

Moving to Work FY2021 Annual Report

VANCOUVER HOUSING AUTHORITY

Submitted to HUD – March 29, 2022

MTW Annual Report FY2021

VANCOUVER HOUSING AUTHORITY

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SECTION I: INTRODUCTION

A. 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.

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.

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

B. 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 2021, the Vancouver Housing Authority completed renovation of 305 existing units within its portfolio at Anthem Park Apartments, Columbia House Apartments, and Van Vista Assisted Living included full upgrades to better serve the senior residents in these developments.

Throughout 2021, VHA continued construction on: Miles Terrace a 69-unit development in Downtown Vancouver that will serve seniors age 55 and older, and Tenny Creek Assisted Living for households exiting homelessness with behavioral health challenges. Tenny Creek will be a first of its kind development for Southwest Washington when it opens in the spring of 2022.

In 2021, VHA closed financing on Fourth Plain Commons a 106 unit mixed use development in the heart of Vancouver's International District. Fourth Plain Commons was a collaborative process that included partnerships with the City of Vancouver, Clark County, and Fourth Plain Forward a local nonprofit to reimagine an underutilized parcel into a community focused development. Financing was also closed on Central Park Place a 124-unit renovation that serves veterans and individuals exiting homelessness.

VHA purchased a former hotel to transform the site into a homeless shelter. Collaborating with the City of Vancouver, Clark County, the State of Washington, The Community Foundation of Southwest Washington, and the Cowlitz Tribe VHA was able to open the shelter on Christmas Eve adding 62 much needed beds to the community. VHA is providing rental assistance for the shelter beds as a MTW activity.

VHA planned completion of The Meridian, a mixed finance public housing development in 2021. The Meridian is now expected to be complete in May 2022. VHA made the decision in 2021 not to convert Central Park Place to Public Housing. The Elwood was completed in March of 2021 and was fully leased by July 2021.

In 2021, VHA received HUD approval to transfer housing subsidy funded under the Rental Assistance Demonstration (RAD) existing VHA properties known as Vancouver Apartment Homes. It is expected that the locations of the RAD vouchers will be identified in 2022.

Although COVID19 affected operations in 2021, VHA continued to respond flexibly to opportunities and community needs. VHA received 102 Emergency Housing Vouchers and issued the majority on July 1, 2021. In addition to our local Continuum of Care, VHA worked with five community partners to see that 94 households have been successful in locating units. We continue to work with the remaining families to lease with their EHV. We completed a HUD Conversion to Project Based Vouchers project and 493 new admissions across our voucher programs.

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			
Fort Vancouver Terrace	0	13	Leased	No	13 units from a HUD Multi-Family conversion.
Neals Lane	0	8	Leased/Issued	No	A 9 unit existing property purchased by a local non-profit. Future residents will be homeless families with children and household incomes below 50% AMI. Self Sufficiency services are offered to residents.
Arbor Ridge	0	23	Leased/Issued	No	23 units of Assisted Living for elderly/disabled with income below 50% AMI. These are in addition to previously placed RAD units.
Mill Creek	0	32	Leased/Issued	No	32 units of housing for low-income families. These are in addition to previously placed RAD units.
Northcrest Manor	0	12	Leased/Issued	No	12 units of housing for persons with income less than 30% AMI.
Total: Planned or Actual Newly Project-Based	0	88			

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

<p>Fort Vancouver Terrace was a HUD Multi-Family conversion in 2021. Neals Lane was selected as existing housing in 2021. 8 PBV were committed, only 5 of existing tenants qualified. Arbor Ridge was selected as existing housing in 2021. Mill Creek was selected as existing housing in 2021. North Crest Manor was selected as existing housing in 2021.</p>
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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
Planned/Actual Total Existing Project-Based Vouchers	763	763			

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

N/A

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

ACTUAL OTHER CHANGES TO MTW HOUSING STOCK IN THE PLAN YEAR
Addition of The Elwood, 46 units Public Housing.

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	1036	62	86
MTW Housing Choice Vouchers (HCV) Utilized	25452	25481	2121	2123
Local, Non-Traditional: Tenant-Based	648	142	54	12
Local, Non-Traditional: Property-Based	356	452	29	38
Local, Non-Traditional: Homeownership	0	0	0	0
Planned/Actual Totals	27194	27111	2266	2256

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

- Public Housing Units Leased: PH units came online and leased sooner than anticipated in 2021 Annual Plan.
- MTW HCV: Minor variation explained by underestimating vouchers leased.
- Local Non- Traditional Tenant Based: Participation was lower than expected both Transitional Programs are winding down.
- Local Non-Traditional Property Based: Participation was higher than expected.

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	82	25	7
Tenant Based	Transitional 2014-04	348	60	29	5
Property Based	Shelter Beds 2021-01	252	309	21	26
Property Based	LIHTC Buy Down 2021-02	56	5	5	.5
Property Based	Market Buy Down/2015-02	48	138	4	12
Homeownership	None	0	0	0	0
Planned/Actual Totals		1004	594	84	50

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

HOUSING PROGRAM	DESCRIPTION OF ACTUAL LEASING ISSUES AND SOLUTIONS
MTW Public Housing	No leasing problems in Public Housing
MTW Housing Choice Voucher	Time to lease is very long. Unit rents are high and vacancy rate is low.
Local, Non-Traditional	Participation in the Market Rent Buy Down has been slow.

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	2047	Partially Open	No
Aurora Place	PBV Site	4752	Open	No
Camas Ridge	PBV Site	9451	Open	No
Caples Terrace	Public Housing Site	125	Partially Open	No
Englund Manor	Public Housing Site	982	Open	Yes
Fort Vancouver Terrace	PBV Site	1683	Open	Yes
Fruit Valley	PBV Site	5314	Open	No
Isabella Court	PBV Site	5342	Open	No
Kauffman Townhomes	PBV Site	2807	Open	No
The Meadows	PBV Site	7453	Open	No
Meriwether Place	PBV Site	48	Partially Open	No
Mill Creek	PBV Site	10194	Open	No
Neals Lane	PBV Site	425	Open	No
Northcrest Manor	PBV Site	1	Open	Yes
Rhododendron Place	PBV Site	24	Partially Open	No
Skyline Crest	PBV Site	10334	Open	No
VHA Apartment Homes	PBV Site	9404	Open	No
Vista Court	PBV Site	1701	Partially Open	No

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 72,087 active applications from 17,450 applicants.

ii. Actual Changes to Waiting List in the Plan Year

WAITING LIST NAME	DESCRIPTION OF ACTUAL CHANGES TO WAITING LIST
Englund Manor	This waiting list opened 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	0
49%-30% Area Median Income	47
Below 30% Area Median Income	117
Total Local, Non-Traditional Households Admitted	164

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
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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%	1461	57%	+16%
2 Person	25%	508	20%	-5%
3 Person	15%	234	9%	-6%
4 Person	10%	175	7%	-3%
5 Person	5%	95	4%	-1%
6+ Person	5%	89	3%	-1%
TOTAL	100%	2562	100%	

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.

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	10	Successful exit from subsidized housing
School Stability Subsidy/2013-02	4	Maintain stable housing after program exit
Minimum Income/2013-01	88	Positive exit from subsidized housing
	10	(Households Duplicated Across MTW Activities)
	92	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 2020-01 ~ LOCAL NON-TRADITIONAL: FINANCIAL SUPPORT OF SHELTER BEDS

i. Plan Year Approved, Implemented, Amended

This activity was approved in an amendment to the FY2021 MTW Annual Plan and was implemented the same year. It has not been amended since initial approval.

ii. Description/Impact/Update

Under this activity, VHA provides operational support for one or more homeless shelters. Through this activity, VHA will provide a subsidy to the operator of the supported homeless shelter(s). Tenants served are homeless individuals or families under 80% AMI. This is a supplement to a shelter’s existing funding; the contribution per shelter bed for a month is far below the average monthly subsidy in the VHA’s voucher program.

Outcomes for this activity are tracked using the following metrics:

<i>CE #6: Reducing Per Unit Subsidy Costs for Participating Households</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average amount of Section 8 and/or 9 subsidy (or local, non-traditional subsidy) per household affected by this policy in dollars (decrease).	\$764	\$130	\$70	Yes
<i>HC #1: Additional Units of Housing Made Available</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of new housing units made available for households at or below 80% AMI as a result of the activity (increase). If units reach a specific type of household, give that type in this box. Homeless Households entering shelter.		63	197	Yes
<i>HC #2: Units of Housing Preserved</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?

Number of housing units preserved for households at or below 80% AMI that would otherwise not be available (increase). If units reach a specific type of household, give that type in this box. Shelter beds.	0	63	197	Yes
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Metric data is sourced from MOUs with participating agencies and records provided by the shelters on number of beds/rooms utilized. .

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

None

ACTIVITY 2020-02 ~ LOCAL NON-TRADITIONAL: RENT BUY DOWN IN LIHTC UNITS

i. Plan Year Approved, Implemented, Amended

This activity was approved in an amendment to the FY2020 MTW Annual Plan and was implemented the same year. It has not been amended since initial approval.

ii. Description/Impact/Update

This is a local non-traditional program to buy down rents in Low Income Housing Tax Credit Units (LIHTC). The target population for this activity is households with income under 50% AMI for whom even Tax Credit rents are unaffordable. VHA buys down rents by paying to the LIHTC property the difference between 35% of household income and the rent for the unit (rents in Tax Credit units are not necessarily set at the Tax Credit Rent Limit, some are lower). Tenants served are below 50% AMI at admission.

Outcomes for this activity are tracked using the following metrics.

CE #6: Reducing Per Unit Subsidy Costs for Participating Households				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Average amount of Section 8 and/or 9 subsidy (or local, non-traditional subsidy) per household affected by this policy in dollars (decrease).	\$764	\$500	\$394	Yes

HC #1: Additional Units of Housing Made Available				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Number of new housing units made available for households at or below 80% AMI as a result of the activity (increase). If units reach a specific type of household, give that type in this box.	0	14	2	No

HC #2: Units of Housing Preserved				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Number of housing units preserved for households at or below 80% AMI that would otherwise not be available (increase). If units reach a specific type of household, give that type in this box.	0	14	2	No

Metric data is sourced from records provided by the LIHTC property on number of units assisted and from VHA records of HAP costs.

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 been slow to take off. MOAs were signed for up to 14 units occupied by qualified residents who agreed to participate. One property has yet to complete the HQS inspections with VHA. VHA staff are working more closely with property management to make certain that residents who would benefit from the activity are participating.

ACTIVITY 2020-01 ~ EXCLUSION OF CHILDCARE WAGES

i. Plan Year Approved, Implemented, Amended

This activity was approved in an amendment to the FY2020 MTW Annual Plan and was implemented in 2021. It has not been amended since initial approval.

ii. Description/Impact/Update

This activity changes the definition of excluded income used in calculating voucher subsidy. Income as a result of new employment in the childcare industry (either as an employee or as a state licensed childcare provider), is considered earned income but is excluded as countable income. The exclusion is 100% in the first twelve months of employment in the childcare industry. In the second twelve months, the exclusion is 50%. The maximum exclusion is 24 months. Breaks in employment do not extend the length of the exclusion. Although this income is excluded from calculation of TTP, participants are still subject to Activity 2013-01: Minimum Earned Income Rent Reform. Earnings excluded under this Activity (2020-01) are counted as earnings under 2013-01.

Outcomes for this activity are tracked using the following metrics.

CE #1: Agency Cost Savings				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Total cost of task in dollars (decrease).	0	\$146	0	No
CE #2: Staff Time Savings				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Total time to complete the task in staff hours.	0	5	0	No
CE #3: Decrease in Error Rate of Task Execution				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Average error rate in completing a task as a percentage.	8%	3%	0	No
CE #5: Increase in Agency Rental Revenue				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Total Household contributions towards housing assistance.	0	\$8,572	0	
SS #1: Increase in Household Income				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Average earned income of households affected by this policy in dollars (increase).	\$0	\$24,492	0	No

SS#3: Increase in Positive Outcomes in Employment Status				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Report the following information separately for each category: (1) Employed Full-Time (2) Employed Part-Time (3) Enrolled in an Educational Program (4) Enrolled in Job Training Program (5) Unemployed (6) Other	Number of Workable Heads of household with new employment in childcare industry pre-activity: (1) Employed Full-Time = 0 (2) Employed Part-Time = 0 (3) Enrolled in an Educational Program = 0 (4) Enrolled in Job Training Program = 0 (5) Unemployed = 0 (6) Other = 0	Expected number of Workable Heads of household with new employment in childcare industry after implementation: (1) Employed Full-Time = 3 (2) Employed Part-Time = 5 (3) Enrolled in an Educational Program = 2 (4) Enrolled in Job Training Program = 0 (5) Unemployed = 0 (6) Other = 0	0	No
	Percentage of Workable Heads of household with new employment in childcare industry pre-activity: (1) Employed Full-Time = 0% (2) Employed Part-Time = 0% (3) Enrolled in an Educational Program = 0% (4) Enrolled in Job Training Program = 0% (5) Unemployed = 0% (6) Other = 0%	Percentage of Workable Heads of household with new employment in childcare industry pre-activity: (1) Employed Full-Time = 1% (2) Employed Part-Time = 1% (3) Enrolled in an Educational Program = .5% (4) Enrolled in Job Training Program = 0% (5) Unemployed = 0% (6) Other = 0%	0	No

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

Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Number of households receiving TANF assistance (decrease).	68	65	0	No

SS #8: Households Transitioned to Self Sufficiency

Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
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Number of households transitioned to self-sufficiency (increase). The PHA may create one or more definitions for "self-sufficiency" to use for this metric. Each time the PHA uses this metric, the "Outcome" number should also be provided in Section (II) Operating Information in the space provided.	0.	10	0	No
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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 is dependent upon program participants obtaining new employment in the childcare industry. Several outreach efforts were made during the plan year. While numerous participants expressed interest, no participants gained new employment in childcare. Local childcare agencies tell us there is still a high need for new employees and VHA’s board remains supportive of the activity. VHA believes the activity continues to be affected by employment market forces and will continue to offer the exemption. We are adding new outreach activities during 2022, to include virtual and in person information sessions, advertising in our newsletters at individual properties as well as the VHA tenant newsletter, and email blasts.

ACTIVITY 2019-01 ~ MANDATORY PARTICIPATION IN SERVICES AT CAPLES TERRACE

i. Plan Year Approved, Implemented, Amended

This activity was approved in 2019 and has not been amended.

ii. Description/Impact/Update

This activity requires residents of Caples Terrace to participate in the services to be provided there. Caples Terrace is a mixed finance development with a preference for youth transitioning out of foster care and also for homeless unaccompanied youth or youth aging out of Foster Care. Services will be provided for residents to assist them to transition to self-sufficiency.

SS #1: Increase in Household Income				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?

Average earned income of households affected by this policy	\$3941	\$14,040	\$18,694	Yes
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SS #2: Increase in Household Savings				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Average amount of savings of households affected by this policy	\$183	\$2000	\$601	No

SS #3: Increase in Positive Outcomes in Employment Status				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
(1) Employed Full-Time	2	9	2	No
	10%	33%	39%	Yes
(2) Employed Part-Time	10	15	4	No
	35%	53%	30%	No
(3) Enrolled in an Educational Program	0	5	5	Yes
	0	20%	33%	Yes
(4) Enrolled in Job Training Program	0	8	0	No
	0	35%	0%	No
5) Unemployed	9	4	10	No
	32	14%	33%	No

SS #4: Households Removed from Temporary Assistance for Needy Families (TANF)				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Number of households receiving TANF assistance (decrease).	5	2	2	Yes

SS #5: Households Assisted by Services that Increase Self Sufficiency				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Number of households receiving services aimed to increase self-sufficiency (increase).	28	28	28	28

SS #6: Reducing Per Unit Subsidy Costs for Participating Households				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Average amount of Section 8 and/or 9 subsidy per household affected by this policy in dollars (decrease).	\$291	\$250	\$200	Yes

SS #7: Increase in Agency Rental Revenue				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Total household contributions towards housing assistance	\$264	\$321	\$317	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	0	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

This activity was suspended in August 2021.

vi. Challenges in Achieving Benchmarks and Possible Strategies

This program worked with a community partner to provide services to young adults who have experienced homelessness or engagement with the foster care system. The acuity of needs of this target population were not well matched for the self-sufficiency requirement upon program entry. Staff decided that a transition to a program with supportive housing elements would be beneficial to the program participants. In August 2021, staff transitioned services provided to clients and dropped the threat of losing housing assistance. This activity has ended in 2021

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.

Outcomes for this activity are tracked using the following metrics:

<i>CE #1: Agency Cost Savings</i>				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Total cost of task in dollars (decrease).	\$142,326	\$0	\$63,792	Yes

<i>CE #2: Staff Time Savings</i>				
Unit of Measurement	Baseline	Benchmark	2021 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	2021 Outcome	Benchmark Achieved?
Number of households able to move.	194	200	254	Yes

Cost savings are estimated by calculating the difference in HAP payments that would have occurred absent this activity in 2021.

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

None.

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	2021 Outcome	Benchmark Achieved?
Average earned income of households.	\$11,440	\$12,440	\$0	No

<i>SS #2: Increase in Household Savings</i>				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Average amount of savings/escrow.	\$0	\$0	\$0	Yes

<i>SS #3: Increase in Positive Outcomes in Employment Status</i>				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
(1) Employed Full-Time	0	1	0	No
	0%	5%	0%	No
(2) Employed Part-Time	1	3	0	No
	6%	15%	0%	No
(3) Enrolled in an Educational Program	1	3	1	No
	6%	15%	50%	Yes

<i>SS #3: Increase in Positive Outcomes in Employment Status</i>				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
(4) Enrolled in Job Training Program	1	3	1	No
	6%	15%	50%	Yes
5) Unemployed	13	10	1	No
	81%	50%	50%	Yes

<i>SS #4: Households Removed from Temporary Assistance for Needy Families (TANF)</i>				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Number of households receiving TANF assistance (decrease).	2	1	0	Yes

<i>SS #5: Households Assisted by Services that Increase Self Sufficiency</i>				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Number of households receiving services.	0	20	2	No

<i>SS #6: Reducing Per Unit Subsidy Costs for Participating Households</i>				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Average amount of Section 8 subsidy.	\$845	\$745	\$666	Yes

<i>SS #7: Increase in Agency Rental Revenue</i>				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Total Household contributions towards housing assistance.	\$107	\$150	\$116	No

<i>SS #8: Households Transitioned to Self Sufficiency</i>				
Unit of Measurement	Baseline	Benchmark	2021 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

Participation has dropped to two and households are in training or education programs.

ACTIVITY 2015-02 ~ ALTERNATIVE TTP CALCULATION (35%)

i. Plan Year Approved, Implemented, Amended

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%.

ii. 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. In 2020, VHA received 26 hardship requests asking to be exempt from this policy. Five were approved for a long-term exemption and six 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.

Outcomes for this activity are tracked using the following metrics:

<i>CE #1: Agency Cost Savings</i>				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Total cost of task in dollars (decrease).	\$18,944,340	\$18,094,340	\$18,276,406	No

<i>CE #5: Increase in Agency Rental Revenue</i>				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Total Household contributions towards housing assistance.	\$0	\$0	\$1,545,463	Yes

<i>HC #1: Additional Units of Housing Made Available</i>				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Number of new housing units made available (increase).	0	120	269	Yes

<i>HC #3: Decrease in Wait List Time</i>				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Average applicant time on wait list in months (decrease).	102	102	n/a	n/a

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

CE#1 becomes less significant as time passes as it compares current HAP cost to a benchmark set in 2015. HAP costs have increased significantly due to increasing rents. Measuring today’s dollars against the 2015 benchmark is no longer an accurate measure of success.

HC#3 is not relevant to our waiting lists as MTW voucher waiting lists are by lottery selection.

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:

HC #5: Increase in Resident Mobility				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Number of households able to move to a better unit and/or neighborhood of opportunity as a	0	35	12	No

result of the activity (increase).				
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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

Participating properties did not lease as many vacant units to activity participants as VHA had hoped. However, we still believe that this activity can provide opportunities to low-income properties. 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	2021 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	2021 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	2021 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	2021 Outcome	Benchmark Achieved?
Average applicant time on wait list in months (decrease).	46	46	n/a	n/a

<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

HC #3 is not relevant to this activity as applicants from VHA Project Based waiting lists are selected by lottery. The time spent on the lottery is completely random. Other 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	2021 Outcome	Benchmark Achieved?
Total cost of task in dollars (decrease).	\$1317	\$52	\$660	Yes

<i>CE #2: Staff Time Savings</i>				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Total time to complete the task in staff hours.	40	2	28	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	2021 Outcome	Benchmark Achieved?
Total Household contributions towards housing assistance.	\$289	\$289	\$475	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

There were no challenges in meeting benchmarks for this activity.

ACTIVITY 2014-04 ~ 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 was amended in the FY2021 MTW Plan Amendment.

ii. Description/Impact/Update

The Transitional Housing Program supports transitional housing for homeless individuals and families with income below 30% of the Area Median Income (AMI). Transitional Housing providers receive financial assistance to support the cost of rent when they have funds to leverage that are not adequate to provide housing assistance. Assistance maybe provided in scattered sites, or property owned by the transitional housing provider. Transitional housing providers provide services to support self-sufficiency. Participation of individual households is limited by the sponsoring agency’s rules. Income eligibility will be determined following the VHA’s HCV eligibility with a 30% limit. VHA has presently committed \$50,000 annually to this activity. VHA will commit additional funding if a sponsoring agency seeks support and the cost per household can be held under VHA’s average HAP cost in the HCV program

Outcomes for this activity are tracked using the following metrics:

<i>CE #4: Increase in Resources Leveraged</i>				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	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	2021 Outcome	Benchmark Achieved?
Average earned income of households.	\$12,600	\$12,600	\$13,766	Yes

<i>SS #3: Increase in Positive Outcomes in Employment Status</i>				
Unit of Measurement	Baseline	Benchmark	2021 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	2021 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	2021 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	2021 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	2021 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	2021 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	2021 Outcome	Benchmark Achieved?
Number of households able to move.	0	5	0	Yes

iii. Actual Non-Significant Changes

None.

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

The participants in this activity completed the partnering agency’s transitional program and subsidy under this activity ended. In 2022, VHA is in discussion with a new partnering agency.

vi. Challenges in Achieving Benchmarks and Possible Strategies

Participants overall increased their income from when they began the program. VHA is talking with another partnering agency to begin participating. If another partnering program is not identified, this activity will be suspended in 2022. The detailed record

keeping necessary for the metrics is a drawback to small programs that do not have the administrative capacity to keep detailed records.

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	2021 Outcome	Benchmark Achieved?
Average earned income of households.	\$17,870	\$10,000	\$28,999	Yes

<i>SS #2: Increase in Household Savings</i>				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Average amount of savings/escrow.	\$3,600	\$2,000	\$1233	No

<i>SS #3: Increase in Positive Outcomes in Employment Status</i>				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
(1) Employed Full-Time	38	42	44	Yes
	39%	50%	53%	Yes
	18	18	14	No

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(2) Employed Part-Time	19%	22%	18%	No
(3) Enrolled in an Educational Program	19	19	15	No
	19%	23%	17%	No
(4) Enrolled in Job Training Program	24	49	5	No
	25%	58%	3%	No
5) Unemployed	22	27	28	No
	23%	32%	33%	No

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

Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Number of households receiving TANF.	8	6	4	No

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

Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Number of households receiving services.	96	100	116	Yes

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

Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Average amount of subsidy per household.	\$633	\$633	\$360	Yes

SS #7: Increase in Agency Rental Revenue

Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Total Household contributions towards housing assistance.	\$279	\$279	\$521	Yes

SS #8: Households Transitioned to Self Sufficiency

Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Number of households transitioned to self-sufficiency (increase).	5	8	10	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

Participants in the program have more recently entered the program; they are not as successful as we anticipate they will be later. In addition, employment in 2021 continued to be affected by COVID19.

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 either are 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	2021 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	2021 Outcome	Benchmark Achieved?
Average earned income of households affected by this policy in dollars (increase).	\$14,787	\$14,787	\$28,947	Yes

<i>SS #3: Increase in Positive Outcomes in Employment Status</i>				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
(1) Employed Full-Time	5	5	2	No
	26%	26%	25%	No
(2) Employed Part-Time	3	3	6	Yes
	16%	16%	75%	Yes
(3) Enrolled in an Educational Program	0	0	0	No
	0%	0%	0%	No
(4) Enrolled in Job Training Program	7	7	0	No
	37%	37%	0%	No

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5) Unemployed	4	4	0	No
	21%	21%	0%	No

<i>SS #4: Households Removed from Temporary Assistance for Needy Families (TANF)</i>				
Unit of Measurement	Baseline	Benchmark	2021 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	2021 Outcome	Benchmark Achieved?
Average amount of Local subsidy per household affected by this policy in dollars.	\$789	\$789	\$511	Yes

<i>SS #7: Increase in Agency Rental Revenue</i>				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Total Household contributions towards housing assistance (increase).	\$262	\$262	\$858	Yes

<i>SS #8: Households Transitioned to Self Sufficiency</i>				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Number of households transitioned to self-sufficiency.	0	0	4	Yes

<i>HC #3: Decrease in Wait List Time</i>				
Unit of Measurement	Baseline	Benchmark	2021 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	2021 Outcome	Benchmark Achieved?
Number of households that would lose assistance (decrease).	12	12	8	No

<i>HC #7: Households Assisted by Services that Increase Housing Choice</i>				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Number of households receiving services (increase).	12	12	8	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

This activity is winding down. The last of the participating households will complete their participation in 2022.

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 as 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	2021 Outcome	Benchmark Achieved?
HAP Savings Imputed from Minimum Income	\$0	\$500,000	\$2,294,914	Yes

<i>SS #1: Increase in Household Income</i>				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Average earned income of households affected by this policy in dollars (increase).	\$15,653	\$16,000	\$24,431	Yes

<i>SS #3: Increase in Positive Outcomes in Employment Status</i>				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
(1) Employed Full-Time	201	300	515	Yes
	24%	31%	26%	No
(2) Employed Part-Time	300	250	583	Yes
	36%	26%	30%	Yes
(3) Enrolled in an Educational Program	11	10	18	Yes
	1%	1%	0%	No
(4) Enrolled in Job Training Program	15	10	13	Yes
	2%	1%	0%	No
5) Unemployed	303	400	783	No
	37%	41%	40%	Yes

<i>SS #4: Households Removed from Temporary Assistance for Needy Families (TANF)</i>				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Number of households receiving TANF assistance (decrease).	306	275	210	Yes

<i>SS #6: Reducing Per Unit Subsidy Costs for Participating Households</i>				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Average amount of Section 8 subsidy per household affected by this policy in dollars.	\$665	\$650	\$805	No

<i>SS #7: Increase in Agency Rental Revenue</i>				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Average S8 Tenant Rent.	\$274	\$342	\$647	Yes

<i>SS #8: Households Transitioned to Self Sufficiency</i>				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Number of households transitioned to self-sufficiency (increase).	89	89	89	Yes

<i>Agency Metric: Percentage of Work-Able Households With Earned Income</i>				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Percentage of active households with one or more Work-Able member/s working	50.69%	53.00%	55%	Yes

COVID19 had a negative impact on the number of people employed, as seen in Metric SS#4. The overall savings in HAP attributed to this activity, as well as the increased earned income, means this activity is successful.

In 2021, VHA received 72 hardship requests asking to be exempt from this policy. 61 were approved for short-term hardships, when they had not previously been employed but COVID19 employment restrictions prohibited the person from gaining employment

to avoid eviction. Eight were denied for being ineligible for a hardship or because the hardship was caused by a factor other than the activity. Three were pended because an interim review needed to be done.

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

While the activity has not changed, through December 2021 we did not apply the activity to households whose loss of employment was due to COVID19.

vi. Challenges in Achieving Benchmarks and Possible Strategies

The Benchmark for SS#6 is affected by the rapidly increasing rents in our area. Incomes are not increasing nearly as quickly as rents. It is unlikely we will meet this benchmark in the future, because of factors that are not related to the success of the 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	2021 Outcome	Benchmark Achieved?
Total cost of task in dollars.	\$29,775	\$24,775	\$12,754	Yes

<i>CE #2: Staff Time Savings</i>				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Total time to complete the task in staff hours.	0	461	477	No

<i>CE #3: Decrease in Error Rate of Task Execution</i>				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Average error rate.	15.71%	15.71%	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

As the number of VHA owned units increases, the benchmark in CE #2 Staff Time Savings, loses meaning. CE#3 is NA as Quality Control inspections were not conducted in 2021 due to COVID19.

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 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	2021 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	2021 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	2021 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 activity, property 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	2021 Outcome	Benchmark Achieved?
Total cost of task in dollars (decrease).	\$49,313	\$46,847	\$14,145	Yes

<i>CE #2: Staff Time Savings</i>				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Total time to complete the task in staff hours (decrease).	1672	1588	442	Yes

<i>HC #4: Displacement Prevention</i>				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Number of households that would lose assistance or need to move (decrease).	156	148	44	Yes

<i>Agency Metric: Number of Rent Increase Denials Due to Policy</i>				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Number of Denials Due to Less than Year Since Last Increase.	0	30	413	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

No challenges to meeting benchmarks.

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	2021 Outcome	Benchmark Achieved?
Total cost of task in dollars (decrease).	\$27,989	0	\$13,364	Yes

<i>CE #2: Staff Time Savings</i>				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Total time to complete the task in staff hours (decrease).	763	0	602	Yes

Through a reduction in the number of reexaminations that would otherwise be required during the plan year, this activity is estimated to save 602 hours in staff time at a cost of \$13,364.

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	2021 Outcome	Benchmark Achieved?
Total cost of task in dollars (decrease).	\$5,974	\$600	\$417	Yes

<i>CE #2: Staff Time Savings</i>				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Total time to complete the task in staff hours (decrease).	217	22	18	Yes

<i>CE #3: Decrease in Error Rate of Task Execution</i>				
Unit of Measurement	Baseline	Benchmark	2021 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	2021 Outcome	Benchmark Achieved?
Total cost of task in dollars (decrease).	\$7,603	\$0	\$7072	Yes

<i>CE #2: Staff Time Savings</i>				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Total time to complete the task in staff hours (decrease).	194	0	306	Yes

<i>CE #3: Decrease in Error Rate of Task Execution</i>				
Unit of Measurement	Baseline	Benchmark	2021 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 would be spent on Requests for Tenancy Approval forms that were denied for exceeding maximum rent and estimates on additional instruction provided property owners 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, VHA received two requests for a hardship exemption from this policy in 2021, both were granted.

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	2021 Outcome	Benchmark Achieved?
Total cost of task in dollars (decrease).	\$26,773	\$535	\$3586	Yes

<i>CE #2: Staff Time Savings</i>				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Total time to complete the task in staff hours (decrease).	854	17	169	Yes

<i>CE #3: Decrease in Error Rate of Task Execution</i>				
Unit of Measurement	Baseline	Benchmark	2021 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	2021 Outcome	Benchmark Achieved?
Total cost of task in dollars (decrease).	\$373,541	\$308,741	\$67,456	Yes

<i>CE #2: Staff Time Savings</i>				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Total time to complete the task in staff hours (decrease).	10234	8094	1110	Yes

<i>CE #5: Increase in Agency Rental Revenue</i>				
Unit of Measurement	Baseline	Benchmark	2021 Outcome	Benchmark Achieved?
Rental revenue in dollars	\$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 were achieved and the activity was effective.

B. NOT YET IMPLEMENTED ACTIVITIES**ACTIVITY 2016-02 ~ LOCAL BLENDED SUBSIDY**

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.

This activity was resubmitted for approval in the FY2019 Plan. Local Blended Subsidy has not yet been used at a property but VHA believes that it will be useful in a future project.

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
Mandatory Participation in Services/2019-01	FY2019	2019	2021	Not Successful
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

MTW ACTIVITY NAME/NUMBER	PLAN YEAR APPROVED	PLAN YEAR IMPLEMENTED	PLAN YEAR CLOSED OUT	REASON CLOSED OUT
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
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: PLANNED APPLICATION OF MTW FUNDS

A. FINANCIAL REPORTING

i. Available 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. Expenditures 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 Application of MTW Funding Flexibility

APPLICATION OF “MTW FUNDING” FLEXIBILITY
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

APPLICATION OF "MTW FUNDING" FLEXIBILITY
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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.

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.

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.

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.

B. LOCAL ASSET MANAGEMENT PLAN

i. **Did the MTW PHA allocate costs within statute in the Plan Year?**
Yes

ii. **Did the MTW PHA implement a local asset management plan (LAMP) in the Plan Year?**
No

iii. **Did the MTW PHA provide a LAMP in the appendix?**
N/A

iv. **If the MTW PHA has provided a LAMP in the appendix, please provide a brief update on implementation of the LAMP. Please provide any actual changes (which must be detailed in an approved Annual MTW Plan/Plan Amendment) or state that the MTW PHA did not make any changes in the Plan Year.**

N/A

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 FY2021.

B. AGENCY DIRECTED EVALUATIONS

There were no agency directed evaluations specific to MTW in FY2021.

C. CERTIFICATION OF STATUTORY REQUIREMENTS

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

- ❖ Ensuring that at least 75 % of the families assisted by the Agency are very low-income families;
- ❖ 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:

- ❖ 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.