30,000 - \$34,999	\$150
\$35,000 - \$39,999	\$175
\$40,000 - \$44,999	\$200
\$45,000 - \$49,999	\$225
\$50,000 - \$54,999	\$250
\$55,000 - \$59,999	\$275
\$60,000 - \$64,999	\$300
\$65,000 - \$69,999	\$325
\$70,000 - \$74,999	\$350
\$75,000 - \$79,999	\$375
\$80,000 - \$84,999	\$400
\$85,000 - \$89,999	\$425
\$90,000 - \$94,999	\$450
\$95,000 - \$99,999	\$475
\$100,000 -Above	\$500

Implementation planning will commence in FY 2022 as changes will need to be made to the primary OHA business system to support this new table and escrow credit calculation. OHA estimates changes to the OHA business system to be completed by the end of FY 2022. Once the FSS Action Plan has been updated and the changes to OHA's business system have been completed OHA will set a start date to begin enrolling new FSS participants into the FSS redesign projected in FY 2024.

OHA will allow non-eligible program participants such as those in MTW local non-traditional programs to apply to participate in the FSS program. OHA also has over 500 public housing participants in public housing sites managed by third party property managers, some in mixed finance sites, and these families will be allowed to apply for FSS participation. The third party managers use a different business system and OHA anticipates that the planning and procedures needed to accommodate these new FSS participants in OHA's existing business system will commence in FY 2023 and take most or all of the FY.

OHA has completed testing on the custom software programming that was required to its business system to implement the FSS redesign. OHA has updated the FSS Action Plan to align with the FSS Redesign and the Final Rule issued in June 2022, which updated HUD regulations. OHA received final approval of its FSS Action Plan on November 11, 2022.

OHA plans to implement the activity at different time intervals beginning in the summer of 2022. OHA will develop a revised Action Plan and submit to the local HUD office for review and approval. Once approved, OHA will begin enrolling local non-traditional program participants into the FSS program. New participants will have the option of selecting the full-time student exclusion for HOH/Co-head/Spouse during the first two years they are in the program and their escrow will be calculated based on the new escrow schedule. OHA will continue implementation planning to allow Public Housing residents at our third party sites the ability to enroll in the FSS program. This part of the redesign will require inter-agency support to implement the business system changes. OHA anticipates this part of the activity to be implemented in spring of 2023.

OHA intends to set an effective start date for the FSS redesign. Participants who enroll after the effective start date will abide by the new Action Plan and escrow calculation method. Current FSS participants will not have the option of changing the method used to calculate their escrow.

*Planned Non-Significant Changes:* Per 24 CFR 5.612, No assistance shall be provided under section 8 of the 1937 Act to any individual who: (a) Is enrolled as a student at an institution of higher education, as defined under section 102 of the Higher Education Act of 1965 (20 U.S.C. 1002); (b) Is under 24 years of age; (c) Is not a veteran of the United States military; (d) Is unmarried; (e) Does not have a dependent child; (f) Is not a person with disabilities, as such term is defined in section 3(b)(3)(E) of the 1937 Act and was not receiving assistance under section 8 of the 1937 Act as of November 30, 2005; and (g) Is not otherwise individually eligible, or has parents who, individually, or jointly, are not eligible on the basis of income to receive assistance under section 8 of the 1937 Act.

OHA anticipates there may be some FSS participants under the age of 24 who decide to take advantage of the full-time student exclusion during their first two years in the FSS program. Some of these participants may meet the requirements under the restrictions set forth in 24 CFR 5.612. OHA is proposing these restrictions be waived for those participants to allow all FSS participants the opportunity to further their education and take advantage of the full-time student exclusion. All current FSS participants under the age of 25 receive housing assistance through the FUP Youth Demonstration or FYI Initiative. Waiving 24 CFR 5.612 allows youth enrolled in these programs may not be eligible to participate in the full-time student exclusion.

OHA intends to set an effective start date for the FSS redesign on February 1, 2022. Participants who enroll after the effective start date will abide by the new Action Plan and be enrolled in the FSS redesign program.

*Planned Changes to Metrics/Data Collection:* Standard metrics for the activity are reflected in the table below. There are no planned changes to metrics or data collection.

*Planned Significant Changes:* OHA has no planned significant changes for this activity.

<b>Standard HUD Metrics</b>		
<b>SS #1: Increase in Household Income</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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). \$26,317 for 188 households	Expected average earned income of households affected by this policy prior to implementation of the activity (in dollars) = \$27,632.85 (5% increase)
<b>SS #2: Increase in Household Savings</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
Average escrow of households affected by this policy in dollars (increase).	Average escrow of households affected by this policy prior to implementation of the activity (in dollars). \$5,089 for 184 households	Expected average escrow of households affected by this policy prior to implementation of the activity (in dollars) = \$5,343.45 (5% increase)
<b>SS#3: Increase in Positive Outcomes in Employment Status</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
Report the following information separately for each category:		
1) Employed Full-Time	1) 67 Participants	1) 10 Participants
2) Employed Part-Time	2) 30 Participants	2) 20 Participants
3) Enrolled in an Educational Program	3) 16 Participants	3) 10 Participants
4) Enrolled in Job Training Program	4) 1 Participant	4) 5 Participants
5) Unemployed	5) 92 Participants	5) 10 Participants
6) Other-Drug Rehab Counseling	6) 0 Participants	6) 0 Participants
Percentage of total work-able households in <<category name>> prior to implementation of activity (percent). This number may be zero.	Unknown	
<b>SS#4: Households Removed from Temporary Assistance for Needy Families (TANF)</b>		

Unit of Measurement	Baseline	Benchmark
Number of households receiving TANF assistance (decrease).	Number of households receiving TANF prior to implementation of this activity =21 households	Number of households receiving TANF after implementation of this activity=17 households
<b>SS#5: Households Assisted by Services that Increase Self Sufficiency</b>		
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 = 186 households	Number of households receiving services aimed to increase self-sufficiency after implementation = 40 households
<b>SS #6: Households Transitioned to Self Sufficiency</b>		
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 = 15 households	Number of households transitioned to self-sufficiency after implementation of this activity = 0 households

**MTW Activity #10-09: Altered Minimum Stay Requirement for PBVs**

*Plan Year Approved: 2010*

*Plan Year Implemented: 2010*

*Plan Year Amended: None*

*Description/Update:* Allows OHA to alter the 12-month minimum stay requirement for tenants in PBV units. 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 and if a voucher or comparable tenant-based assistance is not available, give the family priority to receive the next available opportunity for continued tenant-based rental assistance. This activity allows OHA to extend or reduce the minimum stay requirement for residents and gives OHA the discretion to prioritize families on the HCV waitlist.

OHA will review whether to extend the minimum stay requirement to 2 years or indefinitely during the annual planning process and the Executive Director or his designee will consider various

factors such as number of requests in the prior Fiscal Year, Oakland vacancy rates and input from affordable housing providers on turnover rates and their impacts.

If the decision is made to extend the minimum stay to 2 years or indefinitely, OHA will inform the public and residents through the standard public comment period which is used required to vet the MTW Plan. The Tenancy Addendum form has been modified to include the new minimum stay requirement or removal of the option of tenant-based assistance which is distributed to tenants when they move into a PBV unit. For FY 2024, OHA intends to restrict the option for PBV assisted households to request tenant-based assistance.

This activity will not apply to families: (1) with an approved Reasonable Accommodation that required them to move from their PBV unit, (2) who experience a change in family composition that affects the size of the unit, or (3) who present a compelling reason to move out of the PBV unit (will be reviewed on a case by case basis). Circumstances surrounding the request to move, such as VAWA requirements, employment opportunities in other public housing jurisdictions and availability of tenant-based vouchers will be considered.

The minimum stay will only be reduced to less than 1 year in situations where a disposition of public housing units has been approved.

OHA may suspend the option for families to transfer from a PBV unit to a tenant-based assisted unit in response to tight market conditions. Residents will have the option to request a transfer to another PBV assisted units that is available.

OHA has included in Appendix J revised HUD forms:

HUD-52578-B – PBV Statement of Family Responsibility which includes revision to section 5 (A) and (B) regarding “Family Right to Move” to state that a family may request tenant-based voucher assistance after two years of tenancy or an amount determined by OHA.

HUD-52530-C – PBV Tenancy Addendum which includes revision to section 11 (Family Right to Move) to state that a family may request tenant-based voucher assistance after two years of tenancy or an amount determined by OHA.

*Planned Non-Significant Changes:* There are no non-significant changes planned.

*Planned Changes to Metrics/Data Collection:* There are no changes to the standard metrics or data collection methods for the activity are reflected in the table below.

*Planned Significant Changes:* OHA does not anticipate any significant changes or modifications.

<b>Standard OHA Metrics (applies to increased minimum stay households)</b>		
<b>Number of Requests to Move that are Required to wait two years</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>

Number of new move requests from PBV to HCV that are required to wait due to altered minimum stay of two years	Average number of requests that had to wait to move for an altered minimum stay requirement prior to implementation = zero (0) requests	Number of requests that are required to wait a minimum of two years prior to receiving an HCV = 150 requests
<b>Number of Vouchers Issued for Move Requests</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
Number of HCVs issued to PBV residents who waited to move based on an altered minimum stay of two years (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 = 10 Households
<b>Standard HUD Metrics (applies to decreased minimum stays)</b>		
<b>HC #3: Decrease in Wait List Time</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
Average applicant time on waitlist in months (decrease)	Average applicant time on waitlist prior to implementation of the activity (in months) = zero	Expected applicant time on waitlist after implementation of the activity (in months) = 84
<b>HC #4: Displacement Prevention</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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. This metric does not apply to the goals for this activity and therefore is not something that OHA can measure relative to it.
<b>HC #5: Increase in Resident Mobility</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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 = 0

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

*Plan Year Approved:* 2008

*Plan Year Implemented:* 2008

*Plan Year Amended:* None

*Description/Update:* 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. This activity will create new and replacement affordable housing thereby increasing the housing choices for low-income households.

OHA continues to develop affordable housing to expand opportunities for families in need. Current projects and initiatives in development include:

- Brooklyn Basin – OHA, in partnership with the City of Oakland and MidPen Housing Corporation, are developing 465 units of affordable housing for low-income families and seniors as part of the Brooklyn Basin master planned community. Project 4, Foon Lok East, closed on all construction financing and started construction in FY 2023 and will complete construction in FY 2024. Foon Lok East will contribute 124 new units (61 with PBVs) for families and will complete this significant multi-phased affordable project that is an integral part of a new master planned community comprised of 3,100 new homes on the Oakland waterfront.
- 285 12<sup>th</sup> Street - OHA is partnering with the East Bay Asian Local Development Corporation (EBALDC) to construct a new affordable housing building with 65 units and 3,500 square feet of commercial space. The site is currently vacant and centrally located in downtown Oakland near several BART stations. Depending on the project's ability to secure financing, OHA may enter into an AHAP contract to provide PBV assistance to 16 units during FY 2024. OHA is also using MTW funds to provide loans to the project and will purchase the site at the beginning of construction.
- Harrison Street Master Planning and Strategic Redevelopment – In addition to 1619 / 1621 Harrison Street (OHA's headquarters and the Harrison Tower senior residence), OHA owns five (5) parcels on Harrison Street. In FY24, OHA will undertake a strategic analysis of these sites for potential redevelopment, including the large parcel at 15<sup>th</sup> Street and Harrison, that has been previously contemplated for redevelopment. An expected outcome of this process is the selection of one (or more) high priority sites for new affordable housing.
- Mandela Station Affordable – Strategic Urban Development Alliance and MacFarlane Partners are developing Mandela Station, a mixed-use transit-oriented development at the West Oakland BART station. Mandela Station includes a 240-unit affordable housing component. OHA is currently negotiating with the developers on providing a loan and PBVs to help finance the project. During FY 2024, OHA may enter into binding financing commitments and provide predevelopment funding to the Mandela Station Affordable project.

- Foothill Family Apartments – Foothill Family Apartments, LP, is a 65-unit mixed-finance affordable housing development that is wholly owned by OHA and Oakland Housing Initiatives, a nonprofit affiliate of OHA. Foothill Family Apartments is approximately 20 years old and has rehab requirements including replacement of building systems at the end of their useful life, dry rot, accessibility, and other deferred maintenance issues. OHA and OHI are currently working to define the scope of the rehab and develop construction and permit drawings. During FY 2024, OHA may provide a loan to Foothill Family Apartments, LP, to finance design and construction of the rehab of the property.
- 500 Lake Park – OHA is assisting EAH with the development of a 53 unit affordable housing development at 500 Lake Park Avenue and construction may break ground in FY 2024. The planned building, which is in the Grand Lake neighborhood, will also include 2,900 square feet of commercial space. OHA purchased the site in June 2021 using MTW funds, and it is providing loans to the project. The Authority will also provide 14 project-based VASH vouchers.
- Acquisition – OHA will seek opportunities to acquire land and existing housing in order to preserve and create new housing opportunities.
- Reposition Current Assets – OHA will seek opportunities to reposition existing real estate at 7526 MacArthur Boulevard in order to preserve and create new housing opportunities that may include a variety of strategies to meet Oakland’s need for additional permanent affordable housing.
- Choice Neighborhoods – OHA plans to initiate an evaluation of a prospective Choice Neighborhoods program in West Oakland.
- Financing & Partnerships – OHA will provide financing to new affordable housing projects throughout Oakland through a variety of selection processes:
  - *Rental Assistance Subsidy (RAS)* – OHA is developing a new financing program to provide subsidy to affordable housing projects that serve a high percentage of Extremely Low Income households and therefore are projected to operate at a deficit. The subsidy would be capitalized and will be disbursed annually contingent upon compliance with OHA’s standards and procedures. The RAS may be awarded to projects through an OHA published or one of the City of Oakland’s published NOFAs, as described below. These projects are described in more detail in activity #10-06.
  - *OHA Notice of Funding Availability (OHA NOFA)* – OHA plans to release a NOFA to solicit either new construction or rehabilitation projects that require acquisition, predevelopment, permanent gap funding and/or Rental Assistance Subsidy with a priority for projects that serve Extremely Low Income households and for those that can begin construction within twelve (12) months.
  - *City of Oakland Notices of Funding Availability (City NOFA)* – OHA considers possible awards of Rental Assistance Subsidy or PBVs to projects that are selected for funding through City of Oakland’s NOFAs. During FY2024, OHA may consider awards to projects selected by the City to apply for funding through the State of California’s Homekey 3.0 program, the City’s New Construction NOFA, as well as its Affordable Housing Acquisition, Rehabilitation and Naturally Occurring Affordable Housing (NOAH) Preservation Program.

- **Buyouts** – OHA will exercise its option to purchase the tax credit investor limited partner interests in Low Income Housing Tax Credit Partnerships in order to preserve affordable housing. During FY 2024, OHA may purchase the investor limited partners’ interest in Tassafaronga Village Phase I and II.

*Planned Non-Significant Changes:* OHA does not anticipate any changes or modifications to the activity in FY 2024.

*Planned Changes to Metrics/Data Collection:* 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.

*Planned Significant Changes:* OHA has no planned significant changes to this activity.

<b>Standard HUD Metrics</b>		
<b>HC #1: Additional Units of Housing Made Available</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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 = 124 total units (61 traditional subsidies and are accounted for in the HCV families served total) Total LNT units are 63.
<b>HC #2: Units of Housing Preserved</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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 = 100 OAHPI units.
<b>HC #5: Increase in Resident Mobility</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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 = 124 households (61 are using traditional PBV subsidies)

**MTW Activity #06-01: Site-Based Wait Lists**

*Plan Year Approved:* 2006

*Plan Year Implemented:* 2006

*Plan Year Amended:* None

*Description/Update:* Establish site-based wait lists at all public housing sites, HOPE VI sites, and developments with PBV allocations. 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. This activity will apply to RAD vouchers. OHA plans to use this activity for RAD vouchers.

*Planned Non-Significant Changes:* OHA may define a site as a small number of units (2 or more) for the purpose of creating short lived waitlists for hard to lease properties.

*Planned Changes to Metrics/Data Collection:* There are no planned changes to metrics or data collection.

*Planned Significant Changes:* OHA has no planned significant changes for this activity.

<b>OHA and Standard Metrics</b>		
<b>CE #3: Decrease in Error Rate of Task Execution</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
Average error rate in completing a task as a percentage (decrease).	Number of errors in completing task prior to implementation = 10%	Expected average rate of errors in completing the task after implementation = 5%
<b>HC #3: Decrease in Wait List Time</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
Average applicant time on wait list in months (decrease).	Number of months’ applicants spent on centralized waitlist prior to implementation = 60 months	Expected average number of months applicants spend on site based waitlist per site
Campbell Village	60 months	37 months
Lockwood Gardens	60 months	66 months
Peralta Villa	60 months	66 months
Harrison Towers	60 months	N/A due to pending disposition

Adel Court	60 months	107 months
Oak Grove North	60 months	60 months
Oak Grove South	60 months	60 months (affected by disposition)
Palo Vista Gardens	60 months	41 months
Linden Court	60 months	N/A
Mandela Gateway	60 months	2 months
Chestnut Court	60 months	N/A months
Foothill Family Apts	60 months	N/A months
Lion Creek Crossing	60 months	15 months
<b>OHA Metric - Vacancy Rate per public housing site</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
Average vacancy rate per public housing site (unit month average as a percentage)	Vacancy rate per site prior to implementation = 2%	Expected vacancy rate per site = 2%
Campbell Village	2%	4.75%
Lockwood Gardens	2%	2.71%
Peralta Villa	2%	1.29%
Harrison Towers	2%	N/A pending disposition
Adel Court	2%	5%
Oak Grove North	2%	N/A sites designated for disposition
Oak Grove South	2%	N/A sites designated for disposition
Palo Vista Gardens	2%	2.53%
Linden Court	2%	9.43%
Mandela Gateway	2%	1.45%
Chestnut Court	2%	7.96%
Foothill Family Apts	2%	1.19%
Lion Creek Crossing	2%	1.43%
Lions Creek Crossing III	2%	0.45%
Lions Creek Crossing IV	2%	0.00%

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

*Plan Year Approved:* 2006

*Plan Year Implemented:* 2006

*Plan Year Amended:* None

*Description/Update:* Allocate PBV units to developments owned directly or indirectly by OHA without using a competitive process. This activity will reduce the administrative time and development costs associated with issuing an RFP. Increase housing choices by creating new or replacement affordable housing opportunities. OHA reserves the option to issue new awards based on need, development opportunities and funding availability during the fiscal year.

*Planned Non-Significant Changes:* OHA does not anticipate any changes or modifications to the activity.

*Planned Changes to Metrics/Data Collection:* There are no changes to the metrics or data collection methods included in the Standard HUD Metrics table below.

*Planned Significant Changes:* OHA does not have any planned significant changes for this activity.

<b>Standard HUD Metrics</b>		
<b>CE #1: Agency Cost Savings</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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
<b>CE #2: Staff Time Savings</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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**

*Plan Year Approved:* 2006

*Plan Year Implemented:* 2006

*Plan Year Amended:* None

*Description/Update:* Allocate PBV units to qualifying developments using the City of Oakland Notice of Funding Availability (NOFA)/ RFP or other existing competitive process. This activity will reduce the administrative time and development costs associated with issuing an RFP and increase housing choice by creating new or replacement affordable housing opportunities. The City of Oakland anticipates that it will allocate funding for its annual NOFA in 2023. It will notify developers of the amount of funding availability for development projects in September 2022 and make award notifications around March of 2023. 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.

*Planned Non-Significant Changes:* OHA does not anticipate any changes or modifications to the activity.

*Planned Changes to Metrics/Data Collection:* There are no changes to the metrics or data collection methods included in the Standard HUD Metrics table below.

*Planned Significant Changes:* OHA has no planned significant changes for this activity.

<b>Standard HUD Metrics</b>		
<b>CE #1: Agency Cost Savings</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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
<b>CE #2: Staff Time Savings</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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
<b>Standard OHA Metrics</b>		
<b>Additional Units of Housing Made Available</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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 = 0
<b>Units of Housing Preserved</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
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 = 0
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

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

*Plan Year Approved:* 2009

*Plan Year Implemented:* 2009

*Plan Year Amended:* None

*Description/Update:* 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. This activity was placed on hold in 2015 and is now being reactivated.

*Planned Non-Significant Changes:* OHA does not anticipate any changes or modifications to the activity.

*Planned Changes to Metrics/Data Collection:* There are no changes to the metrics or data collection methods included in the Standard HUD Metrics table below.

*Planned Significant Changes:* OHA has no planned significant changes for this activity.

<b>Standard HUD Metrics</b>		
<b>HC #1: Additional Units of Housing Made Available</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
Number of new housing units made available for households at or below 80% AMI as a result of the activity (increase) <b>Colisseum Connections</b>	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 = 50
<b>Total number of new housing units made available for households at or below 80% AMI as a result of the activity (increase).</b>	<b>Total number of households who would not qualify for an available unit based on household composition = Zero (0)</b>	<b>Total expected housing units of this type after implementation of the activity = 50</b>
<b>HC #5: Increase in Resident Mobility</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
Number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase). <b>Colisseum Connections</b>	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 =50

<b>Total number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase).</b>	<b>Total households able to move to a better unit and/or neighborhood of opportunity prior to implementation of the activity = Zero (0)</b>	<b>Total expected households able to move to a better unit and/or neighborhood of opportunity after implementation of the activity = 50 households</b>
<b><i>HC #7: Households Assisted by Services that Increase Housing Choice</i></b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
Number of households receiving services aimed to increase housing choice (increase). <b>Coliseum Connections</b>	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 = 50
<b>Total number of households receiving services aimed to increase housing choice (increase).</b>	<b>Total households receiving this type of service prior to implementation of the activity = Zero (0)</b>	<b>Total expected number of households receiving these services after implementation of the activity = 50</b>

### B. Not Yet Implemented Activities

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

### C. Activities on Hold

<b>Activity # and year approved</b>	<b>Fiscal Year Implemented (Year placed on HOLD)</b>	<b>MTW Activity Name</b>	<b>Description</b>	<b>Statutory Objective(s)</b>	<b>Authorization(s)</b>
20-01	2020	Emergency Relief from Interim Re-certifications	Allow wage earning families to self-certify income decreases due to an emergency situation and have OHA pay all or a portion of a tenant's rent for the duration of the declared disaster period	Reduce costs and achieve greater cost effectiveness	Attachment C, Section D.1.c, Attachment D, Use of Funds
17-02	2018	Automatic Rent Increase	Offer owners an automatic rent increase on the HAP contract anniversary date	Expanding housing choice and reduce costs to achieve	Attachment C, D.2.b.and c.

				greater cost effectiveness	
13-01	2017	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"> <li>• Total Tenant Payment (TTP) calculated based on 27.5% of gross annual income for seniors and disabled households and 27% for work-eligible households</li> <li>• Triennial recertification schedule for senior and disabled households, biennial schedule for work-eligible households</li> <li>• Eliminate all deductions and earned income disallowance</li> <li>• Recent increases in income excluded in recertification</li> <li>• Absolute minimum rent of \$25</li> </ul>	<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
10-07	2010	Disposition Relocation and Counseling Services	Provides counseling and relocation assistance to impacted public housing residents in developments approved for disposition.	<p>Provide incentives for families with children to become more economically self-sufficient</p> <p>Increase housing choices</p>	Attachment D, Use of Funds

## MTW Activity #20-01: Emergency Relief from Interim Re-certifications

*Description/Update:* The COVID-19 public health crisis in early 2020, has affected and will continue to affect program participants' incomes and their ability to pay rent. The crisis also imposed an incredible burden on OHA to manage hundreds of calls to modify income, request hardship, and reschedule cancelled appointments. Under this activity, OHA will use single fund flexibility to provide temporary relief from required activities for program participants and reduce administrative burden on OHA staff during declared disaster periods. The activity, based on documented need for the flexibility and funding availability, provides:

- Temporarily relieve tenants who experience a sudden and unexpected loss of income of the immediate need to submit detailed interim income/rent reduction requests,
- Pause requirements for OHA to perform and submit interim re-certifications for eligible participants in order to redirect staffing resources to more critical administrative tasks during a time of emergency by pausing the requirement to perform interim reexaminations (form HUD 50058-MTW action type 3) during declared disaster periods, and
- Provide short-term supplemental housing assistance for eligible families that pays all or some of the tenant portion of the rent in addition to existing subsidy provided by OHA.

OHA plans to deploy this activity on a month-by-month basis as needed until the effects of the health crisis on OHA residents have subsided. Programs included in the scope of activity and analysis include public housing, housing choice voucher (HCV), local non-traditional programs and non-MTW programs, however the activity may be implemented for a limited number of eligible programs based on Executive Director discretion. OHA will closely monitor data regarding interim requests and make evidence-based decisions for which programs this activity will be applied. OHA will establish tracking metrics to monitor staff time savings and re-purposing of staff that are freed up from normal operations.

This activity meets the objective of achieving greater cost effectiveness and may be used during any emergency such as a pandemic, earthquake, etc. OHA anticipates this activity will provide cost savings and efficiencies for OHA during a time of increased participant requests and paperwork and decreased staffing. These efficiencies will offset the decrease in revenue due to loss of rental income for public housing and increased costs due to payment of tenant portions of rent for HCV, LNT and non-MTW program participants. It will also allow OHA the opportunity to redirect critical, limited staffing resources to high priority items like leasing vacant units for homeless families and addressing emergency non-income related requests.

Goals of the activity include:

- 1) Have the option to provide rent relief during crisis for a low-income population
- 2) Offset any possible issues with landlords leaving the program due to nonpayment of rent issues once the eviction moratoria are lifted

- 3) Provide relief for staff of normal operating administrative tasks by simplifying rent process: Freeze rents, no calculations, no interims or re-certs during this time to focus limited on-site staffing resources to critical areas

OHA may implement this activity on a short-term basis for wage-earning households that experience an unexpected loss of income during the disaster period for any combination of the following groups, based on funding availability:

#### HCV Program Participants

OHA may pay all or a portion of the contract rent and suspend re-certifications, interims, and late rent notices during the period of implementation for those wage-earning participants that qualify. This will save staff time in processing re-certifications, interims, circumstance changes, sending late rent notices and customer service requests regarding these items. For landlords that are on hold or abated, OHA may continue to pay the tenant portion of rent until the abatement has been cleared for those participants that qualify.

#### Public Housing Participants

OHA may waive all or a portion of the tenant rent for public housing residents for those wage earning participants that qualify. Tenants will continue to pay their utilities to the appropriate party.

#### MTW Local Program Participants

OHA may increase the housing assistance provided to local non-traditional programs for those wage earning participants that qualify. These programs include Local Housing Assistance Program, Building Bridges (BB-THP+, BB-CalWorks, BB-SRO), PACT and LHAP.

#### Non-MTW Program Participants

OHA may extend this activity to non-MTW households as permitted and pay all or a portion of the tenant portion of rent directly to the landlord for any combination of the following non-MTW program participants: mod-rehab, mainstream, VASH, FUP and shelter plus care wage earning program participants that qualify. Programs that require special permission before implementation due to funding requirements will not be implemented until permission is granted.

The program is structured so that when residents apply to participate and receive rent relief, they will be evaluated based on specific criteria and directed into one of two tracts: 1) Tract One will provide a process whereby the participant will re-pay the funds expended on their behalf either in part or full through a re-payment program 2) Tract Two will provide an option for eligible participants to meet re-payment obligations through activities such as the following but not limited to job training enrollment, community services, etc.

Under the hardship criteria, OHA will allow any household that may not be included in the rent relief population to submit the interim reexamination request in accordance with standard practices and request inclusion for rent relief even if the household does not have income from wages. Eligible participants may be determined exempt from rent relief re-payment requirements based on criteria to be determined by the Executive Director or their designee.

Self-certification is the top of the verification hierarchy through the Enterprise Income Verification (EIV) system provided by HUD. The calculation of partial or full payment of a households' rent portion is as follows:

Reported Change by Participant: Impact to Tenant Rent Calculation

Total loss of income: 100% of tenant rent portion may be covered by OHA

Partial loss of income: 50% of tenant rent portion is eligible to be covered by OHA

A partial loss of income is defined to be at least 50% of income as certified through EIV and/or self-certification. If self-certification is used, the tenant will be required to sign the "Declaration under Penalty of Perjury Form" (OMB Control No. 0920-1303) to certify an income loss. In this instance, OHA will re-calculate the tenant portion based on a 50% decrease in the last adjusted income that was used to determine the tenant portion of the rent.

This option for rent relief will be presented to any participant that is scheduled for re-certification or interim recertification due to an income change during the declared disaster period and will be published on OHA's website.

This activity is not an amnesty for rents owed to OHA or to owners in the voucher program. Furthermore, the activity does not waive HUD requirements and guidance prohibiting debt forgiveness of residents and program participants. The authorizations to allow OHA to adopt and implement new policies to establish rents or subsidy levels for tenant-based assistance are in Attachment C: D.2.a. Authorizations to establish new rent policies for public housing program participants in Attachment C: C.11 of the MTW Agreement.

*Update on Reactivation Plan:* OHA will continue to evaluate the feasibility of implementing this activity in FY 2024 and may decide to remove from hold based on evolving and new emergencies

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

*Plan Year Approved:* 2017

*Plan Year Implemented:* 2017

*Plan Year Placed on Hold:* 2023

*Description/Update:* 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 rose sharply while there was a steady exodus of owners opting to leave the program for various reasons.

To stem this tide of owners leaving the program for unassisted 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. 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.

*Update on Reactivation Plan:* OHA will continue to evaluate the feasibility of implementing this activity in FY 2024 and may decide to remove from hold based on staff recruitment and changing market environments.

### **MTW Activity #13-01: Rent Reform Pilot Program**

*Plan Year Approved:* 2013

*Plan Year Implemented:* 2013

*Plan Year Placed on Hold:* 2017

*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.

*Update on Reactivation Plan:* OHA will continue to evaluate.

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

*Year Approved:* 2010

*Year Implemented:* 2010

*Year Placed on Hold:* 2012

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

*Update on Reactivation Plan:* OHA held this activity off-line as it was determined it was not needed for Oak Grove North and South dispositions. The activity will be evaluated for the disposition of Harrison Towers and may be removed from hold in FY 2024 for the disposition or the RAD conversion of public housing units at Lion Creek Crossing Phases 1-4

#### **D. Closed Out Activities**

OHA does not propose to close any activities during FY 2024.

## Section V. Sources and Uses of Funding

The FY 2024 Sources and Uses reflect the agency vision for a capital expenditure plan 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 maintain adequate operating reserve levels. Due to the timing of the Plan preparation and OHA’s budget planning cycle, the Sources and Uses included are a draft projection and will be finalized during OHA’s Board approval and budget planning process. Final numbers will be included with the final Plan submission once OHA has a Board approved budget in June 2023. OHA will use HUD-held reserves that have been obligated and committed to various projects and activities to cover any expressed operating deficit reflected in this Sources and Uses.

### 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), and the Housing Choice Voucher program funding into a single fund budget. Allocations in FDS Line Item 71500 are reflected in FDS Line Item 70750 based on requests from the HUD Financial Management Division. What appears to be a shortfall between the Sources and Uses of MTW Funds indicated in Table 15 and Table 16, is not a shortfall, but planned uses on obligated and committed projects and expenses using reserves held for those projects and expenses. The difference 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 15: Estimated Sources of MTW Funding for the Fiscal Year		
FDS Line Item	FDS Line Item Name	Dollar Amount
70500 (70300+70400)	Total Tenant Revenue	5,003,819
70600	HUD PHA Operating grants	326,364,713
70610	Capital Grants	10,288,343
70700 (70710+70720+70730+70740+70750)	Total Fee Revenue	11,647,854
71100+72000	Interest Income	80,735
71600	Gain or Loss on Sale of Capital Assets	-
71200+71300+71310+71400+71500	Other Income	1,093,446
<b>Total Revenue:</b>		<b>354,478,910</b>

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

At the start of FY 2024, OHA expects HCV utilization to be in the 98th percentile, and projects a steady increase in utilization due to several efforts by OHA. Owner incentive activities will continue to be expanded across all components. In addition to the implementation of new and enhanced landlord incentives, OHA plans a continued implementation of all the initiatives under Building Bridges in FY 2024. PBVs that were conditionally awarded to existing, new or rehabilitated developments will be moved through the review process to lease up. All these efforts are aimed at maximizing the families served while the traditional HCV program adapts to serve families in the expensive and low inventory Bay Area rental market. OHA expects to fund the shortfall of expenses, due to its expanded incentive services and new or rehabilitated development projects, by utilizing its program reserves. The single fund budget will support increased resident services, with a focus on economic development and self-sufficiency. Additional uses will cover security and protective services for OHA properties for FY 2024.

Table 16: Estimated Sources of MTW Funding for the Fiscal Year		
FDS Line Item	FDS Line Item Name	Dollar Amount
91000	Total Operating – Administrative	57,316,881
91300 + 91310 + 92000	Management Fee Expense	288,440
91810	Allocated Overhead	(10,785,780)
92500 (92100+92200+92300+92400)	Total Tenant Services	3,182,223
93000 (93100+93600+93200+93300+93400+93800)	Total Utilities	2,216,235
93500+93700	Labor	0
94000 (94100+94200+94300+94500)	Total Ordinary Maintenance	12,881,680
95000 (95100+95200+95300+95500)	Total Protective Services	7,566,379
96100 (96110+96120+96130+96140)	Total insurance Premiums	4,010,156
96000 (96200+96210+96300+96400+96500+96600+96800)	Total Other General Expenses	2,570,340
96700 (96710+96720+96730)	Total Interest Expense and Amortization Cost	0
97100+97200	Total Extraordinary Maintenance	0
97300+97350	Housing Assistance Payments + HAP Portability-In	260,512,365
97400	Depreciation Expense	6,754,846
97500+97600+97700+97800	All Other Expenses	31,156,700
<b>Total Revenue:</b>		<b>377,670,465</b>

## 3) Activities that Will Use Only MTW Single Fund Flexibility

OHA employs single fund flexibility for the activities that enhance housing services provided under traditional programs 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 101 senior public housing units at Harrison Towers will be started in FY 2024. OHA plans to use RAD, pending application approvals, to transition another 157 units of public housing to project-based subsidy to streamline compliance requirements and facilitate future refinancing or re-syndication transactions to fund capital improvements; Additionally, OHA continues to invest in the restoration of its Project Based 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 portfolio to facilitate long term capital planning for site based improvements. Research and planning is ongoing to re-develop certain scattered site developments.

- Brooklyn Basin – OHA, in partnership with the City of Oakland and MidPen Housing Corporation, are developing 465 units of affordable housing for low-income families and seniors as part of the Brooklyn Basin master planned community. Project 4, Foon Lok East, closed on all construction financing and started construction in FY 2023 and will complete construction in FY 2024. Foon Lok East will contribute 124 new units (61 with PBVs) for families and will complete this significant multi-phased affordable project that is an integral part of a new master planned community comprised of 3,100 new homes on the Oakland waterfront.



- 285 12<sup>th</sup> Street - OHA is partnering with the East Bay Asian Local Development Corporation (EBALDC) to construct a new affordable housing building with 65 units and 3,500 square feet of commercial space. The site is currently vacant and centrally located in downtown Oakland near several BART stations. Depending on the project's ability to secure financing, OHA may enter an AHAP contract to provide PBV assistance to 16 units during FY 2024. OHA is also using MTW funds to provide loans to the project and will purchase the site at the beginning of construction.
- Harrison Street Master Planning and Strategic Redevelopment – In addition to 1619 / 1621 Harrison Street (OHA's headquarters and the Harrison Tower senior residence), OHA owns five (5) parcels on Harrison Street. In FY24, OHA will undertake a strategic analysis of these sites for potential redevelopment, including the large parcel at 15<sup>th</sup> Street and Harrison that has been previously contemplated for redevelopment. An expected outcome

of this process is the selection of one (or more) high priority sites for new affordable housing.

- Mandela Station Affordable – Strategic Urban Development Alliance and MacFarlane Partners are developing Mandela Station, a mixed-use transit-oriented development at the West Oakland BART station. Mandela Station includes a 240-unit affordable housing component. OHA is currently negotiating with the developers on providing a loan and PBVs to help finance the project. During FY 2024, OHA may enter into binding financing commitments and provide predevelopment funding to the Mandela Station Affordable project.
- Foothill Family Apartments – Foothill Family Apartments, LP, is a 65-unit mixed-finance affordable housing development that is wholly owned by OHA and Oakland Housing Initiatives, a nonprofit affiliate of OHA. Foothill Family Apartments is approximately 20 years old and has rehab requirements including replacement of building systems at the end of their useful life, dry rot, accessibility, and other deferred maintenance issues. OHA and OHI are currently working to define the scope of the rehab and develop construction and permit drawings. During FY 2024, OHA may provide a loan to Foothill Family Apartments, LP, to finance design and construction of the rehab of the property.
- 500 Lake Park – OHA is assisting EAH with the development of a 53 unit affordable housing development at 500 Lake Park Avenue and construction may break ground in FY 2024. The planned building, which is in the Grand Lake neighborhood, will also include 2,900 square feet of commercial space. OHA purchased the site in June 2021 using MTW funds, and it is providing loans to the project. The Authority will also provide 14 project-based VASH vouchers.
- Acquisition – OHA will seek opportunities to acquire land and existing housing in order to preserve and create new housing opportunities.
- Reposition Current Assets – OHA will seek opportunities to reposition existing real estate at 7526 MacArthur Boulevard in order to preserve and create new housing opportunities that may include a variety of strategies to meet Oakland’s need for additional permanent affordable housing.
- Choice Neighborhoods – OHA plans to initiate an evaluation of a prospective Choice Neighborhoods program in West Oakland.
- Financing & Partnerships – OHA will provide financing to new affordable housing projects throughout Oakland through a variety of selection processes:
  - Rental Assistance Subsidy (RAS) – OHA is developing a new financing program to provide subsidy to affordable housing projects that serve a high percentage of Extremely Low Income households and therefore are projected to operate at a deficit. The subsidy would be capitalized and will be disbursed annually contingent upon compliance with OHA’s standards and procedures. The RAS may be awarded to projects through an OHA published, or one of the City of Oakland’s



published, NOFAs, as described below. These projects are described in more detail in activity #10-06.

- *OHA Notice of Funding Availability (OHA NOFA)* – OHA plans to release a NOFA to solicit either new construction or rehabilitation projects that require acquisition, predevelopment, permanent gap funding and/or Rental Assistance Subsidy with a priority for projects that serve Extremely Low Income households and for those that can begin construction within twelve (12) months.
- *City of Oakland Notices of Funding Availability (City NOFA)* – OHA considers possible awards of Rental Assistance Subsidy or PBVs to projects that are selected for funding through City of Oakland’s NOFAs. During FY2024, OHA may consider awards to projects selected by the City to apply for funding through the State of California’s Homekey 3.0 program, the City’s New Construction NOFA, as well as its Affordable Housing Acquisition, Rehabilitation and Naturally Occurring Affordable Housing (NOAH) Preservation Program.
- **Buyouts** – OHA will exercise its option to purchase the tax credit investor limited partner interests in Low Income Housing Tax Credit Partnerships in order to preserve affordable housing. During FY 2024, OHA may purchase the investor limited partners’ interest in Tassafaronga Village Phase I and II.

### **Promoting Resident Empowerment and Self-Sufficiency**

OHA has a robust incentive program for both owners and residents and plans to expand the incentives offered based on past successes. This includes an expansion of the existing owner incentives to non-MTW voucher households. OHA plans to also expand the Welcome Kit incentive for residents started with the EHV and FYI voucher families to possibly all households across traditional programs and will explore adding application fees up to \$200 per household to incentive mix. Lastly, OHA plans to offer security deposit assistance of up to one month’s rent to both MTW and non-MTW households.

OHA has been monitoring the backlog of rent owed by public housing residents that may have encountered difficulties during the pandemic, even with options for other sources of assistance. To try and avoid eviction, OHA plans to explore offering an employment program to a pilot group of households where income earned will be used to pay outstanding debt through repayment agreements. Additionally, OHA will explore offering a match or seed funding for an FSS escrow to incent families to repay debts and explore the self-sufficiency opportunities available through FSS.

OHA will explore a partnership with Alameda County to provide a mobile health care and dental care van to travel to OHA communities providing on site health care and preventative services.

OHA may choose to fund EHV vouchers above the allocation limit. These families would be assisted with existing EHV services fees for supportive services until those funds expire or are



expended and subsequently OHA may assist with any remaining supportive services needs such as but not limited to housing navigation assistance, owner and resident incentives, security deposits and welcome kits using MTW funds.

### **Education Initiative Program Expansion**



The expansion of the Education Initiative continues to improve the educational outcomes for school-aged children of resident families. The initiative has five primary goals for resident school age youth: to attend school on time every day for all youth; enrolled in pre-k and kindergarten on time; be proficient in literacy by the third grade; all youth graduate from high school with a diploma; all students be prepared for college and/or career. The expansion of the Education Initiative is built on a “K-12 Feeder School Model”. This model provides a continuum of support for children of resident families throughout their K-12 educational journey. We have identified 12 Oakland Unified School District (OUSD) schools to scale the program in alignment with the five primary goals supported by the data indicating high chronic truancy rates and academic achievement challenges.

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### **Spectrum Meal Program**

To protect the health of OHA senior residents, FCP will provide cooked food support to the senior citizen community through the "Grab and Go" meal program. The Spectrum Meal program provides seniors with nutritious hot meals prepared by Spectrum-certified Dietitians. The meals provide an opportunity to conduct a wellness check and provide educational materials and resources to seniors. In FY 2024, FCP will transition the Spectrum Meal program to a full congregate meal setting, allowing residents in person dining with other seniors complimented with senior programming.



### **OBAR/Senior Art & Craft Delivery Program**

FCP will connect and engage our senior community with a monthly Seniors Connect Newsletter and an art & craft bag to foster creativity in the comfort of their own homes. Senior residents aged 60 and over, from Lockwood Gardens, Palo Vista Gardens, Peralta Village, and Campbell Village, will have art & craft kits delivered to their homes. Activities include canvas painting, adult coloring books, scrapbooking, gardening, and more. The monthly Seniors Connect Newsletter will provide seniors with up-to-date health and wellness information and advertise resident programs, and services specific to seniors. The newsletter also provides seniors an opportunity to display their creative artwork with their



senior community members. The program outcome intends to reduce negative feelings of anxiety, increase positive feelings of engagement and peace, expand seniors' creative growth, promote stress relief, bolster memory, and stimulate an optimistic attitude. In FY 2024, FCP will transition the Seniors Connect/Art & Craft Program to an on-site activity, allowing residents to participate in socialization activities with other seniors.

### **Senior Fitness program and Samuel Merritt Nurses (Wellness screenings)**



In FY 2024, FCP will resume onsite programs with Samuel Merritt Nursing and St. Mary's Center to include onsite senior fitness classes and wellness screenings, including home visits for disabled residents.

### **Foster Youth to Independence**

FCP will work in partnership with Alameda County Social Services Agency, Beyond Emancipation and Lao Family Community Development, Inc. to assist current and former foster youth to obtain housing, education, employment, and provide case management support. OHA provides monthly housing search workshops and assistance to the Foster Youth to Independence (FYI) voucher applicants.

In addition, staff will continue to provide case management and counseling support to residents with lease compliance, education, post-move-in counseling, and financial literacy. To support the FYI youth with employment services, OHA will send referrals to Lao Family Community Development, Inc. which works with FYI participants to provide life and career skills development, support with resume writing, interview strategies, job search, job placement, job retention and case management.

OHA will solicit five (5) FYI participants to serve as Program Advisors to provide valuable insight to the Resident Advisory Board (RAB) and OHA Leadership team to ensure FYI youth are included in resident-driven programs and initiatives.

### **New Initiatives for FY 2024**

#### **Senior Dial-A-Friend Wellness Program**

OHA plans to launch a new wellness program to engage senior residents throughout the large public housing sites, Asset Managed properties, OAHPI, and Section 8 units. OHA will enlist the support of five (5) seniors to serve as volunteers to contact seniors weekly, as a peer-to-peer outreach method. In addition to serving as a wellness check for the senior residents, these volunteers will market FCP programs and available services to encourage seniors to participate in onsite activities.

#### **Provide a Consistent Level of Security to Residents with a Focus on Youth and Families**

Activities undertaken by the Oakland Housing Authority Police Department (OHAPD) are funded through single-fund flexibilities. OHAPD provides safety services to positively impact OHA sites and surrounding neighborhoods.

In FY 2024, OHAPD plans to expand the youth explorer program for up to 22 youth and continue to replace and update safety equipment and technology to maintain industry standards. OHAPD will continue to build trust and relations with a strong presence in the community by:



- Holding resident-community meetings to maintain strong working relationships;
- Hosting community building events such as the Winter Wonderland Toy Drive, bike excursions, camping trips, block parties, Coffee with a Cop, Ice Cream with a Cop, and pancake socials;
- Re-inventing OHAPD's communication strategy in order to be able to communicate with community members effectively; and
- Continuing to deploy the established theories of the six pillars contained in the "21st Century Policing Report" within all levels of the OHAPD.

### **Community Assessment and Transport Team (CATT)**

OHAPD plans to create and implement a CATT based model for responding to and assessing dispatched police calls. The model involves a mobile unit staffed with an Emergency Medical Technician and a Behavioral Health Clinician that would respond in addition to a police officer to a call for assistance. The purpose would be to assess the situation for behavioral health and substance abuse issues through on scene assessment and triaging of resource needs rather than the traditional model of transporting every client to a local emergency room or mental health facility, often using costly ambulance resources, that are not necessary. Clients can be transported by the team after assessment to a shelter, sobering center, wellness center, mental health facility or any other designation that is appropriate for client needs. OHA plans to pilot the CATT model and eventually contract with a third party to provide the services beyond police officers and will conduct an evaluation of the program's effectiveness after a prescribed period.

### **Focus on the Reduction and Deterrence of Violent Crime**

While Oakland's crime rate is quite high compared to the national average, OHAPD is addressing these issues and working hard to keep our communities safe and engaged in crime prevention strategies. OHAPD has many techniques to reduce and deter violent crimes, including:

- Completing individual assessments to Crime Prevention through Environmental Design (CPTED) standards.
- Conducting thorough and complete preliminary investigations to solve crimes.
- Ensuring officers and staff have the proper training and tools to conduct research and intelligence.
- Continuing the collaboration between field operations, investigations, and communications for all members to serve a vital role in crime prevention efforts.
- Focusing on family/domestic violence, with the goal of providing critical services to victims and families in partnership with expert service providers.
- Working cooperatively with Public Safety Partners toward community safety.
- Continuing to collaborate, communicate, and cooperate with all divisions and departments of OHA to create healthy and vibrant communities.

### **Maintain and Increase Transparency and Resident Partnerships**

In partnership with residents, OHAPD will use tools of law enforcement to provide a safe environment at our properties as well as assist our management team in identifying challenging tenants.

A high standard of transparency and accountability is expected from police agencies, and OHAPD guarantees this by collaborating with public safety partners and engaging with the community and OHA's Resident Advisory Board (RAB). Additionally, OHAPD is ensuring staff performance and policies are appropriate and at, or above, the industry standard. The use of body-worn cameras, Computer Aided Dispatch and Record Management Systems are all tools to assist in transparency. The department will focus partnership efforts through forming advisory groups, attending community meetings and neighborhood councils, and expanding current camera monitoring and technology.



OHAPD plans to continue focusing efforts on community safety and partnerships by evaluating aspects of the Department that could be re-envisioned inside, and outside, of law enforcement responses by:

- Examining areas of OHAPD response to incidents to determine if services are better handled by a non-sworn entity or other member of OHA.
- Transitioning tasks performed by police officers to police service aides, such as noncriminal walk-in reports, as well as response to noncriminal violations that do not require a police officer's presence.
- Implementing a community-driven process for determining how officers respond and implementing the provision of law enforcement services.
- Engaging advocacy groups in the overall strategy(s) to reduce crime, and the fear of crime and communities is necessary (i.e., Public Safety Committee).
- Adding supportive services and clinical co-responders as additional resources for OHAPD to implement harm reduction alternatives.
- Partnering with other divisions such as Office of Property Management, Leased Housing, Capital Improvements, and Family and Community Partnerships to respond holistically to the needs of our families.

### **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 15<sup>th</sup> and Harrison, 285 12<sup>th</sup> Street and 500 Lake Park while exploring redevelopment of some scattered sites.
- OHA will continue to develop new units at existing project sites with 130 new units (65 which are PBV) coming online at Brooklyn Basin (Foon Lok West) and completing

construction on approximately 50% of the units (~62 units) at Brooklyn Basin (Foon Lok East), the final phase, during the FY. OHA will continue to explore repositioning options for several sites in the scattered site portfolio that may include a variety of strategies to meet Oakland's needs for permanent affordable housing.

- OHA may use interagency partnerships to repurpose underutilized sites to meet Oakland's need for additional permanent affordable housing.
- OHA plans to exercise its option to purchase the tax credit investor limited partners interests in low income housing tax credit partnerships in order to preserve affordable housing at Lion Creek Crossing Phase 3 and 4.

### **Assist Residents forced to move due to Abatement with Relocation**

OHA plans to use the single fund flexibility to assist residents that are forced to vacate units through no fault of their own, due to failed Housing Quality Standard (HQS) inspections. Funds that are unspent by abating subsidy payments to owners that fail HQS will be allocated to assist affected residents for expenses associated with vacating the unit and moving to other assisted housing in Oakland. Eligible residents may be approved for a moving allowance to assist with costs using Uniform Relocation Allowances (URA). OHA anticipates that this use of funds will maintain and possibly increase the number of families served by supporting families in vulnerable situations where an unexpected move is forced upon them with no funding support for move related expenses. Residents will be informed through the briefing process and during abatement communications of this benefit.

### **Increased Compliance and Agency Efficiencies**

- Expand its internal audit and compliance functions to streamline processes, identify and mitigate risk and increase accuracy and timeliness of data reporting functions. These audits and reviews will be conducted by both internal staff and external vendor consultants.
- Pay a one-time incentive payment of \$200 to residents that sign up for the online rent payment option to reduce administrative burden of rent payment processing.
- Pay a one-time incentive of \$200 for owners who sign up for direct deposit and \$100 for owners that sign up to use Owner Portal through the OHA website.

### **Rental Assistance Subsidy (RAS)**

#### Description

The Oakland Housing Authority's Rental Assistance Subsidy (RAS) offers an important and streamlined source of funding that ensures the sustainable and healthy operation of properties to serve Extremely Low-Income households at or below 30% of the Area Median Income (AMI). The Oakland Housing Authority (OHA) intends to use RAS to support projects that will provide long-term affordable housing to Oakland's most vulnerable residents. The RAS is a fifteen (15) year subsidy that aims to fill any negative net income that results primarily from minimal collectable rents from extremely low-income households.

#### Eligible Projects

- a) For projects with twenty-one (21) or more units, project Owners must set aside ten (10) units or 25% of the total units, whichever is greater, for households earning at or below 30% of AMI, as defined by the California Tax Credit Allocation Committee. The balance of the units in the Project may be designated for households whose incomes do not exceed 80% AMI.
- b) OHA may consider awarding a RAS to projects with twenty (20) or less units that are unable to provide the minimum number of 30% AMI units described above, at its sole discretion.
- c) Projects may entail new construction or rehabilitation.

Other Program Terms

- a) Davis Bacon Prevailing Wages: Advice by the Authority’s legal counsel indicates that Davis Bacon wages should not be triggered under Section 12 of the U.S. Housing Act of 1937 because the Authority’s funds will be used exclusively to fund a capitalized subsidy reserve following the completion of construction and not for any construction-related activities. However, project Owners are encouraged to seek their own independent legal advice on this issue.
- b) Section 3: Section 3 requirements of the Housing and Urban Development Act of 1968 will be included as applicable in the capitalized subsidy reserve legal agreements.
- c) Biennial Housing Quality Standards (HQS) Inspections are required for all restricted units under the Regulatory Agreement. As needed, inspections may be conducted more frequently based on complaints, comments or City citations received.
- d) All projects would be required to adhere to NEPA requirements.
- e) Projects may be subject to subsidy layering reviews based on additional funding sources.

OHA may opt to use RAS funding in conjunction with VASH and PBV awards. Currently, 2700 International Boulevard is under consideration for a VASH and RAS award. OHA would perform any subsidy layering reviews required by funding types and sources for projects that may have both RAS and VASH and/or PBV subsidies.

<b>Table 17: Planned Use of MTW Single Fund Flexibility</b>
<b>Narrative of planned Activities that use only the MTW single fund flexibility.</b>
<p>OHA employs single fund flexibility for the activities that enhance housing services provided under traditional programs 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.</p>
<p><b><u>Promoting Resident Empowerment and Self-Sufficiency</u></b></p> <p>OHA has a robust incentive program for both owners and residents and plans to expand the incentives offered based on past successes. This includes an expansion of the existing owner incentives to non-MTW voucher households. OHA plans to also expand the Welcome Kit incentive for residents started with the EHV and FYI voucher families to possibly all households across traditional programs and will explore adding application fees up to \$200 per household to incentive mix. Lastly, OHA plans to offer security deposit assistance of up to one month’s rent to both MTW and non-MTW households.</p>

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#### **Food Pantry expansion (including OAHPI sites)**

FCP will expand the number of residents served by our community food pantries by adding one additional delivery food pantry for our elderly/disabled families. FCP operates two food pantries at our large public housing sites to provide fresh produce, meats, and shelf-stable food to over 200 households every month through the "Grab and Go" model. FCP has a partnership with Door Dash Delivery to expand the food pantry to serve an additional fifty (50) elderly and disabled residents at our Asset Managed and OAHPI sites. In FY 2023, FCP received two (2) grants from the Alameda County Food Bank, which has allowed us to purchase equipment and supplies to expand our food pantry service to more OHA residents. In FY 2024, FCP will resume a self-select shopping method at our large public housing sites, allowing more participants to shop for fresh produce, meats, and shelf-stable food items.

#### **Spectrum Meal Program**

To protect the health of OHA senior residents, FCP will provide cooked food support to the senior citizen community through the "Grab and Go" meal program. The Spectrum Meal program provides seniors with nutritious hot meals prepared by Spectrum-certified Dietitians. The meals provide an opportunity to conduct a wellness check and provide educational materials and resources to seniors. In FY 2024, FCP will transition the Spectrum Meal program to a full congregate meal setting, allowing residents in person dining with other seniors complimented with senior programming.

#### **OBAR/Senior Art & Craft Delivery Program**

FCP will connect and engage our senior community with a monthly Seniors Connect Newsletter and an art & craft bag to foster creativity in the comfort of their own homes. Senior residents aged 60 and over, from Lockwood Gardens, Palo Vista Gardens, Peralta Village, and Campbell Village, will have art & craft kits delivered to their homes. Activities include canvas painting, adult coloring books, scrapbooking, gardening, and more. The monthly Seniors Connect Newsletter will provide seniors with up-to-date health and wellness information and advertise resident programs, and services specific to seniors. The newsletter also provides seniors an opportunity to display their creative artwork with their senior community members. The program outcome intends to reduce negative feelings of anxiety, increase positive feelings of engagement and peace, expand seniors' creative growth, promote stress relief, bolster memory, and stimulate an optimistic attitude. In FY 2024, FCP will transition the Seniors Connect/Art & Craft Program to an on-site activity, allowing residents to participate in socialization activities with other seniors.

**Senior Fitness program and Samuel Merritt Nurses (Wellness screenings)**

In FY 2024, FCP will resume onsite programs with Samuel Merritt Nursing and St. Mary's Center to include onsite senior fitness classes and wellness screenings, including home visits for disabled residents.

**Foster Youth to Independence**

FCP will work in partnership with Alameda County Social Services Agency, Beyond Emancipation and Lao Family Community Development, Inc. to assist current and former foster youth to obtain housing, education, employment, and provide case management support. OHA provides monthly housing search workshops and assistance to the Foster Youth to Independence (FYI) voucher applicants.

In addition, staff will continue to provide case management and counseling support to residents with lease compliance, education, post-move-in counseling, and financial literacy. To support the FYI youth with employment services, OHA will send referrals to Lao Family Community Development, Inc. which works with FYI participants to provide life and career skills development, support with resume writing, interview strategies, job search, job placement, job retention and case management.

OHA will solicit five (5) FYI participants to serve as Program Advisors to provide valuable insight to the Resident Advisory Board (RAB) and OHA Leadership team to ensure FYI youth are included in resident-driven programs and initiatives.

**New Initiatives for FY 2024**

**Senior Dial-A-Friend Wellness Program**

OHA plans to launch a new wellness program to engage senior residents throughout the large public housing sites, Asset Managed properties, OAHPI, and Section 8 units. OHA will enlist the support of five (5) seniors to serve as volunteers to contact seniors weekly, as a peer-to-peer outreach method. In addition to serving as a wellness check for the senior residents, these volunteers will market FCP programs and available services to encourage seniors to participate in onsite activities.

**Providing a Consistent Level of Security to Residents with a focus on youth and families**

Activities undertaken by the Oakland Housing Authority Police Department (OHAPD) are funded through single-fund flexibilities. OHAPD provides safety services to positively impact OHA sites and surrounding neighborhoods.

In FY 2024, OHAPD plans to expand the youth explorer program for up to 22 youth and continue to replace and update safety equipment and technology to maintain industry standards. OHAPD will continue to build trust and relations with a strong presence in the community by:

- Holding resident-community meetings to maintain strong working relationships;
- Hosting community building events such as the Winter Wonderland Toy Drive, bike excursions, camping trips, block parties, Coffee with a Cop, Ice Cream with a Cop, and pancake socials;
- Re-inventing OHAPD's communication strategy in order to be able to communicate with community members effectively; and
- Continuing to deploy the established theories of the six pillars contained in the "21st Century Policing Report" within all levels of the OHAPD.

**Community Assessment and Transport Team (CATT)**

OHAPD plans to create and implement a CATT based model for responding to and assessing dispatched police calls. The model involves a mobile unit staffed with an Emergency Medical Technician and a Behavioral Health Clinician that would respond in addition to a police officer to a call for assistance. The purpose would be to assess the situation for behavioral health and substance abuse issues through on scene assessment and triaging of resource needs rather than the traditional model of transporting every client to a local emergency room or mental health facility, often using costly ambulance resources, that are not necessary. Clients can be transported by the team after assessment to a shelter, sobering center, wellness center, mental health facility or any other designation that is appropriate for client needs. OHA plans to pilot the CATT model and eventually contract with a third party to provide the services beyond police officers and will conduct an evaluation of the program's effectiveness after a prescribed period.

### **Focus on the Reduction and Deterrence of Violent Crime**

While Oakland's crime rate is quite high compared to the national average, OHAPD is addressing these issues and working hard to keep our communities safe and engaged in crime prevention strategies. OHAPD has many techniques to reduce and deter violent crimes, including:

- Completing individual assessments to Crime Prevention through Environmental Design (CPTED) standards.
- Conducting thorough and complete preliminary investigations to solve crimes.
- Ensuring officers and staff have the proper training and tools to conduct research and intelligence.
- Continuing the collaboration between field operations, investigations, and communications for all members to serve a vital role in crime prevention efforts.
- Focusing on family/domestic violence, with the goal of providing critical services to victims and families in partnership with expert service providers.
- Working cooperatively with Public Safety Partners toward community safety.
- Continuing to collaborate, communicate, and cooperate with all divisions and departments of OHA to create healthy and vibrant communities.

### **Maintain and increase transparency and resident partnerships**

In partnership with residents, OHAPD will use tools of law enforcement to provide a safe environment at our properties as well as assist our management team in identifying challenging tenants.

A high standard of transparency and accountability is expected from police agencies, and OHAPD guarantees this by collaborating with public safety partners and engaging with the community and OHA's Resident Advisory Board (RAB). Additionally, OHAPD is ensuring staff performance and policies are appropriate and at, or above, the industry standard. The use of body-worn cameras, Computer Aided Dispatch and Record Management Systems are all tools to assist in transparency. The department will focus partnership efforts through forming advisory groups, attending community meetings and neighborhood councils, and expanding current camera monitoring and technology.

OHAPD plans to continue focusing efforts on community safety and partnerships by evaluating aspects of the Department that could be re-envisioned inside, and outside, of law enforcement responses by:

- Examining areas of OHAPD response to incidents to determine if services are better handled by a non-sworn entity or other member of OHA.
- Transitioning tasks performed by police officers to police service aides, such as noncriminal walk-in reports, as well as response to noncriminal violations that do not require a police officer's presence.
- Implementing a community-driven process for determining how officers respond and implementing the provision of law enforcement services.
- Engaging advocacy groups in the overall strategy(s) to reduce crime, and the fear of crime and communities is necessary (i.e., Public Safety Committee).
- Adding supportive services and clinical co-responders as additional resources for OHAPD to implement harm reduction alternatives.
- Partnering with other divisions such as Office of Property Management, Leased Housing, Capital Improvements, and Family and Community Partnerships to respond holistically to the needs of our families.

### **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 15<sup>th</sup> and Harrison, 285 12<sup>th</sup> Street and 500 Lake Park while exploring redevelopment of some scattered sites.

- OHA will continue to develop new units at existing project sites with 130 new units (65 which are PBV) coming online at Brooklyn Basin (Foon Lok West) and completing construction on approximately 50% of the units (~62 units) at Brooklyn Basin (Foon Lok East), the final phase, during the FY. OHA will continue to explore repositioning options for several sites in the scattered site portfolio that may include a variety of strategies to meet Oakland's needs for permanent affordable housing.
- OHA may use interagency partnerships to repurpose underutilized sties to meet Oakland's need for additional permanent affordable housing.
- OHA plans to exercise its option to purchase the tax credit investor limited partners interests in low income housing tax credit partnerships in order to preserve affordable housing at Lion Creek Crossing Phase 3 and 4.

**Assist Residents forced to move due to Abatement with Relocation**

OHA plans to use the single fund flexibility to assist residents that are forced to vacate units through no fault of their own, due to failed Housing Quality Standard (HQS) inspections. Funds that are unspent by abating subsidy payments to owners that fail HQS will be allocated to assist affected residents for expenses associated with vacating the unit and moving to other assisted housing in Oakland. Eligible residents may be approved for a moving allowance to assist with costs using Uniform Relocation Allowances (URA). OHA anticipates that this use of funds will maintain and possibly increase the number of families served by supporting families in vulnerable situations where an unexpected move is forced upon them with no funding support for move related expenses. Residents will be informed through the briefing process and during abatement communications of this benefit.

**Increased Compliance and Agency Efficiencies**

- Expand its internal audit and compliance functions to streamline processes, identify and mitigate risk and increase accuracy and timeliness of data reporting functions. These audits and reviews will be conducted by both internal staff and external vendor consultants.
- Pay a one-time incentive payment of \$200 to residents that signup for the online rent payment option to reduce administrative burden of rent payment processing.
- Pay a one-time incentive of \$200 for owners who sign up for direct deposit and \$100 for owners that sign up to use Owner Portal through the OHA website.

**Rental Assistance Subsidy (RAS)**

The Oakland Housing Authority's Rental Assistance Subsidy (RAS) offers an important and streamlined source of funding that ensures the sustainable and healthy operation of properties to serve Extremely Low Income households at or below 30% of the Area Median Income (AMI). The Oakland Housing Authority (OHA) intends to use RAS to support projects that will provide long-term affordable housing to Oakland's most vulnerable residents. The RAS is a fifteen (15) year subsidy that aims to fill any negative net income that results primarily from minimal collectable rents from extremely low-income households.

**Eligible Projects**

- d) For projects with twenty-one (21) or more units, project Owners must set aside ten (10) units or 25% of the total units, whichever is greater, for households earning at or below 30% of AMI, as defined by the California Tax Credit Allocation Committee. The balance of the units in the Project may be designated for households whose incomes do not exceed 80% AMI.
- e) OHA may consider awarding a RAS to projects with twenty (20) or less units that are unable to provide the minimum number of 30% AMI units described above, at its sole discretion.
- f) Projects may entail new construction or rehabilitation.

**Other Program Terms**

- f) Davis Bacon Prevailing Wages: Advice by the Authority's legal counsel indicates that Davis Bacon wages should not be triggered under Section 12 of the U.S. Housing Act of 1937 because the Authority's funds will be used exclusively to fund a capitalized subsidy reserve following the completion of construction and not for any construction-related activities. However, project Owners are encouraged to seek their own independent legal advice on this issue.
- g) Section 3: Section 3 requirements of the Housing and Urban Development Act of 1968 will be included as applicable in the capitalized subsidy reserve legal agreements.

- h) Biennial Housing Quality Standards (HQS) Inspections are required for all restricted units under the Regulatory Agreement. As needed, inspections may be conducted more frequently based on complaints, comments or City citations received.
- i) All projects would be required to adhere to NEPA requirements.
- j) Projects may be subject to subsidy layering reviews based on additional funding sources.

OHA may opt to use RAS funding in conjunction with VASH and PBV awards. Currently, 2700 International Boulevard is under consideration for a VASH and RAS award. OHA would perform any subsidy layering reviews required by funding types and sources for projects that may have both RAS and VASH and/or PBV subsidies.

#### 4) Planned Application of OHA Unspent Operating Fund and HCV Funding

Table 18: Planned Application of OHA Unspent Operating Fund and HCV Funding		
Original Funding Source	Beginning of FY - Unspent Balances	Planned Application of PHA Unspent Funds during FY
HCV HAP*	\$102,690,637	\$52,912,566
HCV Admin Fee	\$0	\$0
PH Operating Subsidy	\$11,885,915	\$11,885,915
<b>Total Revenue:</b>	<b>\$114,576,552</b>	<b>\$64,798,481</b>
<p>Description:</p> <p>Through use of the single fund flexibility made possible by MTW, OHA projects to spend approximately \$52M of its reserves on capital projects. Approximately, \$9.5M will be invested in public housing property improvements. OHA expects to complete projects that will preserve and enhance each of its public housing sites, investing in site improvements, modernization of building systems and infrastructure and rehabilitation of unit interiors.</p> <p>OHA will invest \$43M in the acquisition and development of properties in the development pipeline. Additionally, OHA anticipates expending \$9M on exterior and interior building improvements at six OHA administrative offices including Harrison Street and the Service Center.</p> <p>OHA will also use approximately \$4.8M of reserve funds to purchase new information technology network security software and hardware, vehicles, security equipment for administrative sites and properties, and office equipment.</p>		

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### B. Local Asset Management Plan

Table 20: Local Asset Management Plan		
i.	Did the MTW PHA allocate costs within statute in the plan Year?	Yes
ii.	Did the MTW PHA implement a local asset management plan (LAMP) in the Plan?	No
iii.	Did the MTW PHA provide a LAMP in the appendix?	No
iv.	If the MTW PHA has provided a LAMP in the appendix, please provide a brief update on the implementation of the LAMP. Please provide any actual changes (which must be detailed in an approved Annual MTW Plan/Plan amendment) or state that the MTW PHA does not plan to make any changes in the Plan Year.	OHA does not plan to make any changes in the Plan Year.

### C. Rental Assistance Demonstration Participation

Table 21: Rental Assistance Demonstration (RAD) Participation		
Description: OHA plans to submit an application during the FY to convert public housing units in the following mixed finance developments: Lion Creek Crossing Phases I, II, III and IV, and Foothill Family Apartments – totaling 178 units. Upon approval of the application, OHA plans to complete the RAD and/or RAD/Section 18 blend conversion within 6 months. Due to timing of application submission/approval, OHA may not complete the conversions during the FY.		
i.	Has the MTW PHA submitted a RAD Significant Amendment in the appendix? A RAD Significant Amendment should only be included if it is a new or amended version that requires HUD approval.	Yes
ii.	If the MTW PHA has provided a RAD Significant Amendment in the appendix, please state whether it is the first RAD Significant Amendment submitted or describe any proposed changes from the prior RAD Significant Amendment?	Updated RAD Significant Amendment.
The RAD Significant Amendment in Appendix L includes updates to the prior RAD Significant Amendment that was included in the 2021 MTW Plan. Updates include plans for RAD/Section 18 blends, statement of impact of the conversion on OHA’s Capital Fund budget, and plans to temporarily relocate some or all of the residents.		

## 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: Mark Tortorich

Seconded by Commissioner: William Mayes

And approved by the following vote:

AYES: Griffith, Hartwig, Castillo, Jung-Lee, Montgomery, Tortorich, Mayes

NAYS: 0

ABSTAIN: 0

ABSENT: 0

EXCUSED: 0

**THE FOLLOWING RESOLUTION WAS ADOPTED: NUMBER: 5153**

**RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO SUBMIT  
THE FISCAL YEAR 2024 MAKING TRANSITIONS WORK ANNUAL  
PLAN AND CERTIFICATIONS OF COMPLIANCE TO THE US  
DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

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

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

WHEREAS, the Fiscal Year (FY) 2024 MTW Annual Plan provides Authority residents, the public and the Department with baseline information on Authority programs, previously approved MTW activities, and a budget for FY 2024; and

WHEREAS, the FY 2024 MTW Annual Plan identifies the areas in which the Authority 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 Authority gathered resident and community input during a 30-day written comment period and a public hearing held on February 27, 2023; and

WHEREAS, the FY 2024 MTW Annual Plan was finalized after giving consideration to comments received from the Resident Advisory Board in meetings held on February 8 and March 8, 2023 and comments received from the public; and

WHEREAS, the Board of Commissioners must adopt a FY 2024 MTW Annual Plan prior to submission to the Department; 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 2024 MTW Annual Plan will be carried out in compliance with all applicable MTW regulations and requirements of the Department; and

WHEREAS, the FY 2024 MTW Annual Plan is in compliance with all Department 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 2024 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 2024 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 03, 2023.*

  
Secretary

**ADOPTED: April 03, 2023**

**RESOLUTION NO. 5153**

## CERTIFICATIONS OF COMPLIANCE

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

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

Acting on behalf of the Board of Commissioners of the Moving to Work Public Housing Agency (MTW PHA) listed below, as its Chairman or other authorized MTW PHA official if there is no Board of Commissioners, I approve the submission of the Annual Moving to Work Plan for the MTW PHA Plan Year beginning (07/01/2023), hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

- (1) The MTW PHA published a notice that a hearing would be held, that the Plan and all information relevant to the public hearing was available for public inspection for at least 30 days, that there were no less than 15 days between the public hearing and the approval of the Plan by the Board of Commissioners, and that the MTW PHA conducted a public hearing to discuss the Plan and invited public comment.
- (2) The MTW PHA took into consideration public and resident comments (including those of its Resident Advisory Board or Boards) before approval of the Plan by the Board of Commissioners or Board of Directors in order to incorporate any public comments into the Annual MTW Plan.
- (3) The MTW PHA certifies that the Board of Directors has reviewed and approved the budget for the Capital Fund Program grants contained in the Capital Fund Program Annual Statement/Performance and Evaluation Report, form HUD-50075.1 (or successor form as required by HUD).
- (4) The MTW PHA will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
- (5) The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
- (6) The Plan contains a certification by the appropriate state or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the MTW PHA's jurisdiction and a description of the manner in which the Plan is consistent with the applicable Consolidated Plan.
- (7) The MTW PHA will affirmatively further fair housing by fulfilling the requirements at 24 CFR 903.7(o) and 24 CFR 903.15(d), which means that it will take meaningful actions to further the goals identified in the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR 5.150 through 5.180, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR 903.7(o)(3). Until such time as the MTW PHA is required to submit an AFH, and that AFH has been accepted by HUD, the MTW PHA will address impediments to fair housing choice identified in the Analysis of Impediments to fair housing choice associated with any applicable Consolidated or Annual Action Plan under 24 CFR Part 91.
- (8) The MTW PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
- (9) In accordance with 24 CFR 5.105(a)(2), HUD's Equal Access Rule, the MTW PHA will not make a determination of eligibility for housing based on sexual orientation, gender identify, or marital status and will make no inquiries concerning the gender identification or sexual orientation of an applicant for or occupant of HUD-assisted housing.
- (10) The MTW PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
- (11) The MTW PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low- or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
- (12) The MTW PHA will comply with requirements with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.
- (13) The MTW PHA will comply with requirements with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment and implementing regulations at 49 CFR Part 24.

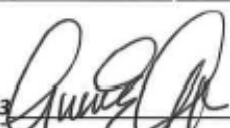
- (14) The MTW PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
- (15) The MTW PHA will take appropriate affirmative action to award contracts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

Oakland Housing Authority  
 MTW PHA NAME

CA003  
 MTW PHA NUMBER/HA CODE

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

Anne Griffith  
 Name of Authorized Official  
  
 SIGNATURE

Chair, OHA Board of Commissioners  
 Title  
3 April 2023  
 DATE  


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

### DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352

Approved by OMB  
0348-0046

<b>1. * Type of Federal Action:</b> <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. * Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. * Report Type:</b> <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change
<b>4. Name and Address of Reporting Entity:</b> <input checked="" type="checkbox"/> Prime <input type="checkbox"/> SubAwardee * Name: Oakland Housing Authority * Street 1: 1619 Harrison Street Street 2: * City: Oakland State: CA: California Zip: 94612 Congressional District, if known: CA 13		
<b>5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime:</b>		
<b>6. * Federal Department/Agency:</b> US Dept. of Housing and Urban Development	<b>7. * Federal Program Name/Description:</b> Moving To Work Demonstration CFDA Number, if applicable: 14.881	
<b>8. Federal Action Number, if known:</b> N/A	<b>9. Award Amount, if known:</b> \$	
<b>10. a. Name and Address of Lobbying Registrant:</b> Prefix: * First Name: N/A Middle Name: * Last Name: Suffix: * Street 1: Street 2: * City: State: Zip:		
<b>b. Individual Performing Services (including address if different from No. 10a)</b> Prefix: * First Name: Middle Name: * Last Name: Suffix: * Street 1: Street 2: * City: State: Zip:		
<b>11.</b> Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the filer above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure. DocuSigned by: * Signature: Patricia Wells Completed on submission to Grants.gov Prefix: MS. * First Name: Patricia Middle Name: * Last Name: Wells Suffix: Title: Executive Director Telephone No.: 510-874-1517 Date: 1/17/2023 Completed on submission to Grants.gov		
<b>Federal Use Only:</b>		Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)

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

<b>Beginning of Public Comment Period</b>	<b>February 6, 2023</b>	
<b>Notification sent to Community Partners</b>	<b>February 6, 2023</b>	
<b>Public Notice Published in Oakland Tribune</b>	<b>February 10, 2023</b>	
<b>Public Hearing at 1619 Harrison Street</b>	<b>February 27, 2023</b>	<b>Conducted via Zoom and in person</b>
<b>Resident Advisory Board Meetings</b>	<b>February 8 and March 8, 2023</b>	<b>Conducted via Zoom and in person</b>
<b>End of Public Comment Period</b>	<b>March 8, 2023</b>	
<b>Public Notice of Proposed Technical Amendment published in Alameda Times-Star</b>	<b>December 8, 2023</b>	<b>Newspaper for Alameda County cities</b>
<b>Beginning of Public Comment Period for Technical Amendment</b>	<b>December 11, 2023</b>	
<b>Notification of Technical Amendment sent to Community Partners</b>	<b>December 11, 2023</b>	
<b>Public Hearing at 1619 Harrison Street</b>	<b>December 14, 2023</b>	<b>Conducted via Zoom and in person</b>
<b>Resident Advisory Board Meeting</b>	<b>January 10, 2023</b>	<b>Conducted via Zoom and in person</b>
<b>End of Public Comment Period</b>	<b>January 11, 2023</b>	

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

## Section VII. List of Appendices

**Appendix A. Glossary of Acronyms**

**Appendix B. OHA's Planned Capital Expenditures**

**Appendix C. Approved Project-Based Voucher Allocations**

**Appendix D. OHA Housing Inventory**

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**Appendix G: City of Oakland Income Limits for 2020 and Fair Market Rents or 2021**

**Appendix H: Flat Rent Policy for Public Housing**

**Appendix I: Payment Standards**

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**Appendix K: DRAFT Designated Housing Plan**

**Appendix L: Rental Assistance Demonstration (RAD) Significant Amendment**

**APPENDIX A**

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**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.

**ACSSA** – Alameda County Social Services Agency

**ACSO** – Alameda County Sheriff’s Office.

**BB** – Building Bridges is an initiative through OHA to serve special populations through local non-traditional programs.

**CalWORKs** – A public assistance program that provides cash aid and services to eligible families that have a child(ren) in the home. The program serves all 58 counties in the state of CA and is operated locally by county welfare departments.

**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.

**DADS** – Dads acquiring and developing skills program through ACSO.

**EHV** – Emergency Housing Vouchers

**FUPF** – Family Unification Program – Family vouchers

**FUPY** - Family Unification Program – Youth vouchers

**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.

**FYI** – Foster Youth to Independence vouchers

**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.

**KTH** – Key To Home program under Building Bridges.

**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.

**LIHTC** – Low Income Housing Tax Credit program

**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.

**PACT** – Parents and Children Together is a local non-traditional program through OHA to reunite children with their parents who have been recently released from jail.

**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.

**THP+** – Transitional Housing Program. A state funded county assistance program providing housing assistance and supportive services to emancipated foster youth.

**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**

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**OHA's Planned Capital Expenditures**

FY2024 Capital Expenditure Projections				
Public Housing	Development Name	Description of Work	# of Units	FY 2024
	<b>Public Housing</b>			
x	Adel Court	Common area and site improvements	30	\$422,686
x	Campbell Village	Site improvements	154	\$605,400
x	Lockwood Gardens	Exterior improvements, parking lot repair & maintenance, and interior improvements	372	\$6,744,000
x	Palo Vista Gardens	Site improvements	100	\$216,800
x	Peralta Villa	Exterior improvements, interior improvements and parking lot repairs	390	\$1,597,500
	<b>Total Public Housing</b>		<b>1,046</b>	<b>\$9,586,386</b>
	<b>Other Affordable Housing Development &amp; Preservation</b>			
	500 Lake Park	Predevelopment - Seek entitlements, new design, towards project feasibility.	53	\$1,500,000
	Mandela Station Affordable	Predevelopment - Negotiate/Execute Development Loan Agreement, Advance Design and Receipt of Building Permit	240	\$2,000,000
	Harrison Tower Rehab	Predevelopment - Advance seismic retrofit design, award developer partner, VE and pull permit with General Contractor	101	\$2,100,000
	Foothill Family - 6946 Foothill Family	Predevelopment - Rehabilitation Scope, Budget, Construction and Refinance	65	\$3,000,000
	Property Acquisition	Acquisition of other land or buildings		\$20,010,000
	2700 International Blvd.	Predevelopment	75	\$5,000,000
	3050 International Blvd.	Predevelopment - Complete agreements	76	\$2,186,000
	Agnes Memorial	Predevelopment - Complete agreements	60	\$7,500,000
	<b>Total Other Affordable Housing Development &amp; Preservation</b>		<b>670</b>	<b>\$43,296,000</b>
	<b>Administrative Buildings</b>			
	1619 Harrison	Building improvements		\$555,000
	1801 Harrison	Building improvements and parking lot repairs		\$905,000
	1805 Harrison	Building improvements and parking lot repairs		\$900,000
	Service Center	Interior improvements and parking lot repairs		\$725,000
	West Dist. Office	Building improvements		\$100,000
	East Dist. Office	Building improvements		\$200,000
	<b>Total Admin</b>			<b>\$3,385,000</b>
	<b>COCC and Other Depts.</b>			
	IT ,CCGS, Finance & Security	Network equipment, software purchases, vehicles, emergency vehicle equipment ,security equipment		4,811,663
	<b>Total COCC and Other Depts.</b>			<b>\$4,811,663</b>
			<b>Total MTW Funds</b>	<b>\$ 61,079,049</b>
			<b>Projected Capital Fund Grant Amount</b>	<b>\$ 4,767,202</b>

**APPENDIX C**

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**Project-Based Voucher Allocations**

Project-Based Voucher Allocation Projection at the end of FY2024			(6/30/2024)		
Development Name	Date of Board Approval	# of PBV Units	Contract Date	Contract Expiration	Population Served
<b>HAP contracts</b>					
Mandela Gateway	February 12, 2003	30	October 20, 2004	October 17, 2024	Low Income Families
Altenheim Senior Housing Phase I	July 13, 2005	23	January 1, 2007	December 31, 2032	Senior
Lion Creek Crossings II	November 9, 2005	18	July 3, 2007	July 20, 2037	Low Income Families
Madison Apartments	July 13, 2005	19	April 25, 2008	June 25, 2038	Low Income Families
Lion Creek Crossings III	June 14, 2006	16	June 25, 2008	June 25, 2038	Low Income Families
Seven Directions	July 13, 2005	18	September 12, 2008	September 12, 2038	Low Income Families
Orchards on Foothill	June 14, 2006	64	November 7, 2008	April 29, 2039	Senior
Fox Courts / Uptown Oakland	December 3, 2004	20	May 15, 2009	May 15, 2024	Low Income Families / Homeless with HIV/AIDS
Jack London Gateway - Phase II	February 26, 2007	60	June 5, 2009	June 4, 2024	Senior
14 <sup>th</sup> St. Apartments at Central Station	January 22, 2007	20	November 25, 2009	November 24, 2024	Low Income Families
Tassafaronga Village Phase I	February 25, 2008	80	April 23, 2010	April 23, 2025	Low Income Families
Altenheim Senior Housing Phase II	April 28, 2008	40	April 5, 2010	April 4, 2025	Senior
Fairmount Apartments	October 24, 2008	16	March 8, 2010	March 7, 2025	Low Income Families / Persons with Disabilities
Tassafaronga Village Phase II	July 21, 2008	19	May 27, 2010	May 27, 2025	Low Income Families / Homeless with HIV/AIDS
*Harp Plaza (19)	May 24, 2010	19	August 1, 2010	July 31, 2025	Low Income Families
*Effie's House (10)	May 4, 2009	10	August 1, 2010	August 1, 2025	Low Income Families
Drachma Housing Inc	May 4, 2009	14	November 29, 2010	November 30, 2025	Low Income Families /

Drachma Housing LP		11	March 1, 2019	March 1, 2039	Low Income Families
Foothill Family Partners	June 28, 2010	11	August 1, 2011	January 12, 2027	Low Income Families
St. Joseph's Senior Apts	May 29, 2007	83	August 22, 2011	August 22, 2026	Senior
OHA Scattered Sites (OAHPI)					
AMP 9	July 27, 2009	1539	May 1, 2010	April 30, 2025	Low income families/public housing disposition
AMP 10	July 27, 2009		April 1, 2010	March 31, 2025	
AMP 11	July 27, 2009		January 1, 2010	December 31, 2024	
AMP 12	July 27, 2009		May 1, 2010	April 30, 2025	
AMP 13	July 27, 2009		April 1, 2010	March 31, 2025	
AMP 14	July 27, 2009		January 1, 2010	December 31, 2024	
Lion Creek Crossings IV	April 28, 2008	10	January 13, 2012	January 12, 2027	Low Income Families
Savoy Phase 1 (A)	June 28, 2010	55	February 14, 2012	February 14, 2025	Special Needs
*Hugh Taylor house (35)	June 11, 2011	35	May 8, 2012	May 7, 2027	Low Income Families / Mod Rehab Conversion
*Madison Park (96)	June 11, 2011	96	June 7, 2012	June 6, 2032	Low Income Families / Mod Rehab Conversion
Merritt Crossing Apts (6 <sup>th</sup> and Oak)	May 4, 2009	50	June 27, 2012	June 26, 2027	Senior
720 E 11 <sup>th</sup> Street Apts (aka Clinton Commons)	April 28, 2008	16	October 2, 2012	October 2, 2027	Low Income Families / Homeless with HIV/AIDS
Harrison Street Senior Housing	April 23, 2007	11	November 15, 2012	November 15, 2027	Senior
Kenneth Henry Court	April 11, 2011	13	February 8, 2013	March 5, 2027	Low Income Families
California Hotel Phases 1 and 2	February 28, 2011	88	March 1, 2013	March 1, 2028	Special Needs / Homeless / HIV/AIDS
James Lee Court	October 25, 2010	12	March 21, 2013	March 20, 2028	Low Income Families

Savoy Phase 2 (B)	June 28, 2010	46	March 29, 2013	February 14, 2025	Special Needs / Homeless / HIV/AIDS
Slim Jenkins Court	May 4, 2009	11	May 8, 2013	May 8, 2028	Low Income Families
Oak Point Limited (OPLP)	October 25, 2010	15	May 30, 2013	May 30, 2028	Low Income Families
Drasnin Manor	October 25, 2010	25	June 27, 2013	June 26, 2028	Low Income Families
St. Joseph's Family Apts	October 25, 2010	15	December 3, 2013	December 1, 2026	Low Income Families
MacArthur Apts	October 25, 2010	14	October 13, 2013	October 13, 2028	Low Income Families
California Hotel Phase 3	February 28, 2012	47	November 22, 2013	March 1, 2028	Special Needs / Homeless / HIV/AIDS
Lion Creek Crossings V	October 17, 2011	127	August 11, 2014	January 12, 2027	Senior
Cathedral Gardens	May 23, 2011	43	October 27, 2014	October 28, 2029	Low Income Families
Lakeside Senior Apartments	January 23, 2012	91	January 26, 2015	January 26, 2030	Senior
Marcus Garvey Commons	April 11, 2011	10	March 17, 2015	March 16, 2030	Low Income Families
1701 Martin Luther King Jr. Way	May 20, 2013	25	December 7, 2015	December 17, 2030	Special Needs / Homeless / HIV/AIDS
MURAL aka MacArthur Transit Village	February 28, 2011	22	January 20, 2016	January 2, 2031	Low Income Families
AveVista aka 460 Grand	March 16, 2010	34	January 27, 2016	January 27, 2031	Low Income Families
11th and Jackson (Prosperity Place)	November 30, 2010	35	February 1, 2017	January 12, 2032	Low Income Families
Fox Court Apts. (13)	December 5, 2016	13	September 15, 2017	September 15, 2032	Low Income Families
Ambassador Apts.(10)	December 5, 2016	10	September 1, 2017	September 1, 2032	Low Income Families
Seven Directions (10 additional vouchers)	December 5, 2016	10	December 1, 2017	November 30, 2032	Low Income Families
Adeline Street Lofts	December 5, 2016	20	March 1, 2018	March 1, 2033	Low Income Families
Rosa Park	December 5, 2016	11	February 1, 2018	February 1, 2033	Low income and homeless individuals
Madsion Street Loft Apts (additional vouchers)	December 5, 2016	31	June 9, 2018	April 9, 2033	Low Income Families
Stanley Avenue Lofts	December 5, 2016	13	June 1, 2018	June 1, 2033	Low Income Families

Swan Market	December 5, 2016	10	December 1, 2017	December 1, 2032	Low Income Families
San Pablo Hotel	December 5, 2016	31	February 19, 2018	February 18, 2033	Low Income Seniors
Hisman Hin-Nu Apts	December 5, 2016	10	December 15, 2017	December 14, 2032	Low Income Families
Oak Park Apts	December 5, 2016	10	December 15, 2017	December 14, 2032	Low Income Families
94th and International (Acts Cyrene)	October 17, 2011	14	December 29, 2017	December 28, 2032	Low Income Families
Civic Center TOD	7/22/2014 and 2/26/18	20	December 29, 2017	July 1, 2038	Special Needs / Homeless
Hamilton Apts	December 5, 2016	92	March 15, 2019	March 14, 2039	Low income and homeless individuals (08)
Westlake Christian Terrace West	February 27, 2017	121	February 25, 2019	February 24, 2039	Low Income Seniors (08)
Redwood Hill Townhomes	6/1/2015 & 5/23/2016	27	May 28, 2019	May 28, 2039	Low Income Families/Special Needs
Oak Grove South	August 28, 2017	75	December 9, 2019	December 9, 2039	Senior Housing
International Blvd Apts	December 5, 2016	18	December 11, 2019	December 11, 2039	Low Income Families (08)
Camino 23	May 23, 2016	26	December 20, 2019	December 20, 2039	Low Income Families/Special Needs
Fruitvale Transit Village - Phase IIA a.k.a. Casa Arabella	May 23, 2016	66	December 20, 2019	December 20, 2039	Low Income Families/VASH (20)
The Town Center	December 5, 2016	50	January 10, 2020	January 9, 2040	Low Income Families (08)
3706 San Pablo Avenue	June 1, 2015	10	February 25, 2020	February 25, 2040	Low Income Families
Additional vouchers awarded	May 23, 2016	5			
Additional vouchers awarded	May 8, 2017	5			
Eastside Arts & Housing	February 27, 2017	10	January 29, 2020	December 29, 2040	Low Income Families (08)
Embark Apartments	May 23, 2016	61	February 24, 2020	February 24, 2040	Affordable Housing for Veterans / VASH (31)
Courtyards at Acorn	December 5, 2016	27	January 10, 2020	January 9, 2040	Low Income Families (08)

Bishop Roy C. Nicholas	December 5, 2016	16	March 12, 2020	March 12, 2040	Low Income Seniors (08)
Empyrean	October 24, 2016	32	June 15, 2020	June 15, 2040	Low Income Families
Northgate Apts	December 5, 2016	14	October 29, 2020	October 29, 2040	Low Income Families (08)
Oak Street Apts	December 5, 2016	25	December 16, 2020	December 15, 2040	Low Income Seniors
3268 San Pablo	June 25, 2018	50	February 18, 2021	February 18, 2041	Senior Housing
Paseo Estero 9% (Brooklyn Basin 1A)	February 1, 2018	3	February 25, 2021	February 24, 2041	Low income families
Paseo Estero 4% (Brooklyn Basin 1B)	February 1, 2018	47	February 25, 2021	February 24, 2041	Low income families
Vista Estero (Brooklyn Basin 2)	February 1, 2018	82	February 25, 2021	February 24, 2041	Low income seniors
Oak Grove North	August 28, 2017	77	March 8, 2021	March 7, 2041	Low income seniors
Nova Apartments	July 23, 2018	56	May 12, 2021	May 11, 2041	Permanent Supporting Housing
Sylvester Rutledge Manor	December 5, 2016	64	July 15, 2021	July 14, 2036	Low Income Seniors (08)
Aurora Apartments	July 23, 2018	43	July 21, 2021	July 20, 2041	special needs
Fruitvale Studios	June 25, 2018	12	April 27, 2022	April 26, 2042	formerly homeless and special needs
Coliseum Place	May 23, 2016	37	May 19, 2022	May 18, 2042	Homeless, HOPWA and Low-income
Brooklyn Basin 3	February 26, 2018	65	May 23, 2022	May 22, 2042	Low Income Families/Special Needs
Kenneth Henry Court	February 27, 2017	15	May 31, 2022	May 30, 2042	Low income families (08)
95th and International	April 29, 2019	27	TBD	TBD	formerly homeless/low income families
Fruitvale Transit Village Phase IIB	June 25, 2018	75			families and seniors
Brooklyn Basin 4	February 26, 2018	61			los income families/special needs
7th and Campbell	July 23, 2018	20			formerly homeless
<i>Additional vouchers awarded</i>	February 1, 2019	19			formerly homeless

	<b>Units under HAP Contract</b>	<b>4,712</b>		
<b>AHAP Contracts</b>				
	<b>Date of BoC approval</b>	<b># PBV Units</b>	<b>AHAP Contract Date</b>	<b>Population Served</b>
W Grand and Brush	July 23, 2018	28	July 14, 2022	formerly homeless
Ancora Place	April 29, 2019	31	July 28, 2022	low income families/special needs
3801 MLK Family Housing	July 23, 2018	16	<i>pending</i>	families and special needs
34th and San Pablo	July 23, 2018	25	<i>pending</i>	Low income families
Friendship Senior Housing	April 29, 2019	34	<i>pending</i>	special needs/seniors
285 12th St	July 22, 2019	16	<i>pending</i>	formerly homes/low income families
additional VASH vouchers	June 27, 2022	8		PBV VASH
	<b>Units under AHAP Contract</b>	<b>150</b>		
<b>Conditional Awards</b>				
	<b>Date of BoC approval</b>	<b># PBV Units</b>	<b>AHAP Contract Date</b>	<b>Population Served</b>
500 Lake Park Ave	February 3, 2020	14	<i>pending</i>	PBV VASH
additional VASH vouchers	June 27, 2022	4		
	<b>Units with conditional award</b>	<b>18</b>		
<b>Disposition Pending and NOFA Invitations and Pending ORED projects</b>				
OHA Senior Disposition Sites	October 16, 2017	101	TPV award June 2018	Public Housing Disposition
15th and Harrison	TBD	100	<i>pending conditional</i>	low income families

RAD/Section 18 Blend Conversion (Chestnut/Linden/LLC/Foothill and Mandela Gateway)	CY2019	307	special PBV	low income families
		<b>508</b>		
<b>Total PBV Units Allocated</b>		<b>5,388</b>		

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

**APPENDIX D**

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**OHA Housing Inventory**

**FY 2024 MTW Housing Inventory  
MTW and Non-MTW housing stock**

End of FY 2024

**MTW PUBLIC HOUSING**

**Large Family Sites**

Campbell Village	154
Lockwood Gardens	372
Peralta Villa	<u>390</u>
	916

**Designated Senior Sites**

Adel Court	30
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** **1,454**

**VOUCHER (SECTION 8) AND OTHER HUD PROGRAMS**

**MTW**

General MTW Housing Choice Voucher (HCV)	13,160
Included are Non-Elderly Disabled (NED)	85
Included are Pre-2008 FUP allocation	48

**Non -MTW**

Veterans Affairs Supportive Housing (VASH)	526
Mainstream	262
Family Unification Program (FUP)	51
Foster Youth to Independence (FYI)	49
Emergency Housing Vouchers (EHV)	515
Tenant Protection Vouchers	101

**TOTAL VOUCHERS** **14,797**

**Other HUD Programs**

Shelter plus Care (S+C)	331
Moderate Rehabilitation (Mod Rehab)	143
<b>TOTAL OTHER HUD PROGRAMS</b>	<b>474</b>
<b>TOTAL VOUCHERS AND OTHER HUD PROGRAMS</b>	<b>15,271</b>
<b>MTW LOCAL PROGRAMS</b>	
Parents and Children Together (PACT)	20
Local Housing Assistance Program (LHAP)	12
Sponsor-based Housing Assistance Program (SBHAP)	180
Building Bridges SRO	192
Building Bridges SRO	61
Building Bridges THP+	40
Building Bridges CalWORKs	30
Building Bridges Key To Home	23
Homekey	36
COS	100
Tax Credit Units with no Traditional Subsidy	1,141
<b>TOTAL LOCAL PROGRAMS</b>	<b>1,835</b>
<b>TOTAL</b>	<b>18,560</b>

## APPENDIX E

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### Comments Received During Public Comment Period

## APPENDIX F

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### Evidence of a Public Process

**Alameda Times-Star**

1101 Marina Village Pkwy., Ste. 201  
Alameda, CA 94501  
510-723-2850

3461119

OAKLAND HOUSING AUTHORITY  
1619 HARRISON STREET  
OAKLAND, CA 94612  
OAKLAND, CA 94612

**PROOF OF PUBLICATION**

**FILE NO. Christiansen FY24 MTW AP Tech**

**Alameda Times-Star**

The Alameda Times-Star

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 Alameda Times-Star, a newspaper published in the English language in the City of Alameda, County of Alameda, State of California.

I declare that The Alameda Times-Star is a newspaper of general circulation as defined by the laws of the State of California as determined by this court's order, dated September, 17, 1951, in the action entitled In the Matter of the Ascertainment and Establishment of the Standing of The Alameda Times-Star as a Newspaper of General Circulation, Case Number 236092. Said order states that "The Alameda Times-Star is a newspaper of general circulation within the City of Alameda, 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:

**12/08/2023**

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

Executed at Rio Vista, California.  
On this 8th day of December, 2023.



Public Notice Advertising Clerk

Legal No. **0006796205**



Oakland Housing  
Authority

**Announcement and Notice of Public Hearing**

The Oakland Housing Authority (OHA) has published a draft Fiscal Year (FY) 2024 Moving to Work (MTW) Annual Plan with a Technical Amendment. OHA will hold a public hearing on **December 14, 2023 at 5PM** to hear public comments on the draft FY 2024 MTW Annual Plan Technical Amendment. The public is invited to attend and provide comments.

**Public Hearing Date:** Thursday, December 14, 2023

**Time:** 5:00PM

**Location:** Meeting is conducted both in-person at 1619 Harrison Street, Oakland, California, Commissioners' Room, first floor or via Teleconference using Zoom. To find the link, go to [www.oakha.org](http://www.oakha.org)

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

In addition, written comments will be accepted through **4:30PM on Thursday, January 11, 2024**. Written comments may be submitted by email to [MTW@oakha.org](mailto:MTW@oakha.org) or mailed to:

Dominica Henderson  
Executive Office  
1619 Harrison Street  
Oakland, CA 94612

OHA's FY 2024 MTW Annual Plan (Technical Amendment) is intended to provide information on OHA's programs and policies, approved MTW activities, operating budgets, and capital investment plans.

Copies of the draft document can be accessed on the Reports and Policies section of the Oakland Housing Authority's website at [www.oakha.org](http://www.oakha.org) or by calling (510) 874-1512.

Language translation services are available in 151 languages at all offices at no cost. Please call (510) 587-2100 for assistance.

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**ATS 6796205; Dec. 8, 2023**

# Comment Received December 12, 2023

MAYABA NEWS 64  
 12/18/2023  
 VJ B-9  
 W/3 THE PERSONAL RES FINDING  
 PROJECT MOUNTAIN TO WORK (Q/TW)  
 STEADY WHERE YOU CAN FIND STRANGLY SUGGEST ALL  
 Q/TW (S) FORCE & MADE TO TAKE FUTURE TRAVEL  
 US ON T/RE TRAVEL'S NOT THE CHAIRS (RENTAL)  
 (B) IS T/DOING SO I FEEL WOULD NOW BE IN A MORE  
 POSITIVE BUT THE T/DOES NOT SEE THE FULL PICTURE  
 TO V/BE ENOUGH GAS W/OUT THE FULL PICTURE  
 W/US THAT A FUTURE (T/DOES) TO PAY THE  
 COSTS. V/BEAN BUILD OTHER BUS & EXPRESS !!!

**Oakland Housing Authority**  
**Announcement and Notice of Public Hearing**  
 The Oakland Housing Authority (OHA) has published a draft Fiscal Year (FY) 2024 Moving to Work (MTW) Annual Plan with a Technical Amendment. OHA will hold a public hearing on **December 14, 2023 at 5PM** to hear public comments on the draft FY 2024 MTW Annual Plan Technical Amendment. The public is invited to attend and provide comments.  
**Public Hearing Date:** Thursday, December 14, 2023  
**Time:** 5:00PM  
**Location:** Meeting is conducted both in-person at 1619 Harrison Street, Oakland, California, Commissioners' Room, first floor or via Teleconference using Zoom. To find the link, go to [www.oakha.org](http://www.oakha.org)  
**Telephone:** (510) 874-1512 or (510) 874-1517  
 In addition, written comments will be accepted through 4:30PM on Thursday, January 11, 2024. Written comments may be submitted by email to [MTW@oakha.org](mailto:MTW@oakha.org) or mailed to:  
 Dominica Henderson  
 Executive Office  
 1619 Harrison Street  
 Oakland, CA 94612  
 OHA's FY 2024 MTW Annual Plan (Technical Amendment) is intended to provide information on OHA's programs and policies, approved MTW activities, operating budgets, and capital investment plans.  
 Copies of the draft document can be accessed on the Reports and Policies section of the Oakland Housing Authority's website at [www.oakha.org](http://www.oakha.org) or by calling (510) 874-1512.  
 Language translation services are available in 151 languages at all offices at no cost. Please call (510) 587-2100 for assistance.  
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 OHA provides the following TDD number for persons with hearing impairments, please call (510) 587-7119  
**ATS 6796292; Dec. 8, 2023**

WHAT DOES  
 AT'S STAND FOR  
 URBAN-  
 @ OHA  
 WOULD WE SUBMIT THE  
 NEW MTW REPORT ON THE STUFF  
 WE IN HEAT FOR?

3) P.S. O AM A NEW YORKER (BORN IN BROOKLYN)  
 GREW UP ON QUEENS & A H.S. GRAD & NOW  
 I DO TO T/BE KNOW HOW TO FIT IN IN A  
 A OFFICE SETTING (I AM TELLING YOU THIS  
 BECAUSE I GRAD H.S. IN JUNE 1962 & BY  
 JULY 5, 1963 I WAS WORKING FOR A STEAMSHIP CO  
 JUST DOWN FROM THE N.Y. STREET & THEN  
 I JOINED THE U.S. ARMY IN JUNE 1966 &  
 GOT TRANSPORTATION SCHOOL IN AT FT. BENNING VA &  
 US ARMY JOBS (BES JOBS) AFTER THAT I STATED  
 IN THE FIELD OF TRAFFIC & TRANSPORTATION  
 I DID & KNOW HOW TO DRIVE A CAR (I DO  
 HAVE A N.Y. STATE DRIVERS LIC) &  
 I DID NOT IN THE U.S. ARMY I HAD ALL  
 MY TRAFFIC & TRANSPORTATION JOBS & HERE  
 ON THE GREATER EAST BAY W/O A CAR &  
 USE PUBLIC TRANSIT I KNOW THE SYSTEM &  
 KNOW HOW TO USE IT & I DON'T HAVE  
 ALL THE WORK BY COUNTING A CAR  
 DRIVE ONE ON THESE HEAVY ROADS (W/OUT  
 SAFE DRIVERS. I TYPICALLY IN THE PEOPLE  
 WOULD FOLLOW UP INSTEAD OF TAKE A JOBS  
 THAT IS OCCUR WITH THESE 30/45 W/ID  
 AWAY YOU WOULD HAVE MORE SUCCESS  
 IN OAKLAND CA. V/BE  
 NOTES: A/Z TRANSIT V/BE  
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 RICHMOND CA. PS: I AM  
 WILMINGTON, CA. PS: I AM  
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 1970 (EX)

**Oakland Tribune**

1901 Harrison St., Ste. 1100  
Oakland, CA 94612  
510-723-2850

3461119

OAKLAND HOUSING AUTHORITY  
1619 HARRISON STREET  
OAKLAND, CA 94612  
OAKLAND, CA 94612

**PROOF OF PUBLICATION**

**FILE NO. McLitus/Christiansen PIC Dept**

**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 8, 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:

02/10/2023

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

Executed at Rio Vista, California.  
On this 10th day of February, 2023.

  
Public Notice Advertising Clerk

1-8P916-07/17/17

Legal No. 0006730812



**Announcement and Notice of Public Hearing**

The Oakland Housing Authority (OHA) has published a draft Fiscal Year (FY) 2024 Moving to Work (MTW) Annual Plan and a proposed update to Chapter 17 of the Administrative Plan, the section of the policy document used to administer project-based vouchers. OHA will hold a public hearing on **February 27, 2023 at 6 PM** to hear public comments on the draft MTW Annual Plan and Chapter 17 of the Administrative Plan. The public is invited to attend and provide comments.

**Public Hearing Date:** Monday, February 27, 2023

**Time:** 6:00 PM

**Location:** Meeting is in person at conducted both in-person at 1619 Harrison Street, Oakland, California, Commissioners' Room, first floor or via Teleconference using Zoom. To find the link, go to [www.oakha.org](http://www.oakha.org)

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

In addition, written comments will be accepted through **4:30 PM on Thursday, March 9, 2023**. Written comments may be submitted by email to [MTW@oakha.org](mailto:MTW@oakha.org) or mailed to:

Dominica Henderson  
Executive Office  
1619 Harrison Street  
Oakland, CA 94612

OHA's FY 2024 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. OHA's Administrative Plan, Chapter 17, is the policy document used to administer project-based vouchers as part of the Housing Choice Voucher program. Copies of the draft documents can be accessed on the Reports and Policies section of the Oakland Housing Authority's website at [www.oakha.org](http://www.oakha.org) or by calling (510) 874-1512.

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OT 6730812; Feb. 10, 2023



# Oakland Housing Authority

Resident Advisory Board Monthly Meeting Agenda  
Wednesday, February 8<sup>th</sup>, 2023  
5:00 p.m. – 7:00 p.m.

<b>Agenda Item</b>	<b>Speaker</b>
1. Call to Order <ul style="list-style-type: none"><li>• Roll Call</li><li>• Reading of Meeting Agreements</li></ul>	<i>Dawn Pipkins, FCP</i>
2. Announcements <ul style="list-style-type: none"><li>• OHA Announcements</li><li>• Commissioner Announcements</li><li>• Community Announcements</li></ul>	<i>Dawn Pipkins, FCP</i>
3. OHA Foundation Presentation	<i>Casey Mooningham, OHAPD &amp; OHA Foundation</i>
4. OHA Annual Plan Presentation	<i>Julie Christiansen, Senior Policy Analyst PIC</i>
5. Q&A with the OHA Executive Director	<i>Patricia Wells, Executive Director</i>
6. Adjourn	<i>All</i>

Join Zoom Meeting:

<https://tinyurl.com/RABmeeting>

Meeting ID: 945 8905 9767

Passcode: 427882

\*Please note this meeting may be recorded for quality tracking purposes

*RAB Mission Statement: To ensure that Public Housing Residents and Section 8 Participants of the Oakland Housing Authority actively participate in the decision making process regarding OHA policies and procedures, are actively engaged in their community and are building leadership skills.*

**Resident Advisory Board Teleconference Meeting Minutes – February 8<sup>th</sup>, 2023, 5-7 PM**

**RAB members in attendance:**

Barbara Montgomery, Luwana Evans, Jessifer Johnson, Sharon Montgomery, Marlene Hurd, London Outlaw, Amparo Salmeron, Bill Mayes, KaRinn Goodlow

**OHA staff in attendance:**

Patricia Wells, OHA Executive Director  
Dominica Henderson, PIC Director,  
Michelle Hasan, Director of Leased Housing  
Mark Schiferl, Director of Property Management  
Anna Kaydanovskaya, Director of Asset Management  
Tom Deloye, Chief Officer of Real Estate Development  
Duane Hopkins, COPFA  
Krinzia Lopez, Assistant Director FCP  
Dawn Pipkins, Manager FCP  
Hanan Albabtain, Manager FCP  
Casey Mooningham, OHAPD,  
Luther Dupree, OHAPD  
Erika McLitus, Policy Analyst PIC  
Deborah Butler, Legal Assistant  
Araceli Tellez, Resident Services Portfolio Administrator  
Erica Glotzer, Assistant Property Administrator

**Guests:**

None

**MTW presentation questions and comments:**

Jessifer Johnson, RAB:

I just have a question in regards to the mobile health mobile - is that in effect now? Or will that be in the future like a couple of months from now? Or is that happening now?

Dominica Henderson, PIC Director:

That is the initiative right now. We're trying to launch an initiative in a partnership with Alameda Health System. So it isn't in place now. We've had a couple of meetings, and really do want to figure out what would work best for our communities at the actual sites, but also the surrounding neighborhood, because we realize we are a strong public agency partner and neighbor. We don't have it in existence now. I wouldn't even say that it'll be in the next couple of months.

But, what we have to do with the MTW Plan, is anytime we intend to launch something where we're spending housing assistance funds on non-typical housing related costs, we need to put it in the plan in order to get that approved. And so this is the description of it, is in the plan for approval.

We hope to launch something during fiscal year 24. But I would say it would be probably towards the second half of the fiscal year, so between January and July we will get something launched. So not quite yet, but I'm glad that you're interested in it, and once we know more, then I will be sure to come back to the RAB and discuss it, and then get your ideas and feedback.

Barbara Montgomery, RAB:

I want to ask Dominica- Could you give me a little bit more on the capitalized subsidy? And could you just explain it a little bit more?

Dominica Henderson, PIC Director:

Over the past, I would say 10 years, OHA has increased its commitment to actual property-based assistance, usually through project-based vouchers. We've increased our assistance in that way a lot. I

think we initially had probably about less than 10% of our vouchers were project based, and now we are closer to 30% and can go all the way up to 50%. And that's happened really, in a short amount of time. But those contracts are for 15 and 20 years, and so what the capitalized subsidy will do is really an alternative property based subsidy. It provides projects that are deemed eligible with a capital live subsidy. Capitalized means the money is gonna come upfront basically and the rents that are then paid by the residents are lower, because in order for the property to operate, they can charge lower rents, because we provided the subsidy upfront, and so the operating costs will be covered by the subsidy. It's a huge sort of undertaking in terms of a financial transaction and a land and legal transaction between potential projects and potential project owners or property owners and OHA. What this gives us is an opportunity to take buildings, take properties, that are in need of assistance, and provide that assistance upfront and secure for 15 years of affordable housing for many residents. It is a different type of property-based subsidy so it's not a project-based voucher.

It is essentially using our voucher funds to do this, but it gives us a way of creating something new and different, and securing those units up front, and instead of having to wait for the HAP and all these contracts and the property has to get built and it takes many years. We really want to operationalize it more quickly. So the capitalized subsidy, the lead team on that is, the Office of Real Estate Development. But it is it is something where we look to, it likely will be used for existing projects, meaning buildings that are already built so that we can secure those units very quickly.

Barbara Montgomery, RAB:

And does that mean? It moves it to speed up things fast upon to place people, tenants there?

Dominica Henderson, PIC Director:

And so, we have typically with project-based vouchers, we have a whole eligibility process that the leased housing team has to conduct, so this will have a more streamlined eligibility process. We do not intend to displace any residents, so if there are residents that are existing, and they are eligible for our program, then we, of course, would offer that to them in place, as well as any new residents that would come from a referral or wait list. And what I would say is that the expectation really is that we will be able to move this much quicker than we typically are able to move project-based vouchers just because it takes so long to get those PBV sites up and running and built, and then leased up.

So we will streamline the source of funding, but also streamline the eligibility process so that it's just the requirements and nothing additional. Basically, it's if you make a certain amount or less, then you pay a certain rent. The calculations will be much more simplified in terms of the rent payment from the participant, and we really hope that all this work that we put into it for about a year will pay off. And that we can have many, tens, hundreds of residents very quickly.

Barbara Montgomery, RAB:

Thank you so much. That sounds very good. Looks like it took a lot of work, put a lot of work in it, but you know, yeah, I like that capitalize subsidy. So thank you so much for that.

Dominica Henderson, PIC Director:

Definitely, and you'll see these projects come before the Board, if we are approved to use this, the properties would come before the Board for approval. Presumably because of the amount of funding, so you will see the properties come on and we'll be able to talk about it a little bit more in in detail.

Barbara Montgomery, RAB:

Yeah, we need to be able to take the lead - we are large housing authority. And you know, to take the lead to show the country that what we can do, what can be done. Thank you for that.

Dominica Henderson, PIC Director:

I like that. Take the lead.

Barbara Montgomery, RAB:

That's right, that's what you're doing. And that impresses me that with this situation that we're in, the homelessness and with housing, that we can't stay dormant, we have to lead, do some research on what works and what does not work. So I appreciate the way you do your presentation. It's easy to understand. Thank you a lot.

Jessifer Johnson, RAB:

The program for the landlords, let me do an example: You have 2 tenants that may have moved out of a complex, so does that landlord, in regards to incentive, do they receive incentive for each unit? Or is it just like maybe, like once, a lump sum of an amount for that landlord because I heard something about \$500? Was I incorrect there?

Erika McLitus, Policy Analyst PIC:

So the \$500 would be a new program that we may launch if the research supports it. It would be \$500 if an existing owner refers a new owner. But if you're thinking of the leasing bonus, that is \$1,000 and right now it is per unit.

And, as Patricia had indicated, we will be evaluating that quite frequently to make sure that it's impactful. And if we aren't seeing what we're looking for, or if the program is oversubscribed, then we would change the criteria.

Patricia Wells, OHA Executive Director:

And so Jessie, I got a question for you and the rest of the Resident Advisory Board and Michelle Hassan, who helped initiate the launch of this is also on the call - we all know that the success of our housing choice voucher program is because the partnerships with the landlords right? And so, the incentive is per unit, because we want every precious unit to be available once somebody moves out to the next family who has a voucher, and even to move in. And Michelle can talk about, kind of at the front end, what kind of impact we've seen it have. But I'm curious, since you asked the question, are there any thoughts about the fact that we're putting so much effort into doing incentives to help landlords appreciate how important we see them as? And also to keep them in our program?

Jessifer Johnson, RAB:

Well, I like that there is the incentive. Also, you're not losing any residents that's also on the waiting list. They're on a waiting list, and when someone moved out is like another person that come right on in. And that's helping that person become a resident is also helping the landlord. It is also having a landlord and a housing bond there. So I do appreciate that. That's good to have that incentive.

Patricia Wells, OHA Executive Director:

I thank you, and it is about the bond. I had the amazement, and I think you were there, actually, several of you were there, at the landlord incentive day, and just see how landlords were interested to be a part of us, and had real hard questions for us to answer, and how we can help them be great landlords. It's so important, so thank you for your support of that. If you've watched the news, the city of Oakland submitted our Housing Element Plan, which is the plan that establishes the goals for the next 5 to 10

years that the city collectively will embark on. Mayor Sheng Thao pledged that Oakland will help to build 30,000 additional affordable units here in the city.

That's a huge number, and OHA through support of our Board of Commissioners, has been one of the biggest supporters of that. But with all resources, we were kind of tapped out on Project Based Vouchers so this capitalized operating subsidy that you heard the discussion on, as well as these landlord incentive bonuses, is our efforts to try to meet that 30,000 new units, because units could be units that are in Oakland and now made available to our incentive program in partnership with landlords.

And so right now the city's working with the State to try to fix some challenges in the Housing Element. But OHA, as you heard from our Commissioner Montgomery, has a really important role in that effort, and we take it seriously. So these incentives that you see, the staff team that that you see here working after hours to be part of this meeting, have put in tons of hours and ingenuity and creativity to come up with these. So Commissioner Montgomery, I just wanted to give a shout out to Real Estate, Finance, Leased Housing, Policy Team, as well as our Services Team, and our Legal team, trying to figure out how to do the next thing, because there's more than one solution and we want to help bring more.

Barbara Montgomery, RAB:

Yeah, I want to thank you too for mentioning that about the 30,000. I haven't seen them, they didn't really say where some of them would be. You know, the land of where they would? I think they still have a lot to do on that, but I was just overwhelmed with that happening.

Patricia Wells, OHA Executive Director:

Part of the idea is to start with government land that exists. How many properties are on that list? Dominica? Michelle? Tom? It was a list of government land, and they're including in that I believe land owned by Caltrans, and then, looking at other opportunity sites that are throughout the city, so there's no one place. We look at the map, and I'll be showing it a in little bit, there's just different opportunity sites everywhere, and under the leadership of Tom Deloye, Michelle Hasan, Dominica, Mark Schiferl - they're looking at even opportunity sites that OHA can be a part of. We currently, through one of our nonprofit affiliates, have a request for proposals out for the land on 77 and Bancroft to build 90 units of senior housing. So we're trying to be part of that, too. It's anywhere they can find an opportunity is what the Housing Element is looking at. But they're starting with what's known as public land.

Zoom Conference Call • Oakland, CA



# Oakland Housing Authority

Resident Advisory Board Monthly Meeting Agenda  
Wednesday, March 8<sup>th</sup>, 2023  
5:00 p.m. – 7:00 p.m.

<b>Agenda Item</b>	<b>Speaker</b>
1. Call to Order <ul style="list-style-type: none"><li>• Roll Call</li><li>• Reading of Meeting Agreements</li></ul>	<i>Dawn Pipkins, FCP</i>
2. Announcements <ul style="list-style-type: none"><li>• OHA Announcements</li><li>• Commissioner Announcements</li><li>• Community Announcements</li></ul>	<i>Dawn Pipkins, FCP</i>
3. OHA MTW Plan	<i>Julie Christiansen, Senior Policy Analyst PIC</i>
4. RAB Senior First Aid Kit proposal	<i>Jessifer Johnson, RAB &amp; KaRinn Goodlow, RAB</i>
5. Property Management presentation	<i>Mark Schiferl, Director of Property Management</i>
6. Adjourn	<i>All</i>

Join Zoom Meeting:

<https://tinyurl.com/RABmeeting>

Meeting ID: 945 8905 9767

Passcode: 427882

*\*Please note this meeting may be recorded for quality tracking purposes*

*RAB Mission Statement: To ensure that Public Housing Residents and Section 8 Participants of the Oakland Housing Authority actively participate in the decision making process regarding OHA policies and procedures, are actively engaged in their community and are building leadership skills.*

**Resident Advisory Board Teleconference Meeting Minutes – March 8<sup>th</sup>, 2023, 5-7 PM**

**RAB members in attendance:**

Barbara Montgomery, Bill Mayes, Luwana Evans, Carol Crooks, Jessifer Johnson, KaRinn Goodlow, Marlene Hurd

**OHA staff in attendance:**

Patricia Wells, OHA Executive Director  
Julie Christiansen, Assistant Director of PIC  
Michelle Hasan, Chief Housing Operations Officer  
Mark Schiferl, Director of Property Management  
Tom Deloye, Chief Officer of Real Estate Development  
Duane Hopkins, COPFA  
Nicole Thompson, Director of FCP  
Krinzia Lopez, Assistant Director FCP  
Dawn Pipkins, Manager FCP  
Hanan Albabtain, Manager FCP  
Casey Mooningham, OHAPD  
Erika McLitus, Policy Analyst, PIC  
Araceli Tellez, Resident Services Portfolio Administrator  
Faustina Mututa, Resource Conservation Manager, OPO  
Martha Jimenez, OPO  
Connie Burgin, Property Administrator for OAHPI  
Erica Glotzer, Assistant Property Administrator  
Steven Eason, Property Administrator for Lockwood Gardens

**Guests:**

None

**MTW presentation questions and comments:**

Jessifer Johnson, RAB:

The new mobile health and dental van assistance – to me, that’s awesome to have for the residents to take care of their health. You know, dental is hard to come by for anyone, so I appreciate that. Also, Expanding Landlord Incentives – I don’t know how you went about expanding that but that was a great idea there and I hope you’re able to do so. That would keep a lot of residents housed.

Patricia Wells, Executive Director:

Thank you so much Ms. Jessifer, and anyone else who weighs in. You know, when you talk about expanded landlord incentives, Erika went over it quickly but Erika, if you talk a little more about the two new incentives? And this comes right after UC Berkeley did a national survey of housing authorities with the emergency housing vouchers, using that as a pilot, and the incentives include not just monetary incentives where the landlord signs on for the first time and they receive a bonus, but also making sure that landlords have access to services to help them manage and work with their tenants who might

move into the units with initial challenges but with the right kind of support can become great tenants. So those are the two that I can think of – Erika, am I forgetting anything else?

Erika McLitus, Policy Analyst, PIC:

I don't believe so. We do have two incentives that would benefit both landlords and tenants (kind of a two-for-one deal). For example, security deposit assistance, sometimes a security deposit can be a barrier to leasing and no one leaves happy, so this could help bridge that gap. And also, with application fee assistance, the landlord can feel comfortable that they were able to complete the processing and any screening that they felt was necessary, but the tenant doesn't feel like they are facing a large, upfront cost to try to be housed.

Patricia Wells, Executive Director:

Right on. Does that make sense, Ms. Jessifer?

Jessifer Johnson, RAB:

Yes, it does. It does.

Patricia Wells, Executive Director:

Awesome, thank you. Any other comments or questions about incentives?

Commissioner Barbara Montgomery, RAB:

Yes, I meant to ask this question, what's the difference between the forms in the new MTW activity with the local forms, what's the difference between those two forms?

Erika McLitus, Policy Analyst, PIC:

Yes, absolutely, so it does vary from form to form but one thing is that we have local non-traditional programs which is what our flexibility under MTW allows us to create, to experiment with new solutions and to tailor our programs to the needs of our community rather than following HUD's prescription. And because of that, some of our partners don't operate their programs the way the Section 8 voucher program would operate for example, so we need to customize forms for them. So we want to make sure that those differences in standards are accurately reflected and before, any time we would make that type of change it would have had to be sent separately to HUD for approval and this activity would give us authority to make those changes and better serve our local programs if it's approved by HUD (since this is a draft).

Patricia Wells, Executive Director:

So I'm going to put in plain speak, because this was a difficult one for me too, Commissioner Montgomery. HUD has standard forms that they've been using for many years and because of MTW we have local programs like our BRIDGE program and some of our programs under CalWORKS that we have to have families add information that's not on the traditional HUD forms, so we are tailoring the forms to fit OHA's MTW activities so that when families come in we can report where they're placed in these programs that don't exist anywhere else in the nation. And because we do so much social service, economic development, workforce development, and community service programs, the team is adding some of those checkboxes so that when we enter it into the computer and report it to the board, those

reports reflect in real time the different programs that are MTW that our residents participate in. It's a way for us to collect data without making it a huge bureaucratic process. They've been very thoughtful about making it efficient, but that's what it means. We have to get HUD's approval to change their forms, so to speak.

Commissioner Barbara Montgomery, RAB:

Oh, I understand. I paid attention to where it said local forms, so thank you so much for that. And that makes it so much easier, I think, and a little clearer. Thank you. I'd like to see the forms to get an idea of what they look like when they're done.

Julie Christiansen, Assistant Director of PIC:

Absolutely. We actually have the draft forms included in the appendix because in order to get HUD's approval, we actually have to submit the modified forms to them and I'll just say, this is a new activity in that we're making an activity now, but we have in the past submitted modified forms to HUD. We're trying to be more organized and consolidate the forms under one activity so that anyone who wants to see the forms that we modified can. So if you want to look at them right now, they're in the very last appendix.

Commissioner Barbara Montgomery, RAB:

Okay, thank you!

Jessifer Johnson, RAB:

Yes, I had another question. So, the subsidized internet pilot program, is that focused in West Oakland or North Oakland? Is this for residents? How will this be available to us?

Erika McLitus, Policy Analyst, PIC:

Yes, it is for residents. First and foremost, you have to be signed up for the federal affordable connectivity program. You have to be receiving your internet through the ACP to be eligible. In terms of our eligibility requirements for the pilot program, Julie, did you want to speak more on that?

Julie Christiansen, Assistant Director of PIC:

I would say that this is a really good question. The pilot is being proposed at this time and not all of the specifics on how it will be rolled out have been worked out. I'll have to get back to you, but right now it's in the early stages. We do have to wait for HUD to approve this sort of thing and we wouldn't be defining the specifics until the beginning of our fiscal year, but we will come back to you with more specifics.

Erika McLitus, Policy Analyst, PIC:

We do have resources on our website on how to apply for the ACP. After my presentation I can share that with you so that you have it and can share it with anyone who may need it.

KaRinn Goodlow, RAB:

My question was on the matching funds for Jobs Plus. I know that since it's in east Oakland, Lockwood is the gen site, but will Section 8 residents be eligible?

Nicole Thompson, Director of FCP:

I can take that. So for the Jobs Plus grant, the program is only for our Lockwood Gardens residents for this application. We still have employment services that we offer to all sites, but we'll also be having different job fairs that we'll invite community members to come to. But most of these Jobs Plus programs will be geared toward Lockwood Gardens families; that's what the application was for, to support that development.

KaRinn Goodlow, RAB

Got it, understood. Thank you.

## APPENDIX G

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### Alameda County 2022 Income Limits and HUD Fair Market Rents for FY 2023

**Section 6932. 2022 Income Limits**

<b>Number of Persons in Household:</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>
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Last page instructs how to use income limits to determine applicant eligibility and calculate affordable housing cost and rent

Alameda County Area Median Income: \$142,800	Acutely Low	15000	17100	19250	21400	23100	24800	26550	28250
	Extremely Low	30000	34300	38600	42850	46300	49750	53150	56600
	Very Low Income	50000	57150	64300	71400	77150	82850	88550	94250
	Low Income	76750	87700	98650	109600	118400	127150	135950	144700
	<b>Median Income</b>	99950	114250	128500	<b>142800</b>	154200	165650	177050	188500
	Moderate Income	119950	137100	154200	171350	185050	198750	212450	226200



## FY 2023 FAIR MARKET RENT DOCUMENTATION SYSTEM

The FY 2023 Oakland-Fremont, CA HUD Metro FMR Area FMRs for All Bedroom Sizes

Final FY 2023 & Final FY 2022 FMRs By Unit Bedrooms					
Year	<a href="#">Efficiency</a>	<a href="#">One-Bedroom</a>	<a href="#">Two-Bedroom</a>	<a href="#">Three-Bedroom</a>	<a href="#">Four-Bedroom</a>
FY 2023 FMR	\$1,658	\$1,969	\$2,405	\$3,144	\$3,706
<a href="#">FY 2022 FMR</a>	\$1,538	\$1,854	\$2,274	\$3,006	\$3,578

Alameda County, CA is part of the Oakland-Fremont, CA HUD Metro FMR Area, which consists of the following counties: Alameda County, CA; and Contra Costa County, CA. All information here applies to the entirety of the Oakland-Fremont, CA HUD Metro FMR Area.

**APPENDIX H**

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**Flat Rent Policy for Public Housing**



Oakland Housing  
Authority

### **Schedule of Flat Rents**

(Section 6-III.E. and Section 9.I.D. 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 adjusted for a utility allowance.

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

<b>Effective Date: Jan 1, 2023</b>	
<b>Public Housing Flat Rent</b>	
<b>Efficiency</b>	\$1,326
<b>One Bedroom</b>	\$1,575
<b>Two Bedroom</b>	\$1,924
<b>Three Bedroom</b>	\$2,515
<b>Four Bedroom</b>	\$2,965
<b>Five Bedroom</b>	\$3,410

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

# APPENDIX I

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## Payment Standards



### Oakland Housing Authority

#### VOUCHER PAYMENT STANDARDS-2023

Effective October 1, 2022

Bedroom Size	HUD Fair FY 2023 Market Rents	Payment Standard 110% of the Fair Market Rents
0	\$1,658	\$1,824
1	\$1,969	\$2,166
2	\$2,405	\$2,645
3	\$3,144	\$3,458
4	\$3,706	\$4,077
5	\$4,262	\$4,688
6	\$4,818	\$5,300

**Oakland Housing Authority**  
**VOUCHER PAYMENT STANDARDS – 2019**  
**Effective April 14, 2019**

<b>Bedroom Size</b>	<b>HUD Fair Market Rents</b>	<b>Payment Standard 110% of the Fair Market Rents</b>
<b>0</b>	<b>\$1,409</b>	<b>\$1,545</b>
<b>1</b>	<b>\$1,706</b>	<b>\$1,875</b>
<b>2</b>	<b>\$2,126</b>	<b>\$2,335</b>
<b>3</b>	<b>\$2,925</b>	<b>\$3,215</b>
<b>4</b>	<b>\$3,587</b>	<b>\$3,945</b>
<b>5</b>	<b>\$4,125</b>	<b>\$4,537</b>
<b>6</b>	<b>\$4,663</b>	<b>\$5,125</b>

## APPENDIX J

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### Standard HUD Forms Modified for MTW Activities

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

**SECTION 8 PROJECT-BASED VOUCHER PROGRAM  
HOUSING ASSISTANCE PAYMENTS CONTRACT-  
MOVING TO WORK**

**NEW CONSTRUCTION OR REHABILITATION**

**PART 1 OF HAP CONTRACT**

Public reporting burden for this collection of information is estimated to average 2 hours. This includes the time for collecting, reviewing and reporting the data. The information is being collected as required by 24 CFR 983.202, which requires the PHA to enter into a HAP contract with the owner to provide housing assistance payments for eligible families. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number. Assurances of confidentiality are not provided under this collection.

Privacy Act Statement. HUD is committed to protecting the privacy of individuals' information stored electronically or in paper form, in accordance with federal privacy laws, guidance, and best practices. HUD expects its third-party business partners, including Public Housing Authorities, who collect, use maintain, or disseminate HUD information to protect the privacy of that information in Accordance with applicable law.

**1. CONTRACT INFORMATION**

**a. Parties**

This housing assistance payments (HAP) contract is entered into between:

\_\_\_\_\_ “(PHA)”, and  
\_\_\_\_\_ (“owner”)

**b. Contents of contract**

The HAP contract consists of Part 1, Part 2, and the contract exhibits listed in paragraph c.

**c. Contract exhibits**

The HAP contract includes the following exhibits:

EXHIBIT A: TOTAL NUMBER OF UNITS IN PROJECT COVERED BY THIS  
HAP CONTRACT; INITIAL RENT TO OWNER; AND THE  
NUMBER AND DESCRIPTION OF THE CONTRACT UNITS.

**Oakland Housing Authority**  
**Project-Based Voucher Program**  
**HAP Contract for New Construction/Rehab**  
**HUD 52530A (07/2019)**

(See 24 CFR 983.203 for required items.) If this is a multi-stage project, this exhibit must include a description of the units in each completed phase.

- EXHIBIT B: SERVICES, MAINTENANCE AND EQUIPMENT TO BE PROVIDED BY THE OWNER WITHOUT CHARGES IN ADDITION TO RENT TO OWNER
- EXHIBIT C: UTILITIES AVAILABLE IN THE CONTRACT UNITS, INCLUDING A LISTING OF UTILITY SERVICES TO BE PAID BY THE OWNER (WITHOUT CHARGES IN ADDITION TO RENT TO OWNER) AND UTILITIES TO BE PAID BY THE TENANTS
- EXHIBIT D: FEATURES PROVIDED TO COMPLY WITH PROGRAM ACCESSIBILITY FEATURES OF SECTION 504 OF THE REHABILITATION ACT OF 1973

**ADDITIONAL EXHIBITS**

- EXHIBIT E: Oakland Housing Authority's Administrative Plan – Chapter 17
- EXHIBIT F: Owner Certification and Notification of Completion
- EXHIBIT G: Certificate of Occupancy
- EXHIBIT H: Certification from Inspecting Architect
- EXHIBIT I: Evidence of Site Ownership/Control
- EXHIBIT J: Site-Management Agreement
- EXHIBIT K: Initial Unit HQS Inspections
- EXHIBIT L: Site-Based Waiting List Management Plan
- EXHIBIT M: Sample Residential Lease Agreement with HUD PBV Tenancy Addendum
- EXHIBIT N: Consent to Assignment of HAP Contract
- EXHIBIT O: Renewal Agreement

**d. Single-Stage and Multi-Stage Contracts (place a check mark in front of the applicable project description).**

**Single-Stage Project**

This is a single-stage project. For all contract units, the effective date of the HAP contract is: \_\_\_\_\_.

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Oakland Housing Authority

Project-Based Voucher Program  
HAP Contract for New Construction/Rehab

HUD 52530A (07/2019)

□ **Multi-Stage Project**

This is a multi-stage project. The units in each completed stage are designated in Exhibit A.

The PHA enters the effective date for each stage after completion and PHA acceptance of all units in that stage. The PHA enters the effective date for each stage in the “Execution of HAP contract for contract units completed and accepted in stages” (starting on page 10).

The annual anniversary date of the HAP contract for all contract units in this multi-stage project is the anniversary of the effective date of the HAP contract for the contract units included in the first stage. The expiration date of the HAP contract for all of the contract units completed in stages must be concurrent with the end of the HAP contract term for the units included in the first stage (see 24 CFR 983.206(c)).

**e. Term of the HAP contract**

**1. Beginning of term**

The PHA may not enter into a HAP contract for any contract unit until the PHA (or an independent entity, as applicable) has determined that the unit meets PBV inspection requirements. The term of the HAP contract for any unit begins on the effective date of the HAP contract.

**2. Length of initial term**

- a. Subject to paragraph 2.b, the initial term of the HAP contract for any contract units is:
- b. The initial term of the HAP contract for any unit may not be less than one year, nor more than twenty years.

**3. Extension of term**

The PHA and owner may agree to enter into an extension of the HAP contract at the time of initial HAP contract execution, or any time prior to expiration of the contract. Any extension, including the term of such extension, must be in accordance with HUD requirements. A PHA must determine that any extension is appropriate to achieve long-term affordability of the housing or expand housing opportunities.

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Oakland Housing Authority Project-Based Voucher Program  
HAP Contract for New Construction/Rehab  
HUD 52530A (07/2019)

**4. Requirement for sufficient appropriated funding**

- a. The length of the initial term and any extension term shall be subject to availability, as determined by HUD, or by the PHA in accordance with HUD requirements, of sufficient appropriated funding (budget authority), as provided in appropriations acts and in the PHA's annual contributions contract (ACC) with HUD, to make full payment of housing assistance payments due to the owner for any contract year in accordance with the HAP contract.
- b. The availability of sufficient funding must be determined by HUD or by the PHA in accordance with HUD requirements. If it is determined that there may not be sufficient funding to continue housing assistance payments for all contract units and for the full term of the HAP contract, the PHA has the right to terminate the HAP contract by notice to the owner for all or any of the contract units. Such action by the PHA shall be implemented in accordance with HUD requirements.

**f. Occupancy and payment**

**1. Payment for occupied unit**

During the term of the HAP contract, the PHA shall make housing assistance payments to the owner for the months during which a contract unit is leased to and occupied by an eligible family. If an assisted family moves out of a contract unit, the owner may keep the housing assistance payment for the calendar month when the family moves out ("move-out month"). However, the owner may not keep the payment if the PHA determines that the vacancy is the owner's fault.

**2. Vacancy payment**

THE PHA HAS DISCRETION WHETHER TO INCLUDE THE VACANCY PAYMENT PROVISION (PARAGRAPH e.2), OR TO STRIKE THIS PROVISION FROM THE HAP CONTRACT FORM.

- a. If an assisted family moves out of a contract unit, the PHA may provide vacancy payments to the owner for a PHA-determined vacancy period extending from the beginning of the first calendar month after the move-out month for a period not exceeding two full months following the move-out month.
- b. The vacancy payment to the owner for each month of the

Oakland Housing Authority

**Project-Based Voucher Program  
HAP Contract for New Construction/Rehab**

HUD 52530A (07/2019)

maximum two-month period will be determined by the PHA, and cannot exceed the monthly rent to owner under the assisted lease, minus any portion of the rental payment received by the owner (including amounts available from the tenant's security deposit). Any vacancy payment may cover only the period the unit remains vacant.

- c. The PHA may make vacancy payments to the owner only if:
  - 1. The owner gives the PHA prompt, written notice certifying that the family has vacated the unit and the date when the family moved out (to the best of the owner's knowledge and belief);
  - 2. The owner certifies that the vacancy is not the fault of the owner and that the unit was vacant during the period for which payment is claimed;
  - 3. The owner certifies that it has taken every reasonable action to minimize the likelihood and length of vacancy; and
  - 4. The owner provides any additional information required and requested by the PHA to verify that the owner is entitled to the vacancy payment.
- d. The PHA must take every reasonable action to minimize the likelihood and length of vacancy.
- e. The owner may refer families to the PHA and recommend selection of such families from the PHA waiting list for occupancy of vacant units.
- f. The owner must submit a request for vacancy payments in the form and manner required by the PHA and must provide any information or substantiation required by the PHA to determine the amount of any vacancy payments.

**3. PHA is not responsible for family damage or debt to owner**

Except as provided in this paragraph e (Occupancy and Payment), the PHA will not make any other payment to the owner under the HAP contract. The PHA will not make any payment to the owner for any damages to the unit, or for any other amounts owed by a family under the family's lease.

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Oakland Housing Authority

**Project-Based Voucher Program  
HAP Contract for New Construction/Rehab**

**HUD 52530A (07/2019)**

**g. Income-mixing requirement**

1. Except as provided in paragraphs f.2 through f.5 below, the PHA will not make housing assistance payments under the HAP contract for more than the greater of 25 units or 25 percent of the total number of dwelling units (assisted or unassisted) in any project. The term “project” means a single building, multiple contiguous buildings, or multiple buildings on contiguous parcels of land assisted under this HAP contract.

The Oakland Housing Authority, under Moving to Work (MTW) activity 12-01, has the approval to remove the cap on the number of PBVs allocated to a single development. The most recent copy of OHA’s MTW activities is published here:

<http://oakha.org/AboutUs/ReportsPolicies/Pages/default.aspx>

2. The limitation in paragraph f.1 does not apply to single-family buildings.
3. In referring eligible families to the owner for admission to the number of contract units in any project exceeding the 25 unit or 25 percent limitation under paragraph f.1, the PHA shall give preference to elderly families or to families eligible for supportive services, for the number of contract units designated for occupancy by such families. The owner shall rent the designated number of contract units to such families referred by the PHA from the PHA waiting list.

The Oakland Housing Authority, under Moving to Work Activity 06-01, has the approval to establish site based wait lists at all public housing sites, HOPE VI sites, and developments with PBV allocations. The most recent copy of OHA’s MTW activities is published here:

<http://oakha.org/AboutUs/ReportsPolicies/Pages/default.aspx>

4. Up to the greater of 25 units or 40 percent of units (instead of the greater of 25 units or 25 percent of units) in a project may be project-based if the project is located in a census tract with a poverty rate of 20 percent or less. The Oakland Housing Authority, under Moving to Work (MTW) activity 12-01, has the approval to remove the cap on the number of PBVs allocated to a single development and also remove any and all area restrictions. The most recent copy of OHA’s MTW activities is published here: <http://oakha.org/AboutUs/ReportsPolicies/Pages/default.aspx>
5. Units that were previously subject to certain federal rent restrictions or receiving another type of long-term housing subsidy provided by HUD do not count toward the income-mixing requirement if, in the five years prior to issuance of the Request for Proposal or notice of owner selection (for

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Oakland Housing Authority

**Project-Based Voucher Program  
HAP Contract for New Construction/Rehab**

HUD 52530A (07/2019)

projects selected based on a prior competition or without competition), the unit received one of the forms of HUD assistance or was under a federal rent restriction as described in f.6 and f.7, below.

6. The following specifies the number of contract units (if any) that received one of the following forms of HUD assistance (enter the number of contract units in front of the applicable form of assistance):

- \_\_\_ Public Housing or Operating Funds;
- \_\_\_ Project-Based Rental Assistance (including Mod Rehab and Mod Rehab Single-Room Occupancy);
- \_\_\_ Housing for the Elderly (Section 202 or the Housing Act of 1959);
- \_\_\_ Housing for Persons with Disabilities (Section 811 of the Cranston-Gonzalez Affordable Housing Act); \_\_\_\_\_ Rent Supplement Program;
- \_\_\_ Rental Assistance Program;
- \_\_\_ Flexible Subsidy Program.

The following total number of contract units received a form of HUD assistance listed above: \_\_\_\_\_. If all of the units in the project received such assistance, you may skip sections g.7 and g.8, below.

7. The following specifies the number of contract units (if any) that were under any of the following federal rent restrictions (enter the number of contract units in front of the applicable type of federal rent restriction):

- \_\_\_ Section 236;
- \_\_\_ Section 221(d)(3) or (d)(4) BMIR (below-market interest rate);
- \_\_\_ Housing for the Elderly (Section 202 or the Housing Act of 1959);
- \_\_\_ Housing for Persons with Disabilities (Section 811 of the Cranston-Gonzalez Affordable Housing Act);
- \_\_\_ Flexible Subsidy Program.

The following total number of contract units were subject to a federal rent restriction listed above: \_\_\_\_\_. If all of the units in the project were subject to a federal rent restriction, you may skip section g.8,

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Oakland Housing Authority Project-Based Voucher Program  
HAP Contract for New Construction/Rehab  
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below.

8. The following specifies the number of contract units (if any) designated for occupancy by elderly families or by families eligible for supportive services:

a. Place a check mark here  if any contract units are designated for occupancy by elderly families; The following number of contract units shall be rented to elderly families:

\_\_\_\_\_.

b. Place a check mark here  if any contract units are designated for occupancy by families eligible for supportive services. The

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Oakland Housing Authority

Project-Based Voucher Program  
HAP Contract for New Construction/Rehab

HUD 52530A (07/2019)

following number of contract units shall be rented to families eligible for supportive services:

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9. The PHA and owner must comply with all HUD requirements regarding income mixing.

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Oakland Housing Authority

Project-Based Voucher Program  
HAP Contract for New Construction/Rehab

HUD 52530A (07/2019)

Page 9 of 10



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

**SECTION 8 PROJECT-BASED VOUCHER PROGRAM  
HOUSING ASSISTANCE PAYMENTS CONTRACT-  
MOVING TO WORK**

**EXISTING HOUSING**

**PART 1 OF HAP CONTRACT**

Public reporting burden for this collection of information is estimated to average 2 hours. This includes the time for collecting, reviewing and reporting the data. The information is being collected as required by 24 CFR 983.202, which requires the PHA to enter into a HAP contract with the owner to provide housing assistance payments for eligible families, and, as applicable, 24 CFR 983.10. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number. Assurances of confidentiality are not provided under this collection.

Privacy Act Statement. HUD is committed to protecting the privacy of individuals' information stored electronically or in paper form, in accordance with federal privacy laws, guidance, and best practices. HUD expects its third-party business partners, including Public Housing Authorities, who collect, use maintain, or disseminate HUD information to protect the privacy of that information in Accordance with applicable law.

**1. CONTRACT INFORMATION**

**a. Parties**

This housing assistance payments (HAP) contract is entered into between:

\_\_\_\_\_ (PHA) and

\_\_\_\_\_ (owner).

**b. Contents of contract**

The HAP contract consists of Part 1, Part 2, and the contract exhibits listed in paragraph c.

**c. Contract exhibits**

The HAP contract includes the following exhibits:

EXHIBIT A: TOTAL NUMBER OF UNITS IN PROJECT COVERED BY  
THIS HAP CONTRACT; INITIAL RENT TO OWNER; AND

Previous editions are obsolete

**Project-Based Voucher Program  
HAP Contract for Existing Housing**

**HUD 52530B Page - 1 of Part 1  
(07/2019)**

DESCRIPTION OF THE CONTRACT UNITS. (See 24 CFR  
983.203 for required items.)

EXHIBIT B: SERVICES, MAINTENANCE AND EQUIPMENT TO BE  
PROVIDED BY THE OWNER WITHOUT CHARGES IN  
ADDITION TO RENT TO OWNER

EXHIBIT C: UTILITIES AVAILABLE IN THE CONTRACT UNITS,  
INCLUDING A LISTING OF UTILITY SERVICES TO BE  
PAID BY THE OWNER (WITHOUT CHARGES IN ADDITION  
TO RENT TO OWNER) AND UTILITIES TO BE PAID BY THE  
TENANTS

EXHIBIT D: FEATURES PROVIDED TO COMPLY WITH PROGRAM  
ACCESSIBILITY FEATURES OF SECTION 504 OF THE  
REHABILITATION ACT OF 1973

ADDITIONAL EXHIBITS

EXHIBIT E: EVIDENCE OF PROPERTY/SITE OWNERSHIP/CONTROL

EXHIBIT F: UNIT INITIAL HQS INSPECTION

EXHIBIT G: EXECUTED SITE MANAGEMENT AGREEMENT

EXHIBIT H: WAIT LIST MANAGEMENT PLAN/TENANT SELECTION PLAN  
(If applicable)

EXHIBIT I: RESIDENTIAL LEASE AGREEMENT AND HUD PBV TENANCY ADDENDUM

EXHIBIT J: OHA ADMINISTRATIVE PLAN 2017 – CHAPTER 17 PBV

EXHIBIT K: RFQ 008-16/PROJECT PROPOSAL/PUBLIC NOTICE/AWARD LETTER  
OHA BOARD RESOLUTION

EXHIBIT L: ENVIROMENTAL REVIEW DOCUMENTS

**d. Effective date and term of the HAP contract**

**1. Effective date**

- a. The PHA may not enter into a HAP contract for any contract unit until the PHA (or an independent entity, as applicable) has determined that the unit meets the PBV inspection requirements.
- b. For all contract units, the effective date of the HAP contract is:

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Previous editions are obsolete

**Project-Based Voucher Program  
HAP Contract for Existing Housing**

**HUD 52530B Page - 2 of Part 1  
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\_\_\_\_\_.

c. The term of the HAP contract begins on the effective date.

**2. Length of initial term**

a. Subject to paragraph 2.b, the initial term of the HAP contract for all contract units is:

\_\_\_\_\_.

b. The initial term of the HAP contract may not be less than one year, nor more than twenty years.

**3. Extension of term**

The PHA and owner may agree to enter into an extension of the HAP contract at the time of initial HAP contract execution, or any time prior to expiration of the contract. Any extension, including the term of such extension, must be in accordance with HUD requirements. A PHA must determine that any extension is appropriate to achieve long-term affordability of the housing or expand housing opportunities.

**4. Requirement for sufficient appropriated funding**

a. The length of the initial term and any extension term shall be subject to availability, as determined by HUD, or by the PHA in accordance with HUD requirements, of sufficient appropriated funding (budget authority), as provided in appropriations acts and in the PHA's annual contributions contract (ACC) with HUD, to make full payment of housing assistance payments due to the owner for any contract year in accordance with the HAP contract.

b. The availability of sufficient funding must be determined by HUD or by the PHA in accordance with HUD requirements. If it is determined that there may not be sufficient funding to continue housing assistance payments for all contract units and for the full term of the HAP contract, the PHA has the right to terminate the HAP contract by notice to the owner for all or any of the contract units. Such action by the PHA shall be implemented in accordance with HUD requirements.

**e. Occupancy and payment**

**1. Payment for occupied unit**

Previous editions are obsolete

**Project-Based Voucher Program  
HAP Contract for Existing Housing**

**HUD 52530B Page - 3 of Part 1  
(07/2019)**

During the term of the HAP contract, the PHA shall make housing assistance payments to the owner for the months during which a contract unit is leased to and occupied by an eligible family. If an assisted family moves out of a contract unit, the owner may keep the housing assistance payment for the calendar month when the family moves out (“move-out month”). However, the owner may not keep the payment if the PHA determines that the vacancy is the owner’s fault.

**2. Vacancy payment**

THE PHA HAS DISCRETION WHETHER TO INCLUDE THE VACANCY PAYMENT PROVISION (PARAGRAPH e.2), OR TO STRIKE THIS PROVISION FROM THE HAP CONTRACT FORM.

- a. If an assisted family moves out of a contract unit, the PHA may provide vacancy payments to the owner for a PHA-determined vacancy period extending from the beginning of the first calendar month after the move-out month for a period not exceeding two full months following the move-out month.
- b. The vacancy payment to the owner for each month of the maximum two-month period will be determined by the PHA, and cannot exceed the monthly rent to owner under the assisted lease, minus any portion of the rental payment received by the owner (including amounts available from the tenant’s security deposit). Any vacancy payment may cover only the period the unit remains vacant.
- c. The PHA may make vacancy payments to the owner only if:
  1. The owner gives the PHA prompt, written notice certifying that the family has vacated the unit and the date when the family moved out (to the best of the owner’s knowledge and belief);
  2. The owner certifies that the vacancy is not the fault of the owner and that the unit was vacant during the period for which payment is claimed;
  3. The owner certifies that it has taken every reasonable action to minimize the likelihood and length of vacancy; and
  4. The owner provides any additional information required and requested by the PHA to verify that the owner is

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Previous editions are obsolete

**Project-Based Voucher Program  
HAP Contract for Existing Housing**

**HUD 52530B Page - 4 of Part 1  
(07/2019)**

entitled to the vacancy payment.

- d. The PHA must take every reasonable action to minimize the likelihood and length of vacancy.
- e. The owner may refer families to the PHA and recommend selection of such families from the PHA waiting list for occupancy of vacant units.
- f. The owner must submit a request for vacancy payments in the form and manner required by the PHA and must provide any information or substantiation required by the PHA to determine the amount of any vacancy payments.

**3. PHA is not responsible for family damage or debt to owner**

Except as provided in this paragraph e (Occupancy and Payment), the PHA will not make any other payment to the owner under the HAP contract. The PHA will not make any payment to the owner for any damages to the unit, or for any other amounts owed by a family under the family's lease.

**f. Income-mixing requirement**

Except as provided in paragraphs f.2 through f.5 below, the PHA will not make housing assistance payments under the HAP contract for more than the greater of 25 units or 25 percent of the total number of dwelling units (assisted or unassisted) in any project. The term "project" means a single building, multiple contiguous buildings, or multiple buildings on contiguous parcels of land assisted under this HAP contract.

The Oakland Housing Authority, under Moving to Work (MTW) activity 12-01, has the approval to remove the cap on the number of PBVs allocated to a single development. The most recent copy of OHA's MTW activities is published here:

<http://oakha.org/AboutUs/ReportsPolicies/Pages/default.aspx>

- 1.
- 2. The limitation in paragraph f.1 does not apply to single-family buildings.

In referring eligible families to the owner for admission to the number of contract units in any project exceeding the 25 unit or 25 percent limitation under paragraph f.1, the PHA shall give preference to elderly families or to families eligible for supportive services, for the number of contract units designated for occupancy by such families. The owner shall rent the designated number of contract units to such families referred by the PHA

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**Project-Based Voucher Program  
HAP Contract for Existing Housing**

Previous editions are obsolete

**HUD 52530B Page - 5 of Part 1  
(07/2019)**

from the PHA waiting list.

The Oakland Housing Authority, under Moving to Work Activity 06-01, has the approval to establish site based wait lists at all public housing sites, HOPE VI sites, and developments with PBV allocations. The most recent copy of OHA's MTW activities is published here:

<http://oakha.org/AboutUs/ReportsPolicies/Pages/default.aspx>

3. Up to the greater of 25 units or 40 percent of units (instead of the greater of 25 units or 25 percent of units) in a project may be project-based if the project is located in a census tract with a poverty rate of 20 percent or less. The Oakland Housing Authority, under Moving to Work (MTW) activity 12-01, has the approval to remove the cap on the number of PBVs allocated to a single development. The most recent copy of OHA's MTW activities is published here:  
<http://oakha.org/AboutUs/ReportsPolicies/Pages/default.aspx>
4. Units that were previously subject to certain federal rent restrictions or receiving another type of long-term housing subsidy provided by HUD do not count toward the income-mixing requirement if, in the five years prior to issuance of the Request for Proposal or notice of owner selection (for projects selected based on a prior competition or without competition), the unit received one of the forms of HUD assistance or was under a federal rent restriction as described in f.6 and f.7, below.
5. The following specifies the number of contract units (if any) that received one of the following forms of HUD assistance (enter the number of contract units in front of the applicable form of assistance):
  - \_\_\_ Public Housing or Operating Funds;
  - \_\_\_ Project-Based Rental Assistance (including Mod Rehab and Mod Rehab Single-Room Occupancy);
  - \_\_\_ Housing for the Elderly (Section 202 or the Housing Act of 1959);
  - \_\_\_ Housing for Persons with Disabilities (Section 811 of the Cranston-Gonzalez Affordable Housing Act);
  - \_\_\_ Rent Supplement Program;
  - \_\_\_ Rental Assistance Program;
  - \_\_\_ Flexible Subsidy Program.

The following total number of contract units received a form of HUD

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**Project-Based Voucher Program  
HAP Contract for Existing Housing**

**HUD 52530B Page - 6 of Part 1  
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assistance listed above: 0

If all of the units in the project received such assistance, you may skip sections g.7 and g.8, below.

- 6. The following specifies the number of contract units (if any) that were under any of the following federal rent restrictions (enter the number of contract units in front of the applicable type of federal rent restriction):

- Section 236;
- Section 221(d)(3) or (d)(4) BMIR (below-market interest rate);
- Housing for the Elderly (Section 202 or the Housing Act of 1959);
- Housing for Persons with Disabilities (Section 811 of the Cranston-Gonzalez Affordable Housing Act);
- Flexible Subsidy Program.

The following total number of contract units were subject to a federal rent restriction listed above: 0. If all of the units in the project were subject to a federal rent restriction, you may skip section g.8, below.

- 7. The following specifies the number of contract units (if any) designated for occupancy by elderly families or by families eligible for supportive services:

- a. Place a check mark here       if any contract units are designated for occupancy by elderly families; The following number of contract units shall be rented to elderly families:

\_\_\_\_\_.

- b. Place a check mark here       if any contract units are designated for occupancy by families eligible for supportive services. The following number of contract units shall be rented to families eligible for supportive services:

\_\_\_\_\_.

- 8. The PHA and owner must comply with all HUD requirements regarding income mixing.

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**Project-Based Voucher Program  
HAP Contract for Existing Housing**

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**EXECUTION OF HAP CONTRACT FOR EXISTING HOUSING**

<b>PUBLIC HOUSING AGENCY (PHA)</b> <b>Name of PHA (Print)</b>
By:
Signature of authorized representative
Name and official title (Print)
Date
<b>OWNER</b> <b>Name of Owner (Print)</b>
By:
Signature of authorized representative
Name and official title (Print)
Date

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**Project-Based Voucher Program  
HAP Contract for Existing Housing**

**HUD 52530B Page - 8 of Part 1  
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U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

**MOVING TO WORK (MTW) RIDER TO THE HOUSING ASSISTANCE PAYMENT (HAP)  
CONTRACT FOR THE SECTION 8 TENANT-BASED ASSISTANCE HOUSING CHOICE VOUCHER  
PROGRAM (HCV) AND/OR THE SECTION 8 PROJECT-BASED VOUCHER (PBV) PROGRAM**

Pursuant to the Public Housing Agency's (PHA) participation in the MTW demonstration, the PHA may establish Section 8 HCV or PBV policies or requirements that differ from statutory requirements for both programs contained in the U.S. Housing Act of 1937, the relevant regulatory requirements, and applicable Public and Indian Housing Notices. Where any particular provisions of this HAP Contract differ from or conflict with the MTW activities included in the PHA's approved MTW Supplement to its PHA Plan, the provisions of the MTW Operations Notice and the approved MTW Supplement to the PHA Plan shall supersede any conflicting or differing HAP Contract language. Further, the MTW Activity authorized by the MTW Operations Notice shall govern the PHA's administration of the program notwithstanding a conflicting or differing provision of the HAP Contract. This rider shall be in effect for the term of the HAP Contract or the term of the PHA's participation in the MTW demonstration, whichever ends sooner.

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

**SECTION 8 PROJECT-BASED VOUCHER PROGRAM**

**AGREEMENT TO ENTER INTO A  
HOUSING ASSISTANCE PAYMENTS CONTRACT-  
MOVING TO WORK**

**NEW CONSTRUCTION OR REHABILITATION**

**PART I**

Public reporting burden for this collection of information is estimated to average 0.5 hours. This includes the time for collecting, reviewing and reporting the data. The information is being collected as required by 24 CFR 983.152, which requires the PHA to enter into an Agreement with the owner prior to execution of a HAP contract for PBV assistance as provided in §983.153. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number. Assurances of confidentiality are not provided under this collection.

Privacy Act Statement. HUD is committed to protecting the privacy of individuals' information stored electronically or in paper form, in accordance with federal privacy laws, guidance, and best practices. HUD expects its third-party business partners, including Public Housing Authorities, who collect, use maintain, or disseminate HUD information to protect the privacy of that information in accordance with applicable law.

**1.1 Parties**

This Agreement to Enter into Housing Assistance Payments Contract (“Agreement”) is between:

\_\_\_\_\_ (“PHA”)  
\_\_\_\_\_ (“owner”).

**1.2 Purpose**

The owner agrees to develop the Housing Assistance Payments Contract (“HAP Contract”) units in accordance with Exhibit B and to comply with Housing Quality Standards (“HQS”), and the PHA agrees that, upon timely completion of such development in accordance with the terms of the Agreement, the PHA will enter into a HAP Contract with the owner of the Contract units.

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**Agreement to Enter into a PBV HAP Contract**  
**HUD 52531A, Part 1 of 2**  
**(07/2019)**  
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### 1.3 Contents of Agreement

This Agreement consists of Part I, Part II, and the following Exhibits:

EXHIBIT A: The approved owner's PBV proposal. (Selection of proposals must be in accordance with 24 CFR 983.51.)

EXHIBIT B: Description of work to be performed under this Agreement, including:

- If the Agreement is for rehabilitation of units, this exhibit must include the rehabilitation work write-up and, where the PHA has determined necessary, specifications and plans.
- If the Agreement is for new construction of units, the work description must include the working drawings and specifications.
- Any additional requirements beyond HQS relating to quality, design and architecture that the PHA requires.
- Work items resulting from compliance with the design and construction requirements of the Fair Housing Act and implementing regulations at 24 CFR 100.205, the accessibility requirements under section 504 of the Rehabilitation Act of 1973 and implementing regulations at 24 CFR 8.22 and 8.23, and accessibility requirements under Titles II and III of the Americans with Disabilities Act at 28 CFR parts 35 and 36, as applicable.

EXHIBIT C: Description of housing, including:

- Project site.
- Total number of units in project covered by this Agreement.
- Locations of contract units on site.
- Number of contract units by area (size) and number of bedrooms and bathrooms.
- Services, maintenance, or equipment to be supplied by the owner without charges in addition to the rent to owner.
- Utilities available to the contract units, including a specification of utility services to be paid by the owner (without charges in addition to rent) and utility services to be paid by the tenant.
- Estimated initial rent to owner for the contract units.

EXHIBIT D: The HAP contract and OHA Admin Plan, Chapter 17

EXHIBIT E : Consent to Assignment of AHAP Contract

EXHIBIT F: Section 8 Project-Based Program Regulations and Housing

Opportunity through Modernization Act of 2016 (HOTMA)

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Housing and Economic Recovery Act of 2008

EXHIBIT G: Subsidy Layering Review and Approval

EXHIBIT H: Environmental Review and Approval

EXHIBIT I: Appraiser Market Rent Study and Estimate of Initial Contract Rent

**1.4 Significant Dates**

- A. Effective Date of the Agreement: The Agreement must be executed promptly after PHA notice of proposal selection to the owner has been given. The PHA may not enter this Agreement with the owner until a subsidy layering review has been performed and an environmental review has been satisfactorily completed in accordance with HUD requirements.
- B. A project may either be a single-stage or multi-stage project. A single-stage project will have the same Agreement effective date for all contract units. A multi-stage project will separate effective dates for each stage.

\_\_\_\_\_ **Single-stage project**

- i. Effective Date for all contract units: \_\_\_\_\_
- ii. Date of Commencement of the Work: The date for commencement of work is not later than **120** calendar days after the effective date of this Agreement.
- iii. Time for Completion of Work: The date for completion of the work is not later than \_\_\_ calendar days after the effective date of this Agreement.

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\_\_\_\_\_ **Multi-Stage Project**

Enter the information for each stage upon execution of the Agreement for the corresponding stage.

STAGE	NUMBER OF UNITS	EFFECTIVE DATE	DATE OF COMMENCEMENT OF WORK	TIME FOR COMPLETION OF WORK

**1.5 Nature of the Work**

This Agreement is for **New Construction** of units to be assisted by the project-based Voucher program.

This Agreement is for **Rehabilitation** of units to be assisted by the project- based Voucher program.

**1.6 Schedule of Completion**

- A. **Timely Performance of Work:** The owner agrees to begin work no later than the date for commencement of work as stated in Section 1.4. In the event the work is not commenced, diligently continued and completed as required under this Agreement, the PHA may terminate this Agreement or take other appropriate action. The owner agrees to report promptly to the PHA the date work is commenced and furnish the PHA with progress reports as required by the PHA.
- B. **Time for Completion:** All work must be completed no later than the end of the period stated in Section 1.4. Where completion in stages is provided for, work related to units included in each stage shall be completed by the stage completion date and all work on all stages must

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be completed no later than the end of the period stated in Section 1.4.

- C. Delays: If there is a delay in the completion due to unforeseen factors beyond the owner's control as determined by the PHA, the PHA agrees to extend the time for completion for an appropriate period as determined by the PHA in accordance with HUD requirements.

### **1.7 Changes in Work**

- A. The owner must obtain prior PHA approval for any change from the work specific in Exhibit B which would alter the design or quality of the rehabilitation or construction. The PHA is not required to approve any changes requested by the owner. PHA approval of any change may be conditioned on establishment of a lower initial rent to owner at the amounts determined by PHA.
- B. If the owner makes any changes in the work without prior PHA approval, the PHA may establish lower initial rents to owner at the amounts determined by PHA in accordance with HUD requirements.
- C. The PHA (or HUD in the case of insured or coinsured mortgages) may inspect the work during rehabilitation or construction to ensure that work is proceeding on schedule, is being accomplished in accordance with the terms of the Agreement, meets the level of material described in Exhibit B and meets typical levels of workmanship for the area.

### **1.8 Work completion**

- A. Conformance with Exhibit B: The work must be completed in accordance with Exhibit B. The owner is solely responsible for completion of the work.
- B. Evidence of Completion: When the work is completed, the owner must provide the PHA with the following:
  - 1. A certification by the owner that the work has been completed in accordance with the HQS and all requirements of this Agreement.
  - 2. A certification by the owner that the owner has complied with labor standards and equal opportunity requirements in the development of the housing. (See 24 CFR 983.155(b)(1)(ii).)
  - 3. Additional Evidence of Completion: At the discretion of the PHA, or as required by HUD, this Agreement may specify additional documentation that must be submitted by owner as evidence of completion of the housing. Check the following that apply:

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- ✓ A certificate of occupancy or other evidence that the contract units comply with local requirements.
- ✓ An architect's or developer's certification that the housing complies with:
  - ✓  the HQS;
  - ✓  State, local, or other building codes;
  - ✓  Zoning;
  - The rehabilitation work write-up for rehabilitated housing;
  - ✓ The work description for newly constructed housing; or
  - ✓ Any additional design or quality requirements pursuant to this Agreement.

**1.9 Inspection and Acceptance by the PHA of Completed Contract Units**

- A. Completion of Contract Units: Upon receipt of owner notice of completion of Contract units, the PHA shall take the following steps:
  1. Review all evidence of completion submitted by owner.
  2. Inspect the units to determine if the housing has been completed in accordance with this Agreement, including compliance with the HQS and any additional requirements imposed by the PHA under this Agreement.
- B. Non-Acceptance: If the PHA determines the work has not been completed in accordance with this Agreement, including non-compliance with the HQS, the PHA shall promptly notify the owner of this decision and the reasons for the non-acceptance. The parties must not enter into the HAP contract.
- C. Acceptance: If the PHA determines housing has been completed in accordance with this Agreement, and that the owner has submitted all required evidence of completion, the PHA must submit the HAP contract for execution by the owner and must then execute the HAP contract.

**1.10 Acceptance where defects or deficiencies are reported:**

- A. If other defects or deficiencies exist, the PHA shall determine whether and

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to what extent the defects or deficiencies are correctable, whether the units will be accepted after correction of defects or deficiencies, and the requirements and procedures for such correction and acceptance.

- B. Completion in Stages: Where completion in stages is provided for, the procedures of this paragraph shall apply to each stage.

### **1.11. Execution of HAP Contract**

- A. Time and Execution: Upon acceptance of the units by the PHA, the owner and the PHA execute the HAP contract.
- B. Completion in Stages: Where completion in stages is provided for the number and types of units in each stage, and the initial rents to owner for such units, shall be separately shown in Exhibit C of the contract for each stage. Upon acceptance of the first stage, the owner shall execute the contract and the signature block provided in the contract for that stage. Upon acceptance of each subsequent stage, the owner shall execute the signature block provided in the contract for such stage.
- C. Form of Contract: The terms of the contract shall be provided in Exhibit D of this Agreement. There shall be no change in the terms of the contract unless such change is approved by HUD headquarters. Prior to execution by the owner, all blank spaces in the contract shall be completed by the PHA.
- D. Survival of owner Obligations: Even after execution of the contract, the owner shall continue to be bound by all owner obligations under the Agreement.

### **1.12 Initial determination of rents**

- A. The estimated amount of initial rent to owner shall be established in Exhibit C of this Agreement.
- B. The initial amount of rent to owner is established at the beginning of the HAP contract term.
- C. The estimated and initial contract rent for each units may in no event exceed the amount authorized in accordance with HUD regulations and requirements. Where the estimated initial rent to owner exceeds the amount authorized in accordance with HUD regulations, the PHA shall establish a lower initial rent tow owner, in accordance with HUD regulations and requirements.

### **1.13 Uniform Relocation Act**

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- A. A displaced person must be provided relocation assistance at the levels described in and in accordance with the requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA) (42 U.S.C. 4201-4655) and implementing regulations at 49 CFR part 24.
- B. The cost of required relocation assistance may be paid with funds provided by the owner, or with local public funds, or with funds available from other sources. Payment of relocation assistance must be paid in accordance with HUD requirements.
- C. The acquisition of real property for a project to be assisted under the program is subject to the URA and 49 CFR part 24, subpart B.
- D. The PHA must require the owner to comply with the URA and 49 CFR part 24.
- E. In computing a replacement housing payment to a residential tenant displaced as a direct result of privately undertaken rehabilitation or demolition of the real property, the term “initiation of negotiations” means the execution of the Agreement between the owner and the PHA.

**1.14 Protection of In-Place Families**

- A. In order to minimize displacement of in-place families, if a unit to be placed under Contract is occupied by an eligible family on the proposal selection date, the in-place family must be placed on the PHA’s waiting list (if they are not already on the list) and, once their continued eligibility is determined, given an absolute selection preference and referred to the project owner for an appropriately sized unit in the project.
- B. This protection does not apply to families that are not eligible to participate in the program on the proposal selection date.
- C. The term “in-place family” means an eligible family residing in a proposed contract unit on the proposal selection date.
- D. Assistance to in-place families may only be provided in accordance with the program regulations and other HUD requirements.

**1.15 Termination of Agreement and Contract**

The Agreement or HAP contract may be terminated upon at least 30 days notice to the owner by the PHA or HUD if the PHA or HUD determines that the contract units were not eligible for selection in conformity with HUD requirements.

**1.16 Rights of HUD if PHA Defaults Under Agreement**

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If HUD determines that the PHA has failed to comply with this Agreement, or has failed to take appropriate action to HUD's satisfaction or as directed by HUD, for enforcement of the PHA's rights under this Agreement, HUD may assume the PHA's rights and obligations under the Agreement, and may perform the obligations and enforce the rights of the PHA under the Agreement. HUD will, if it determines that the owner is not in default, pay Annual Contributions for the purpose of providing housing assistance payments with respect to the dwelling unit(s) under this Agreement for the duration of the HAP contract.

### 1.17 Owner Default and PHA Remedies

#### A. Owner Default

Any of the following is a default by the owner under the Agreement:

1. The owner has failed to comply with any obligation under the Agreement.
2. The owner has violated any obligation under any other housing assistance payments contract under Section 8 of the United States Housing Act of 1937 (42 U.S.C. 1437f).
3. The owner has committed any fraud or made any false statement to the PHA or HUD in connection with the Agreement.
4. The owner has committed fraud, bribery, or any other corrupt or criminal act in connection with any Federal housing assistance program.
5. If the property where the contract units are located is subject to a lien or security interest securing a HUD loan or mortgage insured by HUD and:
  - a. The owner has failed to comply with the regulations for the applicable HUD loan or mortgage insurance program, with the mortgage or mortgage note, or with the regulatory agreement; or
  - b. The owner has committed fraud, bribery, or any other corrupt or criminal act in connection with the HUD loan or HUD-insured mortgage.
6. The owner has engaged in any drug-related criminal activity or any violent criminal activity.

#### B. PHA Remedies

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1. If the PHA determines that a breach has occurred, the PHA may exercise any of its rights or remedies under the Agreement.
2. The PHA must notify the owner in writing of such determination. The notice by the PHA to the owner may require the owner to take corrective action (as verified by the PHA) by a time prescribed in the notice.
3. The PHA's rights and remedies under the Agreement include, but are not limited to: (i) terminating the Agreement; and (ii) declining to execute the HAP contract for some or all of the units.

C. PHA Remedy is not Waived

The PHA's exercise or non-exercise of any remedy for owner breach of the Agreement is not a waiver of the right to exercise that remedy or any other right or remedy at any time.

**1.18 PHA and Owner Relation to Third Parties**

A. Selection and Performance of Contractor

1. The PHA has not assumed any responsibility or liability to the owner, or any other party for performance of any contractor, subcontractor or supplier, whether or not listed by the PHA as a qualified contractor or supplier under the program. The selection of a contractor, subcontractor or supplier is the sole responsibility of the owner and the PHA is not involved in any relationship between the owner and any contractor, subcontractor or supplier.
2. The owner must select a competent contractor to undertake rehabilitation or construction. The owner agrees to require from each prospective contractor a certification that neither the contractor nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in contract by the Comptroller General or any federal Department or agency. The owner agrees not to award contracts to, otherwise engage in the service of, or fund any contractor that does not provide this certification.

- B. Injury Resulting from Work under the Agreement: The PHA has not assumed any responsibility for or liability to any person, including a worker or a resident of the unit undergoing work pursuant to this Agreement, injured as a result of the work or as a result of any other action or failure to act by the owner, or any contractor, subcontractor or supplier.

- C. Legal Relationship: The owner is not the agent of the PHA and this Agreement does not create or affect any relationship between the PHA and any lender to the owner or any suppliers, employees, contractor or subcontractors used by the owner in the implementation of the Agreement.
- D. Exclusion of Third Party Claims: Nothing in this Agreement shall be construed as creating any right of any third party (other than HUD) to enforce any provision of this Agreement or the Contract, or to assert any claim against HUD, the PHA or the owner under the Agreement or the Contract.
- E. Exclusion of owner Claims against HUD: Nothing in this Agreement shall be construed as creating any right of the owner to assert any claim against HUD.

**1.19 PHA-Owned Units**

Notwithstanding Section 1.18 of this Agreement, a PHA may own units assisted under the project-based voucher program, subject to the special requirements in 24 CFR 983.59 regarding PHA-owned units.

**1.20 Conflict of Interest**

- A. Interest of Members, Officers, or Employees of PHA, Members of Local Governing Body, or Other Public Officials
  - 1. No present or former member or officer of the PHA (except tenant-commissioners), no employee of the PHA who formulates policy or influences decisions with respect to the housing choice voucher program or project-based voucher program, and no public official or member of a governing body or State or local legislator who exercises functions or responsibilities with respect to these programs, shall have any direct or indirect interest, during his or her tenure or for one year thereafter, in the Agreement or HAP contract.
  - 2. HUD may waive this provision for good cause.
- B. Disclosure
 

The owner has disclosed to the PHA any interest that would be a violation of the Agreement or HAP contract. The owner must fully and promptly update such disclosures.

**1.21 Interest of Member or Delegate to Congress**

No member of or delegate to the Congress of the United States of America or resident-commissioner shall be admitted to any share or part of the Agreement or HAP contract or to any benefits arising from the Agreement of HAP contract.

### **1.22 Transfer of the Agreement, HAP Contract, or Property**

A. PHA Consent to Transfer

The owner agrees that the owner has not made and will not make any transfer in any form, including any sale or assignment, of the Agreement, HAP contract, or the property without the prior written consent of the PHA. A change in ownership in the owner, such as a stock transfer or transfer of the interest of a limited partner, is not subject to the provisions of this section. Transfer of the interest of a general partner is subject to the provisions of this section.

B. Procedure for PHA Acceptance of Transferee

Where the owner requests the consent of the PHA for a transfer in any form, including any sale or assignment, of the Agreement, the HAP contract, or the property, the PHA must consent to a transfer of the Agreement or HAP contract if the transferee agrees in writing (in a form acceptable to the PHA) to comply with all the terms of the Agreement and HAP contract, and if the transferee is acceptable to the PHA. The PHA's criteria for acceptance of the transferee must be in accordance with HUD requirements.

C. When Transfer is Prohibited

The PHA will not consent to the transfer if any transferee, or any principal or interested party, is debarred, suspended, subject to a limited denial of participation, or otherwise excluded under 2 CFR part 2424, or is listed on the U.S. General Services Administration list of parties excluded from Federal procurement or nonprocurement programs.

### **1.23 Exclusion from Federal Programs**

A. Federal Requirements

The owner must comply with and is subject to requirements of 2 CFR part 2424.

B. Disclosure

The owner certifies that:

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1. The owner has disclosed to the PHA the identity of the owner and any principal or interested party.
2. Neither the owner nor any principal or interested party is listed on the U.S. General Services Administration list of parties excluded from Federal procurement and nonprocurement programs; and none of such parties are debarred, suspended, subject to a limited denial of participation, or otherwise excluded under 2 CFR part 2424.

#### **1.24 Lobbying Certifications**

- A. The owner certifies, to the best of the owner’s knowledge and belief, that:
  1. No Federally appropriated funds have been paid or will be paid, by or on behalf of the owner, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of the Agreement or HAP contract, or the extension, continuation, renewal, amendment, or modification of the HAP contract.
  2. If any funds other than Federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the Agreement or HAP contract, the owner must complete and submit Standard Form-LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions.
- B. This certification by the owner is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. 1352.

#### **1.25 Subsidy Layering**

- A. Owner Disclosure

The owner must disclose to the PHA, in accordance with HUD requirements, information regarding any related assistance from the Federal government, a State, or a unit of general local government, or any agency or instrumentality thereof, that is made available or is expected to be made available with respect to the contract units. Such related assistance includes, but is not limited to, any loan, grant, guarantee, insurance, payment, rebate, subsidy, credit, tax benefit, or any other form of direct or indirect assistance.

B. Limit of Payments

Housing assistance payments under the HAP contract must not be more than is necessary, as determined in accordance with HUD requirements, to provide affordable housing after taking account of such related assistance. The PHA will adjust in accordance with HUD requirements the amount of the housing assistance payments to the owner to compensate in whole or in part for such related assistance.

**1.26 Prohibition of Discrimination**

A. The owner may not refuse to lease contract units to, or otherwise discriminate against, any person or family in leasing of a contract unit, because of race, color, religion, sex, national origin, disability, age, or familial status.

B. The owner must comply with the following requirements:

1. The Fair Housing Act (42 U.S.C. 3601–19) and implementing regulations at 24 CFR part 100 *et seq.*;
2. Executive Order 11063, as amended by Executive Order 12259 (3 CFR 1959–1963 Comp., p. 652, and 3 CFR, 1980 Comp., p. 307) (Equal Opportunity in Housing Programs) and implementing regulations at 24 CFR part 107;
3. Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d–2000d–4) (Nondiscrimination in Federally Assisted Programs) and implementing regulations at 24 CFR part 1;
4. The Age Discrimination Act of 1975 (42 U.S.C. 6101–6107) and implementing regulations at 24 CFR part 146;
5. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and implementing regulations at part 8 of this title;
6. Title II of the Americans with Disabilities Act, 42 U.S.C. 12101 *et seq.*;
7. 24 CFR part 8;
8. Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR part 135;

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9. Executive Order 11246, as amended by Executive Orders 11375, 11478, 12086, and 12107 (3 CFR, 1964–1965 Comp., p. 339; 3 CFR, 1966–1970 Comp., p. 684; 3 CFR, 1966–1970 Comp., p. 803; 3 CFR, 1978 Comp., p. 230; and 3 CFR, 1978 Comp., p. 264, respectively) (Equal Employment Opportunity Programs) and implementing regulations at 41 CFR chapter 60;
10. Executive Order 11625, as amended by Executive Order 12007 (3 CFR, 1971–1975 Comp., p. 616 and 3 CFR, 1977 Comp., p. 139) (Minority Business Enterprise Development); and
11. Executive Order 12138, as amended by Executive Order 12608 (3 CFR, 1977 Comp., p. 393, and 3 CFR, 1987 Comp., p. 245) (Women’s Business Enterprise).
12. HUD’s Equal Access Rule at 24 CFR 5.105. [OGC-Nonconcurrency: This section failed to reference protections with respect to actual or perceived sexual orientation, gender identity, or marital status in accordance with HUD’s Equal Access Rule at 24 CFR 5.105(a). Revising as indicated above is sufficient to resolve this concern.

C. The PHA and the owner must cooperate with HUD in the conducting of compliance reviews and complaint investigations pursuant to all applicable civil rights statutes, Executive Orders, and all related rules and regulations.

**1.27 Owner Duty to Provide Information and Access to HUD and PHA**

- A. The owner must furnish any information pertinent to this Agreement as may be reasonably required from time to time by the PHA or HUD. The owner shall furnish such information in the form and manner required by the PHA or HUD.
- B. The owner must permit the PHA or HUD or any of their authorized representatives to have access to the premises during normal business hours and, for the purpose of audit and examination, to have access to any books, documents, papers, and records of the owner to the extent necessary to determine compliance with this Agreement.

**1.28 Notices and Owner Certifications**

- A. Where the owner is required to give any notice to the PHA pursuant to this Agreement, such notice shall be in writing and shall be given in the manner designated by the PHA.

- B. Any certification or warranty by the owner pursuant to the Agreement shall be deemed a material representation of fact upon which reliance was placed when this transaction was entered into.

**1.29 HUD Requirements**

- A. The Agreement and the HAP contract shall be interpreted and implemented in accordance with all statutory requirements, and will all HUD requirements, including amendments or changes in HUD requirements. The owner agrees to comply with all such laws and HUD requirements.
- B. HUD requirements are requirements that apply to the project-based voucher program. HUD requirements are issued by HUD Headquarters as regulations, *Federal Register* notices, or other binding program directives.

**1.30 Applicability of Part II Provisions — Check All that Apply**

- ✓ Training, Employment, and Contracting Opportunities  
Section 2.1 applies if the total of the contract rents for all units under the proposed HAP contract, over the maximum term of the contract, is more than \$200,000.
- ✓ Equal Employment Opportunity  
Section 2.2 applies only to construction contracts of more than \$10,000.
- ✓ Labor Standards Requirements  
Sections 2.4, 2.8, and 2.10 apply only when this Agreement covers nine or more units.
- — Flood Insurance  
Section 2.11 applies if units are located in areas having special flood hazards and in which flood insurance is available under the National Flood Insurance Program.

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Previous Editions are obsolete

Agreement to Enter into a PBV HAP Contract  
HUD 52531A, Part 1 of 2  
(07/2019)  
Page 16 of 17

**EXECUTION OF THE AGREEMENT**

<b>PUBLIC HOUSING AGENCY (PHA)</b>
By: _____ Date: _____
<b>OWNER</b>
Date: _____

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Previous Editions are obsolete

**Agreement to Enter into a PBV HAP Contract  
HUD 52531A, Part 1 of 2  
(07/2019)  
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# Family Self-Sufficiency (FSS) Program Contract of Participation

U.S. Department of Housing  
and Urban Development

OMB Approval No. 2577-0178  
(exp. 04/30/2025)

## Moving to Work

This Contract of Participation for the Family Self-Sufficiency (FSS) Program is between \_\_\_\_\_  
\_\_\_\_\_, Public Housing Agency (PHA) or PBRA owner, and  
\_\_\_\_\_ head of FSS family.

The FSS family includes everyone in the household, and is referred to in this contract as "family."

### Type of FSS Program.

The family is housed in: (Check only one)

- Housing Choice Voucher (HCV)/Project Based  
Voucher (PBV)
- Public Housing
- Project-Based Rental Assistance (PBRA)/Multifamily
- Other (Local, Non-Traditional Programs)

### Purpose of Contract

The purpose of this contract is to state the rights and responsibilities of the participating family and the PHA/owner, the resources and supportive services to be provided to the family, and the activities to be completed by the family.

### Term of Contract

This contract will be effective on \_\_\_\_\_.

This contract will expire on [5 years after the first  
recertification of income after execution]  
\_\_\_\_\_.

The PHA/owner may extend the term of the contract up to 2 years if the PHA/owner finds that *good cause* exists for the extension.

### Resources and Supportive Services

During the term of the contract, the PHA/owner will try to coordinate the resources and services listed in the Individual Training and Services Plans (ITSP). However, the PHA/owner has no liability to the family if the resources and services are not provided.

### Individual Training and Services Plan (ITSP)

An Individual Training and Services Plan (ITSP) must be developed for each participating family member. All ITSPs for the family are hereby incorporated into and made part of this contract.

### FSS Escrow Account

Escrow credit will be based on the Household's Annual Earned income and calculated using the escrow schedule as defined in Table A, see Appendix A. The escrow schedule contains income ranges and the associated escrow credit corresponding to the income range.

Baseline Annual Income Baseline	\$ _____
Annual Earned Income Baseline	\$ _____
Monthly Rent	\$ _____
Monthly Escrow Credit at Enrollment	\$ _____

### Interim Withdrawal of Escrow Funds

The PHA/owner does \_\_ does not \_\_ allow for the interim withdrawal of escrow funds. If yes, the participating family must be provided with the pertinent policies. The PHA/owner may disburse an amount in the family's FSS escrow account to the head of the FSS family in compliance with its interim withdrawal policies and 24 CFR 984.305).

### Graduation from the FSS Program and Disbursement of Escrow

The PHA/owner will disburse to the head of FSS family the amount in the family's FSS escrow account, less any amount owed to the PHA/owner (for unpaid rent or other outstanding debts), when the family is compliant with its lease, and:

- (1) the PHA/owner determines that the family has completed the terms of this contract, including the terms of all ITSPs; and
- (2) The head of FSS family certifies that no member of the FSS family is a recipient of welfare assistance;

### Disbursement of Escrow in Cases of Contract Termination

The PHA/owner must disburse to the FSS family the amount in the family's FSS escrow account, less any amount owed to the PHA/owner (for unpaid rent or other outstanding debts), when the family is compliant with its lease and:

- (1) The PHA/owner, with HUD approval, determines there is good cause to disburse FSS escrow funds; or
- (2) When the Contract has been terminated for the following reasons:
  - a. Services that the PHA/owner and the FSS family have agreed are integral to the FSS family's advancement towards self-sufficiency are unavailable;
  - b. The head of the FSS family becomes permanently disabled and unable to work during the period of the contract, and the PHA/owner and FSS family determine it is not possible to modify the Contract or designated a new head of the FSS family; or
  - c. A voucher FSS family in good standing moves outside the jurisdiction of the PHA (in accordance with regulatory portability requirements) for good cause, as determined by the PHA, and continuation of the CoP after the move, or completion of the CoP prior to the move, is not possible.

**Head of FSS Family Leaves Assisted Unit**

If the head of the FSS family leaves the assisted unit, the remaining family members may, after consulting the HA/owner, name another family member to take over the Contract or receive the FSS escrow account funds in accordance with the terms of this agreement.

**Loss of FSS Escrow Account**

The family will not receive the funds in its FSS escrow except as provided above. The FSS escrow will be forfeited and the family has no right to receive funds from the FSS escrow if the contract is terminated, except as provided above.

**Family Responsibilities Head of FSS Family must:**

- o Seek and maintain suitable employment. **The head of FSS family and those family members who have decided, with PHA/owner agreement, to execute an ITSP, must:**
- o Complete the interim goals, final goals, and any other activities by the completion dates contained in each ITSP.

**All family members must:**

- o Comply with the terms of the lease.
- o If receiving welfare assistance, become independent of welfare assistance by the end of this Contract term.
- o If participating in the HCV program, the family must comply with the family obligations under the HCV program and live in the jurisdiction of the PHA that enrolled the family in the FSS program at least 12 months from the effective date of this contract, unless the initial PHA has approved the family's request to move outside its jurisdiction under portability.

**Termination of the Contract of Participation**

The PHA/owner may terminate this contract if:

- (1) the family and the PHA/owner agree to terminate the contract;
- (2) the PHA/owner determines that the family has not fulfilled its responsibilities under this contract;
- (3) the family withdraws from the FSS program; or
- (4) the PHA/owner is permitted to terminate the contract in accordance with HUD regulations and requirements.

**Signatures:**

Family	Housing Agency/Owner
(Signature of Head of FSS Family)	(Name of PHA/Owner)
(Date Signed)	(Official Title)
	(Signature of PHA/Owner Official)
	(Date Signed)

The PHA/owner will terminate this contract and distribute escrow according to 24 CFR 984 and 887 when:

- (1) Services that the PHA/owner and the FSS family have agreed are integral to the FSS family's advancement towards self-sufficiency are unavailable
- (2) The head of the FSS family becomes permanently disabled and unable to work during the period of the contract, and the PHA/owner and FSS family determine it is not possible to modify the Contract or designated a new head of the FSS family; or
- (3) A voucher FSS family in good standing moves outside the jurisdiction of the PHA (in accordance with portability requirements 24 CFR 982.353) for good cause, as determined by the PHA, and continuation of the CoP after the move, or completion of the CoP prior to the move, is not possible.

The PHA/owner must give a notice of termination to the head of FSS family. The notice must state the reasons for the PHA/owner decision to terminate the contract.

This contract is automatically terminated if the family's rental assistance is terminated in accordance with HUD requirements.

**Modification**

The PHA/owner and the family may mutually agree to modify this contract or any incorporated ITSP in accordance with 24 CFR parts 887 and 984, as applicable.

**Compliance with HUD Regulations and Requirements**

The PHA/owner and the FSS family agree to comply with HUD regulations and requirements, including 24 CFR parts 887 and 984. To the extent that anything in this contract conflicts with HUD regulations or requirements, including parts 887 and 984, HUD regulations and requirements will prevail. Terms and figures, such as the income and rent amount on page 1, are subject to correction by the PHA/owner for compliance with HUD regulations and requirements. The PHA/owner must notify the family in writing of any adjustments made to the contract.

**Conflict with the Lease**

If any term of this contract conflicts with the lease, the lease will prevail.

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Each Housing Agency (PHA/owner) must implement the FSS Program in compliance with 24 CFR 984 and 24 CFR 877.

Public reporting burden for this collection of information is estimated to average 1.0 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Response to this collection of information is mandatory by law (Section 23 (c) & (g) of the U.S. Housing Act of 1937, as added by Section 554 of the Cranston-Gonzalez National Affordable Housing Act (PL 101-625) and Section 306 of the Economic Growth, Regulatory Relief, and Consumer Protection Act (P.L. 115-174) for participation in the FSS program.

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The information collected on this form is considered sensitive and is protected by the Privacy Act. The Privacy Act requires that these records be maintained with appropriate administrative, technical, and physical safeguards to ensure their security and confidentiality. In addition, these records should be protected against any anticipated threats to their security or integrity which could result in substantial harm, embarrassment, inconvenience, or unfairness to any individual on whom the information is maintained.

HUD may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

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## Instructions for Executing the FSS Contract of Participation

### Head of FSS Family

The family must designate an adult family member to be the Head of FSS Family who will sign this contract. The head of FSS Family may, but is not required to be, the head of the household for rental purposes. Under certain circumstances, consistent with 24 CFR part 887 and 984, as applicable, and this contract, the family may designate a new Head of FSS Family during the term of the contract.

### Term of Contract

- (1) The effective date is the first day of the month following the date the contract was signed by the family and the PHA/owner's representative.
- (2) The expiration date is five years from the effective date of the first re-exam after the effective date of the contract. The expiration date may be left blank until the first rental re-exam.
- (3) If the PHA/owner decides to extend the term of the contract, the original expiration date listed on page one of the contract must be crossed out and the new expiration date added.
- (4) If a family moves under HCV portability procedures and is going to participate in the receiving PHA's FSS program, the effective date of the contract between the family and the receiving PHA is the first day of the month following the date the contract was signed by the family and the PHA's representative. The expiration date of the contract between the receiving PHA and the family must be the same as the expiration date of the contract between the initial PHA and the family.

### FSS Escrow Account

- (1) The income and rent numbers to be inserted in this Contract must be taken from the amounts on the last reexamination or interim determination before the family's initial participation in the FSS program.
- (2) If a family moves under HCV portability procedures and is going to participate in the receiving PHA's FSS program, the receiving PHA must use the amounts listed for annual income, earned income, and family rent in this contract between the initial PHA and FSS family.
- (3) When OHA is the receiving housing authority we will use the family's current annual earned income to determine escrow credit.

### Changes to the Contract

- (1) This contract of participation can only be changed to modify the contract term, the Head of FSS family, or the ITSPs.

(2) Any change of the head of the family under the contract must be included as an attachment to the contract. The attachment must contain the name of the new designated head of FSS family, the signatures of the new head of FSS family and a PHA/owner representative, and the date signed.

(3) Any change(s) to an ITSP must be included as a revision to the original ITSP (attachment) to which the change applies. The revision must include the item changed, signatures of the participant and a PHA/owner representative, and the date signed.

### Individual Training and Services Plans (ITSPs)

- (1) The contract must include an individual training and services plan for the head of the family. Other family members aged eighteen and older may choose to execute an individual training and services plan if agreed to by the PHA/owner.
- (2) The resources and supportive services to be provided to each family member must be listed in the ITSPs which are attachments to the contract of participation.
- (3) Each ITSP must be signed by the participant and an PHA representative.
- (4) Interim goals must be specified along with the activities and services needed to achieve them. For example, a single mother with two children who has an interim goal of completing her secondary education might require several different activities and services to achieve that goal. These might include transportation, tutoring, and child care.
- (5) All completion dates included in the ITSPs must be on or before the contract of participation expires.
- (6) One of the final goals for families receiving welfare assistance is to become independent of welfare assistance by the end of the contract. Any family that is receiving welfare assistance **must** have this included as a final goal in the head of FSS family's ITSP.
- (7) The other final goal listed on the ITSP of the head of FSS family **must** include seeking and maintaining suitable employment specific to that individual's skills, education, job training, and the available job opportunities in the area.

### Incentives

If the PHA/owner has chosen to offer other incentives in connection with the FSS program, these incentives may be included in the individual training and services plans or as an attachment to this contract.

**Family Self-Sufficiency Program  
Individual Training and Services Plan**

Attachment \_\_\_\_\_

Name of Participant \_\_\_\_\_

**Final Goal**

Interim Goal Number \_\_\_\_\_

Date Accomplished \_\_\_\_\_

Activities/Services

Responsible Parties

Date/s

Comments

**Signatures:**

**Family**

\_\_\_\_\_  
(Participant)

\_\_\_\_\_  
(Date Signed)

**Housing Agency**

\_\_\_\_\_  
(Signature of PHA/Owner Representative)

\_\_\_\_\_  
(Date Signed Title)

**Family Self-Sufficiency Program  
Individual Training and Services Plan**

Attachment \_\_\_\_\_

Name of Participant \_\_\_\_\_

**Final Goal** \_\_\_\_\_

Interim Goal Number \_\_\_\_\_

Date Accomplished \_\_\_\_\_

Activities/Services

Responsible Parties

Date/s

Comments \_\_\_\_\_

Previous editions are obsolete

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HUD form -52650

## **Appendix A**

\$10,000 - \$14,999	\$50
\$15,000 - \$19,999	\$75
\$20,000 - \$24,999	\$100
\$25,000 - \$29,999	\$125
\$30,000 - \$34,999	\$150
\$35,000 - \$39,999	\$175
\$40,000 - \$44,999	\$200
\$45,000 - \$49,999	\$225
\$50,000 - \$54,999	\$250
\$55,000 - \$59,999	\$275
\$60,000 - \$64,999	\$300
\$65,000 - \$69,999	\$325
\$70,000 - \$74,999	\$350
\$75,000 - \$79,999	\$375
\$80,000 - \$84,999	\$400
\$85,000 - \$89,999	\$425
\$90,000 - \$94,999	\$450
\$95,000 - \$99,999	\$475
\$100,000 -Above	\$500



**Effective July 1, 2022**

**SECTION 8 UTILITY & APPLIANCE ALLOWANCES FOR TENANT-PAID UTILITIES**

Moving to Work- HUD-52667



**APARTMENTS**

**STANDARD MONTHLY ALLOWANCES**

End Use	Utility	SRO	0BR	1BR	2BR	3BR	4BR	5BR	6BR	TOTAL
Cooking	Gas	\$3	\$4	\$5	\$7	\$9	\$11	\$13	\$15	
	Electric	\$7	\$8	\$9	\$16	\$21	\$26	\$31	\$36	

Space Heating	Gas	\$25	\$29	\$35	\$39	\$42	\$46	\$49	\$56	
	Electric	\$26	\$31	\$36	\$44	\$52	\$61	\$74	\$85	

Hot Water	Gas	\$9	\$11	\$12	\$18	\$25	\$32	\$39	\$45	
	Electric	\$20	\$23	\$30	\$41	\$50	\$59	\$68	\$78	

Lighting	Electric	\$27	\$32	\$38	\$54	\$73	\$93	\$113	\$130	
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Water	\$73	\$86	\$90	\$115	\$140	\$167	\$201	\$231	
Garbage	\$53	\$53	\$53	\$53	\$92	\$92	\$92	\$106	

**TENANT OWNED APPLIANCES**

Stove	\$18	\$18	\$18	\$18	\$18	\$18	\$18	\$18	
Refrigerator	\$25	\$25	\$25	\$25	\$25	\$25	\$25	\$25	

Per Month Cost \$ \_\_\_\_\_

Client Name \_\_\_\_\_

RX Date \_\_\_\_\_

Client Number \_\_\_\_\_

Housing Rep's Initials \_\_\_\_\_



Effective July 1, 2022

**SECTION 8 UTILITY & APPLIANCE ALLOWANCES FOR TENANT-PAID UTILITIES**

Moving to Work- HUD-52667



**STANDARD MONTHLY ALLOWANCES**

End Use	Utility	0BR	1BR	2BR	3BR	4BR	5BR	6BR	TOTAL
Cooking	Gas	\$4	\$5	\$7	\$9	\$11	\$13	\$15	
	Electric	\$8	\$9	\$16	\$21	\$26	\$31	\$36	

Space Heating	Gas	\$29	\$34	\$40	\$46	\$51	\$57	\$66	
	Electric	\$44	\$51	\$59	\$67	\$78	\$92	\$106	

Hot Water	Gas	\$11	\$12	\$18	\$25	\$32	\$39	\$45	
	Electric	\$25	\$32	\$41	\$50	\$59	\$68	\$78	

Lighting	Electric	\$39	\$46	\$68	\$92	\$116	\$140	\$161	
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Water	\$86	\$90	\$115	\$140	\$167	\$201	\$230	
Garbage	\$53	\$53	\$53	\$92	\$92	\$92	\$92	

**TENANT OWNED APPLIANCES**

Stove	\$18	\$18	\$18	\$18	\$18	\$18	\$18	
Refrigerator	\$25	\$25	\$25	\$25	\$25	\$25	\$25	

Per Month Cost \$ \_\_\_\_\_

Client Name \_\_\_\_\_

RX Date \_\_\_\_\_

Client Number \_\_\_\_\_

Housing Rep's Initials \_\_\_\_\_

**APPENDIX K**

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**Approved Designated Housing Plan**



## **Designated Housing Plan for the Oakland Housing Authority**

Date of Submission: July 7, 2023  
Approved: September 7, 2023

Prepared By:

Julie Christiansen  
Contributions from: Alex Waggoner, Erika McLitus, Anna Kaydanovskaya,  
Michelle Hasan, Nicol Jacob, Mark Schiferl  
Oakland Housing Authority  
1619 Harrison St.  
Oakland, CA 94612

Submitted To:

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing Public Housing Management and  
Occupancy Division  
Room 4208  
451 7th Street, S.W.  
Washington, D.C. 20410

## Introduction

The Oakland Housing Authority (OHA) hereby requests a renewal to its previously submitted and approved Designated Housing Plan (DHP). The plan is intended to replace OHA's plan that expired on June 30, 2008.

On June 30, 2001, OHA submitted the DHP to the U.S. Department of Housing and Urban Development (HUD) pursuant to authorization by Section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) and the requirements of HUD PIH Notice 97-12. The plan was reviewed and approved as submitted, with the following sites designated for elderly families<sup>1</sup>: Harrison Towers, Oak Grove North/South, Adel Court, and Palo Vista Gardens.

On June 26, 2006, OHA requested an extension of its DHP. PIH Notice 2005-2 explains the requirements by which a public housing agency (PHA) can, pursuant to Section 10(a) of the "Housing Opportunity Program Extension Act of 1996," designate public housing projects for elderly families only, disabled families only, or elderly and disabled families.

In 2017, OHA sought to convert three of its previously designated elderly family housing sites, Oak Groves South, Oak Groves North, and Harrison Towers, to housing choice voucher project-based properties through Section 18 of the United States Housing Act of 1937 (USHA), which allows for the demolition or disposition of public housing. As a result of the approved disposition, OHA currently has only two sites designated for elderly family housing: Adel Court and Palo Vista Gardens, this plan is requesting approval to continue the designation for these two sites.

The information contained in this plan provides a justification for OHA to designate the sites referenced above as elderly sites. To illustrate the of this designation and to achieve the housing goals of OHA as well as address the continuing needs for affordable, age-appropriate housing among Oakland's low-income, growing elderly population.

There are substantial unmet housing needs for the elderly, and the nation has faced a recent pandemic crisis that increases the vulnerability of the elderly population. It is vital that OHA continues to maintain the elderly-only sites identified in this plan to ensure availability of targeted services and necessary resources to support the elderly's health and safety. Additionally, OHA's plan ensures that reasonable efforts are undertaken to address the needs of the elderly in a fair and equitable manner. Please find below a table with an overview of all of OHA's projects. The AMP # is listed in the table below for reference and in future tables the properties will be listed by the name only.

## Duration of Plan

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<sup>1</sup> OHA follows HUD's Public Housing Guidebook definition of an elderly family, which is a family whose head, spouse or sole member is a person who is at least 62 years of age.

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**Table 1: Overview of Currently Occupied Units**

Property	Project Type	AMP #	0-1BR	2 BR	3BR	4BR		
Adel Court	Elderly Only	CA003000102	27	3	0	0		
<b>Total Units</b>							<b>30</b>	
Property	Project Type	AMP #	0-1BR	2 BR	3BR	4BR		
Palo Vista Gardens	Elderly Only	CA003000107	100	0	0	0		
<b>Total Units</b>							<b>100</b>	
Property	Project Type	AMP #	0-1BR	2 BR	3BR	4BR		
Lockwood Gardens	Family	CA003000104	75	221	56	5		
<b>Total Units</b>							<b>357</b>	
Property	Project Type	AMP #	0-1BR	2 BR	3BR	4BR		
Peralta Village	Family	CA003000108	149	201	32	0		
<b>Total Units</b>							<b>382</b>	
Property	Project Type	AMP #	0-1BR	2 BR	3BR	4BR		
Campbell Village	Family	CA003000103	48	83	20	0		
<b>Total Units</b>							<b>131</b>	
Property	Project Type	AMP #	0-1BR	2 BR	3BR	4BR		
Chestnut Court	Family	CA003000118	0	11	23	8		
<b>Total Units</b>							<b>42</b>	
Property	Project Type	AMP #	0-1BR	2 BR	3BR	4BR		
Linden Court	Family	CA003000115	0	4	27	0		
<b>Total Units</b>							<b>31</b>	
Property	Project Type	AMP #	0-1BR	2 BR	3BR	4BR		
Harrison Tower*	Elderly/Disposition	CA003000101	65	1	0	0		
<b>Total Units</b>							<b>66</b>	
Property	Project Type	AMP #	0-1BR	2 BR	3BR	4BR		
Mandela Gateway	Family	CA003000117	0	17	18	10		
<b>Total Units</b>							<b>45</b>	
Property	Project Type	AMP #	0-1BR	2 BR	3BR	4BR		
Lion Creek Crossing I-IV	Family	CA003000124	11	15	101	18		
*Harrison Tower is converting to PBV through disposition		<b>Total Units</b>					<b>145</b>	

The OHA Designated Housing Plan shall be in effect for a five-year period from the date of HUD's notification that the plan has been approved. Per the statutory provisions (Section 7 (e)(1)):

“[HUD] shall conduct a limited review of each plan and notify each public housing agency submitting a plan whether the plan complies with such requirements not later than 60 days after receiving the plan. If [HUD] does not notify the public housing agency, as required under this paragraph, the plan shall be considered, for the purposes of this section to comply with requirements under subsection (d) and [HUD] shall be considered to have notified the agency of such compliance upon the expiration of such 60-day period.”<sup>2</sup>

OHA may amend its DHP before the expiration of the five-year period by submitting a revised plan to HUD.

### Sources of Information

In preparing this plan, OHA conducted a comprehensive review and analysis of applicable housing data and reports, which included the following:

- City of Oakland Housing Element 2015 – 2023 (Oakland Housing Element).
- City of Oakland Housing & Community Development Department (HCD) 2021 – 2023 Strategic Action Plan.
- City of Oakland Consolidated Plan for Housing and Community Development (July 1, 2015 – June 30, 2020).
- Oakland Housing Authority Making Transitions Work (MTW) Annual Report FY 2022.
- Oakland Housing Authority Making Transitions Work (MTW) Annual Plan FY 2024
- Final Regional Housing Needs Allocation (RHNA) Plan: San Francisco Bay Area, 2023 – 2031.
- American Community Survey ACS 1-Year Estimated Detailed Tables, 2021
- “Toward a New Understanding – The California Statewide Study of People Experiencing Homelessness” – June 2023, Benioff Homelessness and Housing Initiative UCSF

Additionally, OHA consults and collaborates on a regular basis with a wide range of advocacy groups, service partners, and public and private agencies who work with elderly families.

### Justification for Designation

OHA’s DHP meets the needs of the low-income population of Oakland by designating an appropriate portion of units to meet the demand for elderly housing identified by analyzing demographic shifts, emerging and past waitlist trends, as well as availability of resources for the elderly. In early 2001, one of the policy objectives noted in Oakland’s Affordable

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<sup>2</sup> 42 U.S.C. § 1437e (7)(e)(1)

Housing Strategy was to provide supportive housing for the elderly and persons with special needs, through the development of supportive housing and provision of supportive services that target Oakland’s low-income elderly population. In its blueprint for housing the City’s residents, one of the goals of the City of Oakland Housing Element 2015 – 2023 plan is to promote the development of adequate housing for low- and moderate-income households, and it would do so by continuing to support affordable housing development programs that promote a mix of housing types, including homeownership, multifamily rental housing, and housing for elderly families and persons with special needs.

The UCSF Benioff Homelessness and Housing Initiative study from June 2023 states:

*“California’s homeless population is aging, with the proportion of older adults (defined as adults older than 50) in the state’s homeless population increasing. Among single homeless adults, 48% were 50 and older. Among single adults 50 and older, 41% became homeless for the first time at age 50 or older.” Page 21.*

The Oakland Housing Element states:

*“The increase in Oakland’s senior population reflects national and State trends towards longer lifespans and dramatically reduced birth rates, compared to previous decades. This trend is likely to continue and will increase the need for housing specifically designed for seniors.”*

The Oakland Consolidated Plan lists the following as one of its nine key goals which represent high priority needs for the City of Oakland and serve as the basis for programs and activities:

*“Provision of Supportive Housing for Seniors and Persons with Special Needs”*

The site designations detailed in this plan meet these conditions and support the City of Oakland’s affordable housing strategy. Additionally, OHA’s Annual plan has been designed to ensure that reasonable efforts are undertaken to address the needs of the elderly in a fair and equitable manner, as described in the Introduction where it states:

*“OHA operates federally funded and other housing assistance programs and reaching over 16,000 of Oakland’s lowest-income families including the elderly and persons with disabilities.”*

In the OHA FY 2024 Annual MTW Plan (pg. 170), Adel Court and Palo Vista Gardens are described as Designated Senior Sites (130 total units) which is approximately 9% of OHA’s public housing portfolio. Approximately, 95% of OHA’s families served are very low-income and as an MTW agency, OHA maximizes its families served through traditional housing programs such as HCV, public housing and local non-traditional families served through MTW flexibilities. As reported in the OHA FY 2022 Annual MTW Report, OHA serves approximately 98% of families possible through these programs within OHA’s funding constraints.

## Oakland's Elderly Population

Between 2000 and 2010, the U.S. Census revealed that the number of Oakland's elderly's population (those 65 years or older) had increased by 4.2%, constituting 11% of the city's overall population.

In 2010, 32% of the elderly population were living in Oakland alone. Additionally, while 58% of this population were homeowners, 42% were renting in Oakland.<sup>3</sup> The City of Oakland Housing Element 2015 – 2023 (Oakland Housing Element) points out that Oakland's elderly population is growing, with an increase of 6.2% in elderly households from 2000 to 2010, for a total of 28,796 households.<sup>4</sup> The below charts provide an additional breakdown of the large percentage of rent burdened seniors and insight into the need for senior housing:

	<b>0%-30% of AMI</b>	<b>31%-50% of AMI</b>	<b>51%-80% of AMI</b>	<b>81%-100% of AMI</b>	<b>&gt;100% of AMI</b>
<b>&lt;30% of Income Used for Housing Costs</b>	28.88%	40.44%	51.15%	65.20%	85.75%
<b>30%-50% of Income Used for Housing Costs</b>	20.10%	29.96%	30.11%	18.36%	11.66%
<b>&gt;50% of Income Used for Housing Costs</b>	51.02%	29.60%	18.74%	16.44%	2.59%

Further, the majority of senior households are not employed, and many are unable to work. According to the American Community Survey in 2021, only 24% of seniors in Oakland worked in the past twelve months and 77.5% of seniors in Oakland are not in the labor force. Taken together, these factors reveal a significant need for affordable units for seniors in Oakland.

### High Housing Costs

The City of Oakland is located in an expensive housing market, heavily influenced by the general San Francisco Bay Area market. Since 1990, Oakland has experienced growing interest as a place to live and work and in recent decades, the San Francisco Bay Area has been the focal point of significant economic development and investment in the technology sector.

The Oakland Housing Element noted that rents and housing prices in the city followed this trend, slowly rising during much of the 1990s, with prices accelerating in the late 1990s and continuing to increase rapidly until 2007. From 2008 to approximately 2012, prices declined dramatically due to the housing bubble burst and the foreclosure crisis

<sup>3</sup> 2010 United States Census (census.gov)

<sup>4</sup> City of Oakland Housing Element 2015 – 2023 (adopted December 9, 2014)

that ensued. During this period, Oakland saw a decline in housing demand and costs both in rental and ownership units.

Resurgence in the technology sector in recent years has resulted in yet another period of high housing demand that has spilled over to neighboring and regional cities, particularly Oakland. By 2013, housing costs, both market rents and home sale prices, had significantly increased once more with prices in some zip codes reaching heights close to or above those at the peak of the housing bubble. One indicator of the regional nature of the housing demand is the “Google Bus” phenomenon, where technology companies have started providing free luxury bus shuttles from neighboring cities to their corporate offices/campuses in Silicon Valley. These buses now pick up in at least four Oakland locations (including three BART stations) as many of their employees reside in Oakland.

The regional impact of housing demand on Oakland is notable and growing as the demand and costs of rental and ownership housing in the city are now at an all-time high.

There are a number of barriers to increasing affordability within the housing sector, which include: income and wages are not keeping pace with rising housing costs and the overall costs of living; federal resources for programs do not match the needs residents are experiencing in the city; homeownership is out of reach for the majority of residents; and low housing vacancy rates are contributing to higher rent.

The City of Oakland has fallen short of meeting its overall housing production requirement, as mentioned in the Oakland Housing Element, “the City cannot control the housing market conditions to encourage housing development. In addition, subsidies available to develop affordable housing units can only stretch so far given the high land and development costs...”.<sup>5</sup>

Furthermore, it was underscored in the City of Oakland HCD 2021 – 2023 Strategic Action Plan that Oakland’s lowest income households are experiencing the highest rent burden. Over 80% of extremely low-income (ELI)<sup>6</sup> households pay more than 30% of their income towards rent, with 46% paying over 50% of their income towards rent.<sup>7</sup>

In Oakland, about 19,835 elderly households are low or very low income and significant numbers have housing cost challenges. Up to 55% are paying over half of their income for their housing costs and up to 73% are paying over a third of their income for their housing.<sup>8</sup> As the data show, Oakland’s lower-income elderly homeowners are at risk for losing their homes and market rents are escalating out of reach for the majority of current Oakland tenants.

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<sup>5</sup> City of Oakland Housing Element 2015 – 2023 (adopted December 9, 2014), p. 2

<sup>6</sup> ELI households are those earning 30% or less of the area median income (AMI)

<sup>7</sup> City of Oakland Housing & Community Development Department 2021 – 2023 Strategic Action Plan

<sup>8</sup> City of Oakland Housing

Element 2015 – 2023 (adopted December 9, 2014)

## Rental Comparison

OHA conducted a comparison analysis of availability of properties within one mile of the proposed senior sites, examining rent rate and square footage to provide insight into the rental market in the housing market and costs for seniors would pay for market rents in comparable units. The average cost of a rental near Adel Court for a one- or two-bedroom apartment is \$2,138 a month for a 645 square foot unit. For Palo Vista Gardens it is on average \$2,059 a month for a one- or two-bedroom apartment of 621 square feet.

**Table 3: Comparative Analysis of Available Properties within One Mile of the Proposed Senior Sites**

Proposed Senior Site	Comparison Property Address	No. of Bedrooms/ Bathrooms	Monthly Rent	Square Footage
Adel Court	3525 Dimond Ave	1b 1ba	\$2,100	700 sqft
	3555 Lincoln Ave	1b 1ba	\$2,100	450 sqft
	3701 Fruitvale Ave	2b 1ba	\$2,295	700 sqft
	3764 Fruitvale Ave	2b 1ba	\$2,700	1,150 sqft
	3464 Champion St	studio 1ba	\$1,495	227 sqft
<b>AVERAGE</b>			<b>\$2,138</b>	<b>645 sqft</b>
Palo Vista Gardens	1243 58th Ave	2b 1ba	\$2,600	663 sqft
	7008 Spencer St	1b 1ba	\$1,995	600 sqft
	2232 Seminary Ave	1b 1ba	\$1,400	418 sqft
	5809 Elizabeth St	2b 1ba	\$2,350	925 sqft
	2615 66th Ave	1b 1ba	\$1,950	500 sqft
<b>AVERAGE</b>			<b>\$2,059</b>	<b>621 sqft</b>

These comparisons illustrate that the average cost of rent in the nearby area is significantly elevated and would be challenging for most seniors to afford. There is a high demand for affordable senior housing and the two sites being designated as senior make up a small percentage of OHA's total portfolio, while critical to assist in this vulnerable population.

Additionally, there are other Federal subsidized units in OHA properties in the community in close proximity to these designated sites that offer comparable affordable units in size and cost to non-designated populations such as non-elderly families. Sites that are in close proximity to Palo Vista Gardens are Lockwood Gardens (370 units located at 1327 65<sup>th</sup> Ave.), a large public housing family site and Lion Creek Crossing (located at 6888 Lion Way), a multi-phased development offering affordable family units across 5 properties that total 567 units, 157 which are public housing. Adel Court has several small multi-family buildings of affordable housing which are subsidized with project-based subsidies located in close proximity with comparable rents that are part of the Oakland Affordable Housing Preservation Initiative. Additionally, the Ave Vista affordable housing,

located at 460 Grand Ave., has a total of 68 affordable housing units subsidized with project-based vouchers and low-income housing tax credits that offer comparable priced units of affordable housing. See the attached Portfolio Map of OHA and OHA affiliate affordable housing units in proximity to the proposed designated sites.

### Removing Accessible Units from the General Portfolio

The 2019 American Community Survey estimates that 11.7% of the non-institutionalized population in Oakland has a disability and 13.11% are ages 65 and over. However, the overlap between these vulnerable groups is highly significant. Nearly 87% of Oakland residents over the age of 65 have some type of disability that may require special accessibility features or additional services.

<b>Disability</b>	<b>Percentage of Seniors</b>
Ambulatory Difficulty	25%
Independent Living Difficulty	17.93%
Hearing Difficulty	14.03%
Self-Care Difficulty	10.59%
Cognitive Difficulty	11.77%
Vision Difficulty	7.95%

Given the majority of disabled residents in Oakland are also elderly, and that these residents have a compounded need for affordable housing with supportive services and accessibility features, reserving a total of 15 accessible units for seniors out of a total of 167 accessible units in the OHA public housing portfolio, which amounts to less than 9% of the accessible units and will not have a disparate impact on non-elderly disabled residents. See tables 24, 25, 26, and 27 for detailed info on OHA’s accessible public housing units.

### Demand for Public Housing

The Oakland Housing Authority (OHA) has five (5) waiting list categories that residents are able to apply to:

1. housing choice voucher: tenant based.
2. housing choice voucher: project-based (OHA managed).
3. housing choice voucher: project-based (3<sup>rd</sup> party managed).
4. public housing (OHA managed); and,
5. public housing (3<sup>rd</sup> party managed)

As of May 2023, there are 3,156 applicants are on the public housing waiting list, 300 applicants on the housing choice voucher (HCV) tenant-based waiting list and approximately 36,384 applicants on the site-based project-based waiting lists.

Many of the waiting lists are managed by OHA’s partners and management agencies; thus, collating and reviewing the various data sets will create an administrative burden that does not yield accurate information as applicants’ information, such as age and family composition, which is constantly changing. Reasonable Accommodation (RA) requests for accessible units are assessed when an applicant is pulled from the waiting list or after the applicant is housed.

While the presence of affordable housing is limited in Oakland, OHA supports a portfolio of over 14,700 tenant and project-based vouchers. According to the California Housing Partnership (CHPC) housing map, there are 4,777 HUD-funded units in Oakland and over 13,000 Low Income Housing Tax Credit (LIHTC) and state-funded units in the city.<sup>9</sup> OHA is currently utilizing 12,316 of its 14,563 HCV Vouchers. As an MTW agency, OHA uses single fund flexibility and MTW waivers to allocate funding to local non-traditional programs designed to house families based on specific needs within Oakland.

The below table provides a snapshot of OHA’s waiting list data as of May 2023. The “Description” column details the designation of the waiting lists and the population served. Note that applicants do have the opportunity to apply to multiple rental assistance programs and often appear on multiple waiting lists.

**Table 5: FY 23 Waiting List Data**

Wait List Information	Description	Number of HH on Waiting List	Waiting List Status	Waiting List to be Opened in Upcoming Fiscal Year
HCVs: Tenant Based	Community Wide	300	Closed	Yes
HCVs: Project Based (OHA Managed)	Site Based	340	Closed	Yes
HCVs Project Based (Third Party Managed)	Site Based	36,384	Open	No
Public Housing (OHA Managed)	Site Based	500	Closed	Yes
Public Housing (3rd Party Managed)	Site Based	2,656	Closed	Yes

With the exception of Lockwood Gardens and Peralta Village, which have a combined waiting list, OHA’s public housing sites have site-based waiting lists. For larger family

<sup>9</sup> [California Affordable Housing Map \(chpc.net\)](https://chpc.net)

development sites, the waiting lists are not broken down by bedroom sizes. The elderly designated sites, Adel Court and Palo Vista, also have site-based waiting lists.

According to the OHA's FY 2022 MTW Annual Report (pg. 101-102), applicants spend an average of 60 months on a waitlist prior to being scheduled for intake appointments. As for sites designated as elderly, the expected average number of months applicants spend on site-based waitlist are 60 months and 24 months for Adel Court and Palo Vista Gardens, respectively.<sup>10</sup>

Within OHA's voucher inventory, there are 212 mainstream vouchers that are specifically designated for persons with disabilities. There are also 85 Non-Elderly Disabled (NED) vouchers within the portfolio. These are the only vouchers that are specifically designated for persons with disabilities although some of our project-based and mixed-finance sites have designations for set asides of units to serve this population.

When OHA opens the waitlists for any properties with special designations such as elderly only, it clearly states in advertising and public announcements for persons applying to the waitlists that occupancy is limited to elderly families. OHA also states the elderly only designation in the Admissions and Continued Occupancy Plan (ACOP) used to administer public housing any sites that are designated as senior sites such as Adel Court and Palo Vista Gardens. Lastly, OHA includes in the Annual MTW Plan and Report any sites that are designated as elderly.

### **Local Preferences and Waiting List Selection**

According to the OHA Admissions and Occupancy Policy (ACOP), OHA is permitted to establish local preferences and to give priority to serving families that meet those criteria. HUD permits OHA to establish other local preferences, at its discretion, but any local preferences established must be consistent with OHA plan and the consolidated plan and must be based on local housing needs and priorities that can be documented by generally accepted data sources.<sup>11</sup>

OHA will therefore use the following preferences to select families from the waiting list:

- **A Veteran's Preference** (as required by state law).
- **A Residency Preference:** for persons living or working in Oakland.
- **A Family Preference:** for families with two or more persons, a single person applicant that is 62 years of age or older, or a single person applicant with a disability.
- **A Family Preference:** for applicant families that are homeless at admission based on the McKinney Vento Act definition.

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<sup>10</sup> Ibid., p. 102

<sup>11</sup> Oakland Housing Authority Admissions and Continued Occupancy Policy, Updated and Approved February 2019

Applicants to the public housing conventional program, within the above preferences, will be selected from the waiting list in the order of their assigned lottery number and according to OHA preference(s) for which they qualify. Among applicants with the same preference, families will be selected according to a random selection process.<sup>12</sup>

### Overview of OHA Waiting Lists and Applicant Data

OHA maintains site-based waitlists, which are listed below and broken down by category.

#### HCV Applicant Waiting List

All applicants on the HCV waitlist are listed as eligible for all bedroom types to allow for ease of placement. The table below demonstrates that the elderly make up 25% of our HCV Waitlist as of May 2023. Note that this waitlist was last opened in 2011 and OHA plans to open it in FY 2024.

<b>Table 6: Elderly, Disabled, and Elderly Disabled Applicants on OHA's HCV Waitlist</b>		
<b>Category</b>	<b>Total # of Applicants</b>	<b>Percentage of Total</b>
Elderly	75	20.8%
Non-Elderly	285	79%
Elderly Disabled	0	0%
Non- Elderly Disabled	16	4.4%
<b>Accessible Unit Requests</b>		
Elderly Accessible	0	0%
Non-Elderly Accessible	0	0%

<b>Table 7: Demographics of Applicants on OHA's HCV Waitlist</b>	
<b>Category</b>	<b>Total # of Applicants</b>
Black	85
White	18
Asian	10
Native American	3
Pacific Islander	3
Latino	15
Multiple Ethnicities	10
Ethnicity Not Reported	217

#### Public Housing Waiting Lists

Please note below the data regarding the number of disabled, elderly disabled, and elderly applicants on the Low-Income Public Housing Waiting List for OHA as of May

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<sup>12</sup> Ibid.

2023. Additionally, there is a breakdown by racial group as well as bedroom size requested.

<b>Table 8: Elderly, Disabled, and Elderly Disabled Applicants on Site-Based Public Housing Site Waitlists</b>		
<b>Category</b>	<b>Total # of Applicants</b>	<b>Percentage of Total</b>
Elderly	494	13.3%
Non-Elderly	3,213	86.6%
Elderly Disabled	352	9.5%
Non-Elderly Disabled	445	12%
<b>Accessible Unit Requests</b>		
Elderly Accessible	262	7%
Non-Elderly Accessible	468	12.6%

<b>Table 9: Demographics of Applicants on Site-Based Public Housing Waitlists</b>	
<b>Category</b>	<b>Total # of Applicants</b>
Black	2,753
White	178
Asian	519
Native American	71
Pacific Islander	21
Latino	316
Multiple Ethnicities	65
Ethnicity Not Reported	274

<b>Table 10: Unit Size Requested by Applicants on Site-Based Public Housing Waitlists</b>					
<b>Studio</b>	<b>One Bedroom</b>	<b>Two Bedroom</b>	<b>Three Bedroom</b>	<b>Four Bedroom</b>	<b>Five Bedroom</b>
8	1,005	817	1,249	608	3

For public housing waitlists and HCV waitlists, accessibility requests are tracked. The total number of families on these waitlists are approximately 456 as of May 2023. The total amount of accessibility requests for these applicants is 730 which is 21% of total applicants.

PBV Waiting Lists (3<sup>rd</sup> Party and OHA Managed)

In the table below, we outline the Project Based Vouchers waitlist as of August 2022. For properties managed by OHA partners, demographic information is based on what is reported to OHA and is not complete for all sites. Accessibility request data for these waitlists is not available so OHA cannot assess the demand for accessibility from these waitlists.

**Table 11: Elderly, Disabled, and Elderly Disabled Applicants on Site-Based and OHA Managed Project-Based Voucher Waitlists**

Category	Total # of Applicants	Percentage of Total
Elderly	6,806	17.7%
Non-Elderly	31,693	82.3%
Elderly Disabled	764	1.9%
Non-Elderly Disabled	2,168	5.6%

**Table 12: Demographics of Applicants on Site-Based and OHA Managed Project-Based Voucher Waitlists**

Category	Total # of Applicants
Black	8,034
White	3,700
Asian	898
Native American	253
Pacific Islander	161
Latino	1,089
Multiple Ethnicities	885
Ethnicity Not Reported	24,558

**Table 13: Unit Size Requested by Applicants on Site-Based and OHA Managed Project-Based Voucher Waitlists**

Studio	One Bedroom	Two Bedroom	Three Bedroom	More than 3 Bedrooms
6,008	8,104	6,078	1,821	590

Waiting List for Properties Proposed to be Designated as Senior Sites

The proposed senior sites of Adel Court and Palo Vista gardens have site-based waitlists. These tables below contain demographic info for the number of elderly/non-elderly, racial demographic data, and bedroom size as of May 2023.

**Table 14: Proposed Designated Senior Site Waitlist**

Site	Elderly HHs	Non-Elderly HHs	Elderly HH disability	Non-elderly HH disability	Elderly HH accessible unit	Non-elderly HH accessible unit
Adel Court	27	2	4	1	4	1
Palo Vista Gardens (PV)	67	0	18	0	18	0

Percentages	% Elderly Adel Court: 93.1%	% Non-Elderly Adel Court: 6.9%	% Non-Elderly Disabled Adel Court: 3.4%
	% Elderly PV Gardens: 100%	% Non-Elderly PV Gardens: 0%	% Non-Elderly Disabled PV Gardens: 0%

**Table 15: Proposed Designated Senior Site Waitlist Demographics**

Site	Elderly Black HHs	Elderly Asian HHs	Elderly White HHs	Elderly Latino HHs	Elderly Native American HHs	Elderly Pacific Islander HHs	Elderly Multiple Ethnicity HHs	Elderly Ethnicity Not Reported	Not Reported HHs
Adel Court	17	13	3	3	1	0	3	4	
Palo Vista Gardens	24	27	6	4	1	2	4	2	
Site	Non-Elderly Black HHs	Non-Elderly Asian HHs	Non-Elderly White HHs	Non-Elderly Latino HHs	Non-Elderly Native American HHs	Non-Elderly Pacific Islander HHs	Non-Elderly Multiple Ethnicity HHs	Non-Elderly Ethnicity Not Reported	Not Reported HHs
Adel Court	3	0	0	0	0	0	0	0	

Waiting List Preference

For the HCV tenant-based waiting list, OHA uses the following preferences defined in the Administrative Plan used to administer the HCV program to select families:

- **A Residency preference:** applicants who live or work in the City of Oakland at the time of the application interview and /or applicants that lived or worked in the City of Oakland at the time of submitting their initial application and can verify their previous residency/employment at the applicant interview, qualify for this preference.
- **A Family preference:** applicant families with two or more persons, or a single person applicant that is 62 years of age or older, or a single person applicant with a disability, qualify for this preference.
- **A Veteran** and active members of the military preference.
- **A DVP/DHAP assistance preference:** applicant families currently receiving Disaster Voucher Program (DVP) or Disaster Housing Assistance Program (DHAP) assistance from OHA and where DVP/DHAP program funding has

expired, qualify for this preference. New admission for DVP/DHAP conversions is limited to 50 new admission families per calendar year.

- **A Family Unification Program (FUP) conversion preference.** OHA may expand the FUP by converting certain families who were assisted by a targeted FUP voucher, to the Housing Choice Voucher (HCV) program. The families selected for this conversion must have successfully reunified, maintained housing independent of services and demonstrated stability in their assisted tenancy for a consecutive 3-year period. Emancipated foster youths admitted to the FUP will also be evaluated at the end of their 36-month term and upon demonstrated stability in their FUP tenancy, may also be offered the opportunity for continued assistance under the Housing Choice Voucher program. The conversion of FUP assisted families to the Housing Choice Voucher program is limited to 15 or an amount to be determined at the discretion of the Executive Director or his/her designee families per calendar year.

FUP participants who agree to sign an FSS Contract of Participation (Form HUD-52650) will maintain their housing assistance for a period not exceeding the length of the FSS Contract of Participation, including extensions.

- **A Shelter-Plus Care conversion preference:** OHA may expand its Shelter-Plus Care program by converting certain families who are assisted by the Shelter-Plus Care program, operated in partnership with the County of Alameda. An OHA administered Shelter-Plus Care family who has maintained housing independent of services and who has demonstrated stability in their assisted tenancy for a consecutive 3-year period may be converted to the Housing Choice Voucher (HCV) program. The conversion of Shelter-Plus Care assisted families to the Housing Choice Voucher program is limited to 20 families per calendar year.
- **A Local Housing Assistance Program (LHAP) conversion preference:** a family assisted by the OHA Local Housing Assistance Program (LHAP is authorized under MTW and adopted by the OHA Board of Commissioners, December 7, 2009), may be converted to the Housing Choice Voucher (HCV) program subject to funding availability and applicant eligibility for admission to the HCV program.
- **A Housing Choice Voucher Homeownership Program preference:** applicant families who meets all Family Eligibility criteria for participation in the Housing Choice Voucher Homeownership program (Section 15-VII.B), and who is a participant in good standing in any OHA administered program, qualify for this preference. (New admission to the Housing Choice Voucher Homeownership program for families who are participants from other OHA programs is limited to 15 new admission families per calendar year). The families will be selected based on the order (date and time) in which their completed application is received by OHA under all available positions filled.

- **A Homeless preference:** applicant families who meet the McKinney Vento Act definition of homelessness qualify for this preference.
- **A Non-elderly person with disabilities** transitioning out of institutional and other segregated settings, at serious risk of institutionalization, homeless, or at risk of becoming homeless

Families are selected from the waiting list in the order of their assigned lottery number and according to the OHA preference(s) for which they qualify. Among applicants with the same preferences, families will be selected according to a random selection process.<sup>13</sup>

### Overview of OHA’s Current Public Housing Portfolio and Participant Data

OHA has a total of 1,353 public housing units, of which only 130 (9%) are designated for elderly households, as outlined in the table below:

<b>Table 16: OHA Public Housing Developments as Proportion of Overall Public Housing Portfolio</b>				
OHA Housing Name	Public Site	Number of Units	Bedroom Size	Percentage Overall Portfolio of PH
Peralta Village		390	1,2,3 BR	28.8%
Lockwood Gardens		372	1,2,3 BR	27.5%
Lion Creek		157	1,2,3,4,5 BR	11.6%
Campbell Village		154	1,2,3 BR	11.4%
Chestnut Court		45	2,3,4,5 BR	3.3%
Linden Court		38	1,2,3,4,5 BR	2.8%
Mandela Gateway		46	1,2,3,4 BR	3.4%
Foothill Family		21	2,3 BR	1.6%
<b>Total</b>		<b>1,223</b>		<b>90.4%</b>
<b>Public Housing Sites Designated for Elderly Households</b>				
Adel Court		30	1,2 BR	2.1%
Palo Vista Gardens		100	1 BR	6.9%
<b>Total</b>		<b>130</b>		<b>9.6%</b>

#### OHA Occupancy Data

Outlined below is the utilization/occupancy of OHA’s HCV, and Public Housing properties as of May 2023. Harrison Towers is currently undergoing disposition which accounts for its lower occupancy rate.

**Table 17: Utilization and Occupancy Data for OHA’s HCV and Public Housing Properties**

<sup>13</sup> Oakland Housing Authority Administrative Plan, Updated and Approved February 2019

Property	Occupancy	Capacity	Percentage Occupied
All HCV properties	11684	14807	78.9%
Palo Vista Gardens	94	100	94.0%
Adel Court	30	30	100.0%
Harrison Tower	65	101	64.4%
Campbell Village	151	154	98.1%
Lockwood Gardens	340	372	91.4%
Peralta Village	363	390	93.1%
Mandela Gateway	44	46	95.7%
Chestnut Court	41	45	91.1%
Foothill Family	20	21	95.2%
Linden Court	35	38	92.1%
Lion Creek Crossing 1	45	45	100.0%
Lions Creek Crossing 2	54	54	100.0%
Lions Creek Crossing 3	37	37	100.0%
Lions Creek Crossing 4	21	21	100.0%
<b>Total Units Occupied</b>			<b>13,024</b>
<b>Total Units Vacant</b>			<b>3,237</b>
<b>Total Capacity of Elderly Units</b>			<b>130</b>
<b>Total Capacity of Family Units</b>			<b>12,641</b>

See Table 1 for site designations using AMP numbers. Harrison Tower is currently undergoing disposition to project-based subsidy

Designated Senior Site Participant Data (Adel Court and Palo Vista Gardens)

<b>Table 18: Demographic Analysis of Elderly Designated OHA Public Housing Sites</b>		
Property Data	Adel Court	Palo Vista Gardens
Elderly HHs	27	96
Non-Elderly HHs	2	0
Elderly HHs with Disability	4	18
Non-Elderly HHs with disability	1	0
Black	14	56
Asian	11	28
White	2	6
Native American	0	0
Pacific Islander	0	0
Latino	1	0
Multiple Ethnicities	2	6
One Bedroom	26	96
Two Bedroom	3	0

Participant Demographic Data for Public Housing

Find below an overview of low-income public housing participant data for by elderly/disabled designation, racial demographic data, and bedroom size. This data is as of May 2023.

**Table 19: Elderly, Disabled, and Elderly Disabled Occupants in Public Housing**

Property	Elderly	Non-Elderly	Elderly Disabled	Disabled	Elderly Accessible	Non-Elderly Accessible	# of Families with Minor Children
Peralta Village and Lockwood Gardens	227	516	173	132	83	244	399
Campbell Village	48	101	29	29	44	30	51
Chestnut/Linden Courts	24	55	3	8	10	10	35
Foothill Family	4	16	1	2	1	2	9
Lion Creek Crossings	36	118	11	23	12	25	96
Mandela Gateway	13	32	7	5	8	6	19
Harrison Tower*	67	0	17	0	17	0	0

\*Harrison Tower is currently undergoing disposition to project-based subsidy

**Table 20: Demographics of All Occupants in OHA's Public Housing**

Property	Black	White	Asian	Native American	Pacific Islander	Latino	Multiple Ethnicities	Not Reported
Peralta Village and Lockwood Gardens	604	45	86	7	6	38	48	0
Campbell Village	119	3	11	0	0	0	13	1
Chestnut/Linden Courts	38	4	18	1	0	0	9	7
Foothill Family	15	2	3	0	0	0	1	0
Lion Creek Crossings	69	3	36	0	1	0	26	20
Mandela Gateway	13	0	3	0	0	1	2	75
Harrison Tower*	5	2	91	0	0	1	0	0

\*Harrison Tower is undergoing disposition to project-based subsidy

**Table 21: Unit Size for Participants in OHA Public Housing**

Property	One Bedroom	Two Bedroom	Three Bedroom	Four Bedroom
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<b>Peralta Village and Lockwood Gardens</b>	224	422	88	5
<b>Campbell Village</b>	48	83	20	0
<b>Chestnut/Linden Courts</b>	0	15	50	8
<b>Foothill Family</b>	0	2	18	0
<b>Lion Creek Crossings</b>	11	15	101	18
<b>Mandela Gateway</b>	0	17	18	10
<b>Harrison Tower*</b>	65	1	0	0

\*Harrison Tower is undergoing disposition to project-based subsidy

### Housing Choice Voucher Participant Demographic Data

Find below an overview of HCV participant data for elderly/disabled designation, racial demographic data, and bedroom size. Some respondents marked more than one racial demographic. This data is as of May 2023.

**Table 22: Demographics of Participants in OHA's Housing Choice Voucher Program**

Count of Elderly Households	Count of Non-Elderly Households	Count of Non-Disabled Households	Count of Non-Elderly Disabled Households	Count of Disabled Elderly Households	
5,036	7,258	10,162	2,132	2,325	
Elderly White Households	Elderly African American Households	Elderly Native American Households	Elderly Asian Households	Elderly Pacific Islander Households	Elderly Hispanic Households
422	2678	35	1914	9	190
Non-Elderly White Households	Non-Elderly African American Households	Non-Elderly Native American Households	Non-Elderly Asian Households	Non-Elderly Pacific Islander Households	Non-Elderly Hispanic Households
839	5558	94	826	65	537
Households with 0 Bedrooms	Households with One Bedroom	Households with Two Bedrooms	Households with Three Bedrooms	Households with >3 Bedrooms	Number of Households with Children
892	3553	3942	3339	568	5594
Households Using One Bedroom Vouchers		Households Using Two Bedroom Vouchers		Households Using Three Bedroom Vouchers	
3,518		3,946		3,360	

OHA was asked to include information on applicant and participant data for households with minor children per the Additional Questions List from HUD on February 27, 2023,

and OHA was given permission to exclude this information in a follow-up meeting with HUD staff on May 10, 2023.

**Overview of Accessible Unit Data**

Adel Court and Palo Vista Gardens are designated for elderly families and have not been made available to non-elderly disabled families. There are units within these developments that are not UFAS-compliant but have some accessibility features and are reserved for elderly families with disabilities. The tables below outline the total accessible units across both designated and non-designated sites, demonstrating that elderly designation removes 15 units from the general population out of a total of 167 accessible units across the OHA public housing portfolio which is approximately 9% of the accessible units to be designated elderly only.

<b>Table 24: Overview of UFAS/Accessible Units</b>							
<b>Description of Units Available</b>	<b>0 BR</b>	<b>1 BR</b>	<b>2 BR</b>	<b>3 BR</b>	<b>4 BR</b>	<b>5 BR</b>	<b>Total Units</b>
Designated Elderly Only UFAS/Accessible	0	12	3	0	0	0	15
Non-Designated UFAS/Accessible	0	77	62	10	1	2	152
<b>Total</b>	<b>0</b>	<b>89</b>	<b>65</b>	<b>10</b>	<b>1</b>	<b>2</b>	<b>167</b>

Designated Properties Accessible Unit Data

**Adel Court**

<b>Table 25: Accessible Units at Designated Senior Site Adel Court</b>		
<b>Unit Number</b>	<b>Bedroom/Bathroom Size</b>	<b>Accessibility Type</b>
<i>Address: 2001 Macarthur Blvd, Oakland CA, 94612</i>		
103	1BR/1B	Mobility
203		
303		
109	2BR/2B	Mobility
209		
G2		
105	1BR/1B	Mobility, Hearing, Sight
106		
107		
<b>TOTAL</b>		<b>9 units</b>

**Palo Vista Gardens**

<b>Table 26: Accessible Units at Designated Senior Site Palo Vista Gardens</b>
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Unit Number	Bedroom/Bathroom Size	Accessibility Type
Address: 6403 Fenham St, Oakland CA 94612		
31	1BR/1B	Mobility
44		
55		
Address: 1110 64 <sup>th</sup> Ave, Oakland CA 94612		
77	1BR/1B	Mobility
88		
95		
<b>TOTAL</b>		<b>6 units</b>

### Public Housing Accessible Unit Data

Please find below the accessible unit listings for Lockwood Gardens and Peralta Village respectively. The data is broken down by unit size and which accessibility accommodations are provided at that address. Between our sites we have more than 160 units, with reasonable accommodations provided upon request during the intake process. As a result, there is some accessibility data not tracked, such as whether a tenant is using the accessible features of the unit. Sites that are UFAS compliant are marked with an asterisk (\*). OHA does not track at the unit level whether residents are using the accessibility features of the unit.

<b>Table 27: Types of Accessible Units Available at other OHA Public Housing Sites</b>				
Property	AMP #	Bedroom Size	Accessibility Type	Total # of Unit Type
Lockwood Gardens*	CA003000104	2	Hearing, Mobility, and Visual	1
		2	Hearing and Mobility	1
		1	Mobility and Visual	1
		1	Mobility	19
		2	Mobility	9
<b>TOTAL ACCESSIBLE UNITS</b>				<b>31 units</b>
Peralta Village*	CA003000108	2	Hearing and Mobility	2
		1	Mobility	35
		2	Mobility	19
<b>TOTAL ACCESSIBLE UNITS</b>				<b>56 units</b>
Campbell Village	CA003000103	2	Mobility	7
		1	Mobility	4
<b>TOTAL ACCESSIBLE UNITS</b>				<b>11 Units</b>
Property	AMP #	Bedroom Size	Accessibility Type	Total # of Unit Type
	CA003000118/	2	Hearing and Sight	2

Chestnut/Linden Court	CA003000115	3	Hearing and Sight	1
		1	Mobility	4
		2	Mobility	3
		3	Mobility	1
<b>TOTAL ACCESSIBLE UNITS</b>				<b>11 units</b>
Harrison Tower	CA003000101	1	Mobility	10
<b>TOTAL ACCESSIBLE UNITS</b>				<b>10 Units</b>
Mandela Gateway	CA003000117	1	Mobility	2
		2	Mobility	4
		3	Mobility	2
		4	Mobility	1
		2	Hearing and Sight	5
<b>TOTAL ACCESSIBLE UNITS</b>				<b>14 units</b>
Lion Creek Crossing IV	CA003000124	5	Hearing	1
		1	Mobility	2
		3	Mobility	2
		5	Mobility	1
<b>TOTAL ACCESSIBLE UNITS</b>				<b>6 Units</b>

Harrison Tower is undergoing disposition and being converted to project-based subsidy

OHA Managed Project-Based Accessible Unit Data

<b>Table 28: Types of Accessible Units Available at other OHA Managed Properties</b>		
<b>Property</b>	<b>Bedroom Size</b>	<b>Accessibility Type</b>
5825 Canning St, Unit 4	2	Mobility
950 40 <sup>th</sup> St, Unit 6	2	Mobility
950 40 <sup>th</sup> St, Unit 8	2	Mobility
9711 Sunnyside St, Unit A	3	Mobility
9711 Sunnyside St, Unit B	3	Mobility
9514 Birch St, Unit 1	3	Mobility
1430 Seminary Ave, Unit 1	2	Mobility
1905 Seminary Ave, Unit 1	2	Mobility
2139 Seminary Ave, Unit 105	3	Mobility
5730 Elizabeth St, Unit B1	2	Mobility
3634 Foothill Blvd, Unit 3	2	Mobility
3634 Foothill Blvd, Unit 4	2	Mobility
1610 11 <sup>th</sup> Ave Unit 1	2	Mobility
<b>TOTAL ACCESSIBLE UNITS</b>		<b>13 Units</b>

There are no UFAS/Accessible units in the designated sites of Adel Court and Palo Vista Gardens that will no longer be available to non-elderly disabled persons as these units have been designated as elderly since 2001 and have not been available to non-elderly households. There may be non-elderly household members that have a disability such as a younger spouse, but the household is still designated as elderly.

## Designated Development Description

### Unit Counts

OHA has designated two developments for elderly families: Adel Court and Palo Vista Gardens. The elderly-only developments are ideal for this designation because of the building features, security, and neighborhood amenities, which are attractive to elderly residents. Some of these features include elevator access, security, centralized social services, on-site laundry facilities, wellness and social events, as well as easy access to public transportation.

The two developments, have a total of 130 units throughout Oakland. Each property is managed by a third-party property management company and overseen by OHA's Asset Management Department. OHA previously had five sites designated for elderly housing, but in 2010, Oak Grove North and Oak Grove South were converted to Housing Choice Voucher properties through the Section 18 disposition.

### **Adel Court**

Located at: 2001 MacArthur Boulevard, Oakland, CA

Adel Court is a 30-unit complex comprised of one- and two-bedroom apartment units, located in the Dimond District of Oakland. The development has a community room and small courtyard as well as an on-site laundry facility. The development has been enhanced with a full exterior shingle replacement, installation of energy efficient windows, rehab of the community and laundry rooms as well as full upgrades of the security and fire system.

It is located in an area where there is a plethora of shopping and dining options scattered around the neighborhood. Most of the amenities are close to the MacArthur Freeway (Interstate 580) or near Park Boulevard. Proximity to the freeway, to the Bay Area Rapid Transit (BART), and to AC Transit lines 20 and 21, make getting around easier for residents.

### **Palo Vista Gardens**

Located at: 6401 Fenham Street, Oakland, CA

Palo Vista Gardens is a 100-unit complex made up of studio one-bedroom apartment homes, located in east Oakland, close to the Coliseum. The development has a large community room along with a computer lab. It boasts an inner courtyard with barbecue grills and a gazebo for residents, as well as an on-site laundry room. Additionally, from Monday-Friday of each week, lunch is served on-site to all residents.

The site is close to the Coliseum BART station and to AC Transit lines 1 and 1R.

## Residential and Supportive Services

OHA's Asset Management Department in coordination with Resident Service Coordinators from respective property management teams and service partners, as well as the Family and Community Partnership Department (FCP) and OHA Police Department as (OHAPD), all work together to provide an appropriate mix of robust supportive services at the designated sites and non-designated sites. For the designated elderly sites, some of the services are catered particularly to the elderly residents' needs. These supportive services include case management, health services, enrichment programs, and referrals for residents to expert providers of additional services.

Comparable supportive services and alternative resources are provided to families that may have been housed if occupancy was not restricted, as well as amenities and community facilities to residents at non-designated developments. These include many of the services listed below as well as a homeownership program, self-sufficiency through FSS and Jobs Plus for employment counseling and economic development, financial planning, education initiatives for both youth and adults, block parties to celebrate and promote community as well as educate residents and applicants about services, college tours for youth, scholarship assistance, and housing navigation and support services to assist applicants in finding and leasing units.

Sites designated for elderly residents have specifically tailored resources for their demographic along with resident service coordinators who are trained to mitigate issues and concerns experienced by elderly residents. A few examples of services that provided to all residents include:

- Daily lunch programs
- Computer classes
- Arts and crafts classes
- Group outings
- Budgeting classes
- Food bag distribution
- Nutrition classes
- Birthday celebrations
- Scam prevention
- Emergency preparedness
- Driver safety
- Health-oriented workshops
- National Night Out
- Gardening classes
- Weekly Coffee Hours
- Resident Advisory Council

Additionally, OHA is considering implementing the Assisted Waiver program that is designed to assist Medi-Cal beneficiaries to remain in their community as an alternative to residing in a licensed healthcare facility. This program would provide specified benefits

to eligible elderly residents. Some of the more elderly specific service programs are described in further detail below:

**COVID – 19:** Since the start of the COVID-19 pandemic, OHA has worked to reduce and contain the spread of illness by educating and informing residents about the virus, including what to do and how to stay safe, and the benefits of the vaccination. In 2021, OHA partnered with local pharmacies to offer on-site vaccinations to elderly residents and was able to help a total of 300 elderly residents get their vaccinations.

**Food Bags and Pantry:** OHA has partnered with local food programs, including Mercy Brown Bag and Hope 4 the Heart, to provide food pantry bags to the designated developments. Food bags are generally delivered to each development and residents are notified about pick-up procedures through a newsletter, a phone call and/or text messages. Food bags will contain a variety of items including ground beef, fish, canned tuna, eggs and fresh produce such as strawberries, apples, celery, mustard greens, and plums. In situations where residents have mobility constraints, resident service staff will help with bagging groceries and delivering the food bags directly to the resident's unit.

**Social Activities and Events:** Each week, socially distanced activities and events are planned for residents to participate in. These events include game nights and Fun Fridays, physical activity classes such as Tai Chi and walk clubs, art classes, and birthday celebrations.

**Community Safety Meetings:** A few times each year, residents are invited to safety workshops or meetings hosted by OHAPD to discuss recent public safety activity, neighborhood crime or safety issues, and personal safety alerts or specific interest to the elderly population such as telephone scams and identity theft concerns.

**Holiday Meals and Celebrations:** Resident service coordinators work year-round to help residents recognize and celebrate the different holidays throughout the year. Past holidays that have been celebrated include New Year's Eve, Lunar New Year, Black History Month, Easter, Mother's Day, Father's Day, July 4<sup>th</sup>, Halloween, Thanksgiving, and Christmas. Celebration activities often comprise of arts and crafts as well as an opportunity for residents to come together and share a catered holiday meal.

### **No Evictions or Lease Termination Due to Designation**

OHA can confirm that all of the residents in the designated developments meet the designation requirement; there will be no evictions or lease terminations due to the designation of these developments as the current residents at Adele Court and Palo Vista are all currently elderly families.

### **Voluntary Relocation Due to Designation**

OHA will not relocate current residents following approval of the Plan. All current residents will be allowed to remain in their current apartment units, regardless of age. As the total

number of tenants occupying the designated developments is elderly, there will not be a need for transfers or relocations.

### **Court Orders**

OHA does not have any outstanding court orders, Voluntary Compliance Agreements, or Section 504 Letters of Findings at this time.

### **Overall Assessment**

In conclusion, the DHP supports Oakland's low-income elderly population by designating 9% of OHA's public housing portfolio to support 13.11% of the local population who are elderly, a majority of whom are also disabled. The removal of 15 accessible units from the overall portfolio of 167 accessible OHA units is only 9% of the overall accessible units to be designated as elderly only. Both designated developments maintain high occupancy rates. There is a proven demand for these units and the current designation as elderly only is considered successful and in line with the needs of Oakland and the mission of OHA.

### **OHA Contact Information**

Oakland Housing Authority  
Dominica Henderson, Chief Social Impact Officer  
[mtw@oakha.org](mailto:mtw@oakha.org)  
(510) 874-1518

## APPENDIX L

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### Rental Assistance Demonstration (RAD) Significant Amendment

## Rental Assistance Demonstration (RAD) Significant Amendment

OHA is amending its annual MTW Plan because it is an applicant in the Rental Assistance Demonstration (RAD). OHA will apply for RAD/Section 18 blends in order to obtain the highest proportion of Tenant Protection Vouchers (TPVs) for which it is eligible in each of the conversions. If the application is successful OHA will be converting to Project Based Vouchers under the guidelines of PIH Notice 2012-32, REV-2, REV-3, REV-4 and any successor Notices.

Upon conversion to Project Based Vouchers the Authority will adopt the resident rights, participation, waiting list and grievance procedures listed in Section 1.6 of PIH Notice 2012-32, REV-2, 3 and 4; and PIH Notice 2016-17; These resident rights, participation, waiting list and grievance procedures are appended to this Attachment. Additionally, OHA certifies that it is currently compliant with all fair housing and civil rights requirements.

RAD was designed by HUD to assist in addressing the capital needs of public housing by providing OHA with access to private sources of capital to repair and preserve its affordable housing assets. Please be aware that upon conversion, the Authority's Capital Fund Budget will be reduced by the pro rata share of public housing developments converted as part of the Demonstration, and that OHA may also borrow funds to address their capital needs.

OHA is not currently under a voluntary compliance agreement, consent order or consent decree or final judicial ruling or administrative ruling or decision.

RAD conversions described in the Plan comply with all applicable site selection and neighborhood review standards and all appropriate procedures will be followed.

Below, please find specific information related to the public housing development(s) planned for RAD: (Note that currently the RAD conversion plans for Linden Court, Chestnut Court, and Mandela Gateway are on hold. They are still included in this Significant Amendment in case the status changes during the FY).

### Development #1: Linden Court

<b>Development Name</b> Linden Court	<b>PIC Number</b> CA003000115	<b>Conversion Type</b> PBV	<b>Transfer of Assistance</b>
<b>Unit Count:</b> 38 Units	<b>Unit Type – Pre RAD:</b> Family Housing	<b>Unit Type –Post RAD:</b> Family Housing	<b>Capital Fund Attributable to project</b> \$84,351
<b>Bedroom Types:</b>	<b># Units Pre Conv.:</b>	<b># Units Post Conv.:</b>	<b>Change in # Units and why (De Minimus Reduction, Transfer of Assistance, Unit Reconfiguration:</b>
<b>Two Bedroom</b>	4	4	N/A
<b>Three Bedroom</b>	28	28	N/A

<b>Five Bedroom</b>	6	6	N/A
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Development # 2: Chestnut Court

<b>Development Name</b> Chestnut Court	<b>PIC Number</b> CA003000118	<b>Conversion Type</b> PBV	<b>Transfer of Assistance</b>
<b>Unit Count:</b> 45 Units	<b>Unit Type – Pre RAD:</b> Family Housing	<b>Unit Type –Post RAD:</b> Family Housing	<b>Capital Fund:</b> \$98,040
<b>Bedroom Types:</b>	<b># Units Pre Conv.:</b>	<b># Units Post Conv.:</b>	<b>Change in # Units and why (De Minimus Reduction, Transfer of Assistance, Unit Reconfiguration:</b>
<b>Two Bedroom</b>	13	13	N/A
<b>Three Bedroom</b>	24	24	N/A
<b>Four Bedroom</b>	8	8	N/A
<b>Post Conversion Sponsor:</b>	No change		

Development # 3: Lion Creek Crossing Phase 1 & 2

<b>Development Name</b> Lion Creek Crossing Phase 1 & 2	<b>PIC Number</b> CA003000119	<b>Conversion Type</b> PBV	<b>Transfer of Assistance</b>
<b>Unit Count:</b> 99 Units	<b>Unit Type – Pre RAD:</b> Family Housing	<b>Unit Type –Post RAD:</b> Family Housing	<b>Capital Fund:</b> \$213,142
<b>Bedroom Types:</b>	<b># Units Pre Conv.:</b>	<b># Units Post Conv.:</b>	<b>Change in # Units and why (De Minimus Reduction, Transfer of Assistance, Unit Reconfiguration:</b>
<b>One Bedroom</b>	12	12	N/A
<b>Two Bedroom</b>	14	14	N/A
<b>Three Bedroom</b>	55	55	N/A
<b>Four Bedroom</b>	9	9	N/A
<b>Five Bedroom</b>	9	9	N/A
<b>Post Conversion Sponsor:</b>	No change		

Development # 4: Lion Creek Crossing Phase 3

<b>Development Name</b> Lion Creek Crossing Phase 3	<b>PIC Number</b> CA003000123	<b>Conversion Type</b> PBV	<b>Transfer of Assistance</b>
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<b>Unit Count:</b> 37 Units	<b>Unit Type – Pre RAD:</b> Family Housing	<b>Unit Type –Post RAD:</b> Family Housing	<b>Capital Fund:</b> \$85,696
<b>Bedroom Types:</b>	<b># Units Pre Conv.:</b>	<b># Units Post Conv.:</b>	<b>Change in # Units and why (De Minimus Reduction, Transfer of Assistance, Unit Reconfiguration:</b>
<b>Three Bedroom</b>	28	28	N/A
<b>Four Bedroom</b>	9	9	N/A
<b>Post Conversion Sponsor:</b>	No change		

Development # 5: Lion Creek Crossing Phase 4

<b>Development Name</b> Lion Creek Crossing Phase 4	<b>PIC Number</b> CA003000124	<b>Conversion Type</b> PBV	<b>Transfer of Assistance</b>
<b>Unit Count:</b> 21 Units	<b>Unit Type – Pre RAD:</b> Family Housing	<b>Unit Type –Post RAD:</b> Family Housing	<b>Capital Fund:</b> \$47,314
<b>Bedroom Types:</b>	<b># Units Pre Conv.:</b>	<b># Units Post Conv.:</b>	<b>Change in # Units and why (De Minimus Reduction, Transfer of Assistance, Unit Reconfiguration:</b>
<b>Two Bedroom</b>	1	1	N/A
<b>Three Bedroom</b>	20	20	N/A
<b>Post Conversion Sponsor:</b>	No change		

Development # 6: Foothill Family

<b>Development Name</b> Foothill Family	<b>PIC Number</b> CA003000120	<b>Conversion Type</b> PBV	<b>Transfer of Assistance</b>
<b>Unit Count:</b> 21 Units	<b>Unit Type – Pre RAD:</b> Family Housing	<b>Unit Type –Post RAD:</b> Family Housing	<b>Capital Fund:</b> \$46,905
<b>Bedroom Types:</b>	<b># Units Pre Conv.:</b>	<b># Units Post Conv.:</b>	<b>Change in # Units and why (De Minimus Reduction, Transfer of Assistance, Unit Reconfiguration:</b>
<b>Two Bedroom</b>	2	2	N/A
<b>Three Bedroom</b>	19	19	N/A
<b>Post Conversion Sponsor:</b>	No change		

Development # 7: Mandela Gateway

<b>Development Name</b> Mandela Gateway	<b>PIC Number</b> CA003000117	<b>Conversion Type</b> PBV	<b>Transfer of Assistance</b>
<b>Unit Count:</b> 46 Units	<b>Unit Type – Pre RAD:</b> Family Housing	<b>Unit Type –Post RAD:</b> Family Housing	<b>Capital Fund:</b> \$99,555
<b>Bedroom Types:</b>	<b># Units Pre Conv.:</b>	<b># Units Post Conv.:</b>	<b>Change in # Units and why (De Minimus Reduction, Transfer of Assistance, Unit Reconfiguration:</b>
<b>Two Bedroom</b>	17	17	N/A
<b>Three Bedroom</b>	19	19	N/A
<b>Four Bedroom</b>	10	10	
<b>Post Conversion Sponsor:</b>	No change		

In 2019, OHA had \$675,003 in capital funds allocated to the seven proposed RAD sites. OHA plans to do 'rent bundling' where we take the operating and capital funds for all of the properties and re-distribute them to the properties based on need and other factors.

#### **Transfer of Waiting Lists**

Because these properties are all fully occupied, no new waiting lists will be established. The owner or property manager will continue to manage and maintain the existing site-based waiting list, including any OHA approved selection preferences, in accordance with OHA's Housing Choice Voucher program Administrative Plan. When it is determined that the waitlist needs to be opened, OHA will advertise the opening in accordance with its policies as specified in the Admin Plan.

It is anticipated that rehabilitation projects completed in conjunction with the RAD conversions will require temporary relocation of some or all of the tenants. All relocated tenants will have the right to return to an assisted unit in the converting property.

#### **Changes in Policies that Govern eligibility, admissions, resident selection and occupancy of units**

When conversion is completed for the developments noted above, all former public housing residents will have project based vouchers (PBV) and their continued eligibility will be based on the Housing Choice Voucher guidelines and requirements currently in use at OHA.

1. **Admission:** Each site uses a site-based waitlist for all applicants, and this will not change. As each development is converted, the existing site-based waitlist will remain in place. When applicants are pulled from the waitlist to fill vacancies, they will be offered PBV assistance and proceed through the eligibility process. Property management will screen new applicants for criminal history, landlord references, debts owed to HUD programs and income/family eligibility as specified in the Admin Plan.

2. **Occupancy of Units:** As noted above, applications for units will be screened by the Eligibility team. Once a client has been screened and accepted, their file will be referred to the development where the client is eligible for housing if there is a vacancy.

3. **Annual Inspections/Re-certifications:** The existing property management will conduct inspections for all units and perform re-certifications for residents per the schedule based on MTW Activity #14-01.

4. **Resident Rights:** Converted developments will be managed in accordance with state law. In reference to their Project Based Voucher, they will receive the same rights and obligations as any other Housing Choice Voucher participant, including termination of assistance criteria and hearings.

### **Resident Rights, Participation, Waiting List and Grievance Procedures If converting to PBV:**

#### **PIH Notice 2012-32 REV-4**

##### **1.6 C-PBV Resident Rights and Participation**

1. **No Re-screening of Tenants upon Conversion.** Pursuant to the RAD statute, at conversion, current households are not subject to rescreening, income eligibility, or income targeting. Consequently, current households will be grandfathered for conditions that occurred prior to conversion but will be subject to any ongoing eligibility requirements for actions that occur after conversion. For example, a unit with a household that was over-income at time of conversion would continue to be treated as an assisted unit. Thus, 24 CFR § 982.201, concerning eligibility and targeting, will not apply for current households. Once that remaining household moves out the unit must be leased to an eligible family. MTW agencies may not alter this requirement.

2. **Right to Return.** Any resident that may need to be temporarily relocated to facilitate rehabilitation or construction has a right to return to an assisted unit at the Covered Project once the rehab or construction is completed. See section 1.4-A 5(ii) and the RAD Fair Housing, Civil rights and Relocation Notice regarding a resident's right to return.

3. **Renewal of Lease.** Since publication of the PIH Notice 2012-32, REV-1 the regulations under 24 CFR § 983.257(b)(3) have been amended requiring Project Owners to renew all leases upon lease expiration, unless cause exists. MTW agencies may not alter this requirement.

4. **Phase-in of Tenant Rent Increases.** If a tenant's monthly rent increases by more than the greater of 10 percent or \$25 purely as a result of conversion, the rent increase will be phased in over 3 or 5 years. To implement this provision, HUD is specifying alternative requirements for section 3(a)(1) of the Act, as well as 24 CFR § 983.3 (definition of "total tenant payment" (TTP)) to the extent necessary to allow for the phase-in of tenant rent increases. A PHA must create a policy setting the length of the phase in period at three years, five years or a combination depending on circumstances. For example, a PHA may create a policy that uses a three year phase in for smaller increases in rent and a five year phase-in for larger increases in rent. This policy must be in place at conversion and may not be modified after conversion.

The method described below explains the set percentage-based phase-in a Project Owner must follow according to the phase-in period established. For purposes of this section "standard TTP" refers to the TTP calculated in accordance with regulations at 24 CFR §5.628 and the "most

recently paid TTP” refers to the TTP recorded on line 9j of the family’s most recent HUD Form 50058. If a family in a project converting from public housing to PBV was paying a flat rent immediately prior to conversion, the PHA should use the flat rent amount to calculate the phase-in amount for Year 1, as illustrated below.

**Three Year Phase-in:**

**Year 1:** Any recertification (interim or annual) performed prior to the second annual recertification after conversion – 33% of difference between most recently paid TTP or flat rent and the standard TTP

**Year 2:** Year 2 Annual Recertification (AR) and any Interim Re-certification (IR) prior to Year 3 AR – 66% of difference between most recently paid TTP and the standard TTP

**Year 3:** Year 3 AR and all subsequent re-certifications

**Full standard TTP Five Year Phase in:**

**Year 1:** Any recertification (interim or annual) performed prior to the second annual recertification after conversion – 20% of difference between most recently paid TTP or flat rent and the standard TTP

**Year 2:** Year 2 AR and any IR prior to Year 3 AR – 40% of difference between most recently paid TTP and the standard TTP

**Year 3:** Year 3 AR and any IR prior to Year 4 AR – 60% of difference between most recently paid TTP and the standard TTP

**Year 4:** Year 4 AR and any IR prior to Year 5 AR – 80% of difference between most recently paid TTP and the standard TTP

**Year 5:** AR and all subsequent recertifications – Full standard TTP

**5. Family Self Sufficiency (FSS) and Resident Opportunities and Self Sufficiency Service Coordinator (ROSS-SC) programs:** Families at the Covered Projects that currently participate in the FSS or ROSS programs will be able to continue to participate. After conversion, families that are interested in participating in these programs may contact the Family and Community Partnerships department for information on applying.

**6. Resident Participation and Funding.** In accordance with Attachment 1B, residents of Covered Projects with converted PBV assistance will have the right to establish and operate a resident organization for the purpose of addressing issues related to their living environment and be eligible for resident participation funding.

**1. Resident Procedural Rights.** The following items must be incorporated into both the Administrative Plan and the Project Owner’s lease, which includes the required tenancy addendum, as appropriate. Evidence of such incorporation may be requested by HUD for purposes of monitoring the program.

**i. Termination Notification.** HUD is incorporating additional termination notification requirements to comply with section 6 of the Act for public housing projects that convert assistance under RAD. In addition to the regulations at 24 CFR § 983.257 related to Project Owner termination of tenancy and eviction (which MTW agencies may not alter) the termination procedure for RAD conversions to PBV will require that PHAs provide adequate written notice of termination of the lease which shall not be less than:

a. A reasonable period of time, but not to exceed 30 days:

i. If the health or safety of other tenants, OHA (or its agent) employees, or persons residing in the immediate vicinity of the premises is threatened; or ii. In the event of any drug-related or violent criminal activity or any felony conviction;

b. 14 days in the case of nonpayment of rent; and

c. 30 days in any other case, except that if a State or local law provides for a shorter period of time, such shorter period shall apply.

**ii. Grievance Process (OHA uses the term Hearing instead of Grievance).** Pursuant to requirements in the RAD Statute, HUD is establishing additional procedural rights to comply with section 6 of the Act. For issues related to tenancy and termination of assistance, PBV program rules require the Project Owner to provide an opportunity for an informal hearing, as outlined in 24 CFR § 982.555. RAD will specify alternative requirements for 24 CFR § 982.555(b) in part, which outlines when informal hearings are not required, to require that:

a. In addition to reasons that require an opportunity for an informal hearing given in 24 CFR § 982.555(a)(1)(i)-(vi), an opportunity for an informal hearing must be given to residents for any dispute that a resident may have with respect to a Project Owner action in accordance with the individual's lease or the contract administrator in accordance with RAD PBV requirements that adversely affect the resident's rights, obligations, welfare, or status.

i. For any hearing required under 24 CFR § 982.555(a)(1)(i)-(vi), the contract administrator will perform the hearing, as is the current standard in the program. The hearing officer must be selected in accordance with 24 CFR § 982.555(e)(4)(i).

ii. For any additional hearings required under RAD, the Project Owner will perform the hearing.

b. There is no right to an informal hearing for class grievances or to disputes between residents not involving the Project Owner or contract administrator.

c. The Project Owner gives residents notice of their ability to request an informal hearing as outlined in 24 CFR § 982.555(c)(1) for informal hearings that will address circumstances that fall outside of the scope of 24 CFR § 982.555(a)(1)(i)-(vi).

d. The Project Owner provides opportunity for an informal hearing before an eviction. Current PBV program rules require that hearing procedures must be outlined in OHA's Administrative Plan.

**2. Earned Income Disregard (EID).** Tenants who are employed and are currently receiving the EID exclusion at the time of conversion will continue to receive the EID after conversion, in accordance with regulations at 24 CFR § 5.617. Upon the expiration of the EID for such families, the rent adjustment shall not be subject to rent phase-in, as described in Section 1.6.C.4; instead, the rent will automatically rise to the appropriate rent level based upon tenant income at that time. Under the Housing Choice Voucher program, the EID exclusion is limited only to persons with disabilities (24 CFR § 5.617(b)). In order to allow all tenants (including non-disabled persons) who are employed and currently receiving the EID at the time of conversion to continue to benefit from this exclusion in the PBV project, the provision in section 5.617(b) limiting EID to disabled persons is waived. The waiver, and resulting alternative requirement,

apply only to tenants receiving the EID at the time of conversion. No other tenant (e.g., tenants who at one time received the EID but are not receiving the EID exclusion at the time of conversion e.g., due to loss of employment; tenants that move into the property following conversion, etc.) is covered by this waiver.

3. **Jobs Plus.** Chestnut Court and Linden Court are included in the Jobs Plus grant program awarded in FY 2015. Any grantees awarded funds or future funds will be able to finish out their Jobs Plus period of performance at these sites.

4. **When Total Tenant Payment Exceeds Gross Rent.** Under normal PBV rules, the PHA may only select an occupied unit to be included under the PBV HAP contract if unit's occupants are eligible for housing assistance payments (24 CFR §983.53(d)). Also, a PHA must remove a unit from the contract when no assistance has been paid for two years (MTW Activity #10-02) because the family's TTP has risen to a level that is equal to or greater than the contract rent, plus any utility allowance, for the unit (i.e., the Gross Rent)) (24 CFR §983.258). Since the rent limitation under this Section of the Notice may often result in a family's TTP equaling or exceeding the gross rent for the unit, for current residents (i.e residents living in the public housing property prior to conversion), HUD is waiving both of these provisions and requiring that the unit for such families be placed on and/or remain under the HAP contract when TTP equals or exceeds than the Gross Rent. Further, HUD is establishing the alternative requirement that the rent to owner for the unit equal the family's TTP or max rent under the LIHTC regulations until such time that the family is eligible for a housing assistance payment. HUD is waiving as necessary to implement this alternative provision, the provisions of Section 8(o)(13)(H) of the Act and the implementing regulations at 24 CFR 983.301 as modified by Section 1.6.B.5 of this Notice. In such cases, the resident is considered a participant under the program and all of the family obligations and protections under RAD and PBV apply to the resident.

Likewise, all requirements with respect to the unit, such as compliance with the HQS requirements, apply as long as the unit is under HAP contract. Assistance may subsequently be reinstated if the tenant becomes eligible for assistance. The PHA is required to process these individuals through the Form-50058 sub-module in PIC.

Following conversion, 24 CFR §983.53(d) applies, and any new families referred to the RAD PBV project must be initially eligible for a HAP payment at admission to the program, which means their TTP may not exceed the gross rent for the unit at that time. Further, a PHA must remove a unit from the contract when no assistance has been paid for two years (MTW Activity #10-02). If units are removed from the HAP contract because a new admission's TTP comes to equal or exceed the gross rent for the unit and if the project is fully assisted, HUD is imposing an alternative requirement that the PHA must reinstate the unit after the family has vacated the property; and, if the project is partially assisted, the PHA may substitute a different unit for the unit on the HAP contract in accordance with 24 CFR §983.207 or, where "floating" units have been permitted, Section 1.6.B.10 of this Notice.

5. **Under-Occupied Unit.** If a family is in an under-occupied unit under 24 CFR 983.259 at the time of conversion, the family may remain in this unit until an appropriate-sized unit becomes available in the Covered Project. When an appropriate sized unit becomes available in the Covered Project, the family living in the under-occupied unit must move to the appropriate-sized unit within a reasonable period of

time, as determined by the administering Voucher Agency. In order to allow the family to remain in the under-occupied unit until an appropriate-sized unit becomes available in the Covered Project, 24 CFR 983.259 is waived. MTW agencies may not modify this requirement.

#### **1.6-D. PBV: Other Miscellaneous Provisions**

**1. Access to Records, Including Requests for Information Related to Evaluation of Demonstration.** OHA must agree to any reasonable HUD request for data to support program evaluation, including but not limited to project financial statements, operating data, Choice-Mobility utilization, and rehabilitation work.

**2. Additional Monitoring Requirement.** OHA's Board must approve the operating budget for the Covered Projects annually in accordance with HUD requirements.

**3. Davis-Bacon Act and Section 3 of the Housing and Urban Development Act of 1968 (Section 3).** Comply with 1.4.A.13 and 1.4.A.14 of PIH 2012-32, REV-3.

**4. Establishment of Waiting List.** 24 CFR § 983.251 sets out PBV program requirements related to establishing and maintaining a voucher-wide, PBV program wide, or site-based waiting list from which residents for the affected projects will be admitted. These provisions will apply unless the project is covered by a remedial order or agreement that specifies the type of waiting list and other waiting list policies. OHA shall consider the best means to transition applicants from the current public housing waiting list, including:

- i. Transferring an existing site-based waiting list to a new site-based waiting list. If OHA is transferring the assistance to another neighborhood, OHA must notify applicants on the wait-list of the transfer of assistance, and on how they can apply for residency at the new project site or other sites. Applicants on a project-specific waiting list for a project where the assistance is being transferred shall have priority on the newly formed waiting list for the new project site in accordance with the date and time of their application to the original project's waiting list. NOTE: Not applicable
- ii. Informing applicants on the site-based waiting list on how to apply for a PBV program-wide or HCV program-wide waiting list.
- iii. Informing applicants on a public housing community wide waiting list on how to apply for a voucher-wide, PBV program-wide, or site-based waiting list. OHA shall establish a waiting list in accordance with 24 CFR § 903.7(b)(2)(ii)-(iv) to ensure that applicants on the PHA's public housing community-wide waiting list have been offered placement on the converted project's initial waiting list. OHA uses site-based waitlists for the conversion sites and all other sites.

In all cases, PHAs have the discretion to determine the most appropriate means of informing applicants on the public housing site based waiting list given the number of applicants, PHA resources, and admissions requirements of the projects being converted under RAD. A PHA may consider contacting every applicant on the site-based public housing waiting list via direct mailing; advertising the availability of

housing to the population that is less likely to apply, both minority and nonminority groups, through various forms of media (e.g., radio stations, posters, newspapers) within the marketing area; informing local non-profit entities and advocacy groups (e.g., disability rights groups); and conducting other outreach as appropriate. Applicants on the agency's public housing site based waiting list who wish to be placed onto the newly-established site-based waiting list must be done so in accordance with the date and time of their original application to the centralized public housing waiting list. Any activities to contact applicants on the public housing waiting list must be conducted in accordance with the requirements for effective communication with persons with disabilities at 24 CFR § 8.6 and with the obligation to provide meaningful access for persons with limited English proficiency (LEP).

OHA must maintain any site-based waiting list in accordance with all applicable civil rights and fair housing laws and regulations unless the project is covered by a remedial order or agreement that specifies the type of waiting list and other waiting list policies.

To implement this provision, HUD is specifying alternative requirements for 24 CFR § 983.251(c)(2). However, after the initial waiting list has been established, OHA shall administer its waiting list for the converted project in accordance with 24 CFR § 983.251(c).

**5. Mandatory Insurance Coverage.** The conversion project shall maintain at all times commercially available property and liability insurance to protect the project from financial loss and, to the extent insurance proceeds permit, promptly restore, reconstruct, and/or repair any damaged or destroyed project property.

**6. Agreement Waiver.** Comply with 1.6.(B)(7) of PIH 2012-32, REV 3.

**7. Future Refinancing.** Project Owners must receive HUD approval for any refinancing or restructuring of permanent debt during the HAP contract term, to ensure the financing is consistent with long-term preservation. (Current lenders and investors are also likely to require review and approval of refinancing of the primary permanent debt.)

**8. Administrative Fees for Public Housing Conversions during Transition Period.** For the remainder of the Calendar Year in which the HAP Contract is effective (i.e. "transition period"), RAD PBV projects will be funded with public housing funds. For example, if the project's assistance converts effective July 1, 2019, the public housing Annual Contributions Contract (ACC) between the PHA and HUD will be amended to reflect the number of units under HAP contract, but will be for zero dollars, and the RAD PBV contract will be funded with public housing money for July through December 2019. Since TBRA is not the source of funds, PHAs should not report leasing and expenses into VMS during this period, and PHAs will not receive section 8 administrative fee funding for converted units during this time.

For fiscal years 2019 and 2020, PHAs operating HCV program will receive administrative fees for units under a HAP contract, consistent with recent appropriation act references to "section 8(q) of the [United States Housing Act of 1937] and related appropriations act provisions in effect immediately before the Quality Housing and Responsibility Act of 1998" and 24 CFR § 982.152(b). During the transition period

mentioned in the preceding paragraph, these provisions are waived, and PHAs will not receive section 8 ongoing administrative fees for PBV RAD units. After this transition period, the section 8 ACC will be amended to include section 8 funding that corresponds to the units covered by the section 8 ACC. At that time, the regular section 8 administrative fee funding provisions will apply.

**9. Choice-Mobility.** One of the key features of the PBV program is the mobility component, which provides that if the family has elected to terminate the assisted lease at any time after the first year of occupancy in accordance with program requirements, the PHA must offer the family the opportunity for continued tenant based rental assistance, in the form of either assistance under the voucher program or other comparable tenant-based rental assistance. If as a result of participation in RAD a significant percentage of the PHA's HCV program becomes PBV assistance, it is possible for most or all of a PHA's turnover vouchers to be used to assist those RAD PBV families who wish to exercise mobility. While HUD is committed to ensuring mobility remains a cornerstone of RAD policy, HUD recognizes that it remains important for the PHA to still be able to use tenant based vouchers to address the specific housing needs and priorities of the community.

Therefore, HUD is establishing an alternative requirement for PHAs where, as a result of RAD, the total number of PBV units (including RAD PBV units) under HAP contract administered by the PHA exceeds 20 percent of the PHA's authorized units under its HCV ACC with HUD. OHA has created MTW activities that eliminate these percentage caps. OHA uses MTW flexibilities to override the 20 percent cap.

The alternative mobility policy provides that an eligible voucher agency would not be required to provide more than three-quarters of its turnover vouchers in any single year to the residents of projects covered under RAD. While a voucher agency is not required to establish a voucher inventory turnover cap, if such a cap is implemented, the voucher agency must create and maintain a waiting list in the order in which the requests from eligible households were received. In order to adopt this provision, this alternative mobility policy must be included in an eligible PHA's administrative plan. To effectuate this provision, HUD is providing an alternative requirement to Section 8(o)(13)(E) and 24 CFR part 983.261(c). Please note that this alternative requirement does not apply to PBVs entered into outside of the context of RAD. MTW agencies may not alter this requirement. OHA has the flexibility under MTW to alter the minimum stay requirement, but will not use this flexibility for RAD households.

**10. Reserve for Replacement.** The Project Owner shall establish and maintain a replacement reserve in an interest-bearing account to aid in funding extraordinary maintenance and repair and replacement of capital items in accordance with applicable regulations. The reserve must be built up to and maintained at a level determined by HUD to be sufficient to meet projected requirements. For FHA transactions, Replacement Reserves shall be maintained in accordance with the FHA Regulatory Agreement.

For all other transactions, Replacement Reserves shall be maintained in a bank account covered under a General Depository Agreement (HUD-51999) or similar instrument, as approved by HUD, where funds will be held by the Project Owner or mortgagee and may be drawn from the reserve account and used subject to HUD guidelines and as directed by HUD.

All of the projects proposed for conversion currently meet this requirement. Funding levels will be confirmed at the time the RAD Financing Plan is approved.

**PIH Notice H-2016-17**

**Subject: Relocation Requirements under the Rental Assistance Demonstration (RAD) Program, Public Housing in the First Component**

**NOTE: ALL PROJECTS WILL COMPLY WITH ANY RELOCATION REQUIREMENTS THAT APPLY AT THAT TIME.**

**SIGNIFICANT AMENDMENT DEFINITION**

As part of the Rental Assistance Demonstration (RAD), OHA is redefining the definition of a substantial deviation from the PHA Plan to exclude the following RAD-specific items:

- a. The decision to convert to either Project Based Rental Assistance or Project Based Voucher Assistance;
- b. Changes to the Capital Fund Budget produced as a result of each approved RAD Conversion, regardless of whether the proposed conversion will include use of additional Capital Funds;
- c. Changes to the construction and rehabilitation plan for each approved RAD conversion; and
- d. Changes to the financing structure for each approved RAD conversion.