



Housing Authority of the City of Reno

FY 2019 Moving to Work Annual Plan



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About

Founded in October 1943, the Housing Authority of the City of Reno (RHA) owns and manages 751 units of Public Housing in eight different locations in the City of Reno and City of Sparks. Through the use of the Neighborhood Stabilization Programs (NSP) and other funding, RHA acquired and manages over 160 scattered site rental properties specifically targeted for low income households. RHA also provides housing subsidies to more than 2,500 low income families in Reno, Sparks, and Washoe County through various rental assistance programs.

Mission

Provide fair, sustainable, quality housing in diverse neighborhoods throughout Reno, Sparks and Washoe County that offers a stable foundation for low-income families to pursue economic opportunities, become self-sufficient and improve their quality of life. In doing so, RHA will continue to cultivate strong community partnerships, promote fiscal responsibility, and administer all of its programs and activities in an efficient, ethical, and professional manner.

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Section One
INTRODUCTION

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I. Introduction

What is MTW?

Moving to Work (MTW) is a demonstration program, established by Congress in 1996, that offers a limited number of “high performing” Public Housing Authorities (PHAs) the opportunity to propose and test innovative, locally-designed approaches to administering housing programs and self-sufficiency strategies. The program permits PHAs to combine federal funds from the Public Housing (PH) operating fund, Capital Fund Program (CFP) and Housing Choice Voucher (HCV) program into a single, agency-wide funding source known as a “block grant.” This block grant approach allows MTW PHAs to allocate resources based on a local determination of how to effectively address the needs of the local community. It is important to note that the MTW designation does not provide PHAs with additional funding from HUD, but rather allows each agency to use their funding in a more flexible manner.

With the U.S. Department of Housing and Urban Development’s (HUD) approval, PHAs participating in the MTW program are allowed to waive certain statutes and regulations in the United States Housing Act of 1937 to explore different and creative ways to improve their housing programs. These policy changes allow PHAs to address challenges for low-income families that are unique to their local needs. In doing so, each of the activities proposed and implemented must address at least one of three MTW statutory objectives:

- Increase housing choices for low-income families.
- 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.
- Reduce costs and achieve greater cost effectiveness in federal expenditures.

RHA’s designation as a MTW agency

After a national competition was held in 2012, RHA was selected and designated as one of four new MTW agencies in 2013. The MTW agreement between RHA and HUD was executed on June 27, 2013, and established RHA as a MTW agency through RHA’s Fiscal Year (FY) 2018. On April 14, 2016, RHA received notice that pursuant to Section 239 of Title II, Division L of the Consolidated Appropriations Act, 2016, RHA’s current MTW agreement with HUD was extended through the end of FY 2028. This is true for all PHAs currently participating in the MTW program. The Act also authorized HUD to expand the MTW demonstration program by an additional 100 PHAs over a seven year period.

FY 2019 MTW Annual Plan overview

FY 2019 (i.e. the period from July 1, 2018 through June 30, 2019) will be RHA’s sixth year as a MTW agency. Each year RHA is required to adopt a MTW Annual Plan for HUD’s approval in advance of the start of the fiscal year. This plan, which is organized according to HUD’s requirements as outlined in Form 50900, explains both the proposed MTW activities for the coming year, and provides an update on current MTW activities that have already received approval from HUD. For the purpose of this plan, a “MTW activity” is defined as any activity that requires MTW flexibility to be utilized in order to waive statutory or regulatory requirements.



The MTW Annual Plan is intended to provide PH residents, HCV participants, local officials, the public and HUD with pertinent information on each of RHA's proposed and implemented activities. It also provides stakeholders with details on RHA's operating budget and capital improvement plans.

As part of RHA's planning process, staff began discussing the FY 2019 MTW Annual Plan, including each of the proposed/amended activities and capital improvement plans, during Resident Advisory Board and Resident Council meetings in December 2017 and January 2018 respectively. Public review and comment was solicited prior to consideration and approval by RHA's Board of Commissioners on March 27, 2018. After receiving approval from RHA's Board of Commissioners, the FY 2019 MTW Annual Plan was submitted to HUD on March 29, 2018.¹

Overview of RHA's annual goals and objectives

During the first five years as a MTW agency, RHA implemented activities intended to simplify the administration of both the PH and HCV programs. These activities include, but are not limited to, "true" triennial recertifications for elderly/disabled participants on fixed incomes, the complete disregard of earned income for certain PH household members and the elimination of the HUD-mandated Earned Income Disallowance (EID) for both programs. RHA also implemented two key activities as part of its participation in MTW: (1) a Rent Reform Controlled Study within the HCV program and (2) a Mobility Demonstration for PH residents.

Throughout RHA's participation in the MTW demonstration, staff have continued to seek innovative activities to propose that are designed to streamline resident requirements and increase the overall efficiency of the agency. To identify ways that approved MTW activities might be improved upon, staff continue to monitor activities following full implementation.

RHA's proposed/amended FY 2019 MTW activities

In FY 2019, RHA is proposing the following MTW activities:

- Redetermination of rent reasonableness as a result of a change in contract rent.
RHA will waive the requirement for rent reasonableness determinations provided that the new requested rent amount is a change of 10% or less.
- Provide incentives to \$0 HAP households.
RHA will extend the HCV program eligibility for households at \$0 HAP from six months to 12 months and allow participants at \$0 HAP to self-certify income and accrue escrow.

In addition, RHA is amending the following activities in FY 2019 which were previously approved by HUD:

- Expand Project Based Voucher (PBV) program.
RHA will expand its PBV program even further to allow for the allocation of PBVs to privately owned properties in exchange for the owner's commitment to provide affordable housing to families who are actively involved in workforce development programs offered within Washoe County.

¹ Additional details on RHA's public process can be found in Section VI of this plan and the accompanying attachments.



- Asset threshold to determine eligibility for admission.
When determining program eligibility, cash assets will be excluded for all elderly/disabled applicants. However, ownership interest in a property that the applicant has a legal right to reside in will remain in place for all applicants when determining eligibility.

Short-term MTW goals and objectives

RHA continuously works to ensure that all implemented and proposed activities are being successfully and accurately administered. In FY 2015, RHA began implementing a software conversion that became lengthy and quite tedious. Although the conversion process took longer than expected to fully implement, it is expected to increase efficiencies in RHA's operations, allow the agency to meet all of its federal reporting requirements and, allow for easy tracking and monitoring of many of RHA's MTW activities. To increase the intake process for all of RHA's housing programs, the use of an online application process and the possibility of equipping each of RHA's Housing Inspectors with tablets to utilize while out in the field are now being explored. These technological upgrades will allow the entire housing process to run more effectively and efficiently.

The expansion of RHA's Family Self-Sufficiency (FSS) program to provide support to all of RHA's families who wish to become self-sufficient will continue in the coming year. RHA staff remain committed to working with community partners who provide the necessary guidance and support to program participants who are working toward their career and education. In FY 2017, staff began reviewing the agency's definition of self-sufficiency to determine if it accurately captured whether or not a household should be considered self-sufficient. After discussion and deliberation, staff determined that the agency will now begin to address self-sufficiency in two phases. The first phase occurs as household members maintain consistent employment for 12 months or when a reduction in subsidy results in the household being responsible for more than 50% of the rent. The final phase of self-sufficiency occurs automatically once the household is no longer receiving assistance or when the household voluntarily ends participation. Through ongoing training and increased inner-department communication, RHA will cultivate the agency's new definition of self-sufficiency in FY 2019. To accomplish this, the agency has recently shifted its outlook on self-sufficiency and encourages all staff to support and assist HCV participants and PH residents in obtaining their self-identified self-sufficiency goals.

Long-term MTW goals and objectives

The City of Reno, the City of Sparks and Washoe County have experienced a strengthening housing market due in part to a "tech boom" which is bringing some of Fortune's highest-ranked companies, including Tesla, Switch, Amazon, Google and Microsoft, to the area. While the arrival of these companies into the Truckee Meadows means higher wages for some, many residents have not seen a significant spike in pay. The minimum wage in Nevada remains at \$8.25/hour, however, the living wage for one adult living alone in Washoe County in 2016 was \$10.39/hour.² According to the National Low Income Housing Coalition, a household would have had to earn \$17.69/hour to rent a two-bedroom apartment in Reno in 2017 without paying more than 30% of the household's income on housing. This estimate is based on HUD's FY 2017 Fair Market Rents (FMR) and expected to increase in 2018.

² Based on the information provided by the Living Wage Calculator developed by Dr. Amy K. Glasmeier at MIT (<http://livingwage.mit.edu/>).



The demand for housing, as a result of this population influx, has tightened the community's rental market and, in some cases, made it harder for RHA's HCV participants to find units to lease. Motels are now home to families as home prices have climbed to a median price of \$355,000 in November, 2017, a price that is 14.5% higher than November, 2016 and 21% higher than November, 2015 according to the Reno-Sparks Association of REALTORS. This is beyond what the average family, earning an annual income of approximately \$57,300, can afford and rents continue to climb.

The lack of affordable housing has contributed to an increase in the number of families, including those who are employed, who are at risk of experiencing homelessness. RHA continues to collaborate with local community organizations to explore ways to overcome homelessness within our jurisdiction. On May 11, 2016, an amendment to RHA's FY 2016 MTW Annual Plan to establish a MTW activity to assign PBVs to privately owned properties (Activity 2016-08) within our community after undergoing a competitive process was approved. These PBVs are assigned to existing affordable housing units where the owner commits to providing services and assistance to homeless individuals and families. In FY 2019, RHA will expand this PBV allotment to address the lack of housing for those participating in workforce development programs within Washoe County. By coupling stable housing with case management, RHA strives to give both homeless individuals and working families the resources and skills needed to prevent future homelessness.

RHA's Mobility Demonstration (Activity 2014-02) was implemented after HUD's approval of the FY 2014 MTW Annual Plan. The program offers qualified PH families, who otherwise lack mobility options, the opportunity to move to low poverty neighborhoods throughout the City of Reno, the City of Sparks and Washoe County. To date, 37 properties have been made available for the program and 41 former PH families have been given the opportunity to live in low poverty neighborhoods, 23 of whom are still active in the program.

With dwindling federal funding to address necessary repairs and improvements needed at PH properties across the country, single fund flexibility has proven to be vital in the improvement and conservation of RHA's PH complexes. RHA will continue to use the flexibility allowed for in Section B of Attachment C of the Standard MTW Agreement to make additional improvements to these properties, specifically those focused on energy and water savings, to ensure long-term viability.

Utilizing the flexibilities available through MTW to expand housing choice, streamline agency operations and develop creative solutions to meet the needs of low-income families in our community remains a long-term goal of RHA. New initiatives that further both the MTW statutory objectives and RHA's strategic plan continue to be explored and proposed. In future years, RHA will be exploring ideas to assist working families in overcoming the "benefits cliff", reforming interim reexaminations and providing sponsor-based vouchers to families with emergency housing needs.

Non-MTW goals and objectives

Non-MTW goals and objectives are defined by HUD as those activities that do not require MTW authority of flexibility to implement. In addition to its planned short-term and long-term goals and objectives, RHA will:

- Continue to meet the goals outlined in RHA's strategic plan which includes increasing the agency's housing portfolio through the development of affordable housing units. Currently, RHA owns six vacant parcels of land that are located adjacent to one another. In FY 2018,



staff began exploring the possibility of combining the six parcels to accommodate the development of an affordable housing site with 44 dwelling units for seniors. Frame Architecture, Inc. and Praxis Consulting Group, LLC, have been contracted to design the necessary architectural renderings and assist staff in identifying and securing available funding sources. Zoning change requests have been submitted to the City of Reno and, if approved and funding is secured, RHA anticipates breaking ground on this development in April, 2019.

- Continue to identify any additional physical needs improvements that will preserve, maintain and enhance each of RHA's eight PH complexes.
- Continue to update the five year plan for capital improvement expenditures.

Section Two
**General Housing Authority
Operating Information**





II. General Housing Authority Operating Information

RHA currently owns and manages 751 units of PH in eight different locations in the City of Reno and the City of Sparks for eligible low-income families, the elderly and persons with disabilities. Utilizing NSP and other funding sources, RHA acquired over 160 scattered site properties throughout the local area. The majority of these scattered site rental properties are allocated specifically for very low-income households.

In addition to these PH and scattered site units, RHA owns nine unaided multi-family housing properties. These eight properties provide an additional 332 housing units. Working with a private property manager, RHA continues to lease each of these properties at levels that are lower than HUD's FMRs for Washoe County.

RHA also administers a number of rental assistance programs that were created under Section 8 of the 1974 Federal Housing and Community Development Act. Through these programs, RHA provides housing subsidies to more than 2,500 low-income families and individuals living in privately owned housing in Reno, Sparks and Washoe County.

This section includes RHA's general housing stock, lease-up, and wait list information.

II.1. Housing Stock Information

RHA will not be adding any new PH units in FY 2019.

A. Planned New Public Housing Units to be added during the Fiscal Year

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

RHA will not be removing any PH units in FY 2019.

B. Planned Public Housing Units to be removed during the Fiscal Year

PIC Dev. # / AMP and PIC Dev. Name	Number of Units to be Removed	Explanation for Removal
PIC Dev. # /AMP	0	N/A
PIC Dev. Name		
Total Number of Units to be Removed	0	



C. New Housing Choice Vouchers to be Project Based during the Fiscal Year

Property Name	Anticipated Number of New Vouchers to be Project Based *	Description of Project
Mobility Demonstration and opportunity properties	1	PH tenants in good standing are being allowed to move to RHA's scattered site properties on a two-year PBV. RHA has assigned a total of 38 PBVs to these units with plans to assign additional PBVs as properties are acquired or repurposed from other RHA programs.
Single Family Home Project Based Vouchers	1	RHA has a number of single family homes acquired under NSP2 and other programs which will be shifted to PBV should they become vacant. A total of 17 PBVs have currently been assigned with plans to assign additional PBVs as properties are acquired or repurposed from other RHA programs.
Yorkshire Terrace	2	RHA has assigned 14 PBVs to units at Yorkshire Terrace, RHA's 30 unit LIHTC property. This has been quite effective for the overall lease up of the property. RHA plans to expand this to include more units should they become vacant.
Privately owned partnerships	50	Privately owned properties are being assigned PBVs through a competitive process in exchange for their commitment to provide affordable housing to individuals and/or families who are experiencing homelessness or participating in workforce development programs within Washoe County. Currently 25 PBVs have been issued to private landlords and an additional 50 will be assigned.

Anticipated Total New Vouchers to be Project Based

54

Anticipated Total Number of Project Based Vouchers Committed at the End of the Fiscal Year

161

Anticipated Total Number of Project Based Vouchers Leased Up or Issued to a Potential Tenant at the End of the Fiscal Year

141

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



D. Other Changes to the Housing Stock Anticipated during the Fiscal Year

RHA plans to continue to purchase or repurpose single family homes, apartments, and condos for use with PBVs. Scattered site properties located in low poverty neighborhoods, either currently owned or yet to be acquired, may be identified for use in RHA's Mobility Demonstration. All other properties acquired or repurposed will be used to provide additional housing choices to low-income families through RHA's single family home PBVs.

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

E. General Description of All Planned Capital Fund Expenditures during the Plan Year

In FY 2017, RHA received \$943,107 in CFP funds to carry out necessary capital improvements at its PH communities. Although the amount of funding RHA will receive from HUD for FY 2018 and FY 2019 has not yet been announced, RHA has budgeted based on the expectation that similar funding amounts will be received during these two years.

RHA is planning to work on the following capital projects in FY 2019. These planned capital improvements are based on funding availability and may change based on the safety needs of RHA's PH residents:

- **Boiler room replacement – expected FY 2017 expenditure: \$350,000.**
Due to the increased amount of maintenance on the central boiler at Silverada Manor, it will be replaced.
- **Concrete replacement – expected FY 2017 expenditure: \$35,000.**
Broken or damaged sections of the concrete walkways, ramps, steps, and landings at Myra Birch Manor will be replaced to provide safe walking areas, free of preventable tripping hazards.
- **Asphalt repairs and sealing – expected FY 2017 expenditure: \$15,000.**
Approximately 35,000 square feet of 2 ½” asphalt and 6” of aggregate base will be removed and replaced at Myra Birch Manor.
- **Landscape improvements – expected FY 2017 expenditure: \$35,000.**
Landscape improvements will be carried out at Myra Birch Manor including tree trimming, irrigation repairs and addition/replacement of trees, shrubs and other vegetation to assist in the site's water conservation efforts and to improve the overall safety and appearance of the property.
- **Concrete replacement – expected FY 2017 expenditure: \$71,107**
Broken or damaged sections of the concrete walkways, ramps, steps, and landings at Mineral Manor will be removed and replaced to provide safe walking areas, free of preventable tripping hazards.
- **Security improvements – expected FY 2017 expenditure: \$31,000**
Existing CRT monitoring DVR and stationary cameras at Stead Manor will be replaced with new PTC Dome cameras.
- **Landscape improvements – expected FY 2017 expenditure: \$60,000**
Landscape improvements will be carried out at Hawk View Apartments including tree trimming, area fencing, irrigation repairs and addition/replacement of trees, shrubs and other vegetation to assist in site's water conservation efforts and to improve the overall safety and appearance of the property.



II.2. Leasing Information

A. Planned Number of Households Served at the End of the Fiscal Year		
MTW Households to be Served Through:	Planned Number of Households to be Served*	Planned Number of Unit Months Occupied/Leased***
Federal MTW Public Housing Units to be Leased	751 ³	9,012
Federal MTW Voucher (HCV) Units to be Utilized	2,519 ⁴	30,228
Number of Units to be Occupied/Leased through Local, Non-Traditional, MTW Funded, Property-Based Assistance Programs **	0	0
Number of Units to be Occupied/Leased through Local, Non-Traditional, MTW Funded, Tenant-Based Assistance Programs **	0	0
Total Households Projected to be Served	3,270	39,240

* Calculated by dividing the planned number of unit months occupied/leased by 12.

** In instances when a local, non-traditional program provides a certain subsidy level but does not specify a number of units/households to be served, the PHA should estimate the number of households to be served.

***Unit Months Occupied/Leased is the total number of months the PHA has leased/occupied units, according to unit category during the fiscal year.

In addition to serving MTW households, RHA uses federal and non-federal funds to assist other households through the following non-MTW programs:

Non-MTW Programs	Number
VASH	278 ⁵
Scattered Site Properties	137 ⁶
RHA Unaided Units	26
Tax Credit	30 ⁷
Total # of non-MTW program households	471

³ RHA has 751 ACC units. Lease up is not anticipated to drop below 97% of the MTW baseline of 745.

⁴ RHA has 2,519 ACC Housing Choice Vouchers. Although RHA did not anticipate a drop below 90% of the MTW baseline of 2,382, as of January 17, 2018, RHA's lease up was at 87%.

⁵ Although VASH is a non-MTW program, they elect to participate in many of RHA's MTW activities.

⁶ This is in addition to the 29 scattered site properties managed by RHA identified for the Mobility Demonstration and includes 18 NSP1 and NSP2 properties managed by an outside property management firm.

⁷ Utilizing RHA's MTW program, 14 of these units have been issued a PBV.



B. Reporting Compliance with Statutory MTW Requirements

RHA is in compliance with all MTW reporting requirements.

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

RHA continues to see an increased wariness of private landlords to rent to HCV participants due to the continued tightening of the rental market. This is also made worse by the ongoing stigma within the local community regarding HCV participants and affordable multifamily properties in general. In response to the decline in the number of landlords willing to rent to HCV program participants, RHA adjusted its payment standards, began offering landlord educational briefings and implemented a Landlord Incentive Program in FY 2018.

Local rental market conditions, including rising rents due to an extremely tight rental market within the City of Reno, the City of Sparks, and Washoe County, continue to significantly impact RHA's HCV program lease up. Exasperating the problem further is a high "no show" rate for interviews during the admissions process for both the HCV program and the PH program. In CY 2017, RHA staff scheduled 2,492 applicant interviews, of which 1,471 failed to attend resulting in a 59.03% "no show" rate. To accommodate applicant households and work toward improving lease up numbers, RHA recently began conducting initial admission interviews over the telephone rather than requiring them to be held in person.



II.3. Wait List Information

The following table reflects RHA's wait list information as of March 13, 2018.

A. Wait List Information Projected for the Beginning of the Fiscal Year

Housing Program(s)*	Wait List Type**	Number of Households on Wait List	Wait List Open, Partially Open or Closed***	Are There Plans to Open the Wait List During the Fiscal Year
Federal MTW Public Housing Units	Community-Wide Family Public Housing	682	Closed	No
Federal MTW Public Housing Units	Site-Based Stead Manor Family Public Housing	221	Closed	No
Federal MTW Public Housing Units	Community-Wide Elderly and Disabled Housing	668	Closed	No
Federal MTW Housing Choice Voucher Program	Community-Wide	1,306	Closed	No
Federal MTW Housing Choice Voucher Program	Community-Wide Mod Rehab and SRO	11	Closed	No
Federal MTW Housing Choice Voucher Units	Site-Based Project-Based units owned by RHA	906	Closed	No

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

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

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

N/A

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

N/A

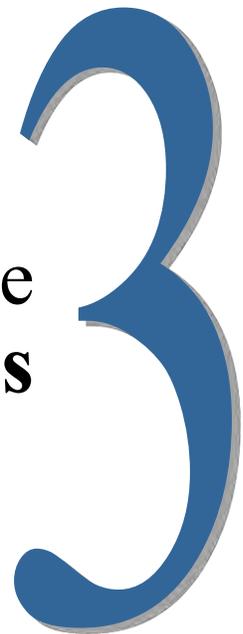
If Other Wait List Type, please describe:

N/A

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

There are no changes to the organizational structure of the wait list, however, in FY 2016 RHA redefined near-elderly persons (Activity 2016-02). Following implementation of this activity, RHA began allowing applicants who are at least 55 years of age but below the age of 62, to be treated as "elderly". These applicants can now apply to be placed on RHA's Community-Wide Elderly & Disabled Housing wait list.

Section Three
Proposed MTW Activities





III. Proposed MTW Activities: HUD approval requested

This section describes RHA's proposed MTW activities for the coming year. Information is included on which MTW statutory objective(s) will be achieved, the anticipated impact of the proposed activity on the stated objective(s) and the anticipated schedules for achieving the stated objective(s). It also details specific waivers to be used along with data collection and evaluation criteria, if applicable.

In FY 2019, RHA is proposing the following MTW activities:

2019-01: Redetermination of rent reasonableness as a result of a change in contract rent

A. *Description:*

Reno, Sparks and Washoe County have experienced significant economic growth followed by a population influx that has left the area with rising rents and a lack of affordable housing. According to the most recent quarterly Johnson Perkins Griffin LLC apartment survey, a decline in apartment vacancies to 2.41% at the end of the third quarter of 2017 sent monthly rents climbing to an average of \$1,202 up from \$836 in 2012 when the vacancy rate was 4.83%. Similarly, according to ALN Apartment Data, the asking rent for Reno had an annual increase of 12.6% or 12.1% per square foot in November 2017. Due to the year over year increase in rents, RHA has seen a 221% increase in the number of rent change requests since 2012 and a 17% increase within the last year alone.

Under the HCV program, the amount of initial rent to owner is established at the beginning of the HAP contract term and redetermined at the owner's request for a rent increase or when there is a five percent or greater decrease in HUD's published Fair Market Rents (FMRs). A comparability requirement established in CFR §983.303 stipulates that the rent to owner for each contracted unit may not exceed the reasonable rent as determined by the PHA at all times during the term of the HAP contract. It is up to the PHA to determine if the rent for the contracted unit is reasonable by comparing the rent for other comparable units in the private unassisted market. This comparability study must consider factors that affect market rent, such as: location, quality, size, unit type and amenities offered.

To request a change in rent, the landlord must provide a written request to RHA at least 60 days before the annual anniversary of the HAP contract. Once received, RHA conducts a rent reasonableness determination through GoSection8 to certify and document, on a case-by-case basis, that the rent to owner for the unit for which a lease has been approved is reasonable. Through this determination, staff verify that the rent requested does not exceed rents currently being charged for comparable units in the private unassisted market, including rents charged by the owner/manager for comparable unassisted units in the same complex. Based on the comparability study, RHA approves or disapproves the new rent accordingly and the owner and client are notified of the decision. If the rent is not reasonable, the owner may (1) accept the recommended rent, (2) not renew the lease, or (3) terminate the tenancy for "other good cause." If a new lease is executed, RHA must be provided with copy and new HAP contracts are drafted for signature. If the owner elects to terminate the tenancy, RHA begins the transfer process.



The strengthening housing market and the lack of affordable housing in the area overall has resulted in private landlords becoming wary or simply refusing to rent to HCV participants. This is due in part to the community's ongoing stigma regarding HCV participants, but made worse by the myriad of regulations that must be adhered to when leasing to a family participating in the HCV program. These burdensome regulations include mandatory inspections and the requirement to determine whether or not a contract rent increase (CRI) request is reasonable. Over the last year, several of RHA's landlords have expressed dissatisfaction in having to complete a rent reasonableness determination when requesting a rent increase and many openly disagree with the comps used if the amount requested is determined to be unreasonable. In fact, some landlords have openly expressed that they can easily rent the unit to a family who is not receiving assistance at whatever price they deem appropriate.

Based on this information and the current condition of the local rental market, RHA proposes to waive the requirement for a rent reasonableness determination if the new requested rent amount represents a change of 10% or less. This policy change will assist RHA in retaining landlords who continue to lease to HCV clients in this challenging rental market and alleviate the amount of time required to process requests.

B. *How does this achieve one or more of the statutory objectives?*

Implementation of this activity will reduce cost and achieve greater cost effectiveness in federal expenditures by reducing the amount of time it takes to process rent change requests of 10% or less. Furthermore, providing some flexibility from regulation is expected to increase housing choice through the retention of landlords who are leasing to HCV program participants.

C. *Identify and discuss the anticipated impact of the proposed MTW activity on the stated objective:*

During calendar year 2017, RHA processed 1,129 rent change requests of which 745 or 66% sought a change of 10% or less. With current rental market conditions in mind, RHA plans to alleviate some of the administrative burden required of RHA staff to process rent change requests of 10% or less when the market has demonstrated that rents are rising at an annual rate of 12.6%.

Rent reasonableness determinations will, however, continue to be made by RHA staff on a regular basis. Staff will continue to complete a rent reasonableness determination when a unit is placed under a HAP contract for the first time, when an owner requests a contract rent change of more than 10%, or at any other time RHA deems necessary.

To ensure this policy change remains a viable option for waiving the required rent reasonableness determination following a CRI request, RHA will conduct a general analysis of the local rental market on an annual basis. Based on this analysis, RHA may adjust this percentage to accommodate the current conditions.

D. *Provide the anticipated schedules for achieving the stated objective:*

This activity will be implemented following HUD's approval of this plan. Once approved, RHA will make all necessary modifications to its Administrative Plan for Section 8 Housing



Choice Voucher, Project Based Voucher, and Moderate Rehabilitation and current and potential landlords will be notified of the new policy.

Activity Metrics:

The following metrics have been identified for this activity:

2019-01 CE #1: Agency Cost Savings		
Unit of Measurement	Baseline	Benchmark
Total cost of task in dollars (decrease).	Cost of task prior to implementation of the activity (in dollars).	Expected cost of task after implementation of the activity (in dollars).
Total cost to redetermine reasonable rent as a result of a CRI request.	\$5,451 ⁸	\$1,854 ⁹

The following table details the costs incurred by RHA per household for each rent reasonable determination:

Time and cost incurred to determine reasonable rent due to a rent change request			
	Materials	Time	Labor
Client Relations Specialist	\$0.1024	12.5 minutes per CRI or .21 hrs @ \$20.27 per hr ¹	\$4.26
Rental Assistance Specialist II		1 minute per CRI or .02 hrs @ \$23.46 per hr ²	\$0.47
Total Cost per Rent Reasonable request:			\$4.83
¹ Hourly rate based on average Client Relations Specialist salary (\$16.84-\$23.70/hr)			
² Hourly rate based on average Rental Assistance Specialist II salary (\$19.49-\$27.43/hr)			

2019-01 CE #2: Staff Time Savings		
Unit of Measurement	Baseline	Benchmark
Total time to complete the task in staff hours (decrease).	Total amount of staff time dedicated to the task prior to implementation of the activity (in hours).	Expected amount of total staff time dedicated to the task after implementation of the activity (in hours).
Total time to redetermine reasonable rent as a result of a CRI request.	254.03 hours	86.40 hours

⁸ In 2017, RHA processed 1,129 rent change requests. It costs RHA \$4.83 to process one required rent reasonableness resulting in an approximate cost to the Agency of \$454.26 per month or \$5,451.17 annually.

⁹ In 2017, 66% of all rent change requests were an overall change of 10% or less. If determination of reasonable rent were no longer required for these requests, it would cost RHA approximately \$154.51 per month or \$1,854.07 annually; an annual savings of \$3,597.10.



2019-01 CE #3: Decrease in Error Rate of Task Execution		
Unit of Measurement	Baseline	Benchmark
Average error rate in completing a task as a percentage (decrease).	Average error rate of task prior to implementation of the activity (percentage).	Expected average error rate of task after implementation of the activity (percentage).
Average error rate when determining reasonable rent as a result of a CRI request.	0%	0% ¹⁰

2019-01 CE #5: Increase in Agency Rental Revenue¹¹		
Unit of Measurement	Baseline	Benchmark
Rental revenue in dollars (increase).	Rental revenue prior to implementation of the activity (in dollars).	Expected rental revenue after implementation of the activity (in dollars).
Increase in rental revenue following the determination of reasonable rent as a result of a CRI request.	\$212,665 On average, the 745 HCV families whose landlord requested a CRI of 10% or less paid \$285.46/month towards rent. (285.46*745 = 212,665.19)	\$232,952 On average, these same 745 HCV families whose landlord requested a CRI of 10% or less paid \$312.69/month towards rent, an increase of \$27.23/month per family. (312.69*745 = 232,952.13)

2019-01 HC #4: Displacement Prevention¹²		
Unit of Measurement	Baseline	Benchmark
Number of households at or below 80% AMI that would lose assistance or need to move (decrease).	Households losing assistance/moving prior to implementation of the activity (number).	Expected households losing assistance/moving after implementation of the activity (number).
Total number of households at or below 80% AMI who would lose assistance or need to move should landlords no longer participate in the HCV program.	1,129	24

¹⁰ RHA utilizes GoSection8 for all rent reasonableness determinations, therefore the agency has not experienced an error rate in task execution.

¹¹ This is tenant contribution to rent, not rental income to RHA. It is important to note that there are several factors that influence tenant contribution to rent, therefore, this increase may not be entire based on this proposed policy change.

¹² During CY 2017, RHA processed 1,129 CRI requests. Of these, 130 of the CRI requests were determined unreasonable resulting in 24 units not being leased to another HCV family following move out.



2019-01 HC #5: Increase in Resident Mobility¹³		
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 (number).	Expected households able to move to a better unit and/or neighborhood of opportunity after implementation of the activity (number).
Total number of households able to move to a better unit and/or neighborhood of opportunity as a result of landlords continuing to participate in the HCV program.	1,105	2,382

Data source from which metric data will be compiled:

RHA will utilize internal data tracking to track the number of rent change requests submitted monthly to determine whether the percentage increase requires staff to make a determination of reasonable rent.

Authorization(s) that provide RHA the flexibility to conduct the activity:

Note: all references to authorizations are to the section and paragraph citation of Attachment C of the Standard MTW Agreement.

In order for RHA to automatically provide a contract rent increase to owners who request a rent change of 10% or less without having to make a determination of reasonable rent, the following authorizations are needed:

D. Authorizations Related to Section 8 Housing Choice Vouchers Only

D.2. Rent Policies and Term Limits

D.2.c. The Agency is authorized to develop a local process to determine rent reasonableness that differs from the currently mandated program requirements. *This authorization waives certain provisions of Section 8(o)(10) of the 1937 Act and 24 CFR §982.507.*

Need/Justification for MTW Flexibility:

The authorizations cited allow RHA to make a determination rent reasonableness as a result of contract rent increases that differ from currently mandated program requirements in the 1937 Act.

¹³ During CY 2017, RHA processed 1,129 CRI requests of which 24 were determined unreasonable resulting in the unit not being lease to another HCV family. Baseline has been set at 1,105 (1,129-24) reflecting the number of units that continued to be leased to a HCV family and the benchmark has been set at RHA's MTW baseline for the HCV program or 2,382.



2019-02: Provide incentives to \$0 HAP households

A. *Description:*

Participants who receive assistance through RHA's HCV program have their household income recertified either annually or triennially. This recertification includes a reexamination of continued eligibility, household composition and a redetermination of household income, assets and allowances. Concurrent with the redetermination of household income, RHA staff also determine whether or not the household is eligible for continued assistance.

If during this reexamination a household's income has increased to a point that HAP payments will no longer be made by RHA to the landlord, the family continues to stay on the HCV program and remains eligible for assistance for an additional 180 calendar days or six months. This continued eligibility for assistance automatically terminates should the family remain without any HAP payments for 180 continuous days. If, at any time during the 180 days, the household reports a change in circumstance or a landlord's rent increase request results in the household becoming eligible once again for HAP assistance, RHA resumes HAP payments and the family continues participating in the program.

Many of RHA's families who increase their household earnings and begin to pay full contract rent may also experience the "benefits cliff." For many of these families, an increase in earned income results in a loss of eligibility for certain public benefits such as Temporary Assistance for Needy Families (TANF), Supplemental Nutrition Assistance Program (SNAP), childcare subsidy and housing. As a result, it is not uncommon for households approaching the end of the six month period of zero assistance to elect to reduce their income or lose employment in order to keep their housing assistance. Although these families have successfully increased their household earnings enough to pay the full contract rent, many remain fearful of no longer having the safety net offered through assistance eligibility.

In an effort to ease this fear and increase the success rate of RHA's HCV households in becoming economically self-sufficient, RHA proposes to adopt a new policy that extends the length of time a household can remain on the HCV program while receiving zero assistance. By lengthening the period from six months to 12 months, RHA expects to provide an additional level of security and confidence. Participants can continue to increase their earned income while at the same time eliminating the incentive to terminate employment or reduce working hours. The new policy aims to remove the choice many participants face between becoming more self-sufficient and maintaining housing assistance.

As an additional incentive to HCV participants on their way to self-sufficiency, RHA intends to allow households at \$0 HAP to accrue an escrow account for up to 12 months and alleviate the administrative burden placed on staff by allowing HCV households at \$0 HAP to self-certify income rather than be subjected to a third party verification process that has no effect on housing assistance levels.

Using single-fund flexibility, RHA proposes to set aside 15% of each household's contracted rent monthly in an escrow account for no more than 12 months while the household remains on the program receiving zero assistance. This escrow accrual will begin the first month that



the family reaches \$0 HAP, accumulate monthly for up to 12 months and will be provided to the family once the HAP contract is terminated by RHA and the family has successfully transitioned off of the HCV program. If, at any time during the 12 month accrual period, the family becomes eligible to receive housing assistance again, the amount of money accrued is forfeited and the escrow accrual starts over from zero if/when the household reaches \$0 HAP again. If the family chooses to move off of the HCV program within the 12 month period that they are receiving zero assistance, RHA will allow them to move off the program with the amount accrued in the account up to the date of their voluntary departure.

This policy change is intended to encourage increased earnings and upward mobility by providing a small amount of additional assistance for RHA's families as they approach the "benefits cliff." As a result, it is not RHA's intent to put restrictions on what the escrow amount can be spent on. However, each escrow accrual during this \$0 HAP period is subject to funding availability and payouts will be limited to one per lifetime for all adults within the household at the time the escrow accrual is paid to the family. Households who accept the escrow accrual payment and transition off of housing assistance will only be allowed to reapply following a three year period without housing assistance. Furthermore, families who are participating in RHA's traditional FSS program and escrowing as part of their participation, will only be allowed to receive one escrow.

B. *How does this achieve one or more of the statutory objectives?*

Implementation of this activity will provide 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. Allowing qualifying households to self-certify annual income will reduce cost and achieve greater cost effectiveness in federal expenditures.

C. *Identify and discuss the anticipated impact of the proposed MTW activity on the stated objective:*

The ability to become self-sufficient can vary from one household to another based on several factors including educational, social and economic foundations. Currently, at such time as a household's rent portion equals or exceeds 100% of the contract rent for the subsidized unit, the household can remain on the HCV program for six months. By increasing the timeline to 12 months and adding in an escrow accrual component, RHA expects to provide an additional level of security for those participants who have increased their household income enough to be removed from housing assistance.

The following table provides an overview of the number of potential households and the estimated cost that may be incurred by RHA in FY 2019 based on HCV and VASH clients who moved off of the program at \$0 HAP during CY 2017.¹⁴

¹⁴ All escrow accruals are subject to funding availability and limited to one per lifetime for all adults living in the households at the time of move-off. Should the escrow accrual program cease due to funding restraints, HCV participants will receive any amounts accumulated prior. All households must be moved off of housing assistance at \$0 HAP in order to receive the accumulated escrow funds.



HCV households at \$0 HAP within CY 2017		
	# of households	Cost of 12 Month Escrow Accrual
EOP - full contract rent for six months	19	\$29,249 ¹⁵
EOP - full contract rent, moved off prior to six months	6	\$2,218 ¹⁶
Full contract rent, within six month \$0 HAP period	17	\$25,727 ¹⁷
EOP - family obligation violation	2	\$0
Full contract rent, but remain on HCV program	16	\$0
Total annual cost:		\$57,194

VASH households at \$0 HAP within CY 2017		
	# of households	Cost of 12 Month Escrow Accrual
EOP - full contract rent for six months	5	\$6,268 ¹⁸
EOP - full contract rent, moved off prior to six months	2	\$585
EOP - family obligation violation	0	\$0
Full contract rent, within six month \$0 HAP period	7	\$8,235 ¹⁹
At full contract rent, but remain on HCV program due to a change in family circumstance	2	\$0
Total annual cost:		\$15,087

Range of Escrow Accruals accumulated over 12 months based on 15% of contract rent in CY 2017		
Program	Minimum	Maximum
HCV	\$1,125	\$2,520
VASH	\$963	\$1,584

- ¹⁵ Annual cost is calculated based on the assumption that, if given the opportunity to remain on the HCV program for 12 months and accumulate a monthly escrow account in the amount of 15% of the household's contracted rent, these 19 clients would have remained.
- ¹⁶ Cost is calculated based on the number of months the six households remained on the program once they began to pay full contract rent. This varied from one month to five months.
- ¹⁷ Annual cost is calculated based on the assumption that, if given the opportunity, these 17 clients will remain on the HCV program at \$0 HAP and accumulate an escrow account for 12 months.
- ¹⁸ Annual cost is calculated based on the assumption that, if given the opportunity to remain on the VASH program for 12 months and accumulate a monthly escrow account in the amount of 15% of the household's contracted rent, these 17 clients would have remained.
- ¹⁹ Annual cost is calculated based on the assumption that, if given the opportunity, these 17 clients will remain on the VASH program at \$0 HAP and accumulate an escrow account for 12 months.



Although VASH is a non-MTW program, they elect to participate in many of RHA's MTW activities. As a result, the potential cost to the agency for these voucher holders has been included in the use of single fund flexibility calculations, but VASH vouchers are not included in identified activity metrics.

RHA anticipates that allowing households at \$0 HAP to self-certify income, will reduce the administrative burden placed on staff. Since these families get no HAP assistance, there is no reason for these families to have to go through third party verification of income and effectively reduces cost and achieves greater cost effectiveness in federal expenditures.

D. Provide the anticipated schedules for achieving the stated objective:

This activity will be implemented following HUD's approval of this plan. Once approved, RHA will make all necessary modifications to its Administrative Plan for Section 8 Housing Choice Voucher, Project Based Voucher, and Moderate Rehabilitation and participants transitioning to \$0 HAP will be notified of the new policy following their annual reexamination and verification of \$0 HAP.

Activity Metrics:

The following metrics have been identified for this activity:

2019-02 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).	Expected average earned income of households affected by this policy after implementation of the activity (in dollars).
Average earned income of households receiving \$0 HAP (increase).	\$16,198 ²⁰	\$41,675 ²¹

²⁰ The average amount earned for these 42 households at move-in is not available, this baseline was set using the move-in data for 188 participants who had leased up in FY 2016 under RHA's Rent Reform Controlled Study. An assumption has been made that these participants adequately represent RHA's average HCV household.

²¹ Average earned income within CY 2017 of the 42 households who successfully moved off of assistance with \$0 HAP or who are currently still on the program but receiving no assistance was \$41,675, an increase in earnings of 157%.



2019-02 SS #2: Increase in Household Savings		
Unit of Measurement	Baseline	Benchmark
Average amount of savings/escrow of households affected by this policy in dollars (increase).	Average savings/escrow amount of households affected by this policy prior to implementation of the activity (in dollars).	Expected average savings/escrow amount of households affected by this policy after implementation of the activity (in dollars).
Average amount of savings/escrow of households receiving \$0 HAP (increase).	\$81 ²²	\$2,484 ²³

2019-02 SS #3: Increase in Positive Outcomes in Employment Status²⁴		
<i>Report the Baseline, Benchmark and Outcome data for each type of employment status for those head(s) of households affected by the self-sufficiency activity.</i>		
Unit of Measurement	Baseline	Benchmark
For HCV households at \$0 HAP, report the following information separately for each category.		
	Head(s) of households prior to implementation of the activity (number).	Expected head(s) of households in after implementation of the activity (number).
Employed Full-Time	12 29% of households had at least one head or co-head employed full-time (10 HOH, 2 Co-Head)	41 98% of households had at least one head of household or co-head employed full-time (33 HOH, 8 Co-Head)
Employed Part-Time	20 48% of households had at least one head or co-head employed part-time (17 HOH, 3 Co-Head)	6 14% of households had at least one head of household or co-head employed part-time (4 HOH, 2 Co-Head)
Enrolled in an Educational Program	N/A	N/A
Enrolled in Job Training Program	N/A	N/A

²² Household savings data for these 42 households at move-in is not available, this baseline was set using the move-in data for 188 participants who had leased up in FY 2016 under RHA's Rent Reform Controlled Study. An assumption has been made that these participants adequately represent RHA's average HCV household.

²³ The 42 households who moved off of the HCV program within CY 2017 with no housing assistance or are currently receiving no assistance had accumulated, on average, \$661 in savings. If these same households were allowed to escrow 15% per month of their contracted rent for 12 months, they would have been able to increase their savings by an additional \$1,823.

²⁴ Employment status baselines and benchmarks are based on the 42 households who either successfully moved off of assistance with \$0 HAP or who were still on the program but receiving no assistance as of December 31, 2017.



Unemployed	20 48% of households had at least one head or co-head who was unemployed (15 HOH, 5 Co-Head)	8 19% of households had at least one head or co-head who was unemployed (5 HOH, 3 Co-Head)
Other	N/A	N/A

2019-02 SS #5: Households Assisted by Services that Increase Self-Sufficiency

Unit of Measurement	Baseline	Benchmark
Households assisted by services that increase self-sufficiency (increase).	Households receiving self-sufficiency services prior to implementation of the activity (number).	Expected number of households receiving self-sufficiency services after implementation of the activity (number)
Number of households receiving \$0 HAP and assisted by services that increased self-sufficiency.	7 In CY 2017, 7 of the 25 HCV households (28%) who moved off of assistance at \$0 HAP were receiving services aimed at increasing self-sufficiency.	21 RHA anticipates that 50% of the HCV households who increase their income enough to qualify for \$0 HAP and transition to self-sufficiency will also have received services aimed to increase at increasing self-sufficiency.



2019-02 SS #8: Households Transitioned to Self-Sufficiency

RHA looks at self-sufficiency in two phases. The first phase occurs as household members maintain consistent employment for 12 months or when a reduction in subsidy results in the household being responsible for more than 50% of the rent. The final phase of self-sufficiency occurs automatically once the household is no longer receiving assistance or when the household voluntarily ends participation.

For the purpose of this plan and subsequent reporting, only those households are no longer receiving assistance or who voluntarily end participation are counted toward the established benchmark.

Unit of Measurement	Baseline	Benchmark
Number of households transitioned to self-sufficiency (increase).	Households transitioned to self-sufficiency prior to implementation of the activity (number).	Expected households transitioned to self-sufficiency after implementation of the activity (number).
Number of households who were receiving \$0 HAP and successfully transitioned to self-sufficiency.	25 In CY 2017, 25 HCV households moved off of assistance at \$0 HAP.	42 RHA anticipates that 70% of HCV households who actually increase their income enough to qualify for \$0 HAP will successfully transition off of housing assistance and become self-sufficient.

2019-02 CE #1: Agency Cost Savings

Unit of Measurement	Baseline	Benchmark
Total cost of task in dollars (decrease).	Cost of task prior to implementation of the activity (in dollars).	Expected cost of task after implementation of the activity (in dollars).
Total cost to process an annual reexamination of HCV households at \$0 HAP.	\$2,398 ²⁵	\$1,046 ²⁶

²⁵ In 2017, RHA processed 42 annual reexaminations on households who remained at \$0 HAP. It costs RHA \$57.10 to process one reexamination resulting in an approximate cost to the Agency of \$199.87 per month or \$2,398.39 annually. See table on page 29 for a breakdown of time and cost incurred to process each household.

²⁶ Once implemented, it will cost RHA \$24.90 to process one reexamination based on the participant's self-certification of income. This is an approximate cost to the Agency of \$87.15 per month or \$1,045.80 per year, a savings of \$1,352.59 annually based on 42 households.



The following table details the costs incurred by RHA to process households at \$0 HAP:

Time and cost incurred to process households at \$0 HAP			
	Materials	Time	Labor
Housing Specialist	\$1.19	1.56 hours @ \$19.29 per hr ¹	\$30.09
General Office Clerk	\$4.46	1.22 hours @ \$17.51 per hr ²	\$21.36
Total Cost per Annual Recertification:			\$57.10
¹ Hourly rate based on average Housing Specialist salary (\$16.04-\$22.55/hr)			
² Hourly rate based on average General Office Clerk salary (\$14.55-\$20.48/hr)			

2019-02 CE #2: Staff Time Savings		
Unit of Measurement	Baseline	Benchmark
Total time to complete the task in staff hours (decrease).	Total amount of staff time dedicated to the task prior to implementation of the activity (in hours).	Expected amount of total staff time dedicated to the task after implementation of the activity (in hours).
Total time to process an annual reexamination of HCV households at \$0 HAP.	116.76 hours	55.02 hours

Data source from which metric data will be compiled:

RHA will utilize its new software system and run reports monthly on those HCV households who are at \$0 HAP. Each of these households will be tracked internally throughout the year to note any changes in family circumstances that prevent them from becoming self-sufficient.

Authorization(s) that provide RHA the flexibility to conduct the activity:

Note: all references to authorizations are to the section and paragraph citation of Attachment C of the Standard MTW Agreement.

In order for RHA to extend the length of time that an HCV participant can remain on the program at zero assistance, the following authorizations are needed:

D. Authorizations Related to Section 8 Housing Choice Vouchers Only

D.1. *Operational Policies and Procedures*

D.1.a. The Agency is authorized to determine the term and content of Housing Assistance Payment (HAP) contracts to owners during the term of the MTW demonstration. However, any revised HAP contract must include language noting that the funding for the contract is subject to the availability of Appropriations. *This authorization waives certain provisions of Section 8(o)(7) of the 1937 Act and 24 CFR §982.162.*

D.1.b. The Agency is authorized to determine the length of the lease period, when vouchers expire and when vouchers will be reissued. *This authorization waives certain provisions of Sections 8(o)(7)(a), 8(o)(13)(F) and 8(o)(13)(G) of the 1937 Act and 24 CFR §§982.303, 982.309 and 983 Subpart F.*



D.1.c. The Agency is authorized to define, adopt and implement a reexamination program that differs from the reexamination program currently mandated in the 1937 Act and its implementing regulations. *This authorization waives certain provisions of the Section 8(o)(5) of the 1937 Act and 24 CFR §982.516.*

E. Authorizations Related to Family Self-Sufficiency

The Agency is authorized to operate any of its existing self-sufficiency and training programs, including its Family Self-Sufficiency (FSS) Program and any successor programs exempt from certain HUD program requirements. These may include those requirements governing program size or participation, including whether to establish escrow accounts and other rent incentives and whether to establish mandatory self-sufficiency participation requirements. If the Agency receives dedicated funding for an FSS coordinator, such funds must be used to employ a self-sufficiency coordinator. In developing and operating such programs, the Agency is authorized to establish strategic relationships and partnerships with local private and public agencies and service providers to leverage expertise and funding. However, notwithstanding the above, any funds granted pursuant to a competition must be used in accordance with the NOFA and the approved application and work plan. *This authorization waives certain provisions of Section 23 of the 1937 Act and 24 CFR §984.*

Need/Justification for MTW Flexibility:

The authorizations cited allow RHA to extend the length of that the HAP contract terminates from 180 calendar days to 12 months after the last housing assistance payment to the owner is made. The authorizations also allow RHA to accept a self-certification of income from these households and establish an escrow account to promote self-sufficiency.

Section Four
Approved MTW Activities

4





IV. Approved MTW Activities: HUD approval previously granted

A. Implemented Activities

The activities discussed in this section have previously been approved by HUD and implemented by RHA. The following tables provide an overview of each of the approved MTW activities including the year it was implemented, the primary statutory objective(s) the activity is intended to impact and the Authorization(s) cited.

Approved MTW activities				
Activity #	Activity Name	Year Implemented/ Modified changes are noted	Statutory Objective(s)	Authorization(s) Cited
2014-01	Assignment of PBVs to RHA Owned/ Controlled Units without competitive process	FY 2014	Reduce costs and achieve greater cost effectiveness.	Attachment C Section D.2.b. and Section D.7.a.
2014-02	Mobility Demonstration	FY 2014	Increase housing choices for low-income families.	Attachment C Section D.1.b., Section D.4., Section D.7.a., and Section E.
2014-03	Rent Reform Controlled Study	FY 2014	Create incentives for families to work, seek work or prepare for work <i>and</i> reduce costs and achieve greater cost effectiveness.	Attachment C Section D.1.b., Section D.1.c., Section D.2.a., and Section D.4.
2014-04	Expand self-sufficiency activities	FY 2014 <ul style="list-style-type: none"> • FY 2015 creation of self-sufficiency fund • FY 2017 establishment of rent credits 	Create incentives for families to work, seek work or prepare for work.	Attachment C Section E.
2014-05	Simplify rent calculations and increase the minimum rent	FY 2014	Reduce costs and achieve greater cost effectiveness.	Attachment C Section C.4., Section C.11, Section D.2.a., and Section D.3.b.



Activity #	Activity Name	Year Implemented/ Modified changes are noted	Statutory Objective(s)	Authorization(s) Cited
2014-06	Triennial recertifications for elderly/disabled participants on fixed incomes	FY 2014 <ul style="list-style-type: none"> • FY 2015 implementation of triennial recertifications rather than biennial • FY 2017 approval to change HUD Form 9886 • FY 2018 approval to process COLA every third year 	Reduce costs and achieve greater cost effectiveness.	Attachment C Sections C.4. and D.1.c.
2014-08	Partner with local nonprofit to provide special needs housing	FY 2014	Increase housing choices for low-income families and reduce costs and achieve greater cost effectiveness.	Attachment C Sections B.4., D.1.b., and D.7.a.
2015-01	Elimination of all negative rents and simplification of HCV Utility Allowances	FY 2015	Reduce costs and achieve greater cost effectiveness.	Attachment C Sections C.11. and D.2.a.
2015-02	Allow RHA to inspect its own HCV units	FY 2015	Reduce costs and achieve greater cost effectiveness.	Attachment C Sections C.9.a. and D.5.
2015-03	Eliminate Caps on PBV allocations and allow for assignment of PBVs to 100% of RHA-owned, non-Public Housing properties	FY 2015 <ul style="list-style-type: none"> • FY 2017 eliminate voucher allocation cap 	Reduce costs and achieve greater cost effectiveness <i>and</i> Increase housing choices for low-income families.	Attachment C Sections D.1.e. and D.7.a.
2016-01	Simplification of medical deductions	FY 2016	Reduce costs and achieve greater cost effectiveness.	Attachment C Sections C.11. and D.2.a.
2016-02	Redefine near-elderly person	FY 2016	Increase housing choices for low-income families.	Attachment C Section C.2.



Activity #	Activity Name	Year Implemented/ Modified changes are noted	Statutory Objective(s)	Authorization(s) Cited
2016-04	Allow HCV participants to lease units that exceed the 40% rent burden	FY 2016	Increase housing choices for low-income families.	Attachment C Section D.2.a.
2016-05	Eliminate Earned Income Disallowance (EID)	FY 2016	Reduce costs and achieve greater cost effectiveness.	Attachment C Sections C.11. and D.2.a.
2016-06	Disregard earned income of PH household members, age 18-20, who are not the head of household or co-head	FY 2016	Create incentives for families to work, seek work or prepare for work.	Attachment C Section C.11.
2016-07	Implement a \$75 fee for each additional HQS inspection when more than two inspections are required	FY 2016	Reduce costs and achieve greater cost effectiveness.	Attachment C Section D.1.a.
2016-08	Expand Project Based Voucher Program	FY 2016	Increase housing choices for low-income families.	Attachment C Sections B.4., D.1.e., and D.7.b.
2017-01	Increase verified application data for HCV applicants	FY 2017	Reduce costs and achieve greater cost effectiveness <u>and</u> increase housing choices for low-income families.	Attachment C Section D.3.a.
2017-02	Asset threshold to determine eligibility for admission	FY 2017	Increase housing choices for low-income families.	Attachment C Sections C.2., D.3.a., D.3.b., and D.4.
2018-01	Landlord Incentive Program	FY 2018	Increase housing choices for low-income families.	Attachment C Sections D.1.a. and D.1.d.



2014-01: Assign PBVs to RHA owned/controlled units without a competitive process

Description:

RHA owns several single family homes, duplexes and condominiums throughout Reno, Sparks, and Washoe County that were purchased with various funding sources. In an effort to expand the housing choice of low-income households, PBVs have been assigned to several of these agency owned/controlled scattered site units without going through the competitive process. To assist in expediting the PBV approval process, initial contract rents at or below the applicable low HOME rents, are set by RHA rather than contracting with a state-certified appraiser and a HUD-approved independent agency.

Status:

This activity was implemented in FY 2014 and will remain ongoing in FY 2019.

Additional agency-owned properties that become vacant are reviewed by staff to determine whether or not the assignment of a PBV would be beneficial for program participants and/or the community. Although the local housing market has strengthened resulting in a significant reduction in the amount of inventory available to purchase, RHA remains committed to acquiring additional scattered site units if the property can be used effectively within RHA's housing programs.

Anticipated changes/modifications to activity:

RHA does not anticipate any changes/modifications to this activity.

Metric/baseline/benchmark changes:

RHA does not anticipate any metric/baseline/benchmark changes in FY 2019.

Authorization changes?

RHA does not anticipate any Attachment C authorization changes.

2014-02: Mobility Demonstration

Description:

RHA's Mobility Demonstration enables select low-income PH families with children to move to deconcentrated neighborhoods where opportunities are more abundant within the surrounding area. To facilitate this, RHA is utilizing the flexibilities offered through Activity 2014-01 and assigning PBVs to agency-owned single family homes, duplexes and condominiums located within low-poverty census tracts throughout the City of Reno and the City of Sparks. Based on a pool of eligible households and the family's approved voucher size, PH families with children, who are currently in good standing and who meet the established requirements to participate in the program, are offered the opportunity to move into one of these PBV properties. RHA anticipates that this activity will continue to (1) provide mobility options for families with children living in PH who otherwise lack mobility options, (2) enable families to move to neighborhoods with lower crime rates, (3) improve the poverty level of the surrounding area for these families, and (4) yield a valuable demonstration to augment current knowledge regarding the impact of increased mobility and living in more poverty deconcentrated neighborhoods.



Status:

This activity was implemented in FY 2014 and will remain ongoing in FY 2019.

To date, 41 PH families with children have moved to properties located in low-poverty census tracts, 23 of whom are still participating in the demonstration.

RHA's FSS Lite Program (Activity 2014-04) remains available to all Mobility Demonstration families. Should a tenant be unemployed at the time of lease up or become unemployed at any time during their participation in the demonstration, they are given 120 days to obtain employment. If employment is not secured within 120 days, they are required to participate in the FSS Lite Program unless they are otherwise determined to be exempt.

Anticipated changes/modifications to activity:

RHA does not anticipate any changes/modifications to this activity.

Metric/baseline/benchmark changes:

RHA does not anticipate any metric/baseline/benchmark changes in FY 2019.

Authorization changes?

RHA does not anticipate any Attachment C authorization changes.

2014-03: Rent Reform Controlled Study

Description:

This activity's main objective is to rigorously promote self-sufficiency through a rent reform program that provides strong incentives to adult household members to seek and obtain employment. The study was designed to test two of the strongest incentives for HCV participants to become self-sufficient: (1) the ability to increase income without it affecting rent and (2) the knowledge that the family's housing assistance will end after five years.

RHA's Rent Reform Controlled Study is comprised of two sets of participants who collectively make up a control group and a study group. Control group participants have their rent calculated using 30% of adjusted monthly income and they remain subject to the same policies and procedures that all other HCV participants adhere to. Participants in the study group have rents set in advance, and these rents do not change based on income or household size. For the first two years, rent has been set for the study group at 95% of the average Total Tenant Payment (TTP). After the second year, the family's rent automatically increases to 105% of the same measure. This second rent level remains in effect until the family has been on the program for five full years. As a result, the disincentive for obtaining new income is removed as these families are allowed to keep any increase in earned income without worrying that 30% of this increased income will be calculated by RHA for rent.

Status:

This activity was implemented in FY 2014 and remains ongoing in FY 2019; however, RHA is no longer issuing vouchers related to this activity. To date, 211 families have leased up under this activity of which 135 are still on the program.



As all Rent Reform Controlled Study participants have been issued five year time-limited vouchers, they are required to meet with a FSS Coordinator on an annual basis, at minimum, to learn what valuable community resources are readily available to assist them in meeting their self-sufficiency goals. During this meeting, they are encouraged to take advantage of the FSS Lite Program (Activity 2014-04), informed about upcoming educational/training events they can take advantage of and referred to additional community partners who may be able to provide additional assistance.

Anticipated changes/modifications to activity:

While several Rent Reform families have joined the FSS Lite Program and are taking advantage of the opportunities provided to assist them in becoming self-sufficient, several have refused to participate or seek any guidance to prepare for the loss of their housing assistance. RHA established a very limited hardship procedure in its FY 2014 MTW Annual Plan for participants of the Rent Reform Controlled Study based on a participant's inability to pay rent.

Beginning in January, 2019, households who leased up when RHA's Rent Reform Controlled Study was initially implemented will begin to see their housing assistance expire as they reach the end of their five year time-limited voucher. While some of these households will be ready to transition to self-sufficiency, RHA staff have begun to discuss how to handle those who may not be prepared. Based on the current rental market and the lack of affordable housing within the City of Reno, the City of Sparks and Washoe County, RHA has revised the hardship procedure as it relates to this activity. This revision establishes an automatic hardship for the following households, provided that a formal request of a hardship is received by RHA:

- Elderly and/or disabled households, and
- Families with a disabled dependent residing in the household.

Households who do not meet the requirements for an automatic hardship will be allowed to request a hardship three months prior to the expiration of their voucher. The request will be reviewed and examined to determine whether the following conditions have been met and a hardship from the five-year time limited voucher is warranted.

1. The family has remained in compliance and in good standing with the HCV program for six months prior to the request of the hardship, and
2. One of the following conditions is true:
 - Washoe County's rental market vacancy rate is at or below 4%
 - Washoe County's unemployment rate is at or above 8%
 - Household has a signed ITSP and they are actively pursuing goals.

If granted a hardship by the committee, Rent Reform Controlled Study families will be transferred to a regular HCV voucher. RHA will not be providing extensions.

Metric/baseline/benchmark changes:

RHA does not anticipate any metric/baseline/benchmark changes in FY 2019.



Authorization changes?

RHA does not anticipate any Attachment C authorization changes.

2014-04: Expand self-sufficiency activities

Description:

The FSS Lite Program, similar to the traditional FSS Program without an interest-bearing escrow account, was proposed and implemented in FY 2014. Upon implementation, the FSS Lite Program, designed to promote resident self-sufficiency through streamlined FSS service delivery, became mandatory for PH residents who are delinquent in completing their Community Service hours. Mobility Demonstration households who are unemployed without a qualifying exemption are also required to participate in the FSS Lite Program and Rent Reform Controlled Study participants are encouraged to take advantage of the program as they prepare for the end of their housing assistance.

By utilizing single fund flexibility, RHA expanded the FSS Lite Program in FY 2015 and established a Self-Sufficiency Fund. The Self-Sufficiency Fund is designed to cover specific costs associated with self-sufficiency activities and is used whenever possible to assist program participants in achieving their self-sufficiency goals. In FY 2017, RHA expanded this activity further to allow for the establishment of one-time and/or ongoing rent credits to serve as an incentive for participants to complete the goals identified in their Individual Training and Services Plans (ITSPs), as well as, increase participation in the FSS Lite Program overall.

Status:

This activity was implemented in FY 2014 and expanded/amended in FY 2015 and FY 2017. It will remain ongoing in FY 2019.

Anticipated changes/modifications to activity:

RHA does not anticipate any changes/modifications to this activity.

Metric/baseline/benchmark changes:

RHA does not anticipate any metric/baseline/benchmark changes in FY 2019.

Authorization changes?

RHA does not anticipate any Attachment C authorization changes.

2014-05: Simplify rent calculations and increase the minimum rent

Description:

RHA is excluding all educational financial aid from income calculations and allowing self-certification of assets under \$10,000. The full amount of student financial assistance paid directly to the student or to the educational institution is now excluded from income calculations for HCV participants. RHA's HCV participants can now benefit from being able to attend an institution of higher education without being penalized with an increase in rent due to any financial assistance that they may secure. Furthermore, households with assets less than \$10,000 can now submit a self-certification as to the value of the asset and the amount of expected income. At the time of



application, applicants are asked to provide a well-documented baseline asset value. RHA staff only calculate income on assets if the value of the assets total more than \$10,000.

RHA also raised the minimum rent from \$50 to \$75 to not only save significant HCV and PH operating subsidy, but provide an incentive to participants to seek employment due to the higher participant contribution to rent.

Status:

This activity was implemented in FY 2014 and remains ongoing in FY 2019.

Anticipated changes/modifications to activity:

RHA does not anticipate any changes/modifications to this activity.

Metric/baseline/benchmark changes:

RHA does not anticipate any metric/baseline/benchmark changes in FY 2019.

Authorization changes?

RHA does not anticipate any Attachment C authorization changes.

2014-06: Triennial recertifications for elderly/disabled participants on fixed incomes

Description:

Elderly and disabled PH residents and HCV participants on fixed incomes now have recertifications on a triennial schedule rather than annually as the change in the amount of rent RHA receives from these stable income households from year to year is completely negligible. In FY 2018, RHA began allowing for “true” triennial recertifications for this population as the COLA increase does not change the annual income for these households with such significance that an annual review is warranted. This results in all COLA increases being processed every third year with any changes to RHA’s payment standard only processed during the household’s scheduled triennial recertification.

Status:

This activity was implemented in FY 2014 and amended in FY 2015 and FY 2018. It will remain ongoing in FY 2019.

This activity was amended in FY 2015 to allow for triennial recertifications rather than continuing with the biennial schedule that was originally approved. Following the FY 2018 amendment, RHA began conducting “true” triennial recertifications resulting in the processing of COLA increases every third year.

Anticipated changes/modifications to activity:

Changes to the payment standard are processed during the household’s triennial recertification, however, RHA will allow an annual reexamination prior to the third year if a family is experiencing a hardship. If requested, a complete and full annual will be processed, including all income verifications, and any applicable changes to the payment standards, deductions and/or allowances. Should an annual reexamination be processed prior to the scheduled third year recertification, the original triennial recertification date will remain unchanged.



RHA does not anticipate any changes/modifications to this activity.

Metric/baseline/benchmark changes:

RHA does not anticipate any metric/baseline/benchmark changes in FY 2019.

Authorization changes?

RHA does not anticipate any Attachment C authorization changes.

2014-08: Partner with local nonprofit to provide special needs housing

Description:

RHA is providing PBV units to clients of its nonprofit partners including the Domestic Violence Resource Center (formerly CAAW), Casa de Vida, Human Services Agency of Washoe County, Safe Embrace, Northern Nevada HOPES and Northern Nevada Adult Mental Health Services (NNAMHS). These PBVs are for two years and each of the nonprofit partners provides the supportive services.

Status:

This activity was implemented in FY 2014 and remains ongoing in FY 2019.

The number of referrals from RHA's partnering agencies continues to be slow. As a result, some of the units earmarked for use in this program have since been leased up utilizing RHA's existing PBV wait list rather than continuing to allow the unit to sit vacant. However, RHA staff feel that this activity is beneficial to the local community and continue to reach out to additional agencies. Furthermore, staff communicate regularly with partnering agencies that have already been identified to ensure that their high risk clients are successfully leased up if/when units become available.

Anticipated changes/modifications to activity:

RHA does not anticipate any changes/modifications to this activity.

Metric/baseline/benchmark changes:

RHA does not anticipate any metric/baseline/benchmark changes in FY 2019.

Authorization changes?

RHA does not anticipate any Attachment C authorization changes.

2015-01: Elimination of all negative rents and simplification of HCV utility allowances

Description:

RHA's PH residents and HCV participants no longer receive negative rents due to utility allowances. Furthermore, RHA simplified the HCV utility allowances for all units by creating a flat utility allowance schedule based on structure type and authorized voucher bedroom size. The new utility allowances, as shown in the following table, are designed to cover the full cost of apartment utilities, but a lesser percentage proportionally for participants who choose single family homes, duplexes and mobile homes.



HCV Utility Allowances					
Structure Type	0-BR	1-BR	2-BR	3-BR	4-BR+
EES*	N/A	\$53	\$65	\$67	\$77
Apartment	\$52	\$64	\$78	\$105	\$119
House/Duplex	\$68	\$75	\$90	\$105	\$119
Mobile	N/A	\$80	\$88	\$110	\$132

*Energy Efficient System (EES) includes cooking, heating and all electrical

The new simplified utility allowances allow HCV participants to know exactly what amount they will receive and encourages them to seek out units based on their authorized voucher size, water conservation and energy efficiencies. The simplified schedule has also saved a significant amount of staff time and alleviated errors within the calculations.

Status:

This activity was implemented in FY 2015 and remains ongoing in FY 2019.

Anticipated changes/modifications to activity:

RHA does not anticipate any changes/modifications to this activity.

Metric/baseline/benchmark changes:

RHA does not anticipate any metric/baseline/benchmark changes in FY 2019.

Authorization changes?

RHA does not anticipate any Attachment C authorization changes.

2015-02: Allow RHA to inspect its own HCV units

Description:

RHA owns a significant number of units which, under HUD's established rules, had to previously be inspected by third party contractors. In FY 2015, RHA staff began conducting inspections on all HCV and PBV units, regardless of ownership or property management status, rather than using third party contractors.

Status:

This activity was implemented in FY 2015 and remains ongoing in FY 2019.

Anticipated changes/modifications to activity:

RHA does not anticipate any changes/modifications to this activity.

Metric/baseline/benchmark changes:

RHA does not anticipate any metric/baseline/benchmark changes in FY 2019.

Authorization changes?

RHA does not anticipate any Attachment C authorization changes.



2015-03: Eliminate caps on PBV allocations and allow for assignment of PBVs to 100% of RHA-owned, non-Public Housing properties

Description:

RHA owns several non-PH complexes and dwelling units that have been utilized in various housing programs through the assignment of PBVs. To provide additional low-income families housing assistance and increase the agency's rental revenue, the cap on the number of units where a PBV can be assigned within each project was lifted. This has allowed for the assignment of PBVs to up to 100% of these RHA-owned, non-PH units. In FY 2107, the 20% limit on the amount of voucher funding that may be utilized under the PBV program was also eliminated.

Status:

This activity was implemented in FY 2015 and amended in FY 2017. It remains ongoing in FY 2019.

Anticipated changes/modifications to activity:

RHA does not anticipate any changes/modifications to this activity.

Metric/baseline/benchmark changes:

RHA does not anticipate any metric/baseline/benchmark changes in FY 2019.

Authorization changes?

RHA does not anticipate any Attachment C authorization changes.

2016-01: Simplification of medical deductions

Description:

Rather than use third party verifications and require residents to provide receipts showing out of pocket medical expenses, RHA established and implemented a simplified medical deduction based entirely on the household's gross income. Implementation resulted in the process becoming streamlined for RHA staff and the policy becoming easier for PH residents and HCV participants to understand.

Status:

This activity was implemented in FY 2016 and remains ongoing in FY 2019.

With the announcement of an increase in Medicare premiums for 2017, staff began to review the seven income tiers established through this activity to determine their overall viability for program participants. Based on this review, the following amended income tiers/deductions were implemented on January 1, 2018:

Gross Annual Income Range	Proposed Annual Medical Deduction
\$1 - \$12,199	\$0
\$12,200 - \$16,289	\$1,425
\$16,290 +	\$2,530



The income tiers and related deductions are based on income guidelines provided by the State Health Insurance Assistance Program (SHIP) in relation to the 2017 Medicare coverage. Staff concluded that participants within the first income tier will have their Medicare premiums, co-pays and deductions completely covered throughout the year. While unreimbursed prescription costs may be incurred by some, those costs will likely not exceed the percentage of annual income that must be met prior to receiving the medical deduction based on HUD's formula.

To alleviate some of the costs incurred by RHA in relation to this activity, participants are now required to self-certify that actual medical expenses are being incurred by the household prior to the simplified deduction being given.

Anticipated changes/modifications to activity:

RHA does not anticipate any changes/modifications to this activity.

Metric/baseline/benchmark changes:

RHA does not anticipate any metric/baseline/benchmark changes in FY 2019.

Authorization changes?

RHA does not anticipate any Attachment C authorization changes.

2016-02: Redefine near-elderly person

Description:

In FY 2016, RHA implemented a change to the near-elderly definition for the PH program to limit it to persons who are at least 55 years of age but below the age of 62. These newly defined households are treated as "elderly" to allow for their admission from the waiting list to one of RHA's senior PH complexes. This has allowed the number of eligible families referred to these PH units to increase without raising concerns from current residents in regards to potential lifestyle conflicts. By redefining near-elderly and allowing these households to be treated as "elderly" for admission to RHA's senior PH complexes, the affordable housing opportunities for these individuals has successfully increased.

Status:

This activity was implemented in FY 2016 and remains ongoing in FY 2019.

Implementation of this policy change does not qualify the near-elderly family for the Elderly/Disabled Allowance, triennial recertification schedule (Activity 2014-06) or Simplified Medical Deduction (Activity 2016-01).

Anticipated changes/modifications to activity:

RHA does not anticipate any changes/modifications to this activity.

Metric/baseline/benchmark changes:

RHA does not anticipate any metric/baseline/benchmark changes in FY 2019.

Authorization changes?

RHA does not anticipate any Attachment C authorization changes.



2016-04: Allow HCV participants to lease units that exceed the 40% rent burden

Description:

In an effort to allow HCV participants to choose housing in accordance with their individual financial circumstances, RHA began allowing HCV participants, at their option, to lease units that exceed the 40% maximum rent burden. However, the maximum initial rent burden cannot exceed 50% of monthly adjusted income at the time tenancy is approved and the HAP contract is executed. Implementation of this activity allows participants to look for housing that may be more costly than otherwise permitted under HUD regulations, but it also gives participants the option to live in lower poverty neighborhoods with access to better schools and employment opportunities.

Status:

This activity was implemented in FY 2016 and remains ongoing in FY 2019.

Anticipated changes/modifications to activity:

RHA does not anticipate any changes/modifications to this activity.

Metric/baseline/benchmark changes:

RHA does not anticipate any metric/baseline/benchmark changes in FY 2019.

Authorization changes?

RHA does not anticipate any Attachment C authorization changes.

2016-05: Eliminate Earned Income Disallowance (EID)

Description:

Earned Income Disallowance (EID) allows eligible tenants in the PH and HCV programs to increase their incomes through employment without triggering rent increases. The resulting income increase is fully excluded for 12 months and 50% excluded for an additional 12 months. Under the "Streamlining Administrative Regulations for Public Housing, Housing Choice Voucher, Multifamily Housing, and Community Planning and Development Programs" published on March 8, 2016, the duration for this exclusion of wages was revised from 48 months to 24 months. However, each eligible family member may be in a different exclusion phase or month count, which remains burdensome for PHA staff to track.

Status:

This activity was implemented in FY 2016 and remains ongoing in FY 2019.

In FY 2016, RHA eliminated the HUD-mandated EID from the calculation of rent. Following the approval of the FY 2016 MTW Annual Plan on August 25, 2015, RHA stopped enrolling new households in EID. In order to alleviate the impact that this would have on rent calculations for some PH residents and HCV participants, existing EID participants were allowed to keep their benefits for one year following plan approval; after which time, they had their EID benefits eliminated upon their first annual recertification or immediately following the termination of employment income.

Anticipated changes/modifications to activity:

RHA does not anticipate any changes/modifications to this activity.



Metric/baseline/benchmark changes:

RHA does not anticipate any metric/baseline/benchmark changes in FY 2019.

Authorization changes?

RHA does not anticipate any Attachment C authorization changes.

2016-06: Disregard earned income of PH household members, ages 18-20, who are not the head of household or co-head

Description:

HUD regulations for PH residents require that earned income of adult children, between the ages of 18 and 20, be factored into the household's rent calculation. In many cases where an adult child works, the head of household has no control over the child's willingness to contribute to the rent. In some cases, this increased rent burden may place the family at risk for being terminated from the program if the head of household is unable to pay their portion of the increased rent.

In FY 2016, RHA began providing these adult children, ages 18-20 who live in PH and are not the head of household or co-head, an incentive to pursue employment and become economically self-sufficient by revising the definition of countable income. This revision excludes all earned income for these young adults when determining rent for the entire household.

RHA anticipates that this activity will create an incentive for young people in the PH program to seek and maintain work as doing so will not increase the amount of rent paid by the family.

Status:

This activity was implemented in FY 2016 and remains ongoing in FY 2019. Currently, RHA is disregarding the earned income of 18 PH household members, between the ages of 18-20 who are not the head of household or co-head.

Anticipated changes/modifications to activity:

RHA does not anticipate any changes/modifications to this activity.

Metric/baseline/benchmark changes:

RHA does not anticipate any metric/baseline/benchmark changes in FY 2019.

Authorization changes?

RHA does not anticipate any Attachment C authorization changes.

2016-07: Implement a \$75 fee for each additional HQS inspection when more than two inspections are required

Description:

Currently RHA is required to conduct a re-inspection on units that fail an annual HQS inspection to ensure that the owner/manager has corrected the noted violations. If the unit fails HQS, the owner/manager is notified in writing of the deficiencies and repairs that need to be made within 30 days. If the owner/manager does not take the required corrective action within the specified time period, RHA can abate the HAP beginning 30 days from the date of the first inspection until the



required work is totally complete. Frequently, a third inspection is required to verify the completion of the noted deficiencies.

To encourage owners/managers to correct the noted violations quickly and provide RHA's clients with safer living conditions, RHA began to assess a \$75 fee for each additional HQS inspection. This fee commences when more than two HQS inspections are required due to the owner/manager's failure to complete the necessary repairs. The fee for the inspection does not remove the abatement of the subsidy, but rather seeks to cover the administrative costs of conducting a third inspection that would not have been required had the owner/manager corrected the noted violations in a timely manner. The owner/manager **cannot** pass this fee on to the tenant.

Owners/managers frequently request extensions to complete the necessary repairs prior to the third inspection, and RHA anticipates that this will continue. However, upon implementation of this activity, extensions are no longer granted for more than 30 days following the date of the second inspection except under certain circumstances which are approved by RHA.

Status:

This activity was implemented in FY 2016 and remains ongoing in FY 2019.

Anticipated changes/modifications to activity:

RHA does not anticipate any changes/modifications to this activity.

Metric/baseline/benchmark changes:

RHA does not anticipate any metric/baseline/benchmark changes in FY 2019.

Authorization changes?

RHA does not anticipate any Attachment C authorization changes.

2016-08: Expand Project Based Voucher Program

Description:

RHA allocates PBVs to RHA-owned units which are utilized in several of RHA's housing programs and to assist RHA's local nonprofit partners in housing high risk families who have immediate housing needs. On May 11, 2016, RHA received approval to amend its FY 2016 MTW Annual Plan to allow for the expansion of its PBV program.

This expansion allows for the allocation of up to 50 PBVs to privately owned properties in exchange for the owner's commitment to provide affordable housing to individuals and/or families who are experiencing homelessness. In order to implement the activity effectively, RHA also received approval to remove the 25% per building cap established in 24 CFR §983.56 for all PBVs assigned under this activity.

Status:

This activity was implemented in FY 2016 and remains ongoing in FY 2019.

Through a competitive process, RHA assigned 25 PBVs to privately owned units in FY 2017. An additional 25 PBVs will be awarded utilizing this same process.



Anticipated changes/modifications to activity:

This activity will be amended in FY 2019 to expand RHA's PBV program even further to address the lack of affordable housing options for families who are actively participating in workforce development programs within Washoe County. Following a competitive process, RHA plans to commit an additional 50 PBVs to privately owned properties contingent on the owner's commitment to provide affordable housing for these families. RHA will continue to partner with local non-profit organizations who can provide ongoing case management as well as direct referral for each PBV unit once a vacancy occurs. Through these collaborations, RHA strives to provide stability in housing so that homeless and "working poor" households can improve their skills, and obtain and ultimately maintain employment.

Metric/baseline/benchmark changes:

RHA does not anticipate any metric/baseline/benchmark changes in FY 2019.

Authorization changes?

RHA does not anticipate any Attachment C authorization changes.

2017-01: Increase verified application data for HCV applicants

Description:

RHA's S8 Admin Plan and federal regulations require that information submitted by each applicant be verified by staff to ensure that the data provided by the applicant that was used to determine eligibility, priority status, HAP to be paid and voucher size is true and complete. The S8 Admin Plan stipulates that RHA will verify this information through four methods of verification acceptable to HUD in the following order of preference: (1) Upfront Income Verification using HUD's Enterprise Income Verification System, (2) Upfront Income Verification using non-HUD system, (3) Third Party Verification dated within the 60-day period preceding RHA's request date, and (4) Certification/Self-Declaration.

Per CFR §982.201(e), RHA must receive information verifying that an applicant is eligible for the HCV program within the period of 60 days prior to the issuance of a voucher to the applicant. Information not subject to change (i.e. date and place of birth) does not need to be re-verified. Information that is subject to change, which was verified more than 60 days prior, must be re-verified close to certification of the applicant's file. If there is a delay after the file has been certified and referred to the HCV program that would cause an applicant to not lease up, the voucher will be suspended while the information is re-verified. If changes are reported late, the file will be referred back to the Admissions staff to obtain written verification and to determine their effect on eligibility, rent and unit size.

The amount of time RHA staff spend following-up and tracking third-party verification requests is significant and often results in information that is no more reliable than the documents provided by the applicants directly. To streamline the admissions process, reduce the amount of time required by staff, and decrease the time necessary to build a qualified applicant pool, RHA received approval to extend the length of time that all verified application data related to income is deemed valid for the HCV program to 120 days. Furthermore, this activity also allows stable income verifications, such as pensions and Social Security award letters, to be valid for the current year.



Once verification has been received and a voucher has been issued, the verification will continue to be valid if dated within 120 days of the date of the issuance of a voucher at the briefing session, provided that there have been no changes in the source or amount of income. Should the family's source or amount of income change between the date reported and the date of the briefing session, verification of the change will be required. If there is reason to believe that the verification is no longer valid, updated verifications will be required.

Status:

This activity was implemented in FY 2017 and remains ongoing in FY 2019.

Anticipated changes/modifications to activity:

RHA does not anticipate any changes/modifications to this activity.

Metric/baseline/benchmark changes:

RHA does not anticipate any metric/baseline/benchmark changes in FY 2019.

Authorization changes?

RHA does not anticipate any Attachment C authorization changes.

2017-02: Asset threshold to determine eligibility for admission

Description:

Under 24 CFR §5.609, annual income is defined to include amounts derived (during the 12-month period) from assets to which any member of the family has access. Income resulting from any assets held by the family must be calculated and included when determining program eligibility and rent portions. However, under HUD's current guidelines, there is no limit on the amount of assets a family may have access to prior to determination of eligibility.

In order to serve those applicants who are most in financial need, RHA received approval to establish an asset threshold when determining eligibility for admission to its housing programs. Should an applicant have combined assets with a cash value of more than \$50,000, or ownership interest in a suitable dwelling unit which they have a legal right to reside in, they are now determined to be ineligible for admission.

Status:

This activity was implemented in FY 2017 and remains ongoing in FY 2019.

Anticipated changes/modifications to activity:

In FY 2019, RHA will amend this activity to exclude cash assets when determining eligibility for elderly/disabled HCV and PH households. Ownership interest in a property that the applicant has a legal right to reside in will remain in place for all applicants when determining eligibility for RHA's housing programs.

Metric/baseline/benchmark changes:

RHA does not anticipate any metric/baseline/benchmark changes in FY 2019.

Authorization changes?

RHA does not anticipate any Attachment C authorization changes.



2018-01: Landlord Incentive Program

Description:

As the housing market in the City of Reno, the City of Sparks and Washoe County strengthens, private landlords have become increasingly wary of renting to HCV participants due in part to the ongoing stigma within the community regarding HCV participants and affordable multifamily properties. This reluctance is made worse by the myriad of additional regulations and inspection requirements that must be adhered to prior to leasing to a family participating in the HCV program. Complicating matters further is that, in some cases, proper notification of a family's intent to move is not always provided which can result in the landlord having to pay back a portion of the HAP that they have already received.

On October 28, 2016, RHA conducted a survey of HCV landlords in an effort to identify what incentives the agency could offer to not only ensure their continued participation, but also increase it. Compiling what current landlords felt were the barriers to their continued participation in the HCV program served as a starting point for staff to discuss and identify ways RHA could improve landlord retention and build future participation. As of January 19, 2017, 49% of survey respondents indicated that the establishment of a damage claim fund would serve as an incentive for their continued participation. Moreover, 39% noted vacancy loss payments as another possible incentive.

Utilizing this information, RHA implemented a Landlord Incentive Program. The program allows landlords to receive their contracted HAP payment through the end of the month for units occupied by HCV participants vacating under the following conditions: (1) deceased tenant, (2) eviction, (3) skip, or (4) a family responsibility violation. Because these conditions are of no fault or cause of the landlord, RHA will provide the contracted HAP payment automatically through the end of the month. Furthermore, a HAP payment equal to one additional month may be made for these same units regardless of the actual move-out date of the participant, if requested in writing by the landlord. Landlords can then utilize the additional HAP toward damages incurred within the unit or as compensation for a vacancy loss.

Current market conditions have resulted in private and tax credit properties carrying wait lists to fill new vacancies at their properties. In an effort to ensure that landlords are able to maintain equal housing opportunities and follow their existing procedures, RHA will not require landlords to rent to another voucher holder in order to qualify for this incentive.

Status:

This activity was implemented in FY 2018 and remains ongoing in FY 2019.

Anticipated changes/modifications to activity:

RHA does not anticipate any changes/modifications to this activity.

Metric/baseline/benchmark changes:

RHA does not anticipate any metric/baseline/benchmark changes in FY 2019.

Authorization changes?

RHA does not anticipate any Attachment C authorization changes



B. Not yet implemented activities

The activities discussed in this section have previously been approved by HUD, but not yet implemented by RHA. The following table provides an overview of each of the approved MTW activities that have not yet been implemented including the year it was identified, the primary statutory objective(s) the activity is intended to impact and the Authorization(s) cited.

MTW activities approved but not yet implemented				
Activity #	Plan Year Approved	Activity Name	Statutory Objective(s)	Authorization(s)
2016-03	2016	Time limited vouchers and redesign of traditional FSS Program	Create incentives for families to work, seek work or prepare for work <i>and</i> reduce costs and achieve greater cost effectiveness <i>and</i> increase housing choices for low-income families.	Attachment C Section D.1.b., Section D.1.c., Section D.2.d., and Section E. Attachment D Use of MTW Funds

2016-03: Time limited vouchers and redesign of traditional FSS Program

Description:

In FY 2016, RHA proposed and received approval to establish a five-year time limit for all new non-elderly/non-disabled applicants participating in the HCV program with the goal of promoting self-sufficiency and increasing housing opportunities. To better serve existing HCV and PH FSS participants and all new non-elderly/non-disabled HCV participants with time limited vouchers, RHA received approval to redesign the traditional HCV and PH FSS Program.

Time limited vouchers:

In an effort to assist more families in need and promote self-sufficiency, work-able non-elderly/non-disabled households receiving subsidies will be given an impetus to become self-sufficient and cycle off of the program through the implementation of five-year time limited vouchers. Prior to being issued a time limited voucher, all new non-elderly/non-disabled applicants will be required to attend an in depth, eight hours financial literacy class conducted by the FGC. Should a family choose not to participate in the class, they will be removed from the HCV wait list entirely and will need to reapply.

In addition to the mandatory financial literacy class, all new non-elderly/non-disabled HCV participants will meet with an FSS Coordinator within three months of lease up to create an ITSP. The ITSP will outline the family's goals to achieve self-sufficiency within five years. All time limited voucher holders will also be required to meet annually, at minimum, with an FSS Coordinator to review the ITSP and track their progress.

Redesign of traditional FSS Program:

In order to better serve existing HCV and PH FSS participants and all new non-elderly/non-disabled HCV participants with time limited vouchers, the traditional HCV and PH FSS Program will be redesigned. The redesign will eliminate the escrow accrual for all new HCV participants



while allowing PH FSS participants to continue to participate in FSS with the traditional escrow accrual; however, upon successful completion of the FSS Program, the PH resident will only receive their escrow balance upon forfeiture of their housing assistance. Should the family choose to forfeit the balance of the accrued escrow, they will be allowed to maintain their PH unit. All current/existing HCV and PH FSS participants will be allowed to continue their escrow accrual through the expiration of their FSS contracts and maintain housing assistance under current FSS Program guidelines.

Update on implementation:

In FY 2014, RHA began issuing vouchers limited to five years as part of a Rent Reform Controlled Study (Activity 2014-03) within the HCV program. RHA continues to work with UNR to evaluate the continuing effects and changing statuses of families participating in the Rent Reform Controlled Study. To properly gauge whether increases in income that do not affect a household's rent and whether or not limiting vouchers to five years is incentive enough for families to become self-sufficient, implementation of this activity on all non-elderly/non-disabled HCV participants has been postponed.

Timeline for implementation:

An exact date for implementation of this activity is not known at this time.



C. Activities on hold

Not applicable. RHA does not have any activities on hold.

D. Closed Activities

The activities discussed in this section have previously been approved by HUD, but closed by RHA. The following table provides an overview of each of the approved MTW activities that have been closed by RHA including the year it was identified and implemented, the primary statutory objective(s) the activity was intended to impact and the Authorization(s) cited.

Closed MTW activities					
Activity #	Fiscal Year Implemented	Fiscal Year Closed	Activity Name	Statutory Objective(s)	Authorization(s)
2014-07	2014	2017	Alternate HQS verification policy	Reduce costs and achieve greater cost effectiveness.	Attachment C Section D.5.
2015-04	2015	2018	Required Savings Plan for Earned Income Disallowance (EID) PH clients	Create incentives for families to work, seek work or prepare for work.	Attachment C Section E.

2014-07: Alternate HQS verification policy

Description:

HCV units that pass the HQS inspection on the first visit will not be inspected until two years following a passed inspection, as long as both the landlord and HCV participant sign a certification that the unit is in good repair. If the landlord and HCV participant do not each certify or agree on the condition of the unit, an annual HQS inspection is conducted. The year following a successful self-certification, RHA will conduct a standard HQS inspection. This activity was originally implemented in FY 2014.

Reason for close out:

As HUD is now allowing for Biennial HQS Inspections through Section 220 of the 2014 Appropriations Act, this activity was closed out in FY 2017 and will no longer be reported on.

2015-04: Required Savings Plan for Earned Income Disallowance (EID) PH clients

Description:

EID allows eligible residents in the PH program to increase their incomes through employment without triggering rent increases. When any assisted participant in the PH program, who is unemployed or under-employed, obtains a job or increases their wages, they are eligible for the EID benefit.

While the goal of EID is to motivate people who qualify for the program to accept employment, PH EID participants are often unable to maintain steady employment and frequently have issues once the EID period runs out because they have not learned how to effectively manage their



money. To encourage PH residents to think more about their finances and ultimately prepare for the end of the EID period, in FY 2015 RHA began requiring all EID PH residents to participate in a savings plan through the Financial Guidance Center (FGC). Participation in the program required a \$50 per month minimum deposit into one of two identified savings options. Those PH residents who choose not to participate in the savings plan, opted out of EID.

Reason for close out:

RHA received approval through Activity 2016-05 to eliminate the HUD-mandated EID from the calculation of rent. In order to alleviate the impact that this would have on rent calculations for some PH residents and HCV participants, EID participants were allowed to keep their benefits for one year following plan approval. After this initial year, all participants will have their EID benefits eliminated upon their first annual recertification or immediately following the termination of employment income. This activity was closed in FY 2018 and will be closed out and no longer reported on.

Section Five
Sources and Uses of Funds





V. Sources and Uses of Funds

This section includes summary budget information for FY 2019 including planned sources and uses for MTW funds.

Based on the agency's FY 2017 Audited FDS submission, RHA predicts that expenses will be \$147,476 greater than revenue during the plan year for all MTW-related programs combined. In order to offset the deficit, RHA plans to use surplus funds from Business Activities, Washoe Affordable Component Unit and COCC. Additionally, RHA may request to use some HUD held reserves in order to combat rising rents within the local community.

A. MTW Plan - Sources and Uses of MTW Funds

Estimated Sources of MTW Funding for the Fiscal Year		
<i>PHAs shall provide the estimated sources and amounts of MTW funding by FDS line item.</i>		
Sources		
FDS Line Item	FDS Line Item Name	Dollar Amount
70500 (70300+70400)	Total Tenant Revenue	\$2,578,587
70600	HUD PHA Operating Grants	\$17,241,460
70610	Capital Grants	\$943,107
70700 (70710+70720+70730+70740+70750)	Total Fee Revenue	\$ -
71100+72000	Interest Income	\$4,612
71600	Gain or Loss on Sale of Capital Assets	\$ -
71200+71300+71310+71400+71500	Other Income	\$326,687
70000	Total Revenue	\$21,094,453



Estimated Uses of MTW Funding for the Fiscal Year

PHAs shall provide the estimated uses and amounts of MTW spending by FDS line item.

Uses		
FDS Line Item	FDS Line Item Name	Dollar Amount
91000 (91100+91200+91400+91500+91600+91700+91800+91900)	Total Operating - Administrative	\$2,483,571
91300+91310+92000	Management Fee Expense	\$1,017,595
91810	Allocated Overhead	\$ -
92500 (92100+92200+92300+92400)	Total Tenant Services	\$421,596
93000 (93100+93600+93200+93300+93400+93800)	Total Utilities	\$566,735
93500+93700	Labor	\$ -
94000 (94100+94200+94300+94500)	Total Ordinary Maintenance	\$ -
95000 (95100+95200+95300+95500)	Total Protective Services	\$ -
96100 (96110+96120+96130+96140)	Total Insurance Premiums	\$106,640
96000 (96200+96210+96300+96400+96500+96600+96800)	Total Other General Expenses	\$301,169
96700 (96710+96720+96730)	Total Interest Expense and Amortization Cost	\$ -
97100+97200	Total Extraordinary Maintenance	\$ -
97300+97350	Housing Assistance Payments + HAP Portability-In	\$15,211,829
97400	Depreciation Expense	\$1,132,794
97500+97600+97700+97800	All Other Expenses	\$ -
90000	Total Expenses	\$21,241,929



Describe the Activities that Will Use Only MTW Single Fund Flexibility

- Rent credits may be provided as an incentive to FSS Lite Program participants who sign an FSS Lite agreement and accomplish one of the predetermined self-sufficiency goals identified in their ITSP. The approximate cost for this incentive in the coming year is \$20,000 which will be covered using single fund flexibility.
- RHA continues to work with UNR to conduct ongoing data analysis of the Mobility Demonstration and Rent Reform Controlled Study participants. The cost of this agreement is \$12,000 per year.
- To assist RHA's FSS Coordinators, up to three UNR interns may be hired to provide self-sufficiency centered services at an approximate cost of \$50,000.
- A Landlord Incentive Program has been established to improve landlord retention and build future participation. The approximate cost for this incentive program in the coming year is \$70,000.
- RHA proposes to provide an incentive to HCV households receiving \$0 HAP by allowing them to accrue a monthly escrow account in the amount of 15% of their contracted rent for no more than 12 months while the household remains on the program receiving zero assistance. The approximate cost for this incentive program in the coming year is \$75,000.

B. Local Asset Management Plan (LAMP)

Local Asset Management Plan

Is the PHA allocating costs within statute?

Yes	or	No
Yes	or	No

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

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

Has the PHA provided a LAMP in the appendix?

Yes	or	No
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RHA is not implementing a LAMP.

Section Six
Administrative

6





VI. Administrative

A. Board Resolution and Certifications of Compliance

Board Resolution 18-03-02 RH approving the content and submission of the FY 2019 MTW Annual Plan and the Certifications of Compliance is attached as Appendix I.

B. Public Review Process

- The FY 2019 MTW Annual Plan was discussed at multiple Resident Advisory Board and Resident Council meetings beginning in December 2017. The plan continued to be discussed at meetings of the Resident Councils through March 2018.
- The FY 2019 MTW Annual Plan was made available for public review and comment on RHA's website and at RHA's Administrative Office from January 26, 2018 through March 26, 2018.
- An invitation for public review and comment was included in the Housing Reporter, RHA's tenant newsletter. This edition of the newsletter, announcing the availability of RHA's plan for review and comment as well as the date of the scheduled public hearing, was mailed to all PH residents, HCV participants and other local officials on January 26, 2018. An excerpt from this newsletter is attached as Appendix II.
- The FY 2019 MTW Annual Plan was advertised in the Legal Notices section of the Reno Gazette-Journal on January 25, 2018 and February 1, 2018 as follows:

The Housing Authority of the City of Reno (RHA) is required to submit an Annual Plan for HUD's approval as part of its participation in HUD's Moving to Work (MTW) Demonstration Program.

RHA's FY 2019 MTW Annual Plan for the period July 1, 2018 – June 30, 2019 will be available for public review and comment from January 26 - March 26, 2018 at RHA's Administrative Office, 1525 E. Ninth St, Reno, NV 89512 or on RHA's website at www.renoha.org. Copies of the FY 2019 MTW Annual Plan may also be obtained by contacting Kim Anhalt, MTW Coordinator at (775) 329-3630; TTY (385) 770-7166 or by email at kanhalt@renoha.org.

Comments on RHA's draft FY 2019 MTW Annual Plan must be received by close of business on Monday, March 26, 2018.

A Public Hearing to answer questions and receive comments will be held at 6:00 PM on Monday, March 12, 2018 in Silverada Manor's Community Room, 1400 Silverada Blvd., Reno, NV 89512.

Proof of Publication Notice is attached as Appendix III.

- A public hearing for the FY 2019 MTW Annual Plan was held on March 12, 2018. The hearing was only attended only by staff.



C. Certifications of Consistency with the Consolidated Plan

Certifications of Consistency with the Consolidated Plan signed by Ms. Elaine Wiseman, Manager, Housing and Neighborhood Development for the City of Reno is attached as Appendix IV.

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

RHA continues to work with UNR to administer questionnaires that are being used to track the overall status of participants in the Mobility Demonstration and Rent Reform Controlled Study. Fourth year data for participants in each program has been collected and data collection for year five is currently underway. Please see Appendix V.

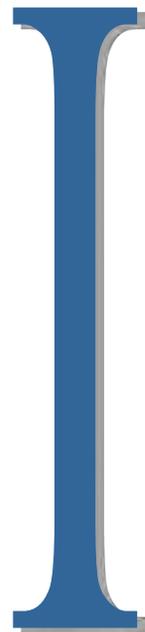
E. Annual Statement/Performance and Evaluation Reports

The Annual Statement/Performance and Evaluation Report for MTW and non-MTW Capital Fund grants for each grant that has unexpended amounts, including estimates for the plan year is attached as Appendix VI.

F. Capital Fund Program/Five-Year Action Plan

The Capital Fund Program/Five-Year Action Plan for future MTW and non-MTW Capital Fund grants through RHA's FY 2021 is attached as Appendix VII.

Appendix I
**Board Resolution and
Certifications of Compliance**





HOUSING AUTHORITY OF THE CITY OF RENO
RESOLUTION 18-03-02 RH

A RESOLUTION APPROVING THE CONTENT AND SUBMISSION OF THE AUTHORITY'S
FY 2019 MOVING TO WORK ANNUAL PLAN AND CERTIFICATIONS OF COMPLIANCE TO
THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

WHEREAS, Moving to Work (MTW) is a demonstration program, established by Congress in 1996, that offers a limited number of "high performing" Public Housing Authorities the opportunity to propose and test innovative, locally-designed approaches to administering housing programs and self-sufficiency strategies; and

WHEREAS, after a national competition was held in 2012, the Housing Authority of the City of Reno (Authority) was selected and designated as one of four new MTW agencies; and

WHEREAS, the Authority's MTW agreement was signed by Sandra B. Henriquez, Assistant Secretary of the U.S. Department of Housing and Urban Development (HUD) on June 27, 2013 and on June 28, 2016 the Board of Commissioners approved an extension to this agreement allowing for the Authority's continued participation in the MTW Demonstration Program through the end of Fiscal Year (FY) 2028; and

WHEREAS, in compliance with the Authority's MTW agreement, HUD requires an annual submission of a MTW Plan and Certifications of Compliance following a public process; and

WHEREAS, the Authority developed the FY 2019 MTW Annual Plan and invited public comment beginning on January 26, 2018 allowing for a 30-day comment period; and

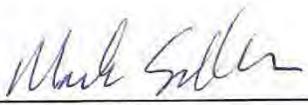
WHEREAS, comments were solicited through notices posted in the *Housing Reporter*, on the Authority's website, and through legal notice publications in the *Reno Gazette-Journal* on January 25, 2018 and February 1, 2018; and

WHEREAS, a public hearing to discuss the Authority's plan was held on March 12, 2018, which was attended only by staff and no comments were received;

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Commissioners of the Housing Authority of the City of Reno as follows:

1. The Board of Commissioners hereby authorizes and directs the Executive Director to submit the Authority's FY 2019 Moving to Work Annual Plan and Certifications of Compliance to HUD.
2. This Resolution is to be effective upon the date of its adoption.

ADOPTED THIS 27 DAY OF March, 2018.



VICE CHAIRPERSON

ATTEST


SECRETARY



CERTIFICATIONS OF COMPLIANCE	
<p>U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT OFFICE OF PUBLIC AND INDIAN HOUSING</p> <p>Certifications of Compliance with Regulations: Board Resolution to Accompany the Annual Moving to Work Plan</p>	
<p>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 (07/01/2018), 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:</p>	
<ol style="list-style-type: none"> (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 identity, 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. 	



OMB Control Number: 2577-0216
Expiration Date: 01/31/2021

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

Housing Authority of the City of Reno

NV001

MTW PHA NAME

MTW PHA NUMBER/HA CODE

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

Mark Sullivan

Vice Chairman, Board of Commissioners

NAME OF AUTHORIZED OFFICIAL

TITLE

3-27-18

SIGNATURE

DATE

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

Dick Scott, Chairman, RHA Board of Commissioners, attended the March 27, 2018 meeting via telephone; therefore, Mark Sullivan, Vice Chairman, RHA Board of Commissioners, served as official Chairman for this Board meeting.

Appendix II
Housing Reporter Excerpt

II





RHA'S MTW Plan Available for Public Comment

Moving to Work (MTW) Demonstration Program Plan for Fiscal Year 2019



RHA's Moving to Work Plan for Fiscal Year (FY) 2019 is being reviewed and discussed at meetings of the Resident Advisory Board (pictured above) and all of the Public Housing Resident Councils. It is available for public review at RHA's Administrative Offices at 1525 E. 9th Street or on RHA's website at www.renoha.org.

Planning for MTW

With HUD's approval, RHA staff have implemented a number of waivers designed to address at least one of the following MTW statutory objectives (1) reduce costs and achieve greater cost effectiveness in federal expenditures; (2) give incentives to families to obtain employment and become economically self-sufficient; and (3) increase housing choices for low-income families.

In FY 2019, RHA will be entering its sixth year as an MTW Agency. During the first five years, RHA implemented activities intended to simplify the administration of the Public Housing (PH) and Housing

Choice Voucher (HCV) programs. These activities include, but are not limited to, the simplification of utility allowances for HCV participants, triennial re-certifications for elderly/disabled participants on fixed incomes and the complete disregard of earned income for certain PH household members. RHA also implemented two key activities as part of its participation in MTW: (1) a Rent Reform Controlled Study within the HCV program and (2) a Mobility Demonstration for PH residents.

Invitation for Public Comment on Draft FY 2019 MTW Plan

RHA invites residents and other interested parties to submit comments on its FY 2019 MTW Annual Plan for consideration prior to its adoption.

Public comments should be submitted by *March 26, 2018*.

All written comments should be submitted so that they arrive at the RHA's Administrative Offices no

later than March 26, 2018. Comments should be mailed or hand delivered to:

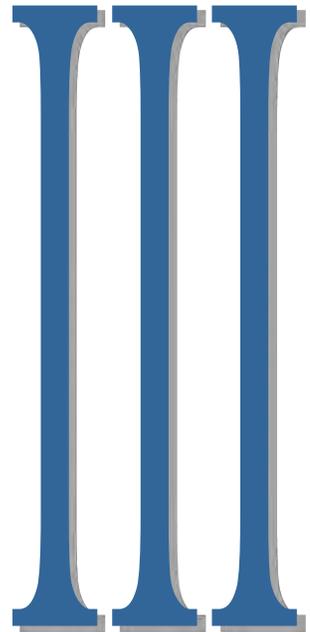
Kim Anhalt
MTW Coordinator
Reno Housing Authority
1525 East 9th Street
Reno, NV 89512-3012

Comments may also be faxed to (775) 786-1712 or emailed to kanhalt@renoha.org.

A public hearing regarding the proposed plan will be held at 6:00pm on Monday, March 12, 2018 at 1400 Silverada Boulevard in Reno. Written and oral comments on the MTW Plan will be accepted then or any time prior in consideration and adoption of the final MTW Plan during the regular meeting of RHA's Board of Commissioners on March 27, 2018.

Please direct any questions regarding the MTW Plan process to Deputy Executive Director Mishon Hurst or MTW Coordinator Kim Anhalt. Both can be reached at (775) 329-3630.

Appendix III
**Reno Gazette-Journal
Proof of Publication Notice**





RENO NEWSPAPERS INC
Publishers of
Reno Gazette-Journal
955 Kuenzli St - P.O. Box 22,000 - Reno, NV 89520 - 775.788.6200
Legal Advertising Office 775.788.6394

RENO HOUSING AUTHORITY
RENO HOUSING AUTHORITY
1525 E 9TH ST
RENO, NV 89512
Attn:

Customer Acct# REN-337409
PO# annual plan
Ad# 0002685464
Legal Ad Cost: \$211.00

STATE OF NEVADA
COUNTY OF WASHOE

Being first duly sworn, deposes and says: That as the legal clerk of the Reno Gazette-Journal, a daily newspaper of general circulation published in Reno, Washoe County, State of Nevada, that the notice referenced below has published in each regular and entire issue of said newspaper between the date: 01/25/2018 - 02/01/2018, for exact publication dates please see last line of Proof of Publication below.

Subscribed and sworn to before me

Signed:

The Housing Authority of the City of Reno (RHA) is required to submit an Annual Plan for HUDs approval as part of its participation in HUDs Moving to Work (MTW)

Publish Dates:
01/25/18, 02/01/18

The Housing Authority of the City of Reno (RHA) is required to submit an Annual Plan for HUDs approval as part of its participation in HUDs Moving to Work (MTW) Demonstration Program.
RHA's FY 2019 MTW Annual Plan for the period July 1, 2018 - June 30, 2019 will be available for public review and comment from January 26 - March 26, 2018 at RHA's Administrative Office, 1525 E. Ninth St, Reno, NV 89512 or on RHA's website at www.renoha.org. Copies of the FY 2019 MTW Annual Plan may also be obtained by contacting Kim Anhalt, MTW Coordinator at (775) 329-3630; TTY (885) 770-7164 or by email at kanhalt@renoha.org.
Comments on RHA's draft FY 2019 MTW Annual Plan must be received by close of business on Monday, March 26, 2018.
A Public Hearing to answer questions and receive comments will be held at 6:00 PM on Monday, March 12, 2018 in Silverada Manor's Community Room, 1400 Silverada Blvd., Reno, NV 89512.

No. 2685464

Jan 25, 2018 Feb 1, 2018



Appendix IV
**Certification of Consistency
with the Consolidated Plan**

N





**Certification of Consistency
with the Consolidated Plan**

**U.S. Department of Housing
and Urban Development**

I certify that the proposed activities/projects in the application are consistent with the jurisdiction's current, approved Consolidated Plan.
(Type or clearly print the following information:)

Applicant Name: Housing Authority of the City of Reno

Project Name: Moving to Work Demonstration Program

Location of the Project: Reno, Sparks and Washoe County, Nevada

Name of the Federal Program to which the applicant is applying: Moving to Work Demonstration Program

Name of Certifying Jurisdiction: Washoe County HOME Consortium (WCHC)

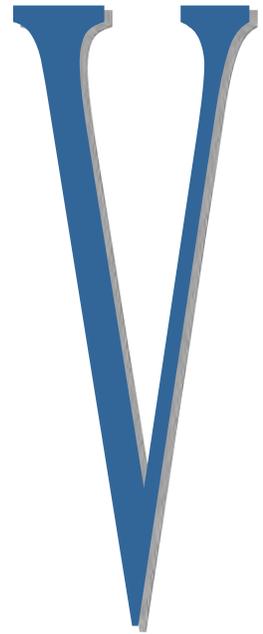
Certifying Official of the Jurisdiction Name: Ms. Elaine Wiseman

Title: Manager, Housing and Neighborhood Development

Signature: *Elaine Wiseman*

Date: March 9, 2018

Appendix V
**Agency-directed evaluations of
the demonstration**





2018 Survey Summary Statistics of clients participating in Housing Authority of the City of Reno's (RHA) Moving to Work Mobility Demonstration and Rent Reform Controlled Study programs

Prepared by Professor Kimberly Rollins, Department of Economics, University of Nevada, Reno
krollins@unr.edu; (775) 784-1677

I. Background

1. Brief description of the two RHA mobility programs

Mobility Demonstration Program: In FY 2014, RHA began a Mobility Demonstration that enables qualified Public Housing families, who otherwise lack mobility options, to move to de-concentrated settings with more economic opportunities throughout the neighborhood and surrounding areas. The program allows these Public Housing households to reside in low-poverty census tracts, effectively increasing the availability of higher-income positions in the neighborhood and surrounding areas. The number of families in the Mobility Demonstration Program is limited by the number of residential units that Reno Housing Authority has available. The control group for the Mobility Demonstration consists of qualified families with children who opted not to participate in the Mobility Demonstration but rather stay in one of RHA's Public Housing complexes.

Rent Reform Controlled Study: The Rent Reform Controlled Study, also implemented in FY 2014, was put in place to determine the incentive for self-sufficiency created when rents are not tied directly to income levels. Households in the study group have a set, unchanging rent, and the control group has rent calculated under standard Housing Choice Voucher guidelines. Through the Rent Reform Program, RHA provides families in the study group with two of the strongest incentives in becoming self-sufficient: (1) the motivation to increase household income when income no longer affects rent and (2) the awareness that their housing assistance will end after five years.

More information about RHA's Moving to Work program and activities is available at:
<http://www.renoha.org/index.php?id=MTW>.

2. Purpose of the questionnaire and data collection

The study includes a component designed to track outcomes of the two programs, based on data from four groups: the set of clients and a control group for each program. The control groups consist of client households who would have qualified to be in the program groups, but are not. Ideally, the control groups should be statistically similar to their corresponding treatment groups at the outset of the five year observation period. The outcomes are tracked with data from two sources. The first is the information that RHA collects for each household, recording when incomes and household changes, rent paid, when clients leave the program, and if possible, the reason for leaving. The second source of data is from a Questionnaire developed specifically for this study, to provide more in-depth information about characteristics of households, and factors that might be expected to change over time due to participation in the study groups (i.e., households in the Mobility Study group may report greater satisfaction with children's progress,



safety in their neighborhood, access to community opportunities and employment). The questionnaire was repeated annually over five years. Changes over time within households, and deviations in these changes between the treatment and control groups, will be evaluated to determine whether they are statistically significant and can be attributed to the programs.

The questionnaire is as extensive as it is with many questions being intensely personal for two main reasons. First, the sample sizes are small – the number of participants in the Mobility Demonstration is restricted by the numbers of houses purchased by RHA for use in this program. Small sample sizes pose issues for statistical estimation. While there may be anecdotal evidence that clients in these programs transfer out of subsidized housing faster, it is likely that the small sample sizes and variations among different people’s circumstances, experiences, abilities, and backgrounds may result in insufficient statistical power to make a case that program participation was the cause. Taking into account reduced statistical power for what would seem to be an obvious metric for evaluating the programs (rate of transferring out of subsidized housing, for example), it was decided that a comprehensive set of metrics would be developed to generate a combined picture to describe observable differences over 5 years among treatment and control groups.

Secondly, underlying differences among clients (e.g. education, work experience, mental health problems, abilities, numbers and ages of children) may vary to such an extent that they mask differences in outcomes from program participation. The questionnaire collects variables that will be used to control for these variations.

This document summarizes five years of data from the questionnaire for both programs and their control groups. While the overall purpose of this study is to compare deviations between control and treatment groups over the five years, this report focuses on summary statistics for selected questionnaire items (not the full set of data, which includes 705 variables) for the five years of the questionnaire, with broad differences in the means and standard deviations between the groups for each year.

II. Numbers of Participants over Five Years and Duration by Households

Heads of Households were interviewed once each year. Up through the end of April, 2018, a total of 269 participating heads of households completed the questionnaire, broken down as follows, Where MOB indicates the Mobility study group, MOB-C the Mobility Control groups; RRS indicates the Rent Reform Study group, and RRC the Rent Reform Control group:

MOB	38	RRS	106
MOB-C	21	RRC	104

Individual households entered the study in the first three years, no new households were entered after that. This means that the longest any one household may be in the study is 5 years, for up to 5 survey observations for that household. There are a total of 850 observations over the 5 years, with the breakdown of the number of household years in each of the four groups shown in Table 1. Table 1 shows, for example, that 50 households were included for the entire 5 years. Broken down



by study groups, there are 7 and 0 in the Mobility study and Control groups, respectively; and 25 and 18 in the Rent Reform Control and Study groups.

Table 1: Total participation by study group and numbers of participation years

Group	client_year					Total
	1	2	3	4	5	
MOB	38	35	24	17	7	121
MOB-C	21	9	3	1	0	34
RRC	104	96	79	47	25	351
RRS	106	92	76	52	18	344
Total	269	232	182	117	50	850

Households in the study for fewer than 5 years may have started in years 2 or 3 of the study, and continued through to 2018; or they may have started in years 1, 2, or 3 and dropped out of the study. They may have dropped out because they were no longer in need of housing assistance, because they moved out of the region, because they were asked to leave (evicted), or other reasons. We have no way to know why they may have left, for certain, other than if the reasons are recorded in the monthly tracking sheets, identified by Client ID number.

Table 1 indicates that 52 households were in the Rent Reform Study for 4 years, of these, 18 remained for a 5th year. Thus, a total of 34 households were in this study group for 4 years only. Similarly, 106 households were in the rent reform study group for 1 year, and of these, 92 went on to a second year. Thus, 14 households were in this group for only 1 year. Tables 2 through 5 break this down more completely, with each table representing a study group, with totals reported in Table 6.

Table 2: Mobility Study Group - number of households, by years of participation

Pgm_year	1	2	3	4	5	Total
1	30	0	0	0	0	30
2	5	30	0	0	0	35
3	3	3	22	0	0	28
4	0	2	2	17	0	21
5	0	0	0	0	7	7
Total	38	35	24	17	7	121

Table 3: Mobility Control Group – number of households, by years of participation

Pgm_year	1	2	3	4	Total
1	21	0	0	0	21
2	0	9	0	0	9
3	0	0	3	0	3
4	0	0	0	1	1
Total	21	9	3	1	34



Table 4: Rent Reform Study Group - number of households, by years of participation

Pgm_year	1	2	3	4	5	Total
1	71	0	0	0	0	71
2	16	66	0	0	0	82
3	19	13	60	0	0	92
4	0	13	10	46	0	69
5	0	0	6	6	18	30
Total	106	92	76	52	18	344

Table 5: Rent Reform Control Group - number of households, by years of participation

Pgm_year	1	2	3	4	5	Total
1	74	0	0	0	0	74
2	19	71	0	0	0	90
3	11	16	59	1	0	87
4	0	9	15	44	0	68
5	0	0	5	2	25	32
Total	104	96	79	47	25	351

Table 6: Numbers of households, by years of participation by household - Totals

Pgm_year	1	2	3	4	5	Total
1	196	0	0	0	0	196
2	40	176	0	0	0	216
3	33	32	144	1	0	210
4	0	24	27	108	0	159
5	0	0	11	8	50	69
Total	269	232	182	117	50	850

III. Demographics

On the **first year** the household entered the study (years 1 through 3 of the program), the head of household was:

	female	male	married	divorced	widowed	single	Unmarried living with partner	Age Ave	Age Std.Dev	Age Min /Max
MOB	34	4	7	7	1	21	2	41.6	11.5	27/72
MOB-C	18	3	8	2	1	8	2	47.9	9.0	30/64
RRS	96	10	22	21	3	55	5	40.4	10.6	24/70
RRC	88	16	20	24	1	55	4	40.1	9.9	24/70

When asked if they lived with other people on the **first year** they participated in the study:

Group	No	Yes	Total
MOB	1	37	38
MOB-C	1	20	21
RRS	2	104	106
RRC	1	103	104
Total	5	264	269



In each of their program participation years, heads of households were asked about their employment status. These results are reported in Table 7.

Table 7: Head of Household Employment Status

During Household's **first** year in Study:

Group	No, and			Total
	Yes	not looking	looking	
MOB	18	11	8	37
MOB-C	9	10	2	21
RRC	51	24	29	104
RRS	60	20	26	106
Total	138	65	65	268

During Household's **second** year in Study

Group	No, and:			Total
	Yes	not looking	looking	
MOB	22	5	8	35
MOB-C	1	4	4	9
RRC	51	25	20	96
RRS	52	21	19	92
Total	126	55	51	232

During Household's **third** year in Study

Group	No, and:			Total
	Yes	not looking	looking	
MOB	17	5	2	24
MOB-C	0	3	0	3
RRC	37	23	19	79
RRS	47	10	19	76
Total	101	41	40	182

During Household's **fourth** year in Study

Group	No, and:			Total
	Yes	not looking	looking	
MOB	15	2	0	17
MOB-C	0	1	0	1
RRC	19	18	10	47
RRS	36	10	6	52
Total	70	31	16	117

During Household's **fifth** year in Study

Group	No, and:			Total
	Yes	not looking	looking	
MOB	6	1	0	7
RRC	14	7	4	25
RRS	13	2	2	17
Total	33	10	6	49



Heads of households were asked in each year that they participated in the study whether they were currently in school, with results reported in Table 8.

Table 8: Head of Household Currently in School

During Household's **first** year in Study

Group	No	Yes	Part time	Total
MOB	31	4	2	37
MOB-C	21	0	0	21
RRC	92	12	0	104
RRS	94	9	3	106
Total	238	25	5	268

During Household's **second** year in Study

Group	No	Yes	Part time	Total
MOB	31	3	1	35
MOB-C	9	0	0	9
RRC	88	3	5	96
RRS	78	9	5	92
Total	206	15	11	232

During Household's **third** year in Study

Group	No	Yes	Part time	Total
MOB	23	1	0	24
MOB-C	3	0	0	3
RRC	72	4	3	79
RRS	70	6	0	76
Total	168	11	3	182

During Household's **fourth** year in Study

Group	No	Yes	Part time	Total
MOB	15	2	0	17
MOB-C	1	0	0	1
RRC	41	2	4	47
RRS	49	3	0	52
Total	106	7	4	117

During Household's **fifth** year in Study

Group	No	Yes	Part time	Total
MOB	6	1	0	7
RRC	22	2	1	25
RRS	17	0	0	17
Total	45	3	1	49



Each year, heads of households were asked if they had ever participated in any job training programs in Washoe County. These results are reported in Table 9.

Table 9: Head of Household participation in Washoe County job training programs

During Household's **first** year in Study

Group	No	Yes	Total
MOB	26	11	37
MOB-C	13	8	21
RRC	68	36	104
RRS	70	36	106
Total	177	91	268

During Household's **second** year in Study

Group	No	Yes	Total
MOB	23	12	35
MOB-C	5	4	9
RRC	65	31	96
RRS	63	29	92
Total	156	76	232

During Household's **third** year in Study

Group	No	Yes	Total
MOB	13	11	24
MOB-C	2	1	3
RRC	46	33	79
RRS	49	27	76
Total	110	72	182

During Household's **fourth** year in Study

Group	No	Yes	Total
MOB	9	8	17
MOB-C	1	0	1
RRC	34	13	47
RRS	36	16	52
Total	80	37	117

During Household's **fifth** year in Study

Group	No	Yes	Total
MOB	3	4	7
RRC	19	6	25
RRS	11	6	17
Total	33	16	49



IV. Indicators of Self Sufficiency

For each of their program participation years, heads of households were asked whether they had savings accounts, and if so, about their household savings at the time. These results are reported in Tables 10 and 11.

Table 10: Household with savings accounts by group and participation year

During Household's **first** year in Study

Group	No	Yes	Total
MOB	15	22	37
MOB-C	9	12	21
RRC	56	48	104
RRS	38	68	106
Total	118	150	268

During Household's **second** year in Study

Group	No	Yes	Total
MOB	14	21	35
MOB-C	3	6	9
RRC	55	41	96
RRS	41	51	92
Total	113	119	232

During Household's **third** year in Study

Group	No	Yes	Total
MOB	10	14	24
MOB-C	2	1	3
RRC	46	33	79
RRS	33	43	76
Total	91	91	182

During Household's **fourth** year in Study

Group	No	Yes	Total
MOB	5	12	17
MOB-C	0	1	1
RRC	27	20	47
RRS	21	31	52
Total	53	64	117

During Household's **fifth** year in Study

Group	No	Yes	Total
MOB	2	5	7
RRC	12	13	25
RRS	5	12	17
Total	19	30	49



Looking at the Rent Reform groups on the last two panels of Table 11, we see a trend for increasing mean savings over time in the study groups as compared with the control group. Savings rates increased for both groups over time, but the rate of increase and the amounts are greater for the study group, as was expected. Looking at the Mobility groups, the sample sizes are too small to be able to make any conclusions, particularly the sizes in the control group. This does not mean there is not a treatment effect – it simply means that the limitation of the numbers of available homes was such that the numbers are too small to make any statistical conclusions on this variable.

Table 11: Amounts of Money in Household savings accounts by group and participation year

Mobility Study Group Total savings by participation year:

Participation year	Number Obs	Mean	Std. Dev.	Min	Max
1	35	1534.10	8786.434	0	54256
2	35	1643.37	8785.704	0	52100
3	24	2759.01	10414.15	0	50110
4	17	3529.55	11643.69	0	48115.91
5	7	434.54	874.1374	0	2398

Mobility Control Group total savings by participation year:

Participation year	Number Obs	Mean	Std. Dev.	Min	Max
1	21	691.48	1601.85	0	6070
2	9	856.44	1619.89	0	5000
3	3	476.67	825.61	0	1430
4	1	4370.76	na	na	na
5	0	na	na	na	na

Rent Reform Study Group total savings by participation year:

Participation year	Number Obs	Mean	Std. Dev.	Min	Max
1	106	263.01	958.59	-150	7000
2	92	419.16	982.48	0	5199
3	76	522.1478	1269.869	0	7117
4	52	1576.492	6474.416	-257	45000
5	18	985.3194	2044.093	0	6800

Rent Reform Control Group total savings by participation year:

Participation year	Number Obs	Mean	Std. Dev.	Min	Max
1	104	46.83	146.58	0	1150
2	96	205.55	779.16	0	6600
3	79	148.34	445.11	0	2730
4	47	105.92	247.32	0	1200
5	25	251.52	736.62	0	3200

Appendix VI
**Annual Statement/Performance
and Evaluation Reports**

VI





2014 CFP (NV39P001501-14) approved by the Board of Commissioners on November 28, 2017
(page 1 of 5)

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

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

Part I: Summary		FFY of Grant: 2014 FFY of Grant Approval:	
PHA Name: Housing Authority of the City of Reno		Capital Fund Program Grant No: NV39P00150114 Replacement Housing Factor Grant No: Date of CFFP:	
Type of Grant	Grant Type and Number		
<input type="checkbox"/> Original Annual Statement	<input type="checkbox"/> Reserve for Disasters/Emergencies		
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:	<input type="checkbox"/> Final Performance and Evaluation Report		
Line	Summary by Development Account	Total Estimated Cost	Total Actual Cost ¹
		Revised ²	Obligated
		Original	Expended
1	Total non-CFP Funds		
2	1406 Operations (may not exceed 20% of line 21) ³		
3	1408 Management Improvements		
4	1410 Administration (may not exceed 10% of line 21)	90,806	90,806
5	1411 Audit		
6	1415 Liquidated Damages		
7	1430 Fees and Costs		
8	1440 Site Acquisition		
9	1450 Site Improvement		
10	1460 Dwelling Structures		
11	1465.1 Dwelling Equipment—Nonexpendable		
12	1470 Non-dwelling Structures		
13	1475 Non-dwelling Equipment		
14	1485 Demolition		
15	1492 Moving to Work Demonstration	787,257	740,672
16	1495.1 Relocation Costs		
17	1499 Development Activities ⁴		

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



2014 CFP (NV39P001501-14) approved by the Board of Commissioners on November 28, 2017
(page 2 of 5)

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

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

Part I: Summary		FFY of Grant: 2014	
PHA Name:	Grant Type and Number	FFY of Grant Approval:	
Housing Authority of the City of Reno	Capital Fund Program Grant No. NV39P0015014 Replacement Housing Factor Grant No: Date of CFP:		
Type of Grant	<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Revised Annual Statement (revision no: 6) <input type="checkbox"/> Summary by Development Account <input type="checkbox"/> Final Performance and Evaluation Report		
Line	Summary by Development Account	Total Estimated Cost	Total Actual Cost ¹
		Original	Obligated
		Revised ²	Expended
18a	1501 Collateralization or Debt Service paid by the PHA		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant: (sum of lines 2 - 19)	878,063	831,478
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
Signature of Executive Director <i>[Signature]</i>		Signature of Public Housing Director	
Date 1/22/18		Date	

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



2014 CFP (NV39P001501-14) approved by the Board of Commissioners on November 28, 2017
(page 3 of 5)

ANNUAL STATEMENT/ Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages												
PERFORMANCE AND EVALUATION REPORT												
PHA Name: Housing Authority of the City of Reno		Capital Fund Program Grant No: Replacement Housing Factor Grant No:		Grant Type and Number		Federal FY of Grant:		Total Award:		Obligation Date:		Status of Proposed Work
Development Number Name		General Description Proposed Work Categories		Develop. Account Number	Replacement Housing Factor Grant No:	Total Estimated Cost		Total Actual Cost		Funds Expended		Status of Proposed Work
Development Number Name		General Description Proposed Work Categories		Develop. Account Number	Replacement Housing Factor Grant No:	Original	Difference	Revised	Funds Obligated	Funds Expended	Status of Proposed Work	
NV39-P001-001 MINERAL MANOR	CONCRETE REPLACEMENT 11-28-17 Board Resolution changed from Security Improvements PROJECT TOTAL	4%	21,960	21,960	0	0	0	0	0	0	COMPLETE	
NV39-P001-002 TOMI SAWYER	ELECTRICAL UPGRADES 05-13-15 Merit Electrical WATER HEATER REPLACEMENTS Phase I - Michael's Plumbing Phase II - Michael's Plumbing LANDSCAPE IMPROVEMENTS Northern Nevada Landscape 02-10-15 Payment 07-10-15 Payment PROJECT TOTAL		200,000	(177,610)	22,390	22,390	22,390	22,390	22,390	22,390	COMPLETE	
NV39-P001-003 SILVERADA MANOR	HYDRONIC REPAIRS Brown & Reed Engineering 11-12-15 Draw #1 01-05-16 Final Draw PROJECT TOTAL	55%	80,000	153,120	233,120	62,902	170,217	62,902	170,217	62,902	COMPLETE	
NV39-P001-006 STEAD MANOR	LANDSCAPE IMPROVEMENTS Northern Nevada Landscape 02-10-15 Payment 07-10-15 Payment PROJECT TOTAL	9%	56,625	125	56,750	56,750	56,750	56,750	56,750	21,325	COMPLETE	
NV39-P001-007 HAWK VIEW APARTMENTS	APPLIANCE REPLACEMENT 04-29-15 Sargeant's Maytag PROJECT TOTAL	1%	336,625	(24,365)	312,260	312,259	312,259	312,259	312,259	312,259	COMPLETE	
NV39-P001-009 ESSEX MANOR	APPLIANCE REPLACEMENT 04-29-15 Sargeant's Maytag PROJECT TOTAL		180,000	(126,265)	53,735	53,735	53,735	53,735	53,735	48,362	COMPLETE	
	APPLIANCE REPLACEMENT		10,000	(10,000)	0	0	0	0	0	0	COMPLETE	
	PROJECT TOTAL		10,000	(10,000)	0	0	0	0	0	0	COMPLETE	
	PROJECT TOTAL		10,000	(4,357)	5,643	5,643	5,643	5,643	5,643	5,643	COMPLETE	
	PROJECT TOTAL		10,000	(4,357)	5,643	5,643	5,643	5,643	5,643	5,643	COMPLETE	
	PROJECT TOTAL		5,000	643	5,643	5,643	5,643	5,643	5,643	5,643	COMPLETE	



2014 CFP (NV39P001501-14) approved by the Board of Commissioners on November 28, 2017
(page 5 of 5)

Development Number Name	General Description Proposed Work Categories	Develop. Account Number	Total Estimated Cost		Revised	Total Actual Cost		Status of Proposed Work
			Original	Difference		Funds Obligated	Funds Expended	
NV39-P001-PHA WIDE	NON DWELLING EQUIPMENT Data Cable Replacement 05-09-16 All-Pro Security 08-25-16 Check # 0099871	1492	16,000	23,488	39,488	37,888	37,888	COMPLETE
NV39-P001-PHA WIDE	NON DWELLING EQUIPMENT TOTAL		16,000	23,488	39,488	37,888	37,888	
	OTHER COSTS Audit Costs	1410	3,000	0	3,000	3,000	3,000	COMPLETE
TOTAL COSTS	OTHER COSTS TOTAL		3,000	0	3,000	3,000	3,000	
			1,015,431	(137,368)	878,063	831,478	831,478	

Signature of Executive Director: 
 Signature of Public Housing Director/Office of Native American Programs Administrator: _____
 Date: 1/22/18 Date: _____



2015 CFP (NV39P001501-15) approved by the Board of Commissioners on November 28, 2017
(page 1 of 5)

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

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

Part I: Summary		Grant Type and Number		FFY of Grant: 2015	
PHA Name: Housing Authority of the City of Reno		Capital Fund Program Grant No: NV39P00150115		FFY of Grant Approval:	
Date of CFP:		Replacement Housing Factor Grant No:			
Type of Grant		Reserve for Disasters/Emergencies		Revised Annual Statement (revision no: 3)	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 3) <input type="checkbox"/> Final Performance and Evaluation Report	
Line	Summary by Development Account	Original	Revised ¹	Obligated	Total Actual Cost ¹
					Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³				
3	1408 Management Improvements	11,000	11,000	11,410	11,410
4	1410 Administration (may not exceed 10% of line 21)	89,400	89,400	89,400	89,400
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration	794,235	794,235	767,846	767,845
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				

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



2015 CFP (NV39P001501-15) approved by the Board of Commissioners on November 28, 2017
(page 2 of 5)

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

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

Part I: Summary		FFY of Grant: 2015 FFY of Grant Approval:	
PHA Name: Housing Authority of the City of Reno	Grant Type and Number Capital Fund Program Grant No: NV39P00150115 Replacement Housing Factor Grant No: Date of CFFP:		
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 3) <input type="checkbox"/> Summary by Development Account <input type="checkbox"/> Final Performance and Evaluation Report			
		Total Actual Cost ¹	
		Total Estimated Cost	
		Original	Revised ²
18a	1501 Collateralization or Debt Service paid by the PHIA		Obligated
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		Expended
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant: (sum of lines 2 - 19)	894,635	868,656
21	Amount of line 20 Related to LBP Activities		868,655
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
Signature of Executive Director		Signature of Public Housing Director	
Date 1/22/18		Date	

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



2015 CFP (NV39P001501-15) approved by the Board of Commissioners on November 28, 2017
(page 3 of 5)

ANNUAL STATEMENT/ Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages												
PERFORMANCE AND EVALUATION REPORT												
PHA Name: Housing Authority of the City of Reno												
Development Number/ Name	General Description/ Proposed Work Categories	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:	Total Estimated Cost			Total Actual Cost			Federal FY of Grant:			
			Original	Difference	Revised	Funds Obligated	Funds Expended	Obligation Date:	2015 4/12/2017		Contract and Payment Details	
NV39-P001-001 MINERAL MANOR	ANDESITE STREET RE-SLURRY Proposed Move From Concrete Repairs Kustom Coatings Kustom Coating Change Order 11-18-16 Payment	1492	20,000	2,844	20,000 2,844	20,000 2,844	20,000 2,844	20,000 2,844	22,844			11-18-16 Kustom Coatings Kustom Coating Change Order
	EXTERIOR LIGHT UPGRADE Bulbman - Equipment Only Forced Labor - Applied Staffing	1492	12,269	0	12,269	12,269	12,269	10,671 1,598	10,671 1,598			
	CONCRETE REPAIRS Propose to Move to Essex Kitchen Cabinets Propose to Move to Andesite Re-Slurry Propose to Move to Essex Drain Lines	1492	0	25,000 (13,270) (2,844) (5,204)	25,000 (13,270) (2,844) (5,204)	25,000 (13,270) (2,844) (5,204)	0	0	0			
NV39-P001-002 TOM SAWYER	PROJECT TOTAL	6%	32,269	6,526	38,795	38,795	35,113	35,113	35,113			
NV39-P001-003 SILVERADA MANOR	PROJECT TOTAL		0	0	0	0	0	0	0			
NV39-P001-006 STEAD MANOR	Hydronic Repairs	1492	0	0	0	0	0	0	0			MOVED
	PROJECT TOTAL		0	0	0	0	0	0	0			
	Appliance Replacement	1492	0	0	0	0	0	0	0			MOVED
	PROJECT TOTAL		0	0	0	0	0	0	0			
NV39-P001-007 HAWK VIEW APARTMENTS	Exterior Venting	1492	25,000	(25,000)	0	0	0	0	0			MOVED



2015 CFP (NV39P001501-15) approved by the Board of Commissioners on November 28, 2017
(page 4 of 5)

Development Name	Development Number	General Description Proposed Work Categories	Develop. Account Number	Total Estimated Cost			Total Actual Cost		Contract and Payment Details
				Original	Difference	Revised	Funds Obligated	Funds Expended	
		PROJECT TOTAL		25,000	(25,000)	0	0	0	
NV39-P001-009 ESSEX MANOR	1492	KITCHEN CABINET REPLACEMENT Gibralter Construction Proposed Move from Mineral Manor Concrete	1492	528,527	-	528,527	541,797	541,797	COMPLETED
	1492	DRAIN LINE REPLACEMENT Proto type - Jet Plumbing Phase II - Michael's Plumbing Propose Move from Mineral Manor Concrete	1492	34,439	-	34,439	3,282	3,282	COMPLETED
	1492	Accessible Kitchens	1492	5,204	5,204	5,204	36,361	36,361	COMPLETED
		Exterior Lighting Upgrade	1492	-	-	-	-	-	MOVED TO ESSEX CABINETS
		PROJECT TOTAL		567,966	18,474	581,440	581,440	581,440	
NV39-P001-010 MYRA BIRCH MANOR	1492	Appliance Replacement	1492	0	0	0	0	0	
		PROJECT TOTAL		0	0	0	0	0	
NV39-P001-018 MCGRAW COURT									
		PROJECT TOTAL		620,235	0	620,235	616,553	616,553	
		PHYSICAL IMPROVEMENTS TOTAL		620,235	0	620,235	616,553	616,553	
				100,000		100,000	100,000	100,000	
				89,400		89,400	89,400	89,400	
		FEES AND COSTS		100,000		100,000	100,000	100,000	
		FEES & COSTS TOTAL		100,000	0	100,000	100,000	100,000	
		ADMINISTRATION		89,400		89,400	89,400	89,400	
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2015 CFP (NV39P001501-15) approved by the Board of Commissioners on November 28, 2017
(page 5 of 5)

Development Number Name	General Description Proposed Work Categories	Develop. Account Number	Total Estimated Cost			Total Actual Cost		Contract and Payment Details
			Original	Difference	Revised	Funds Obligated	Funds Expended	
NV39-P001-PHA WIDE								
	ADMINISTRATION TOTAL		89,400	0	89,400	89,400	89,400	
	MANAGEMENT IMPROVEMENTS	1492						
	Upgrade Computer Systems	1408	11,000		11,000	11,410	11,410	
			0	0	0			
NV39-P001-PHA WIDE	MANAGEMENT IMPROVEMENTS TOTAL		11,000	0	11,000	11,410	11,410	
	NON DWELLING EQUIPMENT							
	HVAC Structural Improvements	1492	71,000	0	71,000	48,293	48,292	
	NON DWELLING EQUIPMENT TOTAL		71,000	0	71,000	48,293	48,292	
NV39-P001-PHA WIDE	OTHER COSTS							
	Audit Costs	1492	3,000	0	3,000	3,000	3,000	
	OTHER COSTS TOTAL	1411	3,000	0	3,000	3,000	3,000	
TOTAL COSTS			894,635	0	894,635	868,656	868,655	

NV39P001501-15

Amy Jones
Amy Jones, EXECUTIVE DIRECTOR
1/22/18
DATE



2016 CFP (NV01P001501-16) approved by the Board of Commissioners on February 28, 2017
(page 1 of 2)

ANNUAL STATEMENT/ Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages											
PERFORMANCE AND EVALUATION REPORT											
Exhibit 170203-A											
PHA Name: Housing Authority of the City of Reno			Grant Type and Number Capital Fund Program Grant No: NV01P001501-16 Replacement Housing Factor Grant No:			Federal FY of Grant: 2016 Obligation Date: 4/12/2018					
Development Number Name	General Description Proposed Work Categories	Develop. Account Number	Total Estimated Cost			Total Actual Cost		Status of Proposed Work			
			Original	Difference	Revised	Funds Obligated	Funds Expended				
NV39-P001-001 MINERAL MANOR	Water Heater Replacement	1492	60,000	43,173	103,173	0	0	0			
NV39-P001-002 TOM SAWYER	PROJECT TOTAL		60,000	43,173	103,173	0	0	0			
NV39-P001-003 SILVERADA MANOR	PROJECT TOTAL		0	0	0	0	0	0			
NV39-P001-006 STEAD MANOR	Appliance Replacement Landscape Improvements	1492 1492	33,000 50,931	(33,000) (22,673)	0 28,258	0	0	0			
NV39-P001-007 HAWK VIEW APARTMENTS	PROJECT TOTAL		83,931	(65,673)	28,258	28,258	0	0			Moving to Essex sewer line replacement
NV39-P001-009 ESSEX MANOR	Exterior Painting	1492	150,000	(150,000)	0	0	0	0			Moving to Essex sewer line replacement
NV39-P001-010 MYRA BIRCH MANOR	PROJECT TOTAL		150,000	(150,000)	0	0	0	0			Moving to Essex sewer line replacement
	Exterior Painting	1492	275,000	(275,000)	0	0	0	0			Moving to Essex sewer line replacement
	PROJECT TOTAL		275,000	(275,000)	0	0	0	0			
	Cabinets in Accessible Units Drain Line Replacement	1492	30,000	33,000	63,000						To replace sewer lines in need of urgent repair
	PROJECT TOTAL		30,000	425,000	63,000						
	PROJECT TOTAL		30,000	458,000	63,000						



2017 CFP (NV01P001501-17) approved by the Board of Commissioners on November 28, 2017
(page 1 of 4)

Office of Public and Indian Housing
2577-0274
08/31/2017

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (\$)					
Work Statement for Year		2017			
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost	
	MYRA BIRCH MANOR (NV001000110)			\$435,000.00	
ID0001	FY2017 Silverada Boiler Room Replacement(Non-Dwelling Construction - Mechanical (1480)-Central Boiler)	Replace Central Boiler		\$350,000.00	
ID0003	FY2017 Myra Birch Concrete Replacement(Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving)	Remove broken or damaged sections of concrete walkways, ramps, steps, and landings and replace in order to provide safe walking areas for our tenants, free of preventable tripping hazards.		\$35,000.00	
ID0009	FY2017 Myra Birch Asphalt Repairs and Sealing (Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving)	Begin removing and replacing approximately 35,000 square feet of 2 1/2" asphalt and 6" of aggregate base. Project will not be complete until FY2019		\$15,000.00	
ID0033	FY2017 Myra Birch Landscape Improvements(Dwelling Unit-Site Work (1480)-Landscape)	Landscape improvements including but not limited to tree trimming, irrigation repairs and addition, replacement of trees, shrubs and other vegetation to assist in site's water conservation efforts and to improve overall safety and appearance of property.		\$35,000.00	
	ESSEX MANOR (NV001000109)			\$90,000.00	
ID0004	FY2017 Essex Playground Rehabilitation(Non-Dwelling Site Work (1480)-Playground Areas - Equipment)	Install rubberized mulch in playground area and replace broken equipment in an ongoing effort to provide safe recreational areas for the children.		\$80,000.00	

Form HUD-50075-2(4/2008)



2017 CFP (NV01P001501-17) approved by the Board of Commissioners on November 28, 2017
(page 2 of 4)

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
2577-0274
08/31/2017

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (\$)					
Work Statement for Year 1 2017					
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost	
ID0008	FY2017 Essex Thermostat Replacement(Dwelling Unit-Interior (1480)-Other)	Install Honeywell Digital "Heat Only" Thermostats with Backing Plate.		\$10,000.00	
	MINERAL MANOR (NV001009999)			\$21,107.00	
ID0005	FY2017 Mineral Manor Concrete Repairs(Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving)	Remove broken or damaged sections of concrete walkways, ramps, steps, and landings and replace in order to provide safe walking areas for our tenants, free of preventable tripping hazards.		\$21,107.00	
	STEAD MANOR (NV001000106)			\$31,000.00	
ID0006	FY2017 Stead Security Improvements (Management Improvement (1408)-Security Improvements (not police or guard-non-physical))	Replace existing CRT monitoring DVR, replace stationary cameras with new PTC Dome Cameras.		\$31,000.00	
	AUTHORITY-WIDE (NAWASD)			\$306,000.00	
ID0010	FY2017 Administration(Administration (1410)-Other,Administration (1410)-Salaries,Administration (1410)-Sundry)	Administration includes salaries for those staff hours devoted to the management of capital projects approved under the Capital Fund program. It also includes minor "sundry" costs that occur during the normal course of administration		\$86,000.00	

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Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)					
Work Statement for Year 1 2017					
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost	
ID0012	FY2017 A & E, Permits, & Inspections(Contract Administration (1480)-Other,Contract Administration (1480)-Other Fees and Costs,Contract Administration (1480)-Contingency)	Architecture, Engineering, Permits, Inspections, and other professional services necessary to complete each Capital Fund Project using best safety practices and in compliance with local ordinances..		\$100,000.00	
ID0022	FY2017 Audit Fees(Contract Administration (1480)-Audit)	Annual Audit Fees as Required		\$3,000.00	
ID0027	FY2017 Non-Dwelling Equipment(Non-Dwelling Interior (1480)-Other,Non-Dwelling Interior (1480)-Administrative Building)	Remaining Main Office Structural Support Work (Prep for HVAC Installation)		\$70,000.00	
ID0034	FY2017 Management Improvements(Management Improvement (1408)-Other,Management Improvement (1408)-Staff Training,Management Improvement (1408)-System Improvements)	On-line application portal		\$47,000.00	
	HAWK VIEW APARTMENTS (NV001000107)			\$60,000.00	
ID0073	FY2017 Hawk View Landscape Improvements(Dwelling Unit-Site Work (1480)-Landscape)	Landscape improvements including but not limited to tree trimming, area fencing, irrigation repairs and addition, replacement of trees, shrubs and other vegetation to assist in site's water conservation efforts and to improve overall safety and appearance of property.		\$60,000.00	
	Subtotal of Estimated Cost			\$943,107.00	

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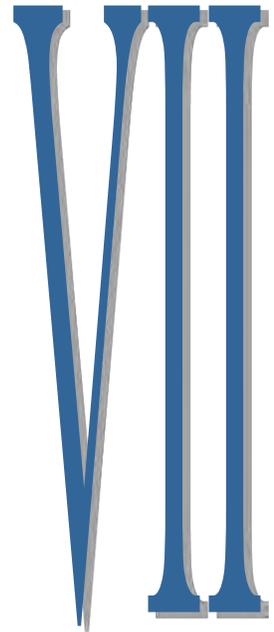
U.S. Department of Housing and Urban Development
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08/31/2017

Capital Fund Program - Five-Year Action Plan

Part III: Supporting Pages - Management Needs Work Statements (\$)		2017
Work Statement for Year 1	Development Number/Name General Description of Major Work Categories	Estimated Cost
	Housing Authority Wide	
	FY2017 Administration(Administration (1410)-Other,Administration (1410)-Salaries,Administration (1410)-Sundry)	\$86,000.00
	FY2017 A. & E, Permits, & Inspections(Contract Administration (1480)-Other,Contract Administration (1480)-Other Fees and Costs,Contract Administration (1480)-Contingency)	\$100,000.00
	FY2017 Audit Fees(Contract Administration (1480)-Audit)	\$3,000.00
	FY2017 Non-Dwelling Equipment(Non-Dwelling Interior (1480)-Other,Non-Dwelling Interior (1480)-Administrative Building)	\$70,000.00
	FY2017 Management Improvements(Management Improvement (1408)-Other,Management Improvement (1408)-Staff Training,Management Improvement (1408)-System Improvements)	\$47,000.00
	Subtotal of Estimated Cost	\$306,000.00

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Appendix VII
**Capital Fund Program
Five-Year Action Plan**





Capital Fund Program/Five-Year Action Plan through FY 2021 (page 2 of 2)

RENO HOUSING AUTHORITY
5 YEAR CFP PLAN/BUDGET

YEAR 1, FY 2017 2017-2021 PLAN IN EPIC		YEAR 2, FY 2018 2017-2021 PLAN IN EPIC		YEAR 3, FY 2019 2017-2021 PLAN IN EPIC		YEAR 4, FY 2020 2017-2021 PLAN IN EPIC		YEAR 5, FY 2021 2017-2021 PLAN IN EPIC	
Dev. Number/Name Major Work Category	Quant %	Dev. Number/Name Major Work Category	Quant %	Dev. Number/Name Major Work Category	Quant %	Dev. Number/Name Major Work Category	Quant %	Dev. Number/Name Major Work Category	Quant %
Asphalt Repairs	5%	Asphalt	10%	Exterior Painting	55%				
Concrete Repl.	50%								
Landscape Improvements	50%	Sewer Line Repair	25%						
NV39-P001-010 Proj. Tot.	85,000	NV39-P001-010 Proj. Tot.	96,607	NV39-P001-010 Proj. Tot.	55,000	NV39-P001-010 Proj. Tot.	55,000	NV39-P001-010 Proj. Tot.	60,000
NV39-P001-010: MCGRAW COURT		NV39-P001-010: MCGRAW COURT		NV39-P001-010: MCGRAW COURT		NV39-P001-010: MCGRAW COURT		NV39-P001-010: MCGRAW COURT	
TOTAL PHTS. IMPROVE	037,107	TOTAL PHTS. IMPROVE	677,107	TOTAL PHTS. IMPROVE	857,107	TOTAL PHTS. IMPROVE	105,000	TOTAL PHTS. IMPROVE	650,107
ADMINISTRATION	1410	ADMINISTRATION	1410	ADMINISTRATION	1410	ADMINISTRATION	1410	ADMINISTRATION	1410
MANAGEMENT IMPROVE	1400	MANAGEMENT IMPROVE	1400	MANAGEMENT IMPROVE	1400	MANAGEMENT IMPROVE	1400	MANAGEMENT IMPROVE	1400
ABLE PERMIT, INSPECTION	1410	ABLE PERMIT, INSPECTION	1410	ABLE PERMIT, INSPECTION	1410	ABLE PERMIT, INSPECTION	1410	ABLE PERMIT, INSPECTION	1410
Myra Birch Landscape Planning	10,000	Hawkview Landscape Planning	10,000	NON DWELLING EQUIPMENT	46,000	NON DWELLING EQUIPMENT	46,000	NON DWELLING EQUIPMENT	46,000
Mechanical Engineer	10,000	Hawkview Permits	5,000	Administration Building Roof Replacement, Phase 2	5,000	Administration Building Roof Replacement, Phase 2	5,000	Administration Building Phase 2	5,000
Permits - Ebas	2,000	Myra Birch Permits	5,000	Administration Building Phase 1	5,000	Administration Building Phase 1	5,000	Administration Building Phase 1	5,000
	100,000		100,000		100,000		100,000		100,000
AUDIT	1411	AUDIT	1411	AUDIT	1411	AUDIT	1411	AUDIT	1411
NON DWELLING EQUIPMENT	1475	NON DWELLING EQUIPMENT	1475	NON DWELLING EQUIPMENT	1475	NON DWELLING EQUIPMENT	1475	NON DWELLING EQUIPMENT	1475
Remaining HVAC Replacement	70,000	Administration Building Roof Replacement, Phase 1	70,000	Administration Building Phase 2	70,000	Administration Building Phase 2	70,000	Administration Building Phase 2	70,000
TOTAL SOFT (ADMIN) COSTS	304,000	TOTAL SOFT (ADMIN) COSTS	304,000	TOTAL SOFT (ADMIN) COSTS	290,000	TOTAL SOFT (ADMIN) COSTS	285,000	TOTAL SOFT (ADMIN) COSTS	290,000
Award Amount:	\$ 943,107	Award Amount:	\$ 943,107	Award Amount:	\$ 943,107	Award Amount:	\$ 943,107	Award Amount:	\$ 943,107
Budgeted:	943,107	Budgeted:	943,107	Budgeted:	943,107	Budgeted:	943,107	Budgeted:	943,107

RV60 3/21/2019