

**The
Orlando
Housing
Authority**



**FY2022
MOVING TO WORK
ANNUAL REPORT**

Orlando Housing Authority
Executive Office
April 1, 2021 through March 31, 2022

FY2022 Moving to Work (MTW) Annual Report

April 1, 2021 – March 31, 2022

Table of Contents

	PAGE
<u>Section I: Introduction</u>	3-5
Overview of OHA's Short-Term and Long-Term Goals and Objectives	4-5
MTW Activities	4
Non-MTW Activities	4-5
<u>Section II: General Housing Authority Operating Information</u>	6-16
A. Housing Stock Information	8-12
Actual New Project-Based Vouchers	8
Actual Existing Project-Based Vouchers	8-11
Actual Other Changes to MTW Housing Stock in the Plan Year	11-12
General Description of All Actual Planned Capital Expenditures During the Plan Year	13
B. Leasing Information	13-14
Actual Number of Households Served	13-14
Discussion of Any Actual/Issues/Solutions Related to Leasing	14
C. Waiting List Information	14-15
Actual Waiting List Information	15
Actual Changes to Waiting List in the Plan Year	15
D. Information on Statutory Objectives and Requirements	15-16
75% of Families Assisted are Very Low-Income	15
Maintain Comparable Mix	15-16
Number of Households Transitioned to Self-Sufficiency in the Plan Year	16
<u>Section III: Proposed MTW Activities</u>	17-18
None	18
<u>Section IV: Approved MTW Activities</u>	19-41
A. Implemented Activities	19-41
Activity 1: \$225 Rent Floor for Non-Elderly & Non-Disabled Households	20-24
Activity 2: Streamline the Recertification in Public Housing & Housing Choice Voucher Programs	25-30
Activity 6: Provide Up to 50 One & Two Bedroom Units & Supportive Services at West Oaks Apartments	31-32
Activity 8: Project Based Vouchers in OHA Owned Units	33-34
Activity 9: Establishment of Agency-Wide \$100 Minimum Rent	35-38
Activity 10: Tenant-Based Voucher Homelessness Prevention Program	39-41
B. Not Yet Implemented Activities	42-43
Activity 11: Project-Based Homeownership Program	42-43
Activity 13: Streamlined Public Housing Inspections	43

C. Activities on Hold	43
None	43
D. Closed Out Activities	43
None	43
<u>Section V: Sources and Uses of MTW Funds</u>	44-47
A. Sources and Uses of MTW Funds	45-47
Actual Sources of MTW Funds	46
Actual Uses of MTW Funds	46
Description of Actual Use of MTW Single Funding Flexibility	46-47
B. Local Asset Management Plan	47
Local Asset Management Plan	47
<u>Section VI: Administrative</u>	48-50
A. Reviews, Audits, and Inspections	50
B. Evaluation Results	50
C. MTW Statutory Requirement Certification	50-51
D. MTW Energy Performance Contract (EPC) Flexibility Data	N/A
<u>Section VII: Appendix</u>	51-53
Local Asset Management Plan	52-53

SECTION I

INTRODUCTION

SECTION I: INTRODUCTION

Overview of Orlando Housing Authority's (OHA) Short-Term and Long-Term Goals and Objectives

An Overview of the Orlando Housing Authority's (OHA) Short-Term and Long-Term Goals and Objectives.

MTW Activities

As a MTW agency, the OHA is allowed to modify certain requirements to achieve one or more of the following MTW statutory objectives:

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

All activities and uses of funds are discussed, in detail, in the report. In the eleventh year as an MTW Agency, the OHA achieved significant success in the implementation of activities 1, 2, 6, 8, 9, and 10. Activities 11 and 13 are in the early stages of development and have yet to be implemented. The OHA looks forward to the expansion of its MTW program.

The OHA is continuing to pursue the long-term goal of reposition of the OHA public housing stock by demolishing the Lake Mann, Griffin Park, Ivey Lane, Reeves Terrace, Murchison Terrace and Lorna Doone Developments. The OHA has submitted applications to the Special Applications Center (SAC) with the intention of revitalizing those neighborhoods with innovative housing. OHA will consider other options including but limited the Rental Assistance Demonstration (RAD) Program, a RAD Blend, the Choice Neighborhood Initiative Planning Grant, and the Choice Neighborhood Implementation Grant depending upon the Notice of Fund Availability requirements.

The OHA's long term MTW goals for activities may change as MTW is a demonstration program. As the OHA assesses the needs of its residents and participants and available resources, changes may be necessary as the OHA population changes.

NON-MTW ACTIVITIES

The OHA administers a number of non-MTW programs. Such programs include, but are not limited to, the following:

- (1) vouchers for non-elderly persons with disabilities (NED),
- (2) HUD Veteran Affairs Supportive Housing (VASH) vouchers,
- (3) vouchers for single-room occupancy (SRO),
- (4) family unification vouchers (FUP),
- (5) resident opportunities and supportive services (ROSS),
- (6) family self-sufficiency program (FSS),
- (7) non-public housing or Housing Choice Voucher (HCV) units,
- (8) administration of the Sanford Housing Authority (SHA) by way of an interlocal agreement
- (9) administration of OHA vouchers in the Sanford jurisdiction
- (10) Mainstream (NED), and
- (11) Emergency Housing Voucher Program (EHV) for the Homeless

These programs are essential in their support and assistance to residents and participants that are not involved in MTW activities. For uniformity, the OHA received HUD approval to extend the MTW flexibilities to the Orlando Housing Authority Special Purpose Vouchers in the Sanford jurisdiction. The OHA is now able to apply these flexibilities to its Single Room Occupancy (SRO) program, as well.

The OHA's non-public housing complexes are located at West Oaks Apartments (180 one- and two-bedroom units) and Antioch Manor (a project-based section 202 property consisting of 101 units for the elderly). The OHA's other non-public housing unit is the 75 unit Jackson Court/Division Oaks Development, which is owned by Orlando Properties Inc. Jackson Court is a 58 unit, 3 story senior housing apartment complex with one-bedroom units only. Division Oaks is a two story, 17 unit family apartment complex.

In addition, the OHA maintains oversight of the Carver Park HOPE VI development, which includes The Landings at Carver Park and The Villas at Carver Park. The Landings at Carver Park is 56 units of affordable housing for families (26 tax credit units and 30 tax credit/public housing hybrid units). The Villas at Carver Park is a 64 unit tax credit/public housing apartment complex for the elderly.

The OHA's long term plan for its non-MTW programs is to continue implementing the project-based voucher (PBV) activity at OHA owned sites. The OHA will also continue to manage its properties and to seek opportunities to increase its housing portfolio, so that additional affordable housing options are available to the community. In addition, the OHA is committed to improving the quality of housing to its residents as funding permits.

Lift Orlando, a local non-profit organization whose mission is to break the cycle of poverty through neighborhood revitalization, has partnered with the OHA to redevelop Orlando's Washington Shores community – Pendana, formerly The Villages of West Lakes. Now Washington Shores includes the OHA's LakeMann Homes and Lorna Doone Apartments. Lift Orlando has embarked on the redevelopment of a significant area of blighted housing west of downtown Orlando. The OHA is partnering by providing 20 project-based vouchers for low-income families and 24 PBVs for seniors to improve affordability.

PROJECT-BASED VASH

The OHA will consider properties to project-base forty-five (45) Veterans Affairs Supportive Housing (VASH) vouchers at select locations within Orange and Seminole Counties. The OHA will collaborate with viable partners in the community to execute this initiative with the purpose of housing difficult to place homeless veterans.

RENTAL ASSISTANCE DEMONSTRATION PROGRAM

The OHA received approval from HUD for a Rental Assistance Demonstration (RAD) Portfolio Award for the Citrus Square public housing site in March 2015; Citrus Square Apartments is the only OHA RAD property. Although, the OHA applied for and was awarded HUD RAD applications at other OHA properties, the OHA decided not to pursue RAD conversions at any of its approved properties.

Citrus Square Apartments

Citrus Square Apartments, built in 1982, is an 87-unit, multi-family property comprising 45 buildings situated on 10 acres in east Orlando. The OHA submitted a RAD application in December 2013 to convert units at Citrus Square to Project Based Vouchers (PBV) under the RAD program. The Citrus Square RAD Conversion closed on December 28, 2017. Ovation Housing LLLP owns Citrus Square, and Stephenson and Moore, Inc. manage the property.

SANFORD HOUSING AUTHORITY (SHA)

The OHA continues to manage the Sanford Housing Authority (SHA). The goals and objectives for the SHA are to redevelop its former public housing sites. In FY2019, The OHA and SHA broke ground on the new Georgetown Square in Sanford. Construction was completed in January 2021. The SHA completed construction and lease up of Monroe Landings in FY2022. Monroe Landings is a 60 units new development family property. OHA used 20 PBV vouchers to support the units that are 30% AML. Somerset Landings is also in underwriting and will have a financial closing in FY2022. Additionally, the SHA under the day-to-day management of OHA is working on a design of over 110 single family homes. OHA will allocate 63 project-based vouchers to Somerset landing to ensure its affordable.

SECTION II

GENERAL HOUSING AUTHORITY OPERATING INFORMATION

SECTION II: GENERAL HOUSING AUTHORITY OPERATING INFORMATION

A. HOUSING STOCK INFORMATION

i. Actual New Project Based Vouchers

Tenant-based vouchers that the MTW PHA project-based for the first time during the Plan Year. These include only those in which at least an Agreement to enter into a Housing Assistance Payment (AHAP) was in place by the end of the Plan Year. Indicate whether the unit is included in the Rental Assistance Demonstration (RAD).

PROPERTY NAME	NUMBER OF PROJECT-BASED VOUCHERS (Planned*)	NUMBER OF PROJECT-BASED VOUCHERS (Actual)	STATUS AT END OF PLAN YEAR**	RAD?	DESCRIPTION OF PROJECT
Monroe Landing	20	20	Leased	No	Monroe Landings is a 60-unit new development family property in the City of Sanford, FL. The OHA used 20 PBV vouchers to support the units that are 30% AML.
Somerset Landings	63	0	Committed	No	The Somerset Landings is a 84-unit development family that is under construction in the City of Sanford, FL. The OHA will use 63 PBV vouchers to support the units that are 30% AML.
Total: Planned and Actual Existing Project-Based	83	20			

* Figures in the "Planned" column should match the corresponding Annual MTW Plan.

** Select "Status at the End of Plan Year" from: Committed, Leased/Issued

Please describe differences between the Planned and Actual Number of Vouchers Newly Project-Based:

Description: The Monroe Landings Vouchers are project- based. The Somerset Landings units are not constructed.

ii. Actual 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. Indicate whether the unit is included in RAD.

PROPERTY NAME	NUMBER OF VOUCHERS NEWLY PROJECT-BASED (Planned*)	NUMBER OF VOUCHERS NEWLY PROJECT-BASED (Actual)	STATUS AT END OF PLAN YEAR**	RAD?	DESCRIPTION OF PROJECT
Citrus Square	87	0	Leased	Yes	Citrus Square Apartments is located at 5625 Hickey Avenue. The property consists of 45 buildings and includes (9) 1-bedroom units; (56) 2-bedroom units; (17) 3-bedroom units and (4) 4-bedroom units. The RAD Conversion of Citrus Square allows for the proper maintenance of the complex, necessary repairs/upgrades, and the improvement of accessible units. The RAD conversion closed in December 2017.
West Oaks	12	0	Committed	No	Activity 6: Transitional Housing The OHA is project-basing up to fifty units to provide transitional housing to homeless individuals (up to twenty-four months) at West Oaks Apartments, a three story 280 unit affordable market rate rental property. West Oaks has a high occupancy rate year over year. West Oaks will continue to work with local service providers to serve and possibly increase the number of units used under its MTW flexibilities. A total of fifty (50) vouchers/units are to be committed for Activity 6 by the end of FY2018. This is a two year program. There are no vacancy and no referrals.

Jackson Court/Division Oaks/West Oaks	75	73	Committed and Leased	No	Activity 8: PBVs in OHA Owned Units The OHA is project-basing up to 20% or 538 of its available tenant-based HCVs at OHA owned units. Jackson Court, Division Oaks, and West Oaks (in addition to the vouchers to be used in connection with Activity 6) are sites for the project-based voucher program.
Pendana at West Lake (Phase I)	20	20	Committed and Leased	No	Lift Orlando has partnered with the OHA to redevelop Orlando's Washington Shores community, formerly The Villages of West Lakes. Lift Orlando has embarked on the redevelopment of a significant area of blighted housing west of downtown Orlando. Phase I is complete, and the OHA has partnered by providing 20 project-based vouchers for the chronic and low-income homeless in Orlando.
Pendana at West Lake (Phase II)	24	24	Committed and Leased	No	Lift Orlando has partnered with the OHA to redevelop Orlando's Washington Shores community, formerly The Villages of West Lakes. Lift Orlando has embarked on the redevelopment of a significant area of blighted housing west of downtown Orlando. Phase I is complete, and the OHA has dedicated 20 vouchers to that phase. Demolition is underway for phase II. The OHA is partnering by providing an additional 24 project-based vouchers to improve affordability for low-income seniors.

Redding Gardens/Georgetown Square	28	2	Committed	No	The OHA manages the Sanford Housing Authority's (SHA) day to day operations and redevelopment. The SHA received a tax credit award to redevelop 90 units at the former Redding Gardens site. The tax credit market saw a sharp drop in equity causing a gap in funding. The developer, Gardner Capital, requested PBVs to be placed in the project, so that additional debt could be used along with a Florida Housing Finance Corporation loan to cover the gap financing. There is a high occupancy and low turn over.
Carver Park	60	0	Committed	No	The OHA will build up to 41 homeownership units east of Westmoreland Drive including up to 19 Project Based Voucher units. OHA will also build 41 units on the western portion of the site including five (5) for sale mixed-income units and 36 rental units. A number of housing products may be project-based voucher units.
Total: Planned or Actual Newly Project-Based	306	119			

Please describe differences between the Planned and Actual Existing Number of Vouchers Project-Based:

The plan was the awarded number. The actual existing number is the number that was leased.

iii. Actual Other Changes to MTW Housing Stock in the Plan Year

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, etc.

ACTUAL OTHER CHANGES TO MTW HOUSING STOCK IN THE PLAN YEAR
<p>Description: 114 Griffin Park public housing units had exigent conditions. All residents were relocated. The Special Application Center is considering the demolition application and providing tenant protection vouchers for 114 households.</p>

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

The OHA executed a Section 504 and a Section 3 Voluntary Compliance Agreement (VCA) with HUD in April 2015. The VCAs' duration is for a minimum of three years. The agreements include but are not limited to the following highlights:

Section 504 VCA

- Hire a 504/ADA/Reasonable Accommodation Coordinator (complete)
- Construct or convert a minimum of 5% or 76 public housing units into UFAS-accessible units. The construction ranges from minor or moderate modifications to major rehabilitation.
- Modify existing policies; specifically resident transportation, effective communication, transfers, service/emotional support animals, and reasonable accommodations.
- Supplement OHA's existing educational program to improve employees' ability to understand disability related laws.
- Provide initial and refresher notices to head of households describing the Agreement. Also provide copies of the Agreement to each manager and duly elected Resident Council.

Section 3 VCA

- Hire a Section 3 Coordinator (complete)
- Supplementation of the already existing Section 3 Plan.
- Supplementation of the staff educational program related to the requirements of Section 3.
- Providing training for all current and new employees who are responsible for any Section 3 activities.

On January 13, 2020, HUD issued a Letter of Closure on the Section 3 VCA. Further monitoring is no longer required although OHA will continue to fully comply with applicable requirements.

On November 13, 2017, the OHA executed an Amended Section 504 Agreement. The term of the Amended Section 504 Agreement is for a minimum of 5 years. The Amended Section 504 Agreement includes but is not limited to the following highlighted requirements:

- Modification of the OHA reasonable accommodation policy and procedures.
- Notifying residents and participants of delays in processing reasonable accommodation requests.
- Tracking implementation dates of approved reasonable accommodations.
- Engaging in the interactive process with Section 8 landlords to facilitate the implementation of approved reasonable accommodations.
- Reviewing the public housing Needs Assessment submitted to FHEO on December 1, 2015 to ensure that any outstanding items have been addressed. Conduct a new Needs Assessment of the Section 8 program.
- Modify the letter sent to applicants in regards to their status on the wait list.

iv. General Description of All Actual Capital Expenditures During the Plan Year

GENERAL DESCRIPTION OF ALL ACTUAL CAPITAL EXPENDITURES DURING THE PLAN YEAR
In FY2022, the OHA spent \$2,419,927 in Capital Fund expenditures for its public housing sites and properties. This included \$375,148 for roof and HVAC replacement, \$221,993 computer equipment, \$211,613 for generators, \$44,268 for sidewalk/asphalt repair, \$88,645 for automotive equipment, and various capital and operational improvements across OHA properties. The OHA will continue to use Capital Funds in FY 2022 to retrofit units to meet VCA/ADA/UFAS requirements at many of its properties.

B. LEASING INFORMATION

NUMBER OF HOUSEHOLDS SERVED THROUGH:	NUMBER OF UNIT MONTHS OCCUPIED or LEASED* Planned^^	NUMBER OF UNIT MONTHS OCCUPIED or LEASED* Actual	NUMBER OF HOUSEHOLDS SERVED** Planned^^	NUMBER OF HOUSEHOLDS SERVED** Actual
MTW Public Housing Units Leased	16,452	13,260	1,371	1,105
MTW Housing Choice Vouchers (HCV) Utilized	28,716	38,484	2,481	3,207
Local, Non-Traditional: Tenant-Based	0	0	0	0
Local, Non-Traditional: Property-Based	0	0	0	0
Local, Non-Traditional: Homeownership	0	0	0	0
Planned and Actual Totals:	45,168	51,744	3,852	4,312

Discussion of Any Actual Issues/Solutions Related to Leasing

Discussion of any actual issues and solutions utilized in the MTW housing programs listed.

HOUSING PROGRAM	DESCRIPTION OF ACTUAL LEASING ISSUES AND SOLUTIONS
MTW Public Housing	The OHA is repositioning a significant portion of its public housing stock. This process will take a number of years. Once the OHA receives SAC approval for demolition, residents will only be leased up at sites that are not scheduled for repositioning. Public housing units, at sites schedule for demolition, may be held as a result. The OHA's public housing lease rates may decline.
MTW Housing Choice Voucher	Funding is a potential issue for the HCV program. Funding levels from HUD have continued to be below the amount needed to fund the program. The OHA may not have enough administrative support to comply with HUD's leasing requirements. The OHA has increased the flexibility of its HCV occupancy standards to be the same as public housing's minimum and maximum number of persons per bedroom for all bedroom sizes as a remedy to some of its leasing challenges. Finding owners willing to rent to HCV participants is another issue. The OHA will offer increased payment standards (up to 120% of the Fair Market Rent) for disabled participants who are having difficulty finding units within the regular payment standard. OHA designated staff for Landlord Outreach for the HCV Units. The current rental market is unstable due to the current economic condition of the country. It has been difficult for families to locate affordable housing of property owners willing to rent under current payment standards.

C. WAITING LIST INFORMATION

i. Actual Waiting List Information

Snapshot information on the actual status of MTW waiting lists at the end of the Plan Year. The "Description" column should detail the structure of the waiting list and the population(s) served.

WAITING LIST NAME	DESCRIPTION	NUMBER OF HOUSEHOLDS ON WAITING LIST	WAITING LIST STATUS (OPEN, PARTIALLY OPEN OR CLOSED)	WAS THE WAITING LIST OPENED DURING THE PLAN YEAR
MTW Public Housing Units	Community Wide	13,016	Closed	Yes
MTW Housing Choice Voucher	Community Wide	5,814	Closed	No
MTW Public Housing Units	Site Based	897	Closed	No

****This includes Carver Park Villas & Carver Park Landings.**

Please describe any duplication of applicants across waiting lists:

Description: The public housing waiting list closed in October 2021.

ii. Actual Changes to Waiting List in the Plan Year

WAITING LIST NAME	DESCRIPTION OF ACTUAL CHANGES TO WAITING LIST
N/A	N/A

D. INFORMATION ON STATUTORY OBJECTIVES AND REQUIREMENTS

i. 75 percent of Families Assisted Are Very Low Income

INCOME LEVEL	NUMBER OF LOCAL, NON-TRADITIONAL HOUSEHOLDS ADMITTED IN THE PLAN YEAR
80%-50% Area Median Income	0
49%-30% Area Median Income	0
Below 30% Area Median Income	0
Total Local, Non-Traditional Households Admitted	0

ii. Maintain Comparable Mix

BASELINE MIX OF FAMILY SIZES SERVED (upon entry to MTW)

FAMILY SIZE	OCCUPIED PUBLIC HOUSING UNITS	UTILIZED HCVs	NON-MTW ADJUSTMENTS*	BASELINE MIX NUMBER	BASELINE MIX PERCENTAGE
1 Person	505	1,308	0	1813	45%
2 Person	447	370	0	817	20%
3 Person	386	745	0	1131	28%
4 Person	96	144	0	240	6%
5 Person	27	9	0	36	1%
6+ Person	2	2	0	4	0%
TOTAL	1,463	2,578	0	4041	100%

Please describe the justification for any “Non-MTW Adjustments” given above:

N/A

MIX OF FAMILY SIZES SERVED (in Plan Year)

FAMILY SIZE	BASELINE MIX PERCENTAGE**	NUMBER OF HOUSEHOLDS SERVED IN PLAN YEAR ^	PERCENTAGE OF HOUSEHOLDS SERVED IN PLAN YEAR ^^	PERCENTAGE CHANGE FROM BASELINE YEAR TO CURRENT PLAN YEAR
1 Person	45%	2,022	50%	12%
2 Person	20%	1,006	25%	23%
3 Person	28%	795	20%	-30%
4 Person	6%	185	5%	-23%
5 Person	1%	26	1%	-28%
6+ Person	0%	4	0%	-6%
TOTAL	100%	4,037	100%	0%

Please describe the justification for any variances of more than 5% between the Plan Year and Baseline Year:

Description: None.

iii. Number of Households Transitioned to Self-Sufficiency in the Plan Year

MTW ACTIVITY (NAME and NUMBER)	NUMBER OF HOUSEHOLDS TRANSITIONED TO SELF SUFFICIENCY*	MTW PHA LOCAL DEFINITION OF SELF-SUFFICIENCY
\$225 Rent Floor for Non-Elderly & Non-Disabled Households/Activity 1	25	Households maintain employment during pandemic or avoided eviction during pandemic
	0	<i>(Households Duplicated Across MTW Activities)</i>
	25	Total Households Transitioned to Self-Sufficiency

SECTION III

PROPOSED MTW ACTIVITIES: HUD APPROVAL REQUESTED

SECTION III: PROPOSED MTW ACTIVITIES

All proposed MTW activities that are granted approval by HUD are reported on in Section IV as “Approved Activities.”

SECTION IV

APPROVED MTW ACTIVITIES: HUD APPROVAL PREVIOUSLY GRANTED

SECTION IV: APPROVED MTW ACTIVITIES: HUD APPROVAL PREVIOUSLY GRANTED

A. Implemented Activities

Activity 1: \$225 Minimum Rent for Non-Elderly and Non-Disabled Households

Approval & Implementation Year: Activity 1 was first approved in FY2012. The phased-in implementation began in the Initial Demonstration Period. Activity 1 was reformed, re-proposed, and approved in FY2020. The phased-in implementation began in FY2020.

Description: The OHA implemented a self-sufficiency rent floor of \$225 for public housing and HCV households that are not elderly and not disabled. A referral to the MTW Resource Center, for these households not paying the minimum \$225 rent floor, was also implemented. The implementation of the \$225 rent floor provides hardship exceptions linked to self-sufficiency activities. The MTW Resource Center provides self-sufficiency services including, but not limited to, case management, needs assessments, employability counseling, and job referral/placement assistance services for a maximum of two years for each adult referred. Use of a computer lab, transportation (bus passes), and childcare assistance is provided to help participants secure and maintain employment. The OHA monitors the progress of households subject to the rent floor relative to accomplishing the goals identified in their self-sufficiency plan until sufficiency is reached. Residents and participants that are unable to pay the rent floor or attend the Resource Center may seek hardship relief. In FY2021, The OHA modified the activity from a \$225 rent floor to a \$225 minimum rent and added a minimum work requirement. We also implemented the standard utility allowance based bedroom size. The standard utility allowance based on bedroom size, were also added to simplify rent calculations, increase revenue for the OHA, and encourage self-sufficiency amongst the residents.

Information on the activity's impact and comparison of outcomes to baselines and benchmarks:

For SS#1 & SS#3, tracking earned income in FY22, public housing residents earned a total income of \$7,652,063, making the average earned income of \$19,979 per household. 114 public housing residents were employed, and 269 public housing residents were unemployed, which excludes disabled and elderly residents. The FY22 outcome exceed the benchmark of \$18,545 or 2% increase. HCV participants earned a total income of \$24,287,276 making the average earned income of \$13,990 per household. 1099 HCV participants were employed, and 637 HCV participants were unemployed, which excludes disabled and elderly participants. The FY22 outcome exceeds the benchmark of \$12,515 or 2% increase.

For SS#4, tracking TANF recipients in FY22, 34 public housing residents received TANF, and 97 HCV participants received TANF. The FY22 outcome for public housing is below the benchmark of 1 or 2% decrease from the baseline of 48 public housing residents. The FY22 outcome for HCV is below the benchmark of 1 or 2% decrease from the baseline of 42 HCV participants.

For SS#5, tracking client referrals, 22 public housing residents and 59 HCV participants received self-sufficiency services. The FY22 outcomes exceed the benchmarks of 1 or 1% increase from the baselines of 0 for both public housing and HCV.

For SS#6, tracking operating subsidy & HAP, the average yearly public housing resident subsidy was \$4,537 and \$8,943 for HCV participants. The FY22 outcome for public housing did not meet the benchmark of \$2,691 or a 1%

decrease. The FY22 outcome for HCV did not meet the benchmark of \$7,555 or 1% decrease due to an increase in market rent.

For SS#7, tracking the tenant rent share, the total rent roll for public housing was \$2,979,528 which is an average tenant rent share of \$648 per household. The FY22 total rent roll exceeds the benchmark of 2,574,504 or \$411 per unit month. For HCV, the total rent roll was \$10,493,460 which is an average tenant rent share of \$503 per household. The FY22 outcome exceeds the benchmark of \$3,790,409 total rent roll or \$293 per unit month.

For SS#8, tracking client progress, 8 public housing residents and 42 HCV participants transitioned to self-sufficiency. The OHA has two definitions of “self-sufficiency:” (1) Being able to pay the minimum \$225 rent, and (2) heads and/or co-heads of households that are employed at least 28 hours a week or 20 hours a week if a full-time student. The FY22 outcomes, for both public housing and HCV, exceeds the benchmark of 1 or 1% increase from the baseline of 0 public housing residents and 0 HCV participants, respectively.

Indicate whether the activity is on schedule: Yes, this activity is on schedule.

Hardship Requests: The MTW Resource Center provides self-sufficiency services for residents and participants that are unable to pay the \$225 rent floor, who are not employed, who are not employed the minimum number of hours (28 hours/week or 20 hours/week if full-time student), or who are experiencing an employment related hardship. It includes, but is not limited to, case management, needs assessments, employability counseling, and job referral/placement assistance services for a maximum of two years for each adult referral. Use of a computer lab, transportation (bus passes), and childcare assistance is provided to help participants secure and maintain employment. The OHA monitors the progress of households subject to the rent floor relative to accomplishing the goals identified in their self-sufficiency plan until sufficiency is reached.

During FY2022, the OHA referred 22 residents from public housing, and 59 HCV participants to the MTW Resource Center. A total of 81 residents and participants received services throughout the fiscal year. Twenty-Five (25) of those residents achieved self-sufficiency, meaning, they were able to pay the minimum \$225 in rent. At the end of the year, there were 54 active participants at the MTW Resource Center.

Benchmarks Achieved: See metrics.

Actual Non-Significant Changes: The elimination of the utility allowance deduction.

Actual Changes to Metrics/Data Collection: OHA does not anticipate changes to the metrics, baselines or benchmarks during the Plan year.

Planned Significant Changes: None.

Challenges in Achieving Benchmarks and Possible Strategies: None.

Status: The rent reform measures have been fully implemented.

SS #1: Increase in Household Income

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average earned income of households affected by this policy in dollars (increase).	<u>Public Housing</u> \$18,182	<u>Public Housing</u> \$18,545 or 2% Increase	<u>Public Housing</u> \$19,979	<u>Public Housing</u> Yes
	<u>HCV</u> \$12,270	<u>HCV</u> \$12,515 or 2% Increase	<u>HCV</u> \$13,990	<u>HCV</u> Yes

SS#3: Increase in Positive Outcomes in Employment Status

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
<u>Public Housing</u> (1) Employed Full- Time (2) Employed Part- Time (3) Enrolled in an Educational Program (4) Enrolled in Job Training Program (5) Unemployed (6) Other	<u>Public Housing</u> (1) Employed *460 (2) Employed *0 (3) Enrolled in an Educational Program*1 (4) Enrolled in Job Training Program-0 (5) Unemployed-62 (6) Other	<u>Public Housing</u> (1) Increase by 9 HOH or 2% (2) N/A (3) Increased by 1 HOH or 100% (4) Increase by 1 HOH or 100% (5) Decrease by 1 HOH or 2%	<u>Public Housing</u> 114 N/A 2 0 269	<u>Public Housing</u> No N/A Yes No No

*OHA only tracks whether residents are employed, not whether they are employed full-time or part-time.
Note: The two residents that are enrolled in an educational program are also employed.

<u>HCV</u> (1) Employed Full- Time (2) Employed Part- Time (3) Enrolled in an Educational Program (4) Enrolled in Job Training Program (5) Unemployed (6) Other	<u>HCV</u> (1) Employed *730 (2) Employed *0 (3) Enrolled in an Educational Program*0 (4) Enrolled in Job Training Program-0 (5) Unemployed-347 (6) Other	<u>HCV</u> (1) Increase by 15 HOH or 2% (2) N/A (3) Increase to 1 HOH or 100% (4) Increase to 1 HOH or 100% (5) Decrease by 7 HOH or 2%	<u>HCV</u> 1099 N/A 3 0 637	<u>HCV</u> Yes N/A Yes No No
---	---	--	--	---

<u>Public Housing</u> (1) Employed Full- Time (2) Employed Part- Time (3) Enrolled in an Educational Program (4) Enrolled in Job Training Program (5) Unemployed (6) Other	<u>Public Housing</u> (1) Employed *- 88% (2) Employed *- 0% (3) Enrolled in an Educational Program*-0% (4) Enrolled in Job Training Program-0% (5) Unemployed-12% (6) Other	<u>Public Housing</u> (1) 89% or 1% of HOHs (2) N/A (3) 1% or 1% of HOHs (4) 1% or 1% of HOHs (5) 11% or 1% of HOHs	<u>Public Housing</u> 74% N/A 0% 0% 26%	<u>Public Housing</u> No N/A No No No
*OHA only tracks whether residents are employed, not whether they are employed full-time or part-time.				
<u>HCV</u> (1) Employed Full- Time (2) Employed Part- Time (3) Enrolled in an Educational Program (4) Enrolled in Job Training Program (5) Unemployed (6) Other	<u>HCV</u> (1) Employed *- 68 (2) Employed *- 0% (3) Enrolled in an Educational Program*- 0% (4) Enrolled in Job Training Program-0% (5) Unemployed-32% (6) Other	<u>HCV</u> (1) 69% or 1% of HOHs (2) N/A (3)1% or 1% of HOHs (4) 1% or 1% of HOHs (5) 31% or 1% of HOHs	<u>HCV</u> 64% N/A 0% 0% 36%	<u>HCV</u> No N/A No No No

SS #4: Households Removed from Temporary Assistance for Needy Families (TANF)

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households receiving TANF assistance (decrease).	<u>Public Housing</u> 48	<u>Public Housing</u> 1 or 2% decrease	<u>Public Housing</u> 34	<u>Public Housing</u> Yes
	<u>HCV</u> 42	<u>HCV</u> 1 or 2% decrease	<u>HCV</u> 97	<u>HCV</u> No

SS #5: Households Assisted by Services that Increase Self Sufficiency

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households receiving services aimed to increase self sufficiency (increase).	<u>Public Housing</u> 0 <u>HCV</u> 0	<u>Public Housing</u> Increase by 1 or 1% <u>HCV</u> Increase by 1 or 1%	<u>Public Housing</u> 22 <u>HCV</u> 59	<u>Public Housing</u> Yes <u>HCV</u> Yes

Note: Services aimed to increase self-sufficiency are defined as services associated with Activity 1, and households receiving services are those that have received a referral and have had an assessment.

SS #6: Reducing Per Unit Subsidy Costs for Participating Households

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average amount of Section 8 and/or 9 subsidy (or local, non-traditional subsidy) per household affected by this policy in dollars (decrease).	<u>Public Housing</u> \$2,718 <u>HCV</u> \$7,631	<u>Public Housing</u> \$2,691 or 1% decrease <u>HCV</u> \$7,555 or 1% decrease	<u>Public Housing</u> \$4,537 <u>HCV</u> \$8,943	<u>Public Housing</u> No <u>HCV</u> No

SS #7: Increase in Agency Rental Revenue

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Total Household contributions towards housing assistance (increase).	<u>Public Housing</u> \$2,549,832 total rent roll or \$407 per unit month <u>HCV</u> \$3,752,880 total rent roll or \$290 per unit month	<u>Public Housing</u> \$2,574,504 total rent roll or \$411 per unit month <u>HCV</u> \$3,790,409 total rent roll or \$293 per unit month	<u>Public Housing</u> \$648 <u>HCV</u> \$503	<u>Public Housing</u> Yes <u>HCV</u> Yes

SS #8: Households Transitioned to Self Sufficiency

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households transitioned to self-sufficiency (increase).	<u>Public Housing</u> 0 <u>HCV</u> 0	<u>Public Housing</u> 1 or 1% increase <u>HCV</u> 1 or 1% increase	<u>Public Housing</u> 8 <u>HCV</u> 42	<u>Public Housing</u> Yes <u>HCV</u> Yes

Activity 2: Streamline the Recertification in the Public Housing and Housing Choice Voucher Programs

Approval & Implementation Year: This activity was first approved in FY2012. Activity 2, in its current form, was approved in FY2015 (November 2014). The phased-in implementation began in FY2015.

Description: The OHA has streamlined the recertification process in the public housing and housing choice voucher programs by conducting recertification of all public housing residents and HCV participants every three years (triennial). This means that every three years, residents and participants complete the traditional recertification with the exception of a modified 3rd party verification and \$25,000 asset disregard. All aspects of this activity also apply to NED, FUP, VASH, and OHA special purpose vouchers.

The OHA recertified one third of all residents and participants in FY2015 and one-third in FY2016. The OHA recertified the remaining one third of its residents and participants in FY2017. Thereafter, the OHA will continue recertifying one third of its full population each year.

OHA Annual Online Updates

In the years when residents and participants do not have their scheduled recertification, they complete an annual online update. The OHA uses this as an opportunity to conduct audits, review household composition and tax returns, and perform criminal background checks. During the annual online update, the OHA recalculates rent in the following circumstances:

1. If the total tenant payment (TTP) increases or decreases by \$300 or more; or
2. If the family size / household composition changes such that a person with new income is added to the household; or
3. Hardships; or
4. Criminal background checks leading to termination; or
5. Reasonable Accommodations

OHA Elimination of Interim Recertifications

The OHA continues to streamline the recertification process by eliminating interim recertifications completely except for hardships, audits (including criminal background checks, change in family size/household composition), and reasonable accommodations for all residents and participants.

Due to the extended recertification period, the OHA has created a local form 9886, Authorization for Release of Information. The local form captures the same information as the HUD form 9886 except that the resident/participant's consent for release of information will be extended from 15 months to 36 months as needed to update the resident/participant's data between each triennial recertification.

Information on the activity's impact and comparison of outcomes to baselines and benchmarks:

For CE#1, tracking staff time savings, the total cost for public housing staff to complete recertifications was \$101,518. The FY22 outcome for public housing was below the benchmark of \$170,040 from the baseline of \$340,080. The total cost for HCV staff to complete recertifications was \$253,824. The FY22 outcome for HCV was above the benchmark of \$100,365 from the baseline of \$200,731.

For CE#2, tracking employee productivity, the total time for staff to complete recertifications was 3,689 hours. The FY22 outcome for public housing is below the benchmark of 6,240 hours from the baseline of 12,480 hours. The total time for HCV staff to complete recertifications was 13,104 hours. The FY22 outcome for HCV did not meet the benchmark of 4,732 hours from the baseline of 9,464 hours. Additionally, some time was not saved due to the

continual review of the OHA's entire population annually either by way of the triennial recertification or the annual update.

For CE#3, tracking employee productivity, the average error rate in completing a task is 0%. The FY22 outcome meets the benchmark of 0% from the baseline of 0 errors.

For CE #5, tracking total household contributions towards housing assistance, for public housing was \$3,709.

For HCV, tracking total household contributions towards housing assistance was \$8,943. This metric had not been used in previous Annual MTW Reports and therefore a baseline and benchmark has not been added.

For SS#1 & SS#3, tracking earned income in FY22, public housing earned a total income of \$8,973,273 making the average earned income of \$8,703 per household. 389 public housing residents were employed, and 642 public housing residents were unemployed, which includes disabled and elderly residents. The FY22 outcome did not meet the benchmark of \$8,853 or 1% increase. HCV earned a total income of \$21,709,260 making the average earned income of \$6,302 per household. 1071 HCV participants were employed, and 2240 HCV participants were unemployed, which includes disabled and elderly participants. The FY22 outcome meets the benchmark of \$6,075 or 1% increase.

For SS#4, tracking TANF recipients in FY22, 34 public housing residents received TANF, and 97 HCV participants received TANF. The FY22 outcome for public housing is below the benchmark of 1 or 2% decrease from the baseline of 48 public housing residents. The FY22 outcome for HCV is below the benchmark of 1 or 2% decrease from the baseline of 42 HCV participants.

For SS#5, tracking client referrals, 22 public housing residents and 59 HCV participants received self-sufficiency services. The FY22 outcomes exceed the benchmarks of 1 or 1% increase from the baselines of 0 for both public housing and HCV.

For SS#8, tracking client progress, 8 public housing residents and 42 HCV participants transitioned to self-sufficiency. The OHA has two definitions of "self-sufficiency:" (1) Being able to pay the minimum \$225 rent and (2) heads and/or co-heads of households that are employed at least 28 hours a week or 20 hours a week if a full-time student. The FY22 outcomes, for both public housing and HCV, exceed the benchmark of 1 or 1% increase from the baseline of 0 public housing residents and 0 HCV participants, respectively.

Indicate whether the activity is on schedule: Yes, this activity is on schedule.

Hardship Requests: Public housing had a total of 11 hardship requests. 9 of those hardships were approved, 2 were dismissed, and 0 were pending. HCV had a total of 185 hardship requests. 24 of those hardships were approved, 156 were dismissed, and 5 were pending.

Benchmark Achieved: See metrics.

Actual Non-Significant Changes: None.

Actual Changes to Metrics/Data Collection: None.

Actual Significant Changes: None.

Challenges in Achieving Benchmarks and Possible Strategies: None.

CE #1: Agency Cost Savings

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Total cost of task in dollars (decrease).	<u>Public Housing</u> \$340,080	<u>Public Housing</u> \$170,040	<u>Public Housing</u> \$101,518	<u>Public Housing</u> Yes
	<u>HCV</u> \$200,731	<u>HCV</u> \$100,365	<u>HCV</u> \$253,824	<u>HCV</u> No

*Note: These calculations are based upon an estimated time savings and resulting cost savings for recertifications. These calculations include estimated benefits but do not include overhead costs.

CE #2: Staff Time Savings

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Total time to complete the task in staff hours (decrease).	<u>Public Housing</u> 12,480 hours	<u>Public Housing</u> 6,240 hours	<u>Public Housing</u> 3,689 hours	<u>Public Housing</u> Yes
	<u>HCV</u> 9,464 hours	<u>HCV</u> 4,732 hours	<u>HCV</u> 13,104 hours	<u>HCV</u> No

*Note: These calculations are based upon an estimated time savings for recertifications.

CE #3: Decrease in Error Rate of Task Execution

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average error rate in completing a task as a percentage (decrease).	0%	0%	0	Yes

CE #5: Increase in Agency Rental Revenue

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Total Household contributions towards housing assistance (increase).	<u>Public Housing</u> N/A	<u>Public Housing</u> N/A	<u>Public Housing</u> 3,709	<u>Public Housing</u> N/A
	<u>HCV</u> N/A	<u>HCV</u> N/A	<u>HCV</u> 8,943	<u>HCV</u> N/A

Note*This metric had not been used in previous Annual MTW Reports and therefore a baseline and benchmark has not been added.

SS #1: Increase in Household Income

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average earned income of households affected by this policy in dollars (increase).	<u>Public Housing</u> \$8,765	<u>Public Housing</u> \$8,853 or 1% increase	<u>Public Housing</u> \$8,703	<u>Public Housing</u> Yes
	<u>HCV</u> \$6,015	<u>HCV</u> \$6,075 pr 1% increase	<u>HCV</u> \$6,302	<u>HCV</u> Yes

SS#3: Increase in Positive Outcomes in Employment Status

Unit of Measurement (Head of Household)	Baseline	Benchmark	Outcome	Benchmark Achieved?
Public Housing	Public Housing	Public Housing	Public Housing	
(1) Employed Full- Time	(1) Employed*- 553	(1) Increase by 6 HOH or 1%	389	No
(2) Employed Part- Time	(2) Employed*- 0	(2) N/A	N/A	N/A
(3) Enrolled in an Educational Program	(3) Enrolled in an Educational Program-1	(3) Increase by 1 HOH or 100%	1	No
(4) Enrolled in Job Training Program	(4) Enrolled in Job Training Program-0	(4) Increase by 1 HOH or 100%	0	No
(5) Unemployed	(5) Unemployed- 679	(5) Decreased by 7 HOH or 1%	642	No
(6) Other	(6) Other			
HCV	HCV	HCV	HCV	HCV
(1) Employed Full- Time	(1) Employed *- 865	(1) Increase by 9 HOH or 1%	1071	Yes
(2) Employed Part- Time	(2) Employed *0	(2) N/A	N/A	N/A
(3) Enrolled in an Educational Program	(3) Enrolled in an Educational Program*- 0	(3)Increased by 1 HOH or 100%	3	Yes
(4) Enrolled in Job Training Program	4) Enrolled in Job Training Program-0	4) Increase by 1 HOH or 100%	0	No
(5) Unemployed	(5) Unemployed-1597	(5) Decrease by 16 HOH or 1%	2240	No
(6) Other	(6) Other			

<p>Public Housing (1) Employed Full- Time (2) Employed Part- Time (3) Enrolled in an Educational Program (4) Enrolled in Job Training Program (5) Unemployed (6) Other</p>	<p>Public Housing (1) Employed *-45% (2) Employed *- 0% (3) Enrolled in an Educational Program*- 0% (4) Enrolled in Job Training Program-0% (5) Unemployed-55% (6) Other</p>	<p>Public Housing (1) 46% or 1% of HOHs (2) N/A (3) 1% or 1% of HOHs (4) 1% or 1% of HOHs (5) 54 % or 1% of HOHs</p>	<p>Public Housing 33% N/A 0% 0% 67%</p>	<p>Public Housing No N/A No No No</p>
<p>*OHA only tracks whether residents are employed, not whether they are employed full-time or part-time. Note: The two residents that are enrolled in an educational program are also employed.</p>				
<p>HCV (1) Employed Full- Time (2) Employed Part- Time (3) Enrolled in an Educational Program (4) Enrolled in Job Training Program (5) Unemployed (6) Other</p>	<p>HCV (1) Employed *- 35% (2) Employed *- 0% (3) Enrolled in an Educational Program*- 0% (4) Enrolled in Job Training Program-0% (5) Unemployed-65% (6) Other</p>	<p>HCV (1) 36% or 1% of HOHs (2) N/A (3) 1% or 1% of HOHs (4) 1 % or 1% of HOHs (5) 64 % or 1% of HOHs</p>	<p>HCV 30% N/A 0% 0% 80%</p>	<p>HCV No N/A No No No</p>

SS #4: Households Removed from Temporary Assistance for Needy Families (TANF)

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households receiving TANF assistance (decrease).	<u>Public Housing</u> 76 <u>HCV</u> 178	<u>Public Housing</u> 1% or 1 household decreased <u>HCV</u> 1% or 2 households decreased	<u>Public Housing</u> 34 <u>HCV</u> 97	<u>Public Housing</u> Yes <u>HCV</u> Yes

SS #5: Households Assisted by Services that Increase Self Sufficiency

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households receiving services aimed to increase self-sufficiency (increase).	<u>Public Housing</u> 0 <u>HCV</u> 0	<u>Public Housing</u> 1 or 1% increase <u>HCV</u> 1 or 1% increase	<u>Public Housing</u> 22 <u>HCV</u> 59	<u>Public Housing</u> Yes <u>HCV</u> Yes

*Note: Services aimed to increase self-sufficiency are defined as the services associated with activity 1, and households receiving services are those that have received a referral and have had an assessment.

*Note: Some households remain active in the resource center although they are paying \$225 because they continue to receive other services.

SS #8: Households Transitioned to Self Sufficiency

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households transitioned to self-sufficiency (increase).	<u>Public Housing</u> 0 <u>HCV</u> 0	<u>Public Housing</u> 1 or 1% increase <u>HCV</u> 1 or 1% increase	<u>Public Housing</u> 8 <u>HCV</u> 42	<u>Public Housing</u> Yes <u>HCV</u> Yes

*Note: OHA realizes that the requirements for the baseline are not conducive to accurately reflecting the progress of this particular metric-transition to self-sufficiency.

*Note: These calculations are based upon an estimated time savings and resulting cost savings for recertifications. These calculations include estimated benefits but do not include overhead costs.

Activity 6: Provide up to 50 One and Two Bedroom Units and Supportive Services at West Oaks Apartments for up to 24 Months for Homeless Individuals

Approval & Implementation Year: Activity 6 was first approved in FY2012. The phased in implementation began in FY2014.

Description: The OHA is providing up to 50 one bedroom units and supportive services for up to 18 months to homeless individuals at West Oaks Apartments, a 280 unit market rate multifamily property owned by the OHA and privately managed.

Information on the activity's impact and comparison of outcomes to baselines and benchmarks: West Oaks is privately managed; therefore, the private management firm is responsible for the initial intake of each applicant. Once the applicant has been screened, the applicant is then referred to the OHA for review and compliance. After the OHA completes its assessment, the applicant then becomes a participant. The OHA is able to synergistically utilize the private management firm to benefit the OHA, thereby reducing agency-wide costs and staff hours.

For CE#1, tracking staff time savings, the total cost for staff to complete applicant reviews was \$237. The FY22 outcome is below the benchmark of \$100,365 from the baseline of \$200,731.

For CE#2, tracking employee productivity, the total time for staff to complete applicant reviews was 14 hours. The FY22 outcome is below the benchmark of 4,732 hours from the baseline of 9,464 hours.

For HC#1, using the cumulative total of housing units for this activity, 50 project-based transitional housing units are intended to be leased over a period of years. The OHA notes that the requirements for this metric are not conducive to accurately reflecting the progress towards the goal of 50 project based vouchers for transitional housing.

For HC#5 and HC#7, tracking vouchers leased, 4 new project-based transitional housing units were leased in FY22. During FY22, the OHA was able to continue assisting 10 households, for a total of 14 households served. The FY22 outcome met the benchmark of 10 units or 20% increase from the baseline of 0 households. By the end of FY22, the OHA had helped 83 households cumulatively.

Indicate whether the activity is on schedule: Yes, this activity is on schedule.

Benchmarks Achieved: Please see metrics.

Actual Non-Significant Changes: None.

Actual Changes to Metrics/Data Collection: None.

Actual Significant Changes: None.

Challenges in Achieving Benchmarks and Possible Strategies: None. No effect on staff or time. Applicants to property for approval. They must also be approved by Section 8. 0 new project based. 1 person left in the program. Vacancy less than 1 percent per month. 0 new 0 vacancy
4 VASH 1 Transition

CE #1: Agency Cost Savings

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Total cost of task in dollars (decrease).	<u>Public Housing</u> N/A <u>HCV</u> \$200,731	<u>Public Housing</u> N/A <u>HCV</u> 100,365	<u>Public Housing</u> N/A <u>HCV</u> \$237	<u>Public Housing</u> N/A <u>HCV</u> Yes

CE #2: Staff Time Savings

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Total time to complete the task in staff hours (decrease).	<u>Public Housing</u> N/A <u>HCV</u> 9,464 hours	<u>Public Housing</u> N/A <u>HCV</u> 4,732 hours	<u>Public Housing</u> N/A <u>HCV</u> 14 hours	<u>Public Housing</u> N/A <u>HCV</u> Yes

HC #1: Additional Units of Housing Made Available

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of new housing units made available for households at or below 80% AMI as a result of the activity (increase).	<u>Public Housing</u> N/A <u>HCV</u> 0	<u>Public Housing</u> N/A <u>HCV</u> 10 units or 20% increase	<u>Public Housing</u> N/A <u>HCV</u> 50	<u>Public Housing</u> N/A <u>HCV</u> Yes

HC #5: Increase in Resident Mobility

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase).	<u>Public Housing</u> N/A <u>HCV</u> 0	<u>Public Housing</u> N/A <u>HCV</u> 10 households or 20% increase	<u>Public Housing</u> N/A <u>HCV</u> 4	<u>Public Housing</u> N/A <u>HCV</u> No

HC #7: Households Assisted by Services that Increase Housing Choice

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households receiving services aimed to increase housing choice (increase).	<u>Public Housing</u> N/A <u>HCV</u> 0	<u>Public Housing</u> N/A <u>HCV</u> 10 households or 20% increase	<u>Public Housing</u> N/A <u>HCV</u> 14	<u>Public Housing</u> N/A <u>HCV</u> Yes

Activity 8: Project-Based Vouchers in OHA Owned Units

Approval & Implementation Year: Activity 8 was first approved in FY2016. The phased in implementation began in FY2016.

Description: The OHA is project basing up to 20% or 538 of its available tenant based HCV vouchers at OHA owned units, which are privately managed. HUD approved the OHA to use its MTW flexibilities to implement this activity without engaging in a competitive process. The OHA is also granted approval to conduct its own inspections and rent reasonableness functions.

The OHA has implemented its project-based voucher program at OHA-owned sites where there are no public housing units or other housing subsidies offered. The vouchers at West Oaks are in addition to the PBV vouchers discussed in Activity 6 (transitional housing for the homeless). Jackson Court, Division Oaks, and West Oaks are approved sites for the project-based voucher program. The policies and processes for implementing the OHA PBV program are the same as the tenant-based voucher program.

Information on the activity's impact and comparison of outcomes to baselines and benchmarks: The private management firm is solely responsible for the initial intake and placement of each applicant/participant. There were three new project-based vouchers leased up in FY22 at West Oaks or Jackson Court/Division Oaks. A total of 88 project-based vouchers leased up since the inception of this activity. West Oaks is currently 99% occupied. Jackson Court and Division Oaks are presently both 96% occupied. Agency-wide costs and staff hours are reduced due to the leveraging capability of the private management firm for the intake process; As a result, for CE#1 and CE#2, the savings in agency costs and staff hours were realized to the extent of what was paid to the management firm; no additional funds were expended. For CE#3, the average error rate in completing a task is 0%. The FY22 outcome meets the benchmark of 0% from the baseline of 0 errors.

Indicate whether the activity is on schedule: Yes. The OHA may apply project-based vouchers to the units at West Oaks, Jackson Court, and Division Oaks as they become available.

Benchmarks Achieved: See Metrics.

Actual Non-Significant Changes: None.

Actual Changes to Metrics/Data Collection: None.

Actual Significant Changes: None.

Challenges in Achieving Benchmarks and Possible Strategies: None.

CE #1: Agency Cost Savings

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Total cost of task in dollars (decrease).	<u>Public Housing</u> N/A <u>HCV</u> \$200,731	<u>Public Housing</u> N/A <u>HCV</u> \$100,365	<u>Public Housing</u> N/A <u>HCV</u> \$0	<u>Public Housing</u> N/A <u>HCV</u> Yes

CE #2: Staff Time Savings

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Total time to complete the task in staff hours (decrease).	<u>Public Housing</u> N/A <u>HCV</u> 9,464 hours	<u>Public Housing</u> N/A <u>HCV</u> 4,732 hours	<u>Public Housing</u> N/A <u>HCV</u> 0 hours	<u>Public Housing</u> N/A <u>HCV</u> Yes

CE #3: Decrease in Error Rate of Task Execution

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average error rate in completing a task as a percentage (decrease).	0%	0%	0%	Yes

Activity 9: Establishment of Agency-Wide \$100 Minimum Rent

Approval & Implementation Year: Activity 9 was first approved in FY2016. The phased in implementation began in FY 2016.

Description: The OHA utilized its MTW flexibilities to establish a minimum rent that exceeds \$50 for both the public housing and HCV programs. The OHA established an agency-wide minimum rent of \$100 for public housing, HCV, TBRA, PBV, OHA Special Purpose vouchers, FUP, NED, Port-ins, and SRO. Each household shall pay rent of at least \$100 after the provision of utility allowances.

Only VASH participants and homeless participants of the OHA Homelessness Prevention Program (Activity 10) are exempt from the \$100 minimum rent. Participants with income pay a minimum rent of fifty dollars (\$50.00), and participants with zero income pay zero dollars (\$0.00).

In FY2020, the OHA received approval to further augment the \$100 minimum rent. To simplify rent calculations and increase revenue for the OHA, all household deductions were eliminated, and each household is given a standard utility allowance based on bedroom size.

Information on the activity's impact and comparison of outcomes to baselines and benchmarks:

For CE #5, tracking total household contributions towards housing assistance, for public housing was \$3,709.

For HCV, tracking total household contributions towards housing assistance was \$8,943. This metric had not been used in previous Annual MTW Reports and therefore a baseline and benchmark has not been added.

For SS#1 & SS#3, tracking earned income in FY22, public housing earned a total income of \$8,973,273 making the average earned income of \$8,703 per household. 389 public housing residents were employed, and 642 public housing residents were unemployed, which includes disabled and elderly residents. The FY22 outcome did not meet the benchmark of \$8,853 or 1% increase. HCV earned a total income of \$21,709,260 making the average earned income of \$6,302 per household. 1071 HCV participants were employed, and 2240 HCV participants were unemployed, which includes disabled and elderly participants. The FY22 outcome meets the benchmark of \$6,075 or 1% increase.

For SS#4, tracking TANF recipients in FY22, 34 public housing residents received TANF, and 97 HCV participants received TANF. The FY22 outcome for public housing is below the benchmark of 1 or 2% decrease from the baseline of 48 public housing residents. The FY22 outcome for HCV is below the benchmark of 1 or 2% decrease from the baseline of 42 HCV participants.

For SS#8, tracking client progress, 8 public residents and 42 HCV participants received self-sufficiency. The OHA has two definitions of "self-sufficiency:" (1) Being able to pay the minimum \$225 rent and (2) heads and/or co-heads of households that are employed at least 28 hours a week or 20 hours a week if a full-time student. The FY22 outcomes, for both public housing and HCV, exceed the benchmark of 1 or 1% increase from the baseline of 0 public housing residents and 0 HCV participants, respectively.

Indicate whether the activity is on schedule: Yes, this activity is on schedule.

Benchmarks Achieved: See metrics.

Actual Non-Significant Changes: None.

Actual Changes to Metrics/Data Collection: None.

Actual Significant Changes: None.

Challenges in Achieving Benchmarks and Possible Strategies: None.

CE #5: Increase in Agency Rental Revenue

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Total Household contributions towards housing assistance (increase).	<u>Public Housing</u> N/A	<u>Public Housing</u> N/A	<u>Public Housing</u> 3,709	<u>Public Housing</u> N/A
	<u>HCV</u> N/A	<u>HCV</u> N/A	<u>HCV</u> 8,943	<u>HCV</u> N/A

Note*This metric had not been used in previous Annual MTW Reports and therefore a baseline and benchmark has not been added.

SS #1: Increase in Household Income

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average earned income of households affected by this policy in dollars (increase).	<u>Public Housing</u> \$8,765	<u>Public Housing</u> \$8,853 or 1% increase	<u>Public Housing</u> \$8,703	<u>Public Housing</u> Yes
	<u>HCV</u> \$6,015	<u>HCV</u> \$6,075 pr 1% increase	<u>HCV</u> \$6,302	<u>HCV</u> Yes

SS#3: Increase in Positive Outcomes in Employment Status

Unit of Measurement (Head of Household)	Baseline	Benchmark	Outcome	Benchmark Achieved?
Public Housing	Public Housing	Public Housing	Public Housing	
(1) Employed Full- Time	(1) Employed*- 553	(1) Increase by 6 HOH or 1%	389	No
(2) Employed Part- Time	(2) Employed*- 0	(2) N/A	N/A	N/A
(3) Enrolled in an Educational Program	(3) Enrolled in an Educational Program-1	(3) Increase by 1 HOH or 100%	1	No
(4) Enrolled in Job Training Program	(4) Enrolled in Job Training Program-0	(4) Increase by 1 HOH or 100%	0	No
(5) Unemployed	(5) Unemployed- 679	(5) Decreased by 7 HOH or 1%	642	No
(6) Other	(6) Other			

<p>HCV (1) Employed Full- Time (2) Employed Part- Time (3) Enrolled in an Educational Program (4) Enrolled in Job Training Program (5) Unemployed (6) Other</p>	<p>HCV (1) Employed *- 865 (2) Employed *0 (3) Enrolled in an Educational Program*- 0 (4) Enrolled in Job Training Program-0 (5) Unemployed-1597 (6) Other</p>	<p>HCV (1) Increase by 9 HOH or 1% (2) N/A (3)Increased by 1 HOH or 100% (4) Increase by 1 HOH or 100% (5) Decrease by 16 HOH or 1%</p>	<p>HCV 1071 N/A 3 0 2240</p>	<p>HCV Yes N/A Yes No No</p>
<p>*OHA only tracks whether participants are employed, not whether they are employed full-time or part-time. Note: The three residents that are enrolled in an educational program are also employed.</p>				
<p>Public Housing (1) Employed Full- Time (2) Employed Part- Time (3) Enrolled in an Educational Program (4) Enrolled in Job Training Program (5) Unemployed (6) Other</p>	<p>Public Housing (1) Employed *-45% (2) Employed *- 0% (3) Enrolled in an Educational Program*- 0% (4) Enrolled in Job Training Program-0% (5) Unemployed-55% (6) Other</p>	<p>Public Housing (1) 46% or 1% of HOHs (2) N/A (3)1% or 1% of HOHs (4) 1% or 1% of HOHs (5) 54 % or 1% of HOHs</p>	<p>Public Housing 33% N/A 0% 0% 67%</p>	<p>Public Housing No N/A No No No</p>
<p>*OHA only tracks whether residents are employed, not whether they are employed full-time or part-time. Note: The two residents that are enrolled in an educational program are also employed.</p>				

HCV (1) Employed Full- Time (2) Employed Part- Time (3) Enrolled in an Educational Program (4) Enrolled in Job Training Program (5) Unemployed (6) Other	HCV (1) Employed *- 35% (2) Employed *- 0% (3) Enrolled in an Educational Program*- 0% (4) Enrolled in Job Training Program-0% (5) Unemployed-65% (6) Other	HCV (1) 36% or 1% of HOHs (2) N/A (3) 1% or 1% of HOHs (4) 1 % or 1% of HOHs (5) 64 % or 1% of HOHs	HCV 30% N/A 0% 0% 80%	HCV No N/A No No No
---	--	---	---	---

SS #4: Households Removed from Temporary Assistance for Needy Families (TANF)

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households receiving TANF assistance (decrease).	Public Housing 76* HCV 178	Public Housing 1% or 1 household decreased HCV 1% or 2 households decreased	Public Housing 34 HCV 97	Public Housing Yes HCV No

*This data is as of 4/7/14. Note this is after the start of FY2015 because the metric was not in OHS's initial plan submission. HUD requested this metric 3/31/14

SS #8: Households Transitioned to Self Sufficiency

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
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.	Public Housing 0 HCV 0	Public Housing 1% or 1 increase HCV 1 or 1% increase	Public Housing 8 HCV 42	Public Housing Yes HCV 42

Note: OHA realizes that the requirements for the baseline are not conducive to accurately reflecting the progress of this particular metric-transition to self-sufficiency.

Note: The OHA definition for "self-sufficiency" is to be paying the minimum \$225 monthly rent OR heads and /co-heads of households that are employed at least 28 hours a week or 20 hours a week if a full-time student.

Activity 10: Tenant-Based Voucher Homelessness Prevention Program

Approval & Implementation Year: Activity 10 was first approved in FY2016. The phase in implementation began in FY2016 with the City of Orlando and the OHA executing a memorandum of understanding.

Description: The OHA and the City of Orlando are partnering to administer a voucher program to address chronic homelessness as a part of the 25 Cities Initiatives. The Orlando Veteran's Affairs Medical Center is also a participant. Chronic homelessness is defined as adults with a disabling condition who have been continuously homeless for at least one year or have had four episodes of homelessness in the past three years. The disabling condition(s) limits an individual's ability to work or perform one or more activities of daily living and is defined as a diagnosable substance use disorder, serious mental illness, developmental disability or chronic physical illness.

In this activity, the City of Orlando refers chronically homeless persons under case management to the OHA as an applicant. Once the applicant is confirmed eligible, the OHA then provides a tenant-based voucher, and the City of Orlando provides services. These vouchers were turn over vouchers not a new increment from HUD awarded vouchers. These referrals bypass the HCV wait list and other eligibility criteria. Approximately 150 vouchers were pledged to provide assistance to chronically homeless persons identified by the City of Orlando through this activity. The City of Orlando no longer provided the case management agreed upon in the MOU. OHA will continue to provide assistance to 42 families under this activity. HUD awarded 154 Emergency Housing Vouchers to OHA to provide rental assistance to homeless individuals/families. Therefore, OHA discontinued the City of Orlando Homeless Program in June 2021.

Emergency Housing Vouchers: OHA implemented the Emergency Housing Voucher Program with the Central Florida Homeless Services Network. 154 Emergency Housing Vouchers were awarded by HUD in May 2021.

Information on the activity's impact and comparison of outcomes to baselines and benchmarks:

For HC#3, tracking referrals from The Homeless Services Network providers and no waiting list.

For HC#5, FY2022 the program was eliminated. 42 participants are leased up.

For CE#1, tracking staff time savings, the total cost to implement this activity was 0.

For CE#2, tracking employee productivity, the total staff time was 69 hours or 60 minutes per applicant. The FY22 outcome is below the benchmark of 85 minutes per application.

For CE#3, tracking employee productivity, the average error rate in completing a task is 0%. The FY22 outcome meets the benchmark of 0% from the baseline of 0 errors.

Indicate whether the activity is on schedule: Yes, this activity was on schedule, but it has been discontinued.

Benchmarks Achieved: See metrics.

Actual Non-Significant Changes: None.

Actual Changes to Metrics/Data Collection: None.

Actual Significant Changes: None.

Challenges in Achieving Benchmarks and Possible Strategies: None.

HC #3: Decrease in Wait List Time

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average applicant time on wait list in months (decrease).	<u>Public Housing</u> N/A <u>HCV</u> 0	<u>Public Housing</u> N/A <u>HCV</u> 0	<u>Public Housing</u> N/A <u>HCV</u> 0	<u>Public Housing</u> N/A <u>HCV</u> Yes

HC #5: Increase in Resident Mobility

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase).	<u>Public Housing</u> N/A <u>HCV</u> 0	<u>Public Housing</u> N/A <u>HCV</u> 0	<u>Public Housing</u> N/A <u>HCV</u> 42	<u>Public Housing</u> N/A <u>HCV</u> Yes

CE #1: Agency Cost Savings

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Total cost of task in dollars (decrease).	<u>Public Housing</u> N/A <u>HCV</u> \$0	<u>Public Housing</u> N/A <u>HCV</u> \$424/month	<u>Public Housing</u> N/A <u>HCV</u> N/A	<u>Public Housing</u> N/A <u>HCV</u> N/A

CE #2: Staff Time Savings

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Total time to complete the task in staff hours (decrease).	<u>Public Housing</u> N/A <u>HCV</u> 90 minutes	<u>Public Housing</u> N/A <u>HCV</u> Decrease by 5% or 85 minutes	<u>Public Housing</u> N/A <u>HCV</u> 60 minutes	<u>Public Housing</u> N/A <u>HCV</u> Yes

CE #3: Decrease in Error Rate of Task Execution

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average error rate in completing a task as a percentage (decrease).	0%	0%	0%	Yes

B. Not Yet Implemented

Activity 11: Project-Based Homeownership Program

Approval & Implementation Year: Activity 11 was first approved in FY2018. The phased-in implementation has yet to begin as planning is still underway.

Description: The Orlando Housing Authority is implementing a HCV Project-Based Homeownership Program, over a ten (10) year period, with up to 82 homeownership units to be developed at Carver Park. The site will be mixed-income with a combination of affordable and market rate homes. OHA seeks to provide monthly homeownership assistance to some of the affordable buyers. Below is the chart detailing the proposed plan.

CARVER PARK UNIT MIX			East of Westmoreland (42)	West of Westmoreland (41)	
Residential Type	# of Units	#Bed/Bath	Homeownership (H/O)	H/O	Rental
Single Family	3*	4/2	6*	0	0
Single Family	8	3/2	6*	5	0
Townhome	38	3/2	26	0	12
Duplex (2/bldg)	14	3/2	10	0	4
Rowhome	<u>20</u>	2/2	<u>0</u>	<u>0</u>	<u>20</u>
Total	83		42	5	36

* Completed Model Home

A preference for Carver Park homeownership opportunities will be offered to the following eligible households:

1. Households that relocated from Carver Court as a part of the Uniform Relocation Act
2. Current OHA public housing/Section 8 participants
3. Applicants on the OHA public housing and Section 8 waiting lists
4. Households currently living in the Parramore area (timeframe TBD)
5. Eligible OHA Employees - Excludes staff involved in the decision-making process and contractors/subcontractors that have any direct or indirect interest (24 CFR 982.161) in accordance with the general procurement standards (2 CFR 200.318)

While a preference for homeownership opportunities will be given to the abovementioned households, the OHA will consider other low-income households are ready for homeownership; in order to fulfill its commitment to the Carver Park community.

Actions Taken Towards Implementation: The Orlando Housing Authority and the City of Orlando Community Redevelopment Authority continue to negotiate a formal agreement for the completion of forty-one sale homes east of Westmoreland Avenue on the Carver Park site.

OHA will also build 41 (forty-one) units on the undeveloped lots west of Westmoreland Drive. Five (5) units will be for sale (market rate and affordable); the remaining 36 homes will be rental. A portion of the housing products may be project-based voucher units.

Activity 13: Streamlined Public Housing Inspections

Approval & Implementation Year: Activity 13 was first approved in FY2019. The phased-in implementation has yet to begin.

Description: The OHA is streamlining inspections by conducting Uniform Physical Conditions Standards (UPSC) public housing unit inspections, by tenant, every three years (triennial) in tandem with triennial recertifications. Triennial inspections are replacing annual inspections, and the OHA is providing strategic preventive maintenance at all properties throughout the year. Randomly selected units are chosen, from the 2/3 of public housing populace that will not receive the triennial inspection that fiscal year, for inspection. Those inspections include building exterior/systems and common areas at all public housing properties. When tenants move out, the OHA conducts inspections on those units, and when a tenant requests an inspection before his/her triennial inspection, the OHA performs the inspection. Lastly, the OHA continues to comply with all REAC inspections and conduct 100% pre-REAC inspections at each selected site annually.

Actions Taken Towards Implementation: No action has been taken towards implementation due to Pandemic. Not yet implemented. The OHA plans to phase-in implementation during FY2023. In FY2022 We were part of Inspire demonstration project where REAC inspection was done at our Lorna Doone property.

C. On Hold

No activities.

D. Closed Out Activities

Activity 10: In this activity, the City of Orlando refers chronically homeless persons under case management to the OHA as an applicant. Once the applicant is confirmed eligible, the OHA then provides a tenant-based voucher, and the City of Orlando provides services. These referrals bypass the HCV wait list and other eligibility criteria. Approximately 150 chronically homeless persons identified by the City of Orlando will be assisted through this activity. The City of Orlando no longer provided the case management agreed upon in the MOU. OHA provided 42 vouchers. Therefore, OHA discontinued the program. Instead OHA implements the Emergency Housing Voucher Program with the Central Florida Homeless Services Network.

SECTION V

SOURCES AND USES OF MTW FUNDS

SECTION V: SOURCES AND USES OF MTW FUNDS

A. Actual Sources and Uses of MTW Funds

i. Actual Sources of MTW Funds in the Plan Year

The OHA has submitted unaudited and will submit audited information in the prescribed Financial Data Schedule (FDS) format through the Financial Assessment System – PHA (FASPHA), or its successor system.

ii. Actual Uses of MTW Funds in the Plan Year

The OHA has submitted unaudited and will submit audited information in the prescribed FDS format through the FASPHA, or its successor system.

The OHA submitted their unaudited information in FDS through the Financial Assessment System – PHA (FASPHA) on March 31, 2022.

iii. Describe Actual Use of MTW Single Fund Flexibility

APPLICATION OF “MTW FUNDING” FLEXIBILITY

In addition to the activities described above, the OHA continues to use the MTW Single Fund Flexibility to support Uses of Fund A.

Use of Funds A: Comprehensive One-Stop Self Sufficiency Resource Center

Use of Funds Action A is to provide a Comprehensive One-Stop Self-Sufficiency Resource Center. The MTW Resource Center is linked to MTW Activity 1 – Phase in the implementation of a self-sufficiency rent floor of \$225 for households that are not elderly and not disabled. The implementation of the rent floor includes a referral to the MTW Resource Center for non-elderly and non-disabled households not paying \$225 at the time the rent floor is implemented. This activity has been modified from a \$225 rent floor to a \$225 minimum rent for households that are not elderly and not disabled. The implementation of the minimum rent now includes a referral to the MTW Resource Center for non-elderly and non-disabled heads or co-heads of households that are not employed by April 1, 2020, not employed the minimum number of hours (28 hours/week or 20 hours/week if full-time student), or experiencing an employment related hardship.

The MTW Resource Center provides self-sufficiency services, including but not limited to, case management, needs assessments, employability counseling, and job referral/placement assistance services for a maximum of two years for each adult referred. Use of a computer lab, transportation (bus passes) and childcare assistance is provided to help participants secure and maintain employment. The OHA monitors the progress of households subject to the rent floor relative to accomplishing the goals identified in their self-sufficiency plan until self-sufficiency is reached.

In the past, the MTW Resource Center has partnered with a number of agencies to provide services to residents referred to the Resource Center. The Resource Center plans to continue to develop and foster relationships that will help the OHA’s residents and participants become more self-sufficient. The MTW Resource Center will continue to establish relationships with employers to facilitate job referrals and consequently strengthen and/or build economic self-sufficiency for the OHA participants and residents. In addition, the Resource Center will extend its partnership with CareerSource (formerly

Work Force Center Florida) to bring employability workshops to the Ivey Lane Homes site using its mobile unit.

The MTW Resource Center currently has a number of active participants receiving a variety of self-sufficiency services. In addition, the Resource Center has formulated partnerships with more than 125 business partners and employers to improve job opportunities.

B. LOCAL ASSET MANAGEMENT PLAN

Local Asset Management Plan	
Sources	
Is the PHA allocating costs within statute?	Yes
Is the PHA implementing a local asset management plan (LAMP)?	Yes
Has the PHA provided a LAMP in the appendix?	Yes
If the MTW PHA has provided a LAMP in the appendix, please provide a brief update on 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 did not make any changes in the Plan Year	OHA did not make any changes in the Plan Year

SECTION VI

ADMINISTRATIVE

SECTION VI: ADMINISTRATIVE

A. General description of any HUD reviews, audits or physical inspection issues that require the agency to take action to address the issue

The OHA executed two (2) Voluntary Compliance Agreements (VCA) in FY2016, which ended in January 2020. The agreements covered the areas of 504/ADA and Section 3. OHA submitted quarterly reports to HUD covering its progress toward compliance and construction on fifteen (15) UFAS/Section 504 accessible units pursuant to the 504/ADA VCA.

B. Results of Latest PHA-directed evaluations of the demonstration, as applicable

The agency evaluation for FY2013 was completed by the University of Central Florida Institute of Social and Behavioral Science. Since that time OHA has closed out several activities that it determined were not effective and re-proposed activities. For these reasons, the OHA did not have an evaluation conducted of its FY2022 MTW program.

C. Certification Statement

[Certification Statement to Follow]

D. MTW Energy Performance Contract (EPC) Flexibility Data

N/A



**MOVING TO WORK (MTW)
(APRIL 1, 2021 TO MARCH 31, 2022)**

**Section VI.C
Certification Statement**

The Housing Authority of City of Orlando, Florida (OHA) hereby certifies that the Agency has met the following three statutory requirement of the Moving to Work Demonstration Program:

- 1) At least 75 percent of families assisted by the agency are very low income families;
- 2) The agency continues to assist substantially the same total number of eligible low income families as would have been served had the amounts not been combined; and
- 3) The agency maintains a comparable mix of families (by family size), as would have been provided had the amounts not been used under the Demonstration Program.

Vivian Bryant
 Vivian Bryant, Esq.
 President/CEO

8/30/2022
 Date

SECTION VII

APPENDIX

SECTION VII: APPENDIX

Local Asset Management Plan

As part of the Orlando Housing Authority's Amended and Restated Moving to Work Agreement, effective January 7, 2011, the OHA has designed and implemented its Local Asset Management Program. The OHA is going to continue to implement its local asset management program for its Public Housing Program and describe such program in its Annual MTW Plan. The term "Public Housing Program" means the operation of properties owned or subsidized by the Agency that are required by the U.S. Housing Act of 1937. The Agency's local asset management program includes a description of how it is implementing project-based property management, budgeting, accounting, and financial management and any deviations from HUD's asset management requirements. The OHA describes its cost accounting plan (cost allocation plan) as part of its local asset management program.

The OHA maintains a project-based management approach which includes both the OHA-managed properties and its privately managed properties, under the Public Housing Program. Project-level budgeting and accounting is maintained for each of these Public Housing properties. In addition, mixed-finance rental community that contains Agency-assisted units under the Public Housing Program are owned, managed, and operated by third party partnerships.

The OHA has developed its program to ensure that accounting and financial reporting methods comply with 2 CFR Part 200, Subpart E regarding cost allocations, 2 CFR Part 200, Subpart F regarding audit requirements, and generally accepted accounting practices (GAAP).

OHA's Public Housing Program's local asset management plan applies the following principles related to program costs:

- Costs incurred are deemed reasonable and consistent with the amended Moving to Work Agreement.
 - Costs shall be accorded consistent treatment.
 - Costs shall be determined in accordance with GAAP.
 - Costs are adequately documented.
 - OHA will report results according to HUD MTW guidelines.
- 1) Budgeting and accounting – Operating budgets are developed and maintained annually at the property level. The groupings of like properties in a geographic location are called Asset Management Properties (AMPs). The related accounting activities are maintained at that level as well.
 - 2) Financial management - Financial reporting and analysis is performed and monitored on a monthly basis, at the property level. Financial reporting requirements are in accordance with the amended Moving to Work Agreement as well as 2 CFR Part 200, Subpart E.
 - 3) Cost Allocation Approach
The OHA's Amended and Restated Moving to Work Agreement identifies either a "cost allocation" or "fee-for-service" option. The OHA utilizes the cost allocation method. The OHA is in keeping with 24 CFR 990 and uses property level management, accounting, and budgeting and has established a Central Office Cost Center (COCC). The costs of the COCC are allocated not only to Public Housing, but to the other programs managed by the OHA.

All direct and indirect costs are charged to the AMPs in accordance with 2 CFR Part 200, Subpart E. A cost may be direct with respect to some specific service or function, but indirect with respect to the final cost objective. Direct costs associated with project activities are allocated to the specific properties receiving the benefit of the expenditure. Direct and indirect costs associated with the COCC are allocated on a reasonable basis and, if allocated to public housing properties, are substantially done using a project unit distribution basis.

The OHA has developed this program to ensure that accounting and financial reporting methods comply with 2 CFR Part 200, Subpart E regarding cost allocations, 2 CFR Part 200, Subpart F regarding audit requirements, and generally accepted accounting practices (GAAP).

COST ALLOCATION PLAN

Under the MTW Agreement, the cost accounting options available to the Agency include either a “cost allocation” or “fee-for-service” methodology. The OHA approached its cost allocation plan with consideration to the entire operation of the Agency including the MTW Program. This cost allocation plan addresses the larger the OHA operation as well as the specific information related to the MTW Program.

DIFFERENCE

The OHA has the ability to define direct costs differently than the standard definitions published in HUD’s Financial Management Guidebook pertaining to the implementation of 24 CFR Part 990.

The OHA determined to implement a cost allocation system that allocates COCC costs to all agency-wide programs. HUD’s Asset Management System focuses primarily on allocating costs to the Asset Management Properties (AMPs) and necessarily to other programs. This Cost Allocation Plan addresses the entire OHA operation.