

Moving to Work FY2020 Annual Report

Vancouver Housing Authority

Revision submitted to HUD – June 8, 2021

Moving to Work FY2020 Annual Report

VANCOUVER HOUSING AUTHORITY

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SECTION I: INTRODUCTION

THE VANCOUVER HOUSING AUTHORITY

The Vancouver Housing Authority (VHA) is located in the city of Vancouver in Clark County, Washington. The VHA provides affordable rental housing and housing assistance for more than 10,000 residents of Clark County. In addition to affordable housing, the VHA's community development activities also shape the lives of the people and neighborhoods we serve.

The VHA was among the original group selected to participate in Moving to Work (MTW) in 1999. The current Moving to Work Agreement between the Department of Housing and Urban Development (HUD) and the VHA has been extended until 2028.

The MTW program provides the VHA the opportunity to design and test innovative, locally designed strategies that use Federal dollars more efficiently, help residents find employment and become self-sufficient, and increase housing choices for low-income families. As a MTW Agency, the VHA receives exemptions from many program rules and more flexibility regarding the use of Federal funds.

The Moving to Work Statutory Objectives:

- ❖ Reduce cost and achieve greater cost effectiveness in Federal expenditures
- ❖ 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
- ❖ Increase housing choices for low-income families

Each year the VHA prepares an annual report as required under the MTW agreement in order to report on the outcomes of our participation in the MTW demonstration.

SHORT AND LONG-TERM MTW GOALS AND OBJECTIVES

The mission of the VHA is to provide opportunities to people who experience barriers to housing because of income, disability, or special needs in an environment that preserves personal dignity, and in a manner that maintains the public trust. Each year the VHA Board and agency staff review and restate the strategy the agency will follow to meet its mission.

The current strategic plan identifies five key areas within which our specific goals and strategies fall. These areas are Housing Access, Resident Services, Portfolio Management, Fiscal Stability, and Operations:

- VHA goals for increasing housing access include developing new affordable housing, increasing housing options through partnerships and innovative programming, and providing housing for under-served populations and those with special needs.
- Long-term goals around resident services include expanding work readiness and employment support program availability, expanding linkages with community social and educational partners to encourage school success, and investigating programming that supports independence of seniors and other vulnerable adults.
- Portfolio Management goals include increasing VHA's capital funding flexibility to allow for fiscally sound property improvements and enhancing our ability to secure private funding.
- Long-term goals for fiscal stability include exploring ways to increase revenue, reducing development cost and managing revenue and expenses to ensure the agency maintains long term fiscal stability.
- Operations goals are to encourage an innovative and effective workforce and ensure that employment law and Human Resources best practice compliances are being met.

In 2020 VHA planned two additional mixed finance public housing developments to utilize public housing units retained under the Faircloth limit: The Meridian and Central Park Place. Both projects are still planned and in the process of funding and approval, but were not completed in 2020. Four additional mixed finance public housing developments continue to move forward. . By the end of the 2022 plan year VHA expects to have 249 new public housing units in place.

In 2020 VHA sought HUD approval to transfer housing subsidy funded under the Rental Assistance Demonstration (RAD) from some existing VHA properties to another alternate site so that the current sites can be sold. Although not completed in 2020, VHA continues discussions with HUD on approval.

After more than 20 years as a Moving to Work Agency, VHA continues to appreciate the flexibility of the MTW demonstration. MTW is a valuable tool for meeting the housing needs of Vancouver and Clark County. We are looking forward to great things in 2021.

Plan Amendment

VHA submitted a plan amendment in September 2020 for a new MTW Activity that will allow the VHA to exclude participant income that is earned as a child care provider. Approval of the amendment was received in 2021 and so was not implemented in 2020.

SECTION II: GENERAL OPERATING INFORMATION

A. HOUSING STOCK INFORMATION

i. Actual New Project Based Vouchers

| PROPERTY NAME | NUMBER OF VOUCHERS NEWLY PROJECT-BASED | | STATUS AT END OF PLAN YEAR | RAD? | DESCRIPTION OF PROJECT |
|--------------------|--|--------|---|------|--|
| | Planned | Actual | | | |
| Aurora Place | 0 | 13 | Leased/Issued | No | A 13 unit development for families earning less than 30% AMI. 6 of the 13 units are reserved for families escaping homelessness. |
| Kauffman Townhomes | 0 | 10 | Leased/Issued | No | A 10 unit development for homeless families with children and income below 50% AMI |
| The Pacific | 0 | 8 | Leased/Issued | No | An 18 unit development with supportive housing for people exiting homelessness and with behavioral health needs. |
| | 0 | 31 | Planned/Actual Total Vouchers Newly Project-Based | | |

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

These three projects were selected as existing units. Kauffman and Aurora were selected in late 2019 but not under contract until mid-2020. Because of timing of their selection, they were omitted from the 2020 MTW Plan. The Pacific was selected after the 2020 plan was submitted.

ii. Actual Existing Project Based Vouchers

| PROPERTY NAME | NUMBER OF PROJECT-BASED VOUCHERS | | STATUS AT END OF PLAN YEAR | RAD ? | DESCRIPTION OF PROJECT |
|--------------------|----------------------------------|--------|----------------------------|-------|---|
| | Planned | Actual | | | |
| Arbor Ridge | 30 | 30 | Leased/Issued | Yes | 60 unit assisted living, RAD transfer |
| Aurora Place | 13 | 13 | Leased/Issued | No | 13-unit project owned by 2 nd Step |
| Camas Ridge | 8 | 8 | Leased/Issued | No | A 58 unit market rate project |
| Cascadia Village | 6 | 6 | Leased/Issued | No | 51 unit LIHTC owned by Reach CDC |
| Central Park Place | 30 | 30 | Leased/Issued | No | 30 VASH PBV in 124 unit SRO |
| Freedom's Path | 40 | 40 | Leased/Issued | No | 40 VASH PBV in 50 unit building |
| Fruit Valley | 30 | 30 | Leased/Issued | No | Previously public housing |
| Isabella Court 1 | 10 | 10 | Leased/Issued | No | 49 unit LIHTC, 62+, Reach CDC |
| Isabella Court II | 30 | 30 | Leased/Issued | NO | 49 unit, Homeless with children, Reach |
| Kauffman Townhomes | 10 | 10 | Leased/Issued | No | 10-unit project owned by 2 nd Step |
| Lincoln Place | 30 | 30 | Leased/Issued | No | 30 unit site for chronic homeless |
| The Meadows | 23 | 23 | Leased/Issued | No | 30 unit LIHTC, 2 nd Step Housing |
| Meriwether Place | 23 | 23 | Leased/Issued | No | 30 unit LIHTC, CNPH |
| The Mews | 3 | 3 | Leased/Issued | No | 24 unit LIHTC owned by Reach CDC |
| Mill Creek | 12 | 12 | Leased/Issued | Yes | 50 unit LIHTC, RAD transfer |
| The Pacific | 8 | 8 | Leased/Issued | No | 18-unit behavior health, Housing Initiatives |
| Rhododendron Place | 23 | 23 | Leased/Issued | No | 30 units, LIHTC, Supportive Svcs |

| | | | | | |
|---------------------|-----|-----|---------------|-----|--|
| Skyline Crest | 90 | 90 | Leased/Issued | No | Previously public housing |
| Skyline Crest | 48 | 48 | Leased/Issued | Yes | RAD portion of previous public housing |
| Smith Tower | 3 | 3 | Leased Issued | No | 170 units, owned by Mid-Columbia |
| Van Vista | 95 | 95 | Leased/Issued | No | 96 units, previously public housing |
| VHA Apartment Homes | 122 | 122 | Leased/Issued | Yes | Scattered small complexes |
| Vista Court | 76 | 76 | Leased/Issued | No | 76 unit senior building |

| | | |
|------------|------------|---|
| 763 | 763 | Planned/Actual Total Existing Project-Based Vouchers |
|------------|------------|---|

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

Not Applicable

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

| ACTUAL OTHER CHANGES TO MTW HOUSING STOCK IN THE PLAN YEAR |
|---|
| Van Vista, a project based voucher development, underwent extensive rehabilitation in 2020, continuing into 2021. Many units are back online now and the project is expected to be complete by the end of May 2021. |

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

| GENERAL DESCRIPTION OF ALL ACTUAL CAPITAL EXPENDITURES DURING THE PLAN YEAR |
|---|
| Tenny Creek development totaling \$623,962.30 |

B. LEASING INFORMATION

i. Actual Number of Households Served

| NUMBER OF HOUSEHOLDS SERVED THROUGH: | NUMBER OF UNIT MONTHS OCCUPIED/LEASED | | NUMBER OF HOUSEHOLDS SERVED | |
|--|---------------------------------------|--------------|-----------------------------|-------------|
| | Planned^^ | Actual | Planned^^ | Actual |
| MTW Public Housing Units Leased | 738 | 327 | 62 | 27 |
| MTW Housing Choice Vouchers (HCV) Utilized | 25452 | 25845 | 2121 | 2154 |
| Local, Non-Traditional: Tenant-Based | 300 | 235 | 25 | 20 |
| Local, Non-Traditional: Property-Based | 348 | 62 | 29 | 5 |
| Local, Non-Traditional: Homeownership | 0 | 0 | 0 | 0 |
| Planned/Actual Totals | 26,838 | 26469 | 2237 | 2206 |

Please describe any differences between the planned and actual households served:

Public Housing Units Leased: Planned Public Housing developments (Englund Manor, Elwood, Central Park Place and Meridian) were not leased in 2020. Caples Terrace was the only Public Housing Development.

MTW HCV: Minor variation explained by underestimating vouchers leased.

Local Non- Traditional Tenant Based: One program began coming to a close during 2020 (Activity 2013-02), one partnership was added (Activity 2014-04)

Local Non-Traditional Property Based: Two partnerships under Activity 2014-04 were not active in 2020.

| LOCAL, NON-TRADITIONAL CATEGORY | MTW ACTIVITY NAME/NUMBER | NUMBER OF UNIT MONTHS OCCUPIED/LEASED | | NUMBER OF HOUSEHOLDS TO BE SERVED | |
|---------------------------------|------------------------------|---------------------------------------|------------|-----------------------------------|-----------|
| | | Planned | Actual | Planned | Actual |
| Tenant-Based | School Stability/2013-02 | 300 | 176 | 25 | 15 |
| Tenant Based | LNT Transitional/2014-04 | 0 | 59 | 0 | 5 |
| Property Based | Rent Buy Down Market/2015-01 | 0 | 62 | 0 | 5 |
| Property-Based | LNT Transitional/2014-04 | 348 | 0 | 29 | 0 |
| Homeownership | None | 0 | 0 | 0 | 0 |
| Planned/Actual Totals | | 648 | 297 | 54 | 25 |

| HOUSEHOLDS RECEIVING LOCAL, NON-TRADITIONAL SERVICES ONLY | AVERAGE NUMBER OF HOUSEHOLDS PER MONTH | TOTAL NUMBER OF HOUSEHOLDS IN THE PLAN YEAR |
|---|--|---|
| None | NA | NA |

ii. Discussion of Any Actual Issues/Solutions Related to Leasing

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

| HOUSING PROGRAM | DESCRIPTION OF ACTUAL LEASING ISSUES AND SOLUTIONS |
|----------------------------|--|
| MTW Public Housing | No leasing problems in Public Housing |
| MTW Housing Choice Voucher | Despite COVID19 restrictions, voucher success rates remained steady. |
| Local, Non-Traditional | .No leasing problems in the Local, Non-Traditional programs. |

C.WAITING LIST INFORMATION

i. Actual Waiting List Information

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

| WAITING LIST NAME | DESCRIPTION | NUMBER OF HOUSEHOLDS ON WAITING LIST | WAITING LIST OPEN, PARTIALLY OPEN OR CLOSED | WAS THE WAITING LIST OPENED |
|-------------------|-------------|--------------------------------------|---|-----------------------------|
|-------------------|-------------|--------------------------------------|---|-----------------------------|

| | | | | DURING THE PLAN YEAR |
|------------------------|----------------------|------|----------------|----------------------|
| Housing Choice Voucher | Tenant-Based Voucher | 1365 | Partially Open | No |
| Aurora Place | PBV Site | 454 | Open | Yes |
| Camas Ridge | PBV Site | 5752 | Open | No |
| Fruit Valley | PBV Site | 4614 | Open | No |
| Isabella Court | PBV Site | 2617 | Open | No |
| Kauffman Townhomes | PBV Site | 485 | Open | Yes |
| The Meadows | PBV Site | 3527 | Open | No |
| Meriwether Place | PBV Site | 48 | Partially Open | No |
| Mill Creek | PBV Site | 7134 | Open | No |
| The Pacific | PBV Site | 1 | Open | Yes |
| Rhododendron | PBV Site | 23 | Partially Open | Yes |
| Skyline Crest | PBV Site | 6723 | Open | No |
| VHA Apartment Homes | PBV Site | 5713 | Open | No |
| Vista Court | PBV Site | 1156 | Partially Open | No |
| Caples Terrace | Public Housing Site | 8 | Partially Open | Yes |

Please describe any duplication of applicants across waiting lists:

Note that Housing Choice Voucher list includes Mainstream Applicants.

As of the end of the plan year there were a total of 34,544 active applications from 11,320 applicants.

ii. Actual Changes to Waiting List in the Plan Year

| WAITING LIST NAME | DESCRIPTION OF ACTUAL CHANGES TO WAITING LIST |
|--------------------|---|
| Englund Manor | This new public housing site and waiting list will open in 2021 |
| The Elwood | This new public housing site and waiting list will open in 2021 |
| Central Park Place | This new public housing site and waiting list will open in 2021 |

D. INFORMATION ON STATUTORY OBJECTIVES AND REQUIREMENTS

i. 75% of Families Assisted Are Very Low Income

| INCOME LEVEL | NUMBER OF LOCAL, NON-TRADITIONAL HOUSEHOLDS ADMITTED IN THE PLAN YEAR |
|------------------------------|---|
| 80%-50% Area Median Income | 1 |
| 49%-30% Area Median Income | 12 |
| Below 30% Area Median Income | 5 |

Total Local, Non-Traditional Households Admitted 17

ii. Maintain Comparable Mix

| BASELINE MIX OF FAMILY SIZES SERVED (upon entry to MTW) | | | | | |
|---|-------------------------------|---------------|-----------------------|---------------------|-------------------------|
| FAMILY SIZE | OCCUPIED PUBLIC HOUSING UNITS | UTILIZED HCVs | NON-MTW ADJUSTMENTS * | BASELINE MIX NUMBER | BASELINE MIX PERCENTAGE |
| 1 Person | 117 | 804 | 60 | 981 | 41% |

| | | | | | |
|------------------|-----|------|----|------|------|
| 2 Person | 145 | 440 | 0 | 585 | 25% |
| 3 Person | 111 | 254 | 0 | 365 | 15% |
| 4 Person | 64 | 172 | 0 | 236 | 10% |
| 5 Person | 18 | 93 | 0 | 111 | 5% |
| 6+ Person | 29 | 81 | 0 | 110 | 5% |
| TOTAL | 484 | 1844 | 60 | 2388 | 100% |

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

60 assisted living units that should have been included in the 2007 Public Housing data were added in 2012.

| MIX OF FAMILY SIZES SERVED (in Plan Year) | | | | |
|---|-------------------------|--|--|---|
| FAMILY SIZE | BASELINE MIX PERCENTAGE | NUMBER OF HOUSEHOLDS SERVED IN PLAN YEAR | PERCENTAGE OF HOUSEHOLDS SERVED IN PLAN YEAR | PERCENTAGE CHANGE FROM BASELINE YEAR TO CURRENT PLAN YEAR |
| 1 Person | 41% | 1151 | 55% | 14% |
| 2 Person | 25% | 458 | 22% | -3% |
| 3 Person | 15% | 214 | 10% | -5% |
| 4 Person | 10% | 136 | 7% | -3% |
| 5 Person | 5% | 84 | 4% | -1% |
| 6+ Person | 5% | 45 | 2% | -3% |
| TOTAL | 100% | 2088 | 100% | 0% |

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

The trend toward more single person households has been ongoing for some time and is experienced by other non-MTW agencies as well. VHA believes it is a reflection of changes in the larger population toward more elderly households and is not as a result of any MTW activity or participation. Also note that the baseline percentages were not captured at the very beginning of MTW and also reflect many non-MTW vouchers, including billed port-ins.

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

| MTW ACTIVITY NAME/NUMBER | NUMBER OF HOUSEHOLDS TRANSITIONED TO SELF SUFFICIENCY | MTW PHA LOCAL DEFINITION OF SELF SUFFICIENCY |
|----------------------------------|---|--|
| FSS Lite/2016-01 | 0 | Obtained employment or transferred to full FSS |
| Modified FSS Escrow/2014-01 | 16 | Successful exit from subsidized housing |
| School Stability Subsidy/2013-02 | 15 | Maintain stable housing after program exit |
| Minimum Income/2013-01 | 102 | Positive exit from subsidized housing |
| | 16 | <i>(Households Duplicated Across MTW Activities)</i> |
| | 117 | Total Households Transitioned to Self Sufficiency |

SECTION III: PROPOSED MTW ACTIVITIES

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

SECTION IV: APPROVED MTW ACTIVITIES

A. IMPLEMENTED ACTIVITIES

Activity 2019-01: Mandatory Participation in Services at Caples Terrace

i. Plan Year Approved, Implemented, Amended

This activity was approved in the 2019 MTW Annual Plan and was implemented in August 2019. It has not been amended since initial approval.

ii. Description/Impact/Update

This activity requires residents of Caples Terrace to participate in services to encourage self-sufficiency.. Caples Terrace is a mixed finance development with a preference for youth transitioning out of foster care and also for homeless unaccompanied youth. Services are provided for residents to assist them to transition to self-sufficiency. If a resident fails to participate in these services, VHA proposes to cancel their income-based rent and require the participant to begin paying the flat rent for the unit if they wish to continue living there. The resident may continue to rent the unit as long as they are in compliance with the requirements of the lease.

Outcomes for this activity are tracked using the following metrics:

| SS #1: Increase in Household Income | | | | |
|---|-----------------|------------------|----------------|----------------------------|
| Unit of Measurement | Baseline | Benchmark | Outcome | Benchmark Achieved? |
| Average earned income of households affected by this policy | \$3941 | \$14,040 | \$14,327 | YES |

| SS #3: Increase in Positive Outcomes in Employment Status | | | | |
|--|-----------------|------------------|----------------|----------------------------|
| Unit of Measurement | Baseline | Benchmark | Outcome | Benchmark Achieved? |
| (1) Employed Full-Time | 2 | 9 | 5 | No |
| | 1% | 33% | 18% | No |
| (2) Employed Part-Time | 10 | 15 | 11 | No |
| | 35% | 53% | 40% | No |
| (3) Enrolled in an Educational Program | N/A | 5 | 7 | Yes |
| | N/A | 20% | 54% | Yes |
| (4) Enrolled in Job Training Program | N/A | 8 | 4 | No |
| | N/A | 35% | 15% | No |
| 5) Unemployed | 9 | 4 | 12 | No |
| | 32% | 14% | 43% | No |

| SS #5: Households Assisted by Services that Increase Self Sufficiency | | | | |
|--|-----------------|------------------|----------------|----------------------------|
| Unit of Measurement | Baseline | Benchmark | Outcome | Benchmark Achieved? |
| Number of households receiving services aimed to increase self-sufficiency (increase). | 28. | 28 | 28 | Yes |

| SS #6: Reducing Per Unit Subsidy Costs for Participating Households | | | | |
|---|-----------------|------------------|----------------|----------------------------|
| Unit of Measurement | Baseline | Benchmark | Outcome | Benchmark Achieved? |
| Average amount of Section 8 and/or 9 subsidy per household affected by this policy in dollars (decrease). | \$291 | \$250 | \$199 | Yes |

| SS #7: Increase in Agency Rental Revenue | | | | |
|--|-----------------|------------------|----------------|----------------------------|
| Unit of Measurement | Baseline | Benchmark | Outcome | Benchmark Achieved? |
| Total household contributions towards housing assistance | \$264 | \$321 | \$260 | No |

| SS #8: Households Transitioned to Self Sufficiency | | | | |
|---|-----------------|------------------|----------------|----------------------------|
| Unit of Measurement | Baseline | Benchmark | Outcome | Benchmark Achieved? |
| Number of households transitioned to self-sufficiency | 0 | 2 | 3 | Yes |

iii. Actual Non-Significant Changes

There were no non-significant changes to this activity during the Plan year.

iv. Actual Changes to metrics/Data Collection

There were no actual changes or modifications to the metrics for this activity during the Plan year. However, the activity was not reported in the first plan year and baseline numbers for SS#3, items 3 and 4 are not available.

v. Actual Significant Changes

There were no significant changes to this activity during the Plan year.

vi. Challenges in Achieving Benchmarks and Possible Strategies

Metrics related to employment, and increased income relating to employment, were not met in 2020, presumably because of barriers to employment due to COVID19.

Activity 2018-02: Local Payment Standards

i. Plan Year Approved, Implemented, Amended

This activity was approved in an amendment to the FY2018 MTW Annual Plan and was implemented January 1, 2018. It has not been amended since initial approval.

ii. Description/Impact/Update

This activity allows the VHA to set payment standards outside of the normal range allowed under regulation. VHA monitors rent burdens and other factors such as voucher success rates, lease-up time, market rents, vacancy rates and funding availability and set payment standards within a range between 80 and 120 percent of the HUD published FMR. In recent years rents charged in our local rental market have been rapidly increasing. HUD FMRs have not always kept up and the VHA has used the appeal process to submit local market studies. This has sometimes resulted in adjustments to the FMR as high as 28% followed by a decrease when HUD considers the local market study expired. VHA also sees far greater differences in some rents than those are reflected in the ratios used in the FMR when setting the rent for certain bedroom sizes. Using this activity VHA set payment standards for some bedroom sizes at 88% of FMR during the Plan year and set some larger bedroom sizes (four and five bedrooms) at 100% of FMR to better reflect the local market and to reduce costs.

Outcomes for this activity are tracked using the following metrics:

| <i>CE #1: Agency Cost Savings</i> | | | | |
|---|-----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Total cost of task in dollars (decrease). | \$142,326 | \$0 | \$568,404 | Yes |

| <i>CE #2: Staff Time Savings</i> | | | | |
|--|----------|-----------|---------|---------------------|
| Unit of Measurement | Baseline | Benchmark | Outcome | Benchmark Achieved? |
| Total time to complete task in staff hours (decrease). | 20 | 20 | 20 | Yes |

| <i>HC #5: Increase in Resident Mobility</i> | | | | |
|---|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Number of households able to move. | 194 | 200 | 228 | Yes |

Cost savings are estimated by calculating the difference in HAP payments that would have occurred absent this activity in 2020.

iii. Actual Non-Significant Changes

There were no non-significant changes to this activity during the Plan year.

iv. Actual Changes to metrics/Data Collection

There were no actual changes or modifications to the metrics for this activity during the Plan year.

v. Actual Significant Changes

There were no significant changes to this activity during the Plan year.

vi. Challenges in Achieving Benchmarks and Possible Strategies

As this annual report is being drafted, VHA has recently set payment standards at 100% of the initial FMR for our area. We also submitted, along with other agencies in our MSA, a market study that resulted in an increase to the FMRs of about 8%. At this point we do not expect to make use of this activity in 2019 and expect it to be placed on hold.

Activity 2016-01: Family Self-Sufficiency Lite**i. Plan Year Approved, Implemented, Amended**

This activity was approved in the FY2016 MTW Annual Plan and was implemented on April 1, 2016. It has not been amended since initial approval.

ii. Description/Impact/Update

VHA offers a shorter version of the Family Self-Sufficiency (FSS) program in addition to the traditional five-year FSS program. This shorter version of the FSS program is not meant to replace the traditional program nor is it intended to siphon any potential applicants from that program. Rather it is aimed at those households that have an interest in increasing self-sufficiency but are reluctant to commit to the full five-year FSS program. This version has a much shorter commitment of two years, limits escrow to a maximum of \$2000 and does not offer contract extensions, but does allow conversion to the full FFS program if requested during the term of the FSS Lite contract. This activity will be ongoing during the Plan year.

Outcomes for this activity are tracked using the following metrics:

| <i>SS #1: Increase in Household Income</i> | | | | |
|--|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Average earned income of households. | \$11,440 | \$12,440 | \$11,624 | No |

| <i>SS #2: Increase in Household Savings</i> | | | | |
|---|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Average amount of savings/escrow. | \$0 | \$0 | \$871 | Yes |

| <i>SS #3: Increase in Positive Outcomes in Employment Status</i> | | | | |
|--|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| (1) Employed Full-Time | 0 | 1 | 4 | Yes |
| | 0% | 5% | 16% | Yes |
| (2) Employed Part-Time | 1 | 3 | 7 | Yes |
| | 6% | 15% | 28% | Yes |
| | 1 | 3 | 5 | Yes |

| <i>SS #3: Increase in Positive Outcomes in Employment Status</i> | | | | |
|--|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| (3) Enrolled in an Educational Program | 6% | 15% | 20% | Yes |
| (4) Enrolled in Job Training Program | 1 | 3 | 3 | Yes |
| | 6% | 15% | 12% | No |
| 5) Unemployed | 13 | 10 | 14 | Yes |
| | 81% | 50% | 56% | Yes |

| <i>SS #4: Households Removed from Temporary Assistance for Needy Families (TANF)</i> | | | | |
|--|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Number of households receiving TANF assistance (decrease). | 2 | 1 | 4 | Yes |

| <i>SS #5: Households Assisted by Services that Increase Self Sufficiency</i> | | | | |
|--|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Number of households receiving services. | 0 | 20 | 25 | Yes |

| <i>SS #6: Reducing Per Unit Subsidy Costs for Participating Households</i> | | | | |
|--|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Average amount of Section 8 subsidy. | \$845 | \$745 | \$665 | Yes |

| <i>SS #7: Increase in Agency Rental Revenue</i> | | | | |
|---|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Total Household contributions towards housing assistance. | \$107 | \$150 | \$205 | Yes |

| <i>SS #8: Households Transitioned to Self Sufficiency</i> | | | | |
|---|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Number of households transitioned to self-sufficiency (increase). | 0 | 0 | 0 | Yes |

iii. Actual Non-Significant Changes

There were no non-significant changes to this activity during the Plan year.

iv. Actual Changes to metrics/Data Collection

There were no actual changes or modifications to the metrics for this activity during the Plan year.

v. Actual Significant Changes

There were no significant changes to this activity during the Plan year.

vi. Challenges in Achieving Benchmarks and Possible Strategies

Benchmarks are being met for the most part and VHA plans to continue this activity.

Activity 2015-02: Alternative TTP Calculation (35%)

- i. **Plan Year Approved, Implemented, Amended**
- ii. **This activity was approved in the FY2015 MTW Annual Plan and was implemented on November 1, 2015. It was changed in an amendment to the FY2017 Annual Plan. It was further amended in 2020 to exempt participants living in properties where other state funding limits tenant share to 30%. Description/Impact/Update**

This MTW activity changes the way in which the Total Tenant Payment (TTP) is calculated when determining tenant rent and housing assistance in the HCV and Public Housing programs. The TTP is normally determined by taking the highest of: 1) 30% of the household's monthly adjusted income; 2) 10% of the household's monthly income; or 3) The minimum rent of \$50. Under this activity VHA has changed the percentage of adjusted monthly income. When first implemented 33% of adjusted income was used instead of 30%; effective January 1, 2018, the percentage was changed to 35%. Some properties are exempt from this activity due to a conflict with a State of Washington requirement. Also under this activity, households with a tenant-based voucher are allowed to have a maximum family share of up to 50% of the family's adjusted monthly income at initial occupancy, an increase over the 40% maximum family share allowed under regulation. .

Outcomes for this activity are tracked using the following metrics:

| <i>CE #1: Agency Cost Savings</i> | | | | |
|---|--------------|--------------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Total cost of task in dollars (decrease). | \$18,944,340 | \$18,094,340 | \$17,283,120 | Yes |

| <i>CE #5: Increase in Agency Rental Revenue</i> | | | | |
|---|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Total Household contributions towards housing assistance. | \$0 | \$0 | \$1,576,645 | Yes |

| <i>HC #1: Additional Units of Housing Made Available</i> | | | | |
|--|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Number of new housing units made available (increase). | 0 | 120 | 174 | Yes |

| <i>HC #3: Decrease in Wait List Time</i> | | | | |
|---|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Average applicant time on wait list in months (decrease). | 102 | 102 | 18 | Yes |

In 2020 VHA received 26 hardship requests asking to be exempt from this policy. 5 were approved for a long-term exemption and 6 for a short-term exemption. The remaining 15

requests were denied because no hardship existed, or the hardship was caused by factors other than the 35% TTP..

| <i>HC #1: Additional Units of Housing Made Available</i> | | | | |
|--|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Number of new housing units made available (increase). | 0 | 35 | 12 | No |

iii. Actual Non-Significant Changes

There were no non-significant changes to this activity during the Plan year.

iv. Actual Changes to metrics/Data Collection

There were no actual changes or modifications to the metrics for this activity during the Plan year.

v. Actual Significant Changes

There were no significant changes to this activity during the Plan year.

vi. Challenges in Achieving Benchmarks and Possible Strategies

Outcomes meet benchmarks and the activity will continue.

Activity 2015-01: Local Non- Traditional Rent Buy-Down Program

i. Plan Year Approved, Implemented, Amended

This activity was first approved in the FY2015 Plan Year. The original project where this activity was going to be utilized did not happen and this activity was not implemented until FY2020.

ii. Description/Impact/Update

This activity is a local housing subsidy program that “buys-down” rents at a market rate apartment property (not subsidized or receiving tax credits) so that the units become affordable for, and only available to, households at or below 50% of the Area Median Income (AMI). Approved projects receive funds from the VHA to bring unit rents down from the market rent to a level affordable for a household with income at 50% of the AMI. VHA signed an agreement in FY2020 with a local developer for up to 35 units in three properties.

Outcomes are tracked with the following metrics

| <i>HC #5: Increase in Resident Mobility</i> | | | | |
|---|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Number of households able to move to a better unit and/or neighborhood of opportunity as a result | 0 | 35 | 12 | No |

| | | | | |
|--------------------------------|--|--|--|--|
| of the activity (increase). | | | | |
|--------------------------------|--|--|--|--|

iii. Actual Non-Significant Changes

During plan year 2020, this activity was implemented.

iv. Actual Changes to metrics/Data Collection

There were no changes or modifications to the metrics for this activity during the Plan year.

v. Actual Significant Changes

There have been significant changes to this activity since it was approved by HUD.

vi. Challenges in Achieving Benchmarks and Possible Strategies

Property was not able to lease as many units to activity participants as VHA had hoped. However outcomes were as expected for those units that were leased. We continue to seek partnering property owners to increase the outcomes.

Activity 2014-06 Alternative Project-Based Voucher Program

i. Plan Year Approved, Implemented, Amended

This activity was approved in amendment to the FY2014 MTW Annual Plan and was implemented on August 6, 2014. It was resubmitted for approval in the FY2017 Annual Plan to allow VHA to change the limit on project-basing from 20% to 30% of the HCV program.

ii. Description/Impact/Update

This activity consolidated some previous MTW activities and added some new policies with regard to Project-Based Vouchers (PBV). VHA's Alternative PBV program utilizes the existing regulations under 24 CFR § 983 with the following exemptions:

- The required competitive bidding process is waived when VHA is placing PBV in a project owned by the VHA or a closely affiliated organization.
- The VHA will not provide move vouchers except in cases of overcrowded or under-occupied units where VHA does not anticipate an appropriate sized PBV becoming available. VHA also will provide a move voucher when requested in PBV projects that include services and when the tenant has resided there for at least two years, no longer has a need for the provided services, and has a recommendation from the service provider. Note that PBV projects converted under RAD also allow for move vouchers per RAD requirements.
- The requirement that tenants be selected from a waiting list may be waived for projects where participation in specific services is a requirement of residency.
- VHA may allow up to 100% of the units in a project to be PBV even when the project is not exclusively for elderly or disabled households or when no services are required.

- VHA may perform HQS inspections and to make determinations of ongoing rent reasonableness in VHA owned units. (see also Activity 2011-05)
- VHA may project-base up to 30% of its HCV program.

Outcomes for this activity are tracked using the following metrics:

| <i>CE #1: Agency Cost Savings</i> | | | | |
|---|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Total cost of task in dollars (decrease). | \$3119 | \$0 | \$0 | Yes |

| <i>CE #2: Staff Time Savings</i> | | | | |
|---|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Total time to complete the task in staff hours. | 103 | 0 | 0 | Yes |

| <i>CE #3: Decrease in Error Rate of Task Execution</i> | | | | |
|--|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Average error rate in completing a task as a percentage. | NA | NA | NA | NA |

| <i>HC #3: Decrease in Wait List Time</i> | | | | |
|---|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Average applicant time on wait list in months (decrease). | 46 | 46 | 18 | Yes |

| <i>HC #4: Displacement Prevention</i> | | | | |
|---|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Number of households that would lose assistance or need to move (decrease). | NA | NA | NA | NA |

iii. Actual Non-Significant Changes

There were no non-significant changes to this activity during the Plan year.

iv. Actual Changes to metrics/Data Collection

There were no actual changes or modifications to the metrics for this activity during the Plan year.

v. Actual Significant Changes

There were no significant changes to this activity during the Plan year.

vi. Challenges in Achieving Benchmarks and Possible Strategies

The benchmarks were met and this activity will continue.

Activity 2014-05: Interim Verification Policy**i. Plan Year Approved, Implemented, Amended**

This activity was approved under an amendment to the FY2014 MTW Annual Plan and was implemented on September 1, 2014. It has not been amended since the initial approval.

ii. Description/Impact/Update

This activity changes the way interim reexaminations for changes in family income and composition are verified and their effective dates. Households may still request an interim reexamination at any time but the responsibility to obtain verification is changed from VHA to the participant. Verification of the income or family change that they are reporting must be provided prior to any resulting change in tenant rent becoming effective. If the request *and* the verification is received before the 15th of the month, any resulting change in tenant rent will be effective the first of the following month. The VHA still obtains verification for initial eligibility reexaminations and for regular/annual reexaminations.

Outcomes for this activity are tracked using the following metrics:

| <i>CE #1: Agency Cost Savings</i> | | | | |
|---|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Total cost of task in dollars (decrease). | \$1317 | \$52 | \$2241 | Yes |

| <i>CE #2: Staff Time Savings</i> | | | | |
|---|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Total time to complete the task in staff hours. | 40 | 2 | 111 | Yes |

| <i>CE #3: Decrease in Error Rate of Task Execution</i> | | | | |
|--|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Average error rate in completing a task as a percentage. | 10.55% | 0% | 0% | Yes |

| <i>CE #5: Increase in Agency Rental Revenue</i> | | | | |
|---|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Total Household contributions towards housing assistance. | \$289 | \$289 | \$266 | Yes |

This activity met its benchmarks saving the VHA an estimated 111 hours in staff time; a cost saving of \$2241.00 per year.

iii. Actual Non-Significant Changes

There were no non-significant changes to this activity during the Plan year.

iv. Actual Changes to metrics/Data Collection

There were no actual changes or modifications to the metrics for this activity during the Plan year.

v. Actual Significant Changes

There were no significant changes to this activity during the Plan year.

vi. Challenges in Achieving Benchmarks and Possible Strategies

There were no challenges in meeting benchmarks for this activity.

Activity 2014-04: Second Step Transitional Housing Program

i. Plan Year Approved, Implemented, Amended

This activity was approved under an amendment to the FY2014 MTW Annual Plan and was implemented on July 1, 2014. It has not been amended since the initial approval.

ii. Description/Impact/Update

The Transitional Housing Program is intended to support local Transitional Housing Programs that do not have, or have lost resources, to pay for housing subsidy costs. Transitional programs selected would serve homeless individuals and families with income below 30 % of the Area Median Income (AMI).. Tenants must be homeless at admission and income eligible and willing to participate in services provided by the transitional housing partner. Tenants pay 30% of their adjusted income for rent minus VHA’s MTW utility allowance. Subsidy under this program is limited to two years per household. Calculation of income for eligibility and rent is done in compliance with the regulations found at 24 CFR § 5.609. Outcomes for this activity are tracked using the following metrics:

| <i>CE #4: Increase in Resources Leveraged</i> | | | | |
|---|----------|-----------|-------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020Outcome | Benchmark Achieved? |
| Amount of funds leveraged in dollars. | \$0 | \$90,000 | \$170,000 | Yes |

| <i>SS #1: Increase in Household Income</i> | | | | |
|--|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Average earned income of households. | \$12,600 | \$12,600 | \$13,899,56 | Yes |

| <i>SS #3: Increase in Positive Outcomes in Employment Status</i> | | | | |
|--|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| (1) Employed Full-Time | 5 | 5 | 2 | No |
| | 15% | 15% | 40% | Yes |
| (2) Employed Part-Time | 17 | 17 | 2 | No |
| | 50% | 50% | 40% | No |
| (3) Enrolled in an Educational Program | 6 | 6 | 1 | No |
| | 18% | 18% | 20% | Yes |
| (4) Enrolled in Job Training Program | 2 | 2 | 0 | No |
| | 5% | 5% | 0% | No |
| 5) Unemployed | 4 | 4 | 1 | Yes |
| | 12% | 12% | 20% | No |

| <i>SS #4: Households Removed from Temporary Assistance for Needy Families (TANF)</i> | | | | |
|--|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Number of households receiving TANF. | 6 | 6 | 0 | Yes |

| <i>SS #6: Reducing Per Unit Subsidy Costs for Participating Households</i> | | | | |
|--|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Average amount of local subsidy. | \$183 | \$183 | \$677 | No |

| <i>SS #8: Households Transitioned to Self Sufficiency</i> | | | | |
|---|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Number of households transitioned to self-sufficiency (increase). | 0 | 10 | 0 | No |

| <i>HC #3: Decrease in Wait List Time</i> | | | | |
|---|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Average applicant time on wait list in months (decrease). | 102 | 0 | 0 | Yes |

| <i>HC #4: Displacement Prevention</i> | | | | |
|---|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Number of households that would lose assistance or need to move (decrease). | 35 | 0 | 5 | Yes |

| <i>HC #5: Increase in Resident Mobility</i> | | | | |
|---|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Number of households able to move. | 0 | 5 | 0 | Yes |

iii. Actual Non-Significant Changes

VHA's agreement with both Share and Second Step have concluded. A new community partner who provides transitional housing to homeless households has been identified. The description of the activity has been changed to reflect that the original partners are changed and to allow for possible expansion to other community partners.. The clients served , statutory objective, metrics, and MTW authorization for this activity have not changed.

iv. Actual Changes to metrics/Data Collection

There were no actual changes or modifications to the metrics for this activity during the Plan year.

v. Actual Significant Changes

There were no significant changes to this activity during the Plan year.

vi. Challenges in Achieving Benchmarks and Possible Strategies

This Activity did not meet some metrics because of the small number of participants. However, as percentages, participants are becoming more self-sufficient. No families moved to self-sufficiency as the current participants are on a two year self-sufficiency plan with the sponsoring agency. Average amount of subsidy is not meeting benchmarks but this is more a function of the rental costs in our area. Note that participants are increasing their income.

Activity 2014-01: Modified FSS Escrow Calculation

i. Plan Year Approved, Implemented, Amended

This activity was approved in the FY2014 MTW Annual Plan and was implemented on January 1, 2014. It has not been amended since the initial approval.

ii. Description/Impact/Update

This activity modifies the way escrow is calculated in the full, five-year, Family Self-Sufficiency Program (FSS). VHA's method under MTW has two parts. The first part is a monthly deposit to a participants escrow account when they have increased earned income that results in a Total Tenant Payment (TTP) over the baseline set when they join FSS. The baseline is a fixed amount set at \$450 for all new participants regardless of their income. The second part is that VHA pays a specific amount to a participant's escrow account based on specific achievements. Some of these "pay points" result in an immediate deposit to the escrow account while others are not calculated and paid until a successful program graduation. Examples of achievements that result in escrow deposits include:

- a. Completion of core GOALS classes or entire curriculum
- b. Completion of other educational goals
- c. Obtaining and maintaining employment
- d. Increase in credit score

- e. Establishing and maintaining a saving account
- f. Completion of other ITSP goals

The maximum allowable that a participant may earn under pay points is \$6,000. There is no limit set on the amount a participant may earn under the increased earned income part of the escrow calculation. Under this new system FSS participants are only eligible for one interim withdrawal from their escrow account during their program participation.

Outcomes for this activity are tracked using the following metrics:

| <i>SS #1: Increase in Household Income</i> | | | | |
|--|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Average earned income of households. | \$17,870 | \$10,000 | \$21,360 | Yes |

| <i>SS #2: Increase in Household Savings</i> | | | | |
|---|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Average amount of savings/escrow. | \$3,600 | \$2,000 | \$6020 | Yes |

| <i>SS #3: Increase in Positive Outcomes in Employment Status</i> | | | | |
|--|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| (1) Employed Full-Time | 38 | 42 | 91 | Yes |
| | 39% | 50% | 56% | Yes |
| (2) Employed Part-Time | 18 | 18 | 27 | Yes |
| | 19% | 22% | 17% | Yes |
| (3) Enrolled in an Educational Program | 19 | 19 | 18 | No |
| | 19% | 23% | 11% | No |
| (4) Enrolled in Job Training Program | 24 | 49 | 64 | Yes |
| | 25% | 58% | 42% | No |
| 5) Unemployed | 22 | 27 | 43 | No |
| | 23% | 32% | 27% | No |

| <i>SS #4: Households Removed from Temporary Assistance for Needy Families (TANF)</i> | | | | |
|--|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Number of households receiving TANF. | 8 | 6 | 7 | No |

| <i>SS #5: Households Assisted by Services that Increase Self Sufficiency</i> | | | | |
|--|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Number of households receiving services. | 96 | 100 | 161 | Yes |

| <i>SS #6: Reducing Per Unit Subsidy Costs for Participating Households</i> | | | | |
|--|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Average amount of subsidy per household. | \$633 | \$633 | \$710 | No |

| <i>SS #7: Increase in Agency Rental Revenue</i> | | | | |
|---|--|--|--|--|
|---|--|--|--|--|

| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
|---|----------|-----------|--------------|---------------------|
| Total Household contributions towards housing assistance. | \$279 | \$279 | \$690 | Yes |

| <i>SS #8: Households Transitioned to Self Sufficiency</i> | | | | |
|---|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Number of households transitioned to self-sufficiency (increase). | 5 | 8 | 16 | Yes |

iii. Actual Non-Significant Changes

There were no non-significant changes to this activity during the Plan year.

iv. Actual Changes to metrics/Data Collection

There were no actual changes or modifications to the metrics for this activity during the Plan year.

v. Actual Significant Changes

There were no significant changes to this activity during the Plan year.

vi. Challenges in Achieving Benchmarks and Possible Strategies

Outcomes in subsidy amount and average subsidy decreased. We attribute this to the impact on our residents of the COVID19 pandemic. .

Activity 2013-02: School Stability Subsidy Program

i. Plan Year Approved, Implemented, Amended

This activity was approved as part of an amendment to the FY2013 MTW Annual Plan. It was implemented April 1, 2015.

ii. Description/Impact/Update

This is a local non-traditional rental subsidy program in partnership with Family Resource Centers (FRC) at selected local schools and a local agency serving the homeless. Families with a student enrolled in the partnering school, and who are either homeless or at risk of homelessness, are selected for participation in the program in order to prevent them from having to relocate outside of the school district. The subsidy allows the family to remain in the same school district providing needed stability for the student. The housing subsidy starts at 80 percent of the contract rent and is reduced each year until the end of the fourth year of participation, when it ends. During their time on the program the family must participate in ongoing economic self-sufficiency meetings provided by the VHA and educational planning meetings provided by the partnering agencies.

In 2018 VHA began leasing families under a revised version of this activities funded by local funds rather than MTW funding. This second cohort uses a shorter term of a half years (30 months) and a subsidy of 70% of the payment standard for the first six months,

60% for one year, and goes to 30% of the payment standard for the final year of participation.

Outcomes for this activity are tracked using the following metrics:

| <i>CE #4: Increase in Resources Leveraged</i> | | | | |
|--|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Amount of funds leveraged in dollars (increase). | \$0 | \$33,680 | \$10,715 | No |

| <i>SS #1: Increase in Household Income</i> | | | | |
|--|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Average earned income of households affected by this policy in dollars (increase). | \$14,787 | \$14,787 | \$29,700 | Yes |

| <i>SS #3: Increase in Positive Outcomes in Employment Status</i> | | | | |
|--|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| (1) Employed Full-Time | 5 | 5 | 12 | Yes |
| | 26% | 26% | 52% | Yes |
| (2) Employed Part-Time | 3 | 3 | 7 | Yes |
| | 16% | 16% | 30% | Yes |
| (3) Enrolled in an Educational Program | 0 | 0 | 1 | Yes |
| | 0% | 0% | .4% | Yes |
| (4) Enrolled in Job Training Program | 7 | 7 | 0 | No |
| | 37% | 37% | .4% | No |
| 5) Unemployed | 4 | 4 | 3 | No |
| | 21% | 21% | .13% | Yes |

| <i>SS #4: Households Removed from Temporary Assistance for Needy Families (TANF)</i> | | | | |
|--|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Number of households receiving TANF assistance (decrease). | 3 | 3 | 0 | Yes |

| <i>SS #6: Reducing Per Unit Subsidy Costs for Participating Households</i> | | | | |
|---|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Average amount of Local subsidy per household affected by this policy in dollars. | \$789 | \$789 | \$472 | Yes |

| <i>SS #7: Increase in Agency Rental Revenue</i> | | | | |
|--|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Total Household contributions towards housing assistance (increase). | \$262 | \$262 | \$879 | Yes |

| <i>SS #8: Households Transitioned to Self Sufficiency</i> | | | | |
|---|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Number of households transitioned to self-sufficiency. | 0 | 0 | 8 | Yes |

| <i>HC #3: Decrease in Wait List Time</i> | | | | |
|---|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Average applicant time on wait list in months (decrease). | 2 | 0 | 0 | Yes |

| <i>HC #4: Displacement Prevention</i> | | | | |
|---|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Number of households that would lose assistance (decrease). | 12 | 12 | 23 | Yes |

| <i>HC #7: Households Assisted by Services that Increase Housing Choice</i> | | | | |
|--|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Number of households receiving services (increase). | 12 | 12 | 23 | Yes |

iii. Actual Non-Significant Changes

There were no non-significant changes to this activity during the Plan year.

iv. Actual Changes to metrics/Data Collection

There were no actual changes or modifications to the metrics for this activity during the Plan year.

v. Actual Significant Changes

There were no significant changes to this activity during the Plan year.

vi. Challenges in Achieving Benchmarks and Possible Strategies

Except for funds leveraged, achieving benchmarks was not a challenge and this activity will continue.

Activity 2013-01: Minimum Earned Income Rent Reform

i. Plan Year Approved, Implemented, Amended

This activity was initially approved in the FY2013 MTW Annual Plan. It was re-proposed in the FY2017 MTW Annual Plan for an increase in the amount of the annual minimum income from \$9,000 to \$10,000. Later, it was re-proposed in amendment to the FY2017 Plan and changed to link the amount of the minimum income directly to the Washington

State minimum wage. It was again re-proposed in the FY2018 MTW Annual Plan to change from a minimum income to a minimum *earned* income. This change to a minimum earned income was implemented August 1, 2018.

ii. Description/Impact/Update

This activity utilizes a minimum earned income when calculating rent for any MTW household that contains one or more work-able family members. Work-able is defined as an adult under the age of 62 who is not disabled, a dependent, or a full-time caretaker for a disabled household member. The minimum earned income amount is based on the Washington State minimum wage at 20 hours per week. This amount is applied for each work-able member. For example, a household with one work-able member has a minimum earned income based 20 hours per week at the current minimum wage; a household with two workable members has a minimum earned income twice that, and so on. If the household’s actual annual earned income, as determined under the program regulations, falls below the minimum, tenant rent and housing assistance is calculated using the minimum in addition to any other included income type in the household. If the household’s actual earned income is greater than the minimum, the actual earned income is used and the minimum earned income is not a factor. A household subject to the minimum still has any deductions they might be eligible for under HUD regulations or VHA policy.

Outcomes for this activity are tracked using the following metrics:

| <i>CE #1: Agency Cost Savings</i> | | | | |
|---|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| HAP Savings Imputed from Minimum Income | \$0 | \$500,000 | \$2,580,797 | Yes |

| <i>SS #1: Increase in Household Income</i> | | | | |
|--|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Average earned income of households affected by this policy in dollars (increase). | \$15,653 | \$16,000 | \$25,132 | Yes |

| <i>SS #3: Increase in Positive Outcomes in Employment Status</i> | | | | |
|--|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| (1) Employed Full-Time | 201 | 300 | 170 | No |
| | 24% | 31% | .26% | No |
| (2) Employed Part-Time | 300 | 250 | 230 | No |
| | 36% | 26% | 36% | Yes |
| (3) Enrolled in an Educational Program | 11 | 10 | 5 | No |
| | 1% | 1% | 0% | No |
| (4) Enrolled in Job Training Program | 15 | 10 | 3 | No |
| | 2% | 1% | 0% | No |
| 5) Unemployed | 303 | 400 | 234 | No |
| | 37% | 41% | 37% | Yes |

| <i>SS #4: Households Removed from Temporary Assistance for Needy Families (TANF)</i> | | | | |
|--|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |

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| | | | | |
|--|-----|-----|-----|-----|
| Number of households receiving TANF assistance (decrease). | 306 | 275 | 217 | Yes |
|--|-----|-----|-----|-----|

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

| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
|---|----------|-----------|--------------|---------------------|
| Average amount of Section 8 subsidy per household affected by this policy in dollars. | \$665 | \$650 | \$695 | No |

SS #7: Increase in Agency Rental Revenue

| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
|-------------------------|----------|-----------|--------------|---------------------|
| Average S8 Tenant Rent. | \$274 | \$342 | \$585 | Yes |

SS #8: Households Transitioned to Self Sufficiency

| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
|---|----------|-----------|--------------|---------------------|
| Number of households transitioned to self-sufficiency (increase). | 89 | 89 | 121 | Yes |

Agency Metric: Percentage of Work-Able Households With Earned Income

| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
|---|----------|-----------|--------------|---------------------|
| Percentage of active households with one or more Work-Able member/s working | 50.69% | 53.00% | 48% | No |

COVID19 had a negative impact on the number of people employed, as seen in Metric SS#4. As noted in previous years, The data VHA is able to collect for SS#3 metric is based on the head of the household only, where other data on earned income is based on the entire household. We believe this is the reason we see the number of full-time employed heads can go down while total household earning continue to increase. The overall savings in HAP attributed to this activity, as well as the increased earned income, means this activity is successful.

In 2020 VHA received 122 hardship requests asking to be exempt from this policy. 113 were approved for short-term hardships, when COVID19 employment restrictions prohibited the person from gaining employment to avoid eviction. 7 were denied for being ineligible for a hardship or because the hardship was caused by a factor other than the activity. 2 were approved for long-term hardships..

iii. Actual Non-Significant Changes

There were no non-significant changes to this activity during the Plan year.

iv. Actual Changes to metrics/Data Collection

There were no actual changes or modifications to the metrics for this activity during the Plan year.

v. Actual Significant Changes

No significant changes occurred.

vi. Challenges in Achieving Benchmarks and Possible Strategies

The VHA did not experience any significant challenges in achieving benchmarks for this activity.

Activity 2011-05: VHA Staff to Perform HQS and Rent Reasonableness on VHA Owned Properties.

i. Plan Year Approved, Implemented, Amended

This activity was approved in the FY2011 MTW Annual Plan and was implemented on January 1, 2011. It has not been amended since the initial approval.

ii. Description/Impact/Update

This MTW activity allows the VHA to have Section 8 HCV department staff perform HQS inspections and determine rent reasonableness for units owned by the VHA or owned by an entity substantially controlled by the VHA such as a tax credit property. This authority creates substantial savings compared to what the VHA was being charged by contracted inspectors.

Outcomes for this activity are tracked using the following metrics:

| <i>CE #1: Agency Cost Savings</i> | | | | |
|-----------------------------------|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Total cost of task in dollars. | \$29,775 | \$24,775 | \$11,774 | No |

| <i>CE #2: Staff Time Savings</i> | | | | |
|---|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Total time to complete the task in staff hours. | 0 | 461 | 235 | No |

| <i>CE #3: Decrease in Error Rate of Task Execution</i> | | | | |
|--|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Average error rate. | 15.71% | 15.71% | 9% | Yes |

| <i>Agency Metric: Number of HQS Inspections of VHA Owned Property</i> | | | | |
|---|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Number of Inspections completed of VHA owned units. | 0 | 175 | 203 | Yes |

iii. Actual Non-Significant Changes

There were no non-significant changes to this activity during the Plan year.

iv. Actual Changes to metrics/Data Collection

There were no actual changes or modifications to the metrics for this activity during the Plan year.

v. Actual Significant Changes

There were no significant changes to this activity during the Plan year.

vi. Challenges in Achieving Benchmarks and Possible Strategies

The numbers for this activity are not illustrative for 2020 as inspections in occupied units have been delayed due to COVID19 restrictions..

Activity 2009-19: Special Admission Procedure for Assisted Living Facility

i. Plan Year Approved, Implemented, Amended

This activity was approved in an amendment to the FY2009 MTW Annual Plan and was implemented on September 1, 2009. It has not been amended since the initial approval.

ii. Description/Impact/Update

This MTW activity allows for tenant selection to be made by the administrator of the assisted living facility rather than utilizing a waiting list. VHA’s Assisted Living programs at Van Vista and Arbor Ridge regularly receive inquiries regarding the availability of a unit. If a unit is not immediately available the agency or person making the inquiry continues their search elsewhere as waiting on a list for a unit with assisted living services is not a desirable option. Once a vacancy is anticipated then the next inquiry will be notified and the vacancy filled. The waiver of the waiting list requirement allows for the unique needs of the assisted living population and their need for services.

Outcomes for this activity are tracked using the following metrics:

| <i>CE #1: Agency Cost Savings</i> | | | | |
|---|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Total cost of task in dollars (decrease). | \$1904 | \$0 | \$0 | Yes |

| <i>CE #2: Staff Time Savings</i> | | | | |
|--|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Total time to complete the task in staff hours (decrease). | 73.5 | 0 | 0 | Yes |

| <i>HC #3: Decrease in Wait List Time</i> | | | | |
|---|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Average applicant time on wait list in months (decrease). | 9 | 0 | 0 | Yes |

This activity continues to work well for the assisted living sites.

iii. Actual Non-Significant Changes

There were no non-significant changes to this activity during the Plan year.

iv. Actual Changes to metrics/Data Collection

There were no actual changes or modifications to the metrics for this activity during the Plan year.

v. Actual Significant Changes

There were no significant changes to this activity during the Plan year.

vi. Challenges in Achieving Benchmarks and Possible Strategies

Not applicable as the benchmarks were met.

Activity 2009-15: Owners Restricted to Annual Rent Increases

i. Plan Year Approved, Implemented, Amended

This activity was approved in an amendment to the FY2009 MTW Annual Plan and was implemented on September 1, 2009. It has not been amended since the initial approval.

ii. Description/Impact/Update

Under this MTW policy owners in the Housing Choice Voucher program are restricted to a single rent increase each year.

Outcomes for this activity are tracked using the following metrics:

| <i>CE #1: Agency Cost Savings</i> | | | | |
|---|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Total cost of task in dollars (decrease). | \$49,313 | \$46,847 | \$644 | No |

| <i>CE #2: Staff Time Savings</i> | | | | |
|--|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Total time to complete the task in staff hours (decrease). | 1672 | 1588 | 24 | No |

| <i>HC #4: Displacement Prevention</i> | | | | |
|---|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Number of households that would lose assistance or need to move (decrease). | 156 | 148 | 2 | Yes |

| <i>Agency Metric: Number of Rent Increase Denials Due to Policy</i> | | | | |
|---|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Number of Denials Due to Less than Year Since Last Increase. | 0 | 30 | 22 | Yes |

This activity was impacted in 2020 by the Governor’s moratorium on rent increases for most of the year. Landlords did not request increases at all.

iii. Actual Non-Significant Changes

There were no non-significant changes to this activity during the Plan year.

iv. Actual Changes to metrics/Data Collection

There were no actual changes or modifications to the metrics for this activity during the Plan year.

v. Actual Significant Changes

There were no significant changes to this activity during the Plan year.

vi. Challenges in Achieving Benchmarks and Possible Strategies

This activity has existed long enough that it is general knowledge in the landlord community that the VHA does not allow more than one rent increase per year, both through word of mouth and because we emphasize it in information we provide to landlords. As a result, we get fewer increases to deny, and the saving from the activity are not as obvious. In effect, it has been a very successful activity. .

Activity 2009-13: Reset of Required Reexamination Date after Interim

i. Plan Year Approved, Implemented, Amended

This activity was approved in an amendment to the FY2009 MTW Annual Plan and was implemented on October 1, 2009. It has not been amended since the initial approval.

ii. Description/Impact/Update

This MTW activity provides that the next required reexamination (AKA Annual Review) will be rescheduled to at least 12 months after the effective date of an interim reexamination. This policy reduces the overall number of reexaminations required each year.

Outcomes for this activity are tracked using the following metrics:

| <i>CE #1: Agency Cost Savings</i> | | | | |
|---|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Total cost of task in dollars (decrease). | \$27,989 | 0 | \$4114 | Yes |

| <i>CE #2: Staff Time Savings</i> | | | | |
|--|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Total time to complete the task in staff hours (decrease). | 763 | 0 | 1235 | Yes |

Through a reduction in the number of reexaminations that would otherwise be required during the plan year, this activity is estimated to save 1235 hours in staff time at a cost of \$4114.

iii. Actual Non-Significant Changes

There were no non-significant changes to this activity during the Plan year.

iv. Actual Changes to metrics/Data Collection

There were no actual changes or modifications to the metrics for this activity during the Plan year.

v. Actual Significant Changes

There were no significant changes to this activity during the Plan year.

vi. Challenges in Achieving Benchmarks and Possible Strategies

This activity continues to meet benchmarks and remains effective.

Activity 2009-10: Replacement of Medical Expense Deduction

i. Plan Year Approved, Implemented, Amended

This activity was approved in an amendment to the FY2009 MTW Annual Plan and was implemented on November 5, 2009. It has not been amended since the initial approval.

ii. Description/Impact/Update

Under this activity the VHA has eliminated individual calculation and verification of medical expenses for Elderly and Disabled designated families, replacing the deduction with an increase in the Elderly/Disabled deduction from \$400 to \$700.

Outcomes for this activity are tracked using the following metrics:

| <i>CE #1: Agency Cost Savings</i> | | | | |
|---|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Total cost of task in dollars (decrease). | \$5,974 | \$600 | \$438 | Yes |

| <i>CE #2: Staff Time Savings</i> | | | | |
|----------------------------------|--|--|--|--|
|----------------------------------|--|--|--|--|

| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
|--|----------|-----------|--------------|---------------------|
| Total time to complete the task in staff hours (decrease). | 217 | 22 | 14 | Yes |

| <i>CE #3: Decrease in Error Rate of Task Execution</i> | | | | |
|--|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Average error rate in completing a task as a percentage. | 10.31% | 0% | 0% | Yes |

VHA received three hardship exemption requests in 2020. Two were continuations of previous long-term exemptions and were approved. The third was a new request and was also approved for a long term exemption.

iii. Actual Non-Significant Changes

There were no non-significant changes to this activity during the Plan year.

iv. Actual Changes to metrics/Data Collection

There were no actual changes or modifications to the metrics for this activity during the Plan year.

v. Actual Significant Changes

There were no significant changes to this activity during the Plan year.

vi. Challenges in Achieving Benchmarks and Possible Strategies

This activity continues to meet benchmarks remains effective.

Activity 2009-08: Simplified Utility Allowance Schedule

i. Plan Year Approved, Implemented, Amended

This activity was approved in an amendment to the FY2009 MTW Annual Plan and was implemented on September 24, 2009. It has not been amended since the initial approval.

ii. Description/Impact/Update

VHA utilizes a simplified utility allowance schedule for tenant-based Housing Choice Vouchers. This provides households searching for a unit foreknowledge of their maximum rent and saves cost through a reduction in the number of denied Request for Lease Approvals. The schedule is based on the conventional HCV utilities schedules for newer energy efficient all electric units by bedroom size.

Outcomes for this activity are tracked using the following metrics:

| <i>CE #1: Agency Cost Savings</i> | | | | |
|---|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Total cost of task in dollars (decrease). | \$7,603 | \$0 | \$0 | Yes |

| <i>CE #2: Staff Time Savings</i> | | | | |
|--|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Total time to complete the task in staff hours (decrease). | 194 | 0 | 0 | Yes |

| <i>CE #3: Decrease in Error Rate of Task Execution</i> | | | | |
|--|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Average error rate in completing a task as a percent (decrease). | 11.63% | 0% | 0% | Yes |

Metrics for this activity are based on estimated staff time that used to be spent on Requests for Tenancy Approval forms that were denied in the past for exceeding maximum rent and estimates on additional instruction provided landlords and tenants on calculating utility allowances that is no longer necessary under this activity.

This activity is a type of rent reform and participants are eligible to request a hardship exemption, however VHA received no requests for a hardship exemption from this policy in 2020.

iii. Actual Non-Significant Changes

There were no non-significant changes to this activity during the Plan year.

iv. Actual Changes to metrics/Data Collection

There were no actual changes or modifications to the metrics for this activity during the Plan year.

v. Actual Significant Changes

There were no significant changes to this activity during the Plan year.

vi. Challenges in Achieving Benchmarks and Possible Strategies

Benchmarks were achieved and the activity was effective.

Activity 2009-03: No Verification of Assets Less Than \$50,000

i. Plan Year Approved, Implemented, Amended

This activity was approved in an amendment to the FY2009 MTW Annual Plan and was implemented on September 1, 2009. The dollar threshold was changed from \$5,000 to \$50,000 in an amendment to the FY2014 Annual Plan.

ii. Description/Impact/Update

VHA does not obtain a verification of a reported asset if the reported value is less than \$50,000. This MTW activity saves VHA significant administrative funds by eliminating verifications on the vast majority of assets and any income from those assets that has little or no effect on housing subsidy and/or tenant rent.

Outcomes for this activity are tracked using the following metrics:

| <i>CE #1: Agency Cost Savings</i> | | | | |
|---|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Total cost of task in dollars (decrease). | \$26,773 | \$535 | \$31 | Yes |

| <i>CE #2: Staff Time Savings</i> | | | | |
|--|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Total time to complete the task in staff hours (decrease). | 854 | 17 | 1 | Yes |

| <i>CE #3: Decrease in Error Rate of Task Execution</i> | | | | |
|--|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Average error rate in completing task as percent (decrease). | 16.76% | 0% | 0% | Yes |

iii. Actual Non-Significant Changes

There were no non-significant changes to this activity during the Plan year.

iv. Actual Changes to metrics/Data Collection

There were no actual changes or modifications to the metrics for this activity during the Plan year.

v. Actual Significant Changes

There were no significant changes to this activity during the Plan year.

vi. Challenges in Achieving Benchmarks and Possible Strategies

Benchmarks were achieved and the activity was effective.

Activity 2007-02: Alternate Required Reexamination Schedule

i. Plan Year Approved, Implemented, Amended

This activity was approved in the FY2007 MTW Annual Plan and was implemented on September 1, 2008. In an amendment to the FY2009 Plan, the policy was changed to the current schedule of triennial reexaminations for those on fixed income.

ii. Description/Impact/Update

VHA identifies households with a fixed income and places them on a schedule to have a full reexamination every three years rather than annually. Fixed income means the household has no work-able members and the only household income is from sources such as Social Security, Supplemental Security Income (SSI), and/or pensions. Households that are not

determined to have a fixed income are scheduled to have a reexamination 12 months after their last reexamination.

Outcomes for this activity are tracked using the following metrics:

| <i>CE #1: Agency Cost Savings</i> | | | | |
|---|-----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Total cost of task in dollars (decrease). | \$373,541 | \$308,741 | \$193,498 | Yes |

| <i>CE #2: Staff Time Savings</i> | | | | |
|--|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Total time to complete the task in staff hours (decrease). | 10234 | 8094 | 6188 | Yes |

| <i>CE #5: Increase in Agency Rental Revenue</i> | | | | |
|---|----------|-----------|--------------|---------------------|
| Unit of Measurement | Baseline | Benchmark | 2020 Outcome | Benchmark Achieved? |
| Rental revenue in dollars | \$0 | \$0 | \$0 | Yes |

Outcomes for this remain good. Estimated cost savings for the agency due to this activity is estimated to be \$136,275. Staff time savings is estimated to be 4,358 hours in 2020.

iii. Actual Non-Significant Changes

There were no non-significant changes to this activity during the Plan year.

iv. Actual Changes to metrics/Data Collection

There were no actual changes or modifications to the metrics for this activity during the Plan year.

v. Actual Significant Changes

There were no significant changes to this activity during the Plan year.

vi. Challenges in Achieving Benchmarks and Possible Strategies

Benchmarks were achieved and the activity was effective.

B. NOT YET IMPLEMENTED ACTIVITIES

Activity 2016-02: Local Blended Subsidy

- i. This activity uses a blend of funding from both the Public Housing and Section 8 Voucher Programs in order to develop mixed-finance public housing projects. This activity was proposed in the FY2016 Annual Plan and approved by HUD. VHA intended to use this activity to develop Caples Terrace, a new public housing development on the site of the former VHA administrative offices. However, that project was eventually developed without the use of blended subsidy.

- ii. This activity was resubmitted for approval in the FY2019 Plan for use at one new project, Tenny Creek, and three existing properties; Englund Manor, Arbor Ridge and Wisteria Manor. Tenny Creek is a planned 40-unit project that would provide assisted living supportive housing for individuals with chronic behavioral health/homelessness that have a diminished ability to live independently. Englund Manor is a 29 unit senior property owned by an affiliated non-profit. Arbor Ridge is a 60 unit assisted living facility owned by the VHA. VHA is planning to provide blended subsidy for 30 of the units. Wisteria Manor is a 24 unit senior property owned by the VHA that does not currently have any housing subsidy in place.
- i.

C. ACTIVITIES ON HOLD

VHA does not currently have any activities on hold.

D. CLOSED OUT ACTIVITIES

The following chart lists all closed out MTW activities

| MTW ACTIVITY NAME/NUMBER | PLAN YEAR APPROVED | PLAN YEAR IMPLEMENTED | PLAN YEAR CLOSED OUT | REASON CLOSED OUT |
|--|--------------------|-----------------------|----------------------|---------------------|
| Skyline Crest Campus of Learners/2010-02 | FY2010 | FY2010 | FY2019 | Concluded |
| Community Supported Self Reliance/2012-01 | FY2012 | FY2012 | FY2018 | Concluded |
| Time Limited Vouchers with Services/2008-01 | FY2008 | FY2008 | FY2018 | Concluded |
| Local Rent Subsidy Program/2014-03 | FY2014 | NA | FY2014 | Never Implemented |
| Utility Allowance Lesser of Unit/Voucher/2014-02 | FY2014 | FY2014 | FY2015 | Adopted by HUD |
| Health Advocate Training Program/2013-05 | FY2013 | FY2013 | FY2013 | Concluded |
| Admin Fee for Owners in HCV Program/2013-04 | FY2013 | NA | FY2013 | Withdrawn |
| Shelter Facilities Support/2013-03 | FY2013 | NA | FY2014 | Never Implemented |
| Short Term Rental Assistance/2012-04 | FY2012 | FY2013 | FY2016 | Concluded |
| Home Sharing in HCV Program/2012-03 | FY2012 | FY2015 | FY2016 | Concluded |
| MTW Fund for Leveraging Housing/2012-02 | FY2012 | NA | FY2017 | Never Implemented |
| Allow up to 50% of HCV to be Project-based/2013-03 | FY2011 | NA | FY2014 | Replaced by 2014-06 |
| “Floating Units” in PBV program/2011-02 | FY2011 | FY2002 | FY2013 | Concluded |
| Income Limits for New Public Housing/2011-01 | FY2011 | NA | FY2011 | Never Implemented |
| Local Preference for Unsubsidized/2010-04 | FY2010 | FY2010 | FY2015 | Concluded |
| Community Involvement/2010-01 | FY2010 | FY2010 | FY2013 | Concluded |
| Local Preference for FSS Participation/2009-18 | FY2009 | FY2009 | FY 2009 | NOFA Requirement |
| Mandatory Self-Sufficiency Program/2009-17 | FY2009 | NA | FY 2009 | Never Implemented |
| Renter Education Required for Applicants/2009-16 | FY2009 | FY2009 | FY 2017 | Concluded |
| Simplified Recertification Process/2009-14 | FY2009 | NA | FY 2009 | Never Implemented |
| Limited Utility Allowance Payments/2009-09 | FY2009 | FY2009 | FY 2013 | Concluded |
| Alternate Inspection Schedule in HCV/2009-06 | FY2009 | FY2010 | FY 2015 | Adopted by HUD |
| Asset Based Initiative (IDA)/2009-04 | FY2009 | NA | FY2010 | Never Implemented |
| Imputed TANF for Voluntary Closures/2009-02 | FY2009 | FY2009 | FY 2013 | Concluded |
| Pilot Rental Subsidy Project/2009-01 | FY2009 | NA | FY 2009 | Never Implemented |
| Alternate HCV Homeownership Program/2008-02 | FY2008 | FY2010 | FY 2011 | Concluded |
| Flat rent and Flat HCV Subsidy/2007-01 | FY2007 | NA | FY 2008 | Never Implemented |

| MTW ACTIVITY NAME/NUMBER | PLAN YEAR APPROVED | PLAN YEAR IMPLEMENTED | PLAN YEAR CLOSED OUT | REASON CLOSED OUT |
|--|--------------------|-----------------------|----------------------|-------------------|
| Alternative Rent Reasonable Procedure/2004-01 | FY2004 | FY2004 | FY 2009 | Concluded |
| Escrow Accounts Capped at \$6000/2003-01 | FY2003 | FY2003 | FY 2005 | Concluded |
| “Request Line” Single Waiting List/2002-01 | FY2002 | FY2002 | FY 2003 | Concluded |
| \$480 Deduction for Child Support /2001-02 | FY2001 | FY2001 | FY 2004 | Concluded |
| Eight Percent Earned Income Deduction/2001-01 | FY2001 | FY2001 | FY 2004 | Concluded |
| No Earned Income Disallowance/1999-09 | FY1999 | FY2009 | FY 2015 | Concluded |
| No Flat Rent Option in Public Housing/1999-08 | FY1999 | FY2009 | FY 2015 | Concluded |
| Maximum Family Share 45% of Gross/1999-07 | FY1999 | FY2009 | FY 2005 | Concluded |
| Restrictions on HCV Port-Outs/1999-06 | FY1999 | FY2009 | FY 2005 | Concluded |
| All Households Eligible for Escrow /1999-05 | FY1999 | FY2009 | FY 2005 | Concluded |
| FSS Absorbed into MTW Self-Sufficiency/1999-04 | FY1999 | FY2009 | FY 2005 | Concluded |
| Five-Year Time Limit for Non Eld/Dis/1999-03 | FY1999 | FY2009 | FY 2005 | Concluded |
| Mandatory Self-Sufficiency Program/1999-02 | FY1999 | FY2009 | FY 2005 | Concluded |
| All HCV Port-Ins to be Absorbed by VHA/1999-01 | FY1999 | FY2009 | FY 2001 | Concluded |

SECTION V: SOURCES AND USES OF FUNDS

A. SOURCES AND USES OF MTW FUNDS

i. Actual Sources of MTW Funds in the Plan Year

The VHA has submitted unaudited and audited information in the prescribed Financial Data Schedule (FDS) format through the Financial Assessment System – PHA (FASPHA).

ii. Actual Uses of MTW Funds in the Plan Year

The VHA has submitted unaudited and audited information in the prescribed FDS format through the FASPHA.

iii. Describe Actual Use of MTW Single Fund Flexibility

| ACTUAL USE OF SINGLE FUND FLEXIBILITY |
|---|
| <p>During the Plan year, VHA used the funding flexibility allowed under MTW to provide additional services to low income renters in the community. Bridgeview Housing provides resident services such as employment services, along with being a one stop resource center for information and opportunities related to education, training, financial literacy, financial assistance, and health. Bridgeview is also home to our non-MTW funded FSS program. Bridgeview services help support resident’s success in VHA’s rent reform activities.</p> <p>The single fund was also used to fund services at specific properties serving high needs populations such as Lincoln Place, which serves chronically homeless individuals, and Caples Terrace, which serves youth transitioning out of foster care.</p> <p>VHA also utilizes MTW funds to support a Continuum of Care deposit assistance program for persons on our waiting list, as well as navigation and referral services for the same population.</p> <p>VHA is also using single fund flexibility to pay MTW administrative costs and HCV program administrative costs that are not covered by the administrative fee.</p> |

B. LOCAL ASSET MANAGEMENT PLAN

i. Is the MTW PHA allocating costs within statute?

| |
|-----|
| Yes |
|-----|

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

| |
|----|
| No |
|----|

iii. Has the MTW PHA provided a LAMP in the appendix?

| |
|----|
| NA |
|----|

- iv. If the MTW PHA has provided a LAMP in the appendix, please describe any proposed changes to the LAMP in the Plan Year or state that the MTW PHA does not plan to make any changes in the Plan Year.

| |
|----|
| NA |
|----|

SECTION VI: ADMINISTRATIVE

A. HUD REVIEWS, AUDITS OR PHYSICAL INSPECTION ISSUES

VHA did not have any HUD reviews, audits, and/or physical inspection issues that required action to address the issue in FY2020.

B. AGENCY DIRECTED EVALUATIONS

There were no agency directed evaluations specific to MTW in FY2020.

C. CERTIFICATION OF STATUTORY REQUIREMENTS

The VHA certifies that it has met two of the three statutory requirements:

- 1) Ensuring that at least 75 % of the families assisted by the Agency are very low-income families;
- 2) Maintaining a comparable mix of families (by family size) served as would have been served had the VHA not participated in the MTW demonstration.

VHA certifies that it is working with HUD to develop a plan to meet the following statutory requirement:

1. Continuing to assist substantially the same total number of households as would have been assisted had the VHA not participated in the MTW demonstration.

D. MTW ENERGY PERFORMANCE CONTRACT (EPC) FLEXIBILITY DATA

Not applicable.