

# **Moving to Work FY2023 Annual Report**

**VANCOUVER HOUSING AUTHORITY**

Submitted to HUD – March 27, 2024

# MTW Annual Report FY2023

## 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 2038.

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 Vancouver Housing Authority is to provide opportunities to people experiencing housing barriers while honoring their personal dignity and maintaining public trust. Our vision is to support a diverse and thriving community with sustainable housing that meets a full spectrum of needs and promotes opportunity.

In working toward our mission and vision, in 2023 VHA provided affordable housing to more than 3,000 families with tenant-based, project-based, and special purpose vouchers, as well as public housing. At the end of the Plan year, 29% of participating households had senior family members and 55% had members with disabilities. VHA also leveraged more than 3,200 owned or managed units to help meet additional housing needs across the spectrum, and served another nearly 400 families through local non-traditional programs.

Further, VHA provided a range of supportive services for residents throughout 2023, in areas such as employment training, financial literacy workshops, case management, permanent supportive housing, and youth programs. These services supported the Clark County community in overcoming barriers, seeking opportunities and working toward long-term success.

### **i. Short-Term Goals and Objectives**

In 2023, VHA focused on implementing the MTW activities outlined in the Plan, adapting to address ongoing needs in the community. The Agency leveraged flexibility in setting local non-traditional LIHTC buy-down amounts in order to further expand housing choice for low-income households. VHA modified its Simplified Utility Allowance activity to adapt to changing circumstances faced by tenants, reflecting the evolving approach landlords have taken to charging for utility fees locally.

Beyond this, during the Plan year the VHA has:

- Applied to HUD for streamline voluntary conversion.
- Transferred a HUD Multifamily subsidy from the Cougar Homes to Fourth Plain Commons.
- Completed a RAD Transfer of Assistance from the VHA Townhomes to Nám'u qas and Allegro Pointe Apartments.
- Developed 106 units, 56 of which are subsidized via a Section 8 New Construction PBRA contract.
- Acquired three properties, totaling 155 units, which hold a mix of market rate units, RAD PBV, and units serving unaccompanied youth and foster youth.
- Rehabilitated 125 units at Central Park Place, which give preference to veterans and individuals exiting homelessness.
- Renovated and expanded shelter capacity.
- Increased climate resiliency by incorporating cooling into a portion of our senior housing portfolio.
- Conducted isolation prevention efforts among older adult residents in order to promote aging in place and delay the need for higher levels of care.
- Partnered with local nonprofit organizations to create a permanent affordable homeownership program.
- Provided residents with housing navigation services, increasing their likelihood of using vouchers in high-opportunity neighborhoods and helping avoid homelessness.

In 2023, VHA's ongoing activities have allowed us to adapt our support to meet the needs of a growing and changing community despite an increasingly expensive and competitive housing market, with Vancouver rental rates [outpacing national growth](#).

### **ii. Long-Term Goals and Objectives**

VHA's strategic plan and values were updated in the first quarter of 2024 to not only align with the three core objectives of the MTW Demonstration: promoting cost-effectiveness, housing choice, and self-sufficiency, but additionally, to cement VHA's commitment to fair housing principles, social and racial equity. The five key areas within which our specific goals and priorities fall include:

- **Expanding Affordable Housing** | Increasing and improving the supply of quality, sustainable, affordable housing to meet the needs of the community.
- **Financial Sustainability** | Developing flexible and stable revenue to create additional capacity to support VHA’s mission.
- **Operational Excellence** | Creating an environment that fosters commitment, passion, and excitement for VHA’s mission and vision, and aligns with our core values.
- **Increasing Prosperity** | Providing services, policies and programs that empower residents to pursue their version of prosperity.
- **Equitable Impact** | Collaborating with those most impacted by our decision-making and program delivery to remove structural barriers and improve outcomes.

VHA’s Moving to Work flexibilities play a vital role in ensuring we can successfully pursue these priorities and thus promote resident empowerment, broaden housing choice, and build community over the long term.

## 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			
N/A	N/A	N/A	N/A	N/A	N/A
<b>Total: Planned or Actual Newly Project-Based</b>	N/A	N/A			

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

N/A
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ii Actual Existing Project Based Vouchers

PROPERTY NAME	NUMBER 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
Arbor Ridge	30	23	Leased/Issued	No	60 unit assisted living, PBV
Aurora Place	13	13	Leased/Issued	No	13-unit project owned by 2nd 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
Columbia Heights/Mercy Peace Health	17	17	Leased/Issued	No	69 units, income restricted 50% AMI
Freedom's Path	40	40	Leased/Issued	No	40 VASH PBV in 50 unit building
Fruit Valley	18	18	Leased/Issued	No	Previously public housing
Ft. Vancouver Terrace	13	13	Leased/Issued	No	Multi-family conversion.
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 2nd Step
Lainie's Crossing	39	39	Leasing	Yes	Transfer of RAD from VHA Apartment Homes in December 2022
Lincoln Place	30	30	Leased/Issued	No	30 unit site for chronic homeless
The Meadows	23	23	Leased/Issued	No	30 unit LIHTC, 2nd 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
Mill Creek	42	42	Leased Issued	No	78 unit LIHTC, Senior and Family
Nám'u qas	30	30	Leased	Yes	30 unit RAD transfer, exiting foster care
Neals Lane	8	8	Leased	No	8 units homeless families
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	53	53	Leased/Issued	Yes	Scattered small complexes
Vista Court	76	76	Leased/Issued	No	76 unit senior building
<b>Planned/Actual Total Existing Project-Based Vouchers</b>	<b>861</b>	<b>854</b>			

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



A portion of Arbor Ridge PBV units were removed due to units not being utilized.

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

ACTUAL OTHER CHANGES TO MTW HOUSING STOCK IN THE PLAN YEAR
N/A

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

GENERAL DESCRIPTION OF ALL ACTUAL CAPITAL EXPENDITURES DURING THE PLAN YEAR
\$1,664,512 at Mill Creek for exterior rehab construction contracts.

**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	2,988	2,133	249	178
MTW Housing Choice Vouchers (HCV) Utilized	24,336	24,544	2,028	2,045
Local, Non-Traditional: Tenant-Based	0	342	0	29
Local, Non-Traditional: Property-Based	3,012	3,169	251	264
Local, Non-Traditional: Homeownership	0	0	0	0
<b>Planned/Actual Totals</b>	<b>30,336</b>	<b>30,188</b>	<b>2,528</b>	<b>2,516</b>

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

- Public Housing Units Leased: Leasing took longer than anticipated due to referral process, unit condition at turnover.
- MTW HCV: Variation of <1%.
- Local Non-Traditional Tenant-Based: Signed on new Transitional housing partner during Plan year, bringing new tenants into the program.
- Local Non-Traditional Property-Based: Participation was slightly higher than expected, with three new properties participating in the Plan year.

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	Transitional 2014-04	0	342	0	29
Property-Based	Shelter Beds 2021-01	2,364	1,865	197	155
Property-Based	LIHTC Buy Down 2021-02	288	1,066	24	89
Property-Based	Market Buy Down 2015-02	360	238	30	20
Homeownership	None	0	0	0	0
<b>Planned/Actual Totals</b>		<b>3,012</b>	<b>3,511</b>	<b>251</b>	<b>293</b>

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

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

HOUSING PROGRAM	DESCRIPTION OF ACTUAL LEASING ISSUES AND SOLUTIONS
MTW Public Housing	<ul style="list-style-type: none"> <li>Referrals were taking longer than expected; Met with referral agencies to discuss timely referrals and ways to streamline the process.</li> <li>Several units were heavily damaged and required extensive work; Rotated staff from other locations to assist when number of vacates was high.</li> </ul>
MTW Housing Choice Voucher	N/A
Local, Non-Traditional	A portion of shelter beds temporarily did not meet HQS standards and thus fewer were leased during the early part of the Plan year than expected. Removed units from buy-down program until units could pass inspection.

**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	3917	Partially Open	No

Allegro Pointe	PBV Site	263	Open	Yes
Aurora Place	PBV Site	5118	Closed	No
Camas Ridge	PBV Site	9786	Closed	No
Caples Terrace	Public Housing Site	34	Partially Open	No
Columbia Heights	PBV Site	1502	Closed	Yes
Englund Manor	Public Housing Site	980	Closed	No
Fort Vancouver Terrace	PBV Site	5687	Open	Yes
Fruit Valley	PBV Site	5246	Closed	No
Isabella Court	PBV Site	5518	Closed	No
Kauffman Townhomes	PBV Site	2875	Closed	No
Lanie's Crossing	PBV Site	584	Closed	No
The Meadows	PBV Site	11442	Closed	Yes
Mill Creek	PBV Site	10176	Closed	No
Neals Lane	PBV Site	1846	Open	Yes
Rhododendron Place	PBV Site	59	Partially Open	No
Skyline	PBV Site	10446	Closed	No
VHA Apartment Homes	PBV Site	9748	Closed	No
Vista Court	PBV Site	2859	Partially Open	No

Please describe any duplication of applicants across waiting lists:

As of the end of the plan year there were a total of 88,086 active applications from 23,201 applicants.

**ii Actual Changes to Waiting List in the Plan Year**

WAITING LIST NAME	DESCRIPTION OF ACTUAL CHANGES TO WAITING LIST
Allegro Pointe	Added Waiting List
The Meadows	Opened and Closed Waiting List

**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	3
49%-30% Area Median Income	31
Below 30% Area Median Income	231
<b>Total Local, Non-Traditional Households Admitted</b>	<b>265</b>

**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%
<b>TOTAL</b>	<b>484</b>	<b>1844</b>	<b>60</b>	<b>2388</b>	<b>100%</b>

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%	1444	57%	40%
2 Person	25%	513	20%	-18%
3 Person	15%	228	9%	-40%
4 Person	10%	160	6%	-36%
5 Person	5%	86	3%	-32%
6+ Person	5%	84	3%	-33%
<b>TOTAL</b>	<b>100%</b>	<b>2516</b>	<b>100%</b>	

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.

**v Number of Households Transitioned to Self-Sufficiency in the Plan Year**

MTW ACTIVITY NAME/NUMBER	NUMBER OF HOUSEHOLDS	MTW PHA LOCAL DEFINITION OF SELF SUFFICIENCY
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	TRANSITIONED TO SELF SUFFICIENCY	
Exclusion of Childcare wages/2020-01	1	Obtained new employment in childcare
Modified FSS Escrow/2014-01	9	Successful exit from subsidized housing
Minimum Income/2013-01	115	Positive exit from subsidized housing
	0	(Households Duplicated Across MTW Activities)
	125	<b>Total Households Transitioned to Self-Sufficiency</b>

## SECTION III: PROPOSED MTW ACTIVITIES

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

## SECTION IV: APPROVED MTW ACTIVITIES

### A. IMPLEMENTED ACTIVITIES

#### ACTIVITY 2021-02 LOCAL NON-TRADITIONAL: RENT BUY DOWN IN LIHTC UNITS

##### i Plan Year Approved, Implemented, Amended

This activity was approved in an amendment to the 2021 MTW Annual Plan and was implemented in 2021. It was amended in 2023 to add flexibility to the amount of the rent buy-down.

##### 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 a monthly amount determined by agreement between the PHA and the LIHTC property. The buy-down amounts do not exceed 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).

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	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	\$439	Yes

HC #1: Additional Units of Housing Made Available				
UNIT OF MEASUREMENT	BASELINE	BENCHMARK	OUTCOME	BENCHMARK ACHIEVED?
Number of new housing units made available for households at or below 80% AMI as a result of the activity (increase). If units reach a specific type of household, give that type in this box.	0	14	91	Yes

HC #2: Units of Housing Preserved				
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.	0	14	91	Yes

Metric data will be 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**

Activity was amended to allow for flexibility in the buy-down amounts to be negotiated with LIHTC properties, setting the original buy-down calculation (50% LIHTC rent – 35% household income) as a maximum. This allowed for the program to on-board additional properties, leading to additional housing units being made available.

**vi Challenges in Achieving Benchmarks and Possible Strategies**

None.

**ACTIVITY 2021-01 ~ 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 provides subsidies to the operators of the supported homeless shelter(s). Tenants served are homeless individuals or families under 80% AMI. This is a supplement to shelters’ 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:

<b>CE #6: Reducing Per Unit Subsidy Costs for Participating Households</b>				
<b>UNIT OF MEASUREMENT</b>	<b>BASELINE</b>	<b>BENCHMARK</b>	<b>OUTCOME</b>	<b>BENCHMARK ACHIEVED?</b>
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	\$78	Yes

<b>HC #1: Additional Units of Housing Made Available</b>				
<b>UNIT OF MEASUREMENT</b>	<b>BASELINE</b>	<b>BENCHMARK</b>	<b>OUTCOME</b>	<b>BENCHMARK ACHIEVED?</b>
Number of new housing units made available for households at or below 80% AMI as a result of the activity (increase). If units reach a specific type of household, give that type in this box. Homeless Households entering shelter.	0	63	155	Yes

<b>HC #2: Units of Housing Preserved</b>				
<b>UNIT OF MEASUREMENT</b>	<b>BASELINE</b>	<b>BENCHMARK</b>	<b>OUTCOME</b>	<b>BENCHMARK ACHIEVED?</b>
Number of housing units preserved for households at or below 80% AMI that would otherwise not be available (increase). If units reach a specific type of household, give that type in this box. Shelter beds.	0	63	155	Yes

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**

Benchmarks were met successfully. Outcomes of HC#1 and HC#2 are slightly reduced because of units that temporarily did not meet HQS during the early part of the Plan year.

**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:

<b>CE #1: Agency Cost Savings</b>				
<b>UNIT OF MEASUREMENT</b>	<b>BASELINE</b>	<b>BENCHMARK</b>	<b>OUTCOME</b>	<b>BENCHMARK ACHIEVED?</b>
Total cost of task in dollars (decrease).	0	\$146	0	No
<i>This activity will not reduce staff time as it requires new tracking of the exclusion, which is a new task.</i>				

<b>CE #2: Staff Time Savings</b>				
<b>UNIT OF MEASUREMENT</b>	<b>BASELINE</b>	<b>BENCHMARK</b>	<b>OUTCOME</b>	<b>BENCHMARK ACHIEVED?</b>
Total time to complete the task in staff hours.	0	5	0	No
<i>This activity will not reduce staff time as it requires new tracking of the exclusion, which is a new task.</i>				



CE #3: Decrease in Error Rate of Task Execution				
UNIT OF MEASUREMENT	BASELINE	BENCHMARK	OUTCOME	BENCHMARK ACHIEVED?
Average error rate in completing a task as a percentage.	8%	3%	0	Yes

CE #5: Increase in Agency Rental Revenue				
UNIT OF MEASUREMENT	BASELINE	BENCHMARK	OUTCOME	BENCHMARK ACHIEVED?
Total Household contributions towards housing assistance.	0	\$8,572	0	No
<i>No savings will be seen from this activity until 24 months after the first exclusion, as the activity excludes income.</i>				

SS #1: Increase in Household Income				
UNIT OF MEASUREMENT	BASELINE	BENCHMARK	OUTCOME	BENCHMARK ACHIEVED?
Average earned income of households affected by this policy in dollars (increase).	\$0	\$24,492	\$23,724	No

SS#3: Increase in Positive Outcomes in Employment Status				
UNIT OF MEASUREMENT	BASELINE	BENCHMARK	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	Number of Workable Heads of household with new employment in childcare industry after implementation: (1) Employed Full-Time = 0 (2) Employed Part- Time = 2 (3) Enrolled in an Educational Program = 0 (4) Enrolled in Job Training Program = 0 (5) Unemployed = 0 (6) Other = 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%	Expected percentage of Workable Heads of household with new employment in childcare industry after implementation: (1) Employed Full- Time = 1% (2) Employed Part- Time = 1%	Percentage of Workable Heads of household with new employment in childcare industry after implementation (1) Employed Full- Time = 0% (2) Employed Part- Time = 0.2%	No

	(3) Enrolled in an Educational Program = 0% (4) Enrolled in Job Training Program = 0% (5) Unemployed = 0% (6) Other = 0%	(3) Enrolled in an Educational Program = 0.5% (4) Enrolled in Job Training Program = 0% (5) Unemployed = 0% (6) Other = 0%	(3) Enrolled in an Educational Program = 0% (4) Enrolled in Job Training Program = 0% (5) Unemployed = 0% (6) Other = 0%	
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SS #4: Households Removed from Temporary Assistance for Needy Families (TANF)				
UNIT OF MEASUREMENT	BASELINE	BENCHMARK	OUTCOME	BENCHMARK ACHIEVED?
Number of households receiving TANF assistance (decrease).	68	65	0	No

SS #8: Households Transitioned to Self Sufficiency				
UNIT OF MEASUREMENT	BASELINE	BENCHMARK	OUTCOME	BENCHMARK ACHIEVED?
Number of households transitioned to self-sufficiency (increase). For this activity defined as obtaining new employment.	0	10	1	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 dependent upon program participants obtaining new employment in the childcare industry. VHA continues to make outreach efforts through mailings to assisted families and inclusion in briefing materials, an effort that has been revamped in 2024 following staff turn-over at partner agency supporting this program in 2023. VHA staff providing self-sufficiency services to clients are also aware of the exclusion and encourage participation. We continue to believe the activity is a meaningful opportunity for our clients that also benefits the community, and are exploring methods to augment both awareness and participation. This activity is ongoing in 2024.

**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	2023 Outcome	Benchmark Achieved?
Total cost of task in dollars (decrease).	\$142,326	\$0	\$0	No
<i>CE #2: Staff Time Savings</i>				
Unit of Measurement	Baseline	Benchmark	2023 Outcome	Benchmark Achieved?
Total time to complete task in staff hours (decrease).	20	20	0	No
<i>HC #5: Increase in Resident Mobility</i>				
Unit of Measurement	Baseline	Benchmark	2023 Outcome	Benchmark Achieved?
Number of households able to move.	194	200	0	No

Cost savings are estimated by calculating the difference in HAP payments that would have occurred absent this activity in 2023.

**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**

In October 2022, VHA set our Payment Standards to 100% of FMR. These standards stayed in place through 2023.

In 2023, we didn't see any savings from this Activity because our Payment Standards were set within HUD's normal range. Although funding and market forces determined that 100% FMR was most appropriate in 2023, this activity will remain active in order to provide flexibility for future changes.

**ACTIVITY 2016-02 ~ LOCAL BLENDED SUBSIDY**

**i Plan Year Approved, Implemented, Amended**

This activity was first approved in the FY2016 Plan Year and amended in 2019 and 2020 to account for additional properties. Due to development timelines, activity was first implemented in 2023.

**ii Description/Impact/Update**

This activity uses a blend of funding from both the Public Housing and Section 8 Voucher Programs to provide operating subsidy in order to develop mixed-finance public housing projects. Projects utilizing blended subsidy are developed under the regulations found at 24 CFR §905 and must be specifically approved by HUD separate from any approval of the Annual MTW Plan. For the purpose of regulatory compliance, these units are considered public housing. The length of time the project receives blended subsidy is dependent upon VHA remaining under an MTW Agreement (currently extended to 2038). If VHA no longer has MTW authority, any units under the blended subsidy will no longer receive the operating subsidy. VHA obtains specific approval from any financial partner or investor in a property utilizing this blended subsidy, in writing. VHA used local blended subsidy for five projects under this activity in 2023: Tenny Creek, Englund Manor, The Elwood, The Meridian, and Caples Terrace.

Outcomes are tracked with the following metrics:

<i>HC #1: Additional units of Housing Made Available</i>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
Number of new housing units made available for households at or below 50% AMI as a result of the activity.	0	25	189	Yes

**iii Actual Non-Significant Changes**

During Plan year 2023, 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 no significant changes to this activity in the Plan year.

**vi Challenges in Achieving Benchmarks and Possible Strategies**

N/A

**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 \$0. 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 2023, VHA received 27 hardship requests asking to be exempt from this policy. Six were approved for a short-term exemption. 21 requests were denied because clients did not meet the standards for a hardship exemption, or the hardship was caused by factors other than the 35% TTP.

Outcomes for this activity are tracked using the following metrics:

<b>CE #1: Agency Cost Savings</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
Total cost of task in dollars (decrease).	\$18,944,340	\$18,094,340	N/A	N/A
<b>CE #5: Increase in Agency Rental Revenue</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
Total Household contributions towards housing assistance.	\$0	\$0	\$1,879,427	Yes

<b>HC #1: Additional Units of Housing Made Available</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
Number of new housing units made available (increase).	0	120	151	Yes
<b>HC #3: Decrease in Wait List Time</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
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.

Outcomes are tracked with the following metrics:

<i>HC #1: Additional Units of Housing Made Available</i>				
Unit of Measurement	Baseline	Benchmark	2023 Outcome	Benchmark Achieved?
Number of new housing units made available for households at or below 80% AMI as a result of the activity (increase).	0	100	29	No

<i>HC #5: Increase in Resident Mobility</i>				
Unit of Measurement	Baseline	Benchmark	2023 Outcome	Benchmark Achieved?
Number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase).	0	100	26	No

**iii Actual Non-Significant Changes**

There have been no non-significant changes during Plan year 2023.

**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 no significant changes to this activity since it was approved by HUD.

**vi Challenges in Achieving Benchmarks and Possible Strategies**

The market Rent Buy-Down has not attracted as many properties as the LIHTC buy-down. With high rents and low vacancy in our area, few properties are willing to participate. However, the activity provides meaningful assistance to families in participating properties.

**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. In 2022, the activity was amended to add an Inspection Quality Control component and to relax the restriction on move vouchers in projects where services are provided.

**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. This rule does not apply to PBV projects converted under RAD.
- VHA also will provide a move voucher when requested in non-RAD 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.
- 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 make determinations of ongoing rent reasonableness in VHA-owned units (see also Activity 2011-05).
- VHA will approve initial and renewal HAP contract terms without approval by an independent entity.
- 5% of all VHA inspections completed each year will be re-inspected by an independent third party as a Quality Control measure.
- VHA may project-base up to 30% of its HCV program.

Outcomes for this activity are tracked using the following metrics:

<b>CE #1: Agency Cost Savings</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
Total cost of task in dollars (decrease).	\$3119	\$0	\$0	Yes



<b>CE #2: Staff Time Savings</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
Total time to complete the task in staff hours.	103	0	\$0	Yes
<b>CE #3: Decrease in Error Rate of Task Execution</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
Average error rate in completing a task as a percentage.	NA	NA	NA	NA
<b>HC #3: Decrease in Wait List Time</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
Average applicant time on wait list in months (decrease).	46	46	NA	NA
<b>HC #4: Displacement Prevention</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
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 are 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:

<b>CE #1: Agency Cost Savings</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
Total cost of task in dollars (decrease).	\$1317	\$52	\$0	Yes
<b>CE #2: Staff Time Savings</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
Total time to complete the task in staff hours.	40	2	0	Yes
<b>CE #3: Decrease in Error Rate of Task Execution</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
Average error rate in completing a task as a percentage.	10.55%	0%	0%	Yes
<b>CE #5: Increase in Agency Rental Revenue</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
Total Household contributions towards housing assistance.	\$289	\$289	\$523	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 to account for a change in Transitional Housing partners.

**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 may be 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 \$84,000 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	2023 Outcome	Benchmark Achieved?
Amount of funds leveraged in dollars.	\$0	\$90,000	\$2,518,378	Yes
<i>SS #1: Increase in Household Income</i>				
Unit of Measurement	Baseline	Benchmark	2023 Outcome	Benchmark Achieved?
Average earned income of households.	\$12,600	\$12,600	N/A	N/A

<b>SS #3: Increase in Positive Outcomes in Employment Status</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
(1) Employed Full- Time	5	5	0	No
	15%	15%	0%	No
(2) Employed Part- Time	17	17	0	No
	50%	50%	0%	No
(3) Enrolled in an Educational Program	6	6	0	No
	18%	18%	0%	No
(4) Enrolled in Job Training Program	2	2	0	No
	5%	5%	0%	No
5) Unemployed	4	4	38	No
	12%	12%	100%	No
<b>SS #4: Households Removed from Temporary Assistance for Needy Families (TANF)</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
Number of households receiving TANF.	6	6	N/A	N/A
<b>SS #6: Reducing Per Unit Subsidy Costs for Participating Households</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
Average amount of local subsidy.	\$183	\$183	\$67	Yes
<b>SS #8: Households Transitioned to Self Sufficiency</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
Number of households transitioned to self-sufficiency (increase).	0	10	7	No
<b>HC #3: Decrease in Wait List Time</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
Average applicant time on wait list in months (decrease).	102	0	0	Yes
<b>HC #4: Displacement Prevention</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
Number of households that would lose assistance or need to move (decrease).	35	0	0	Yes
<b>HC #5: Increase in Resident Mobility</b>				

Unit of Measurement	Baseline	Benchmark	2023 Outcome	Benchmark Achieved?
Number of households able to move.	0	5	9	Yes

**iii Actual Non-Significant Changes**

None.

**iv Actual Changes to metrics/Data Collection**

Metrics SS#1, 3, 4 do not apply to this Activity under new partnership, as Partnering Agency’s primary role is transitional housing for those temporarily unable to work – thus all are unemployed while living there. While self-sufficiency remains a central focus, removal from TANF is not a tracked goal of this transitional housing program.

**v Actual Significant Changes**

An agreement was signed with the new Partnering Agency in January 2023, with first participants beginning in March 2023, thus metrics reflect a partial year.

**vi Challenges in Achieving Benchmarks and Possible Strategies**

Challenges are primarily related to shifted focus of new Partnering Agency program, which renders some metrics no longer applicable. Though priorities are slightly different than with prior partnership, Activity continues to result in increased housing choice for extremely low-income families.

**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. Completing core GOALS classes or entire curriculum
- b. Completing other educational goals
- c. Obtaining and maintaining employment

- d. Increasing credit score
- e. Establishing and maintaining a savings account
- f. Completing 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 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	2023 Outcome	Benchmark Achieved?
Average earned income of households.	\$17,870	\$10,000	\$38,325	Yes
<i>SS #2: Increase in Household Savings</i>				
Unit of Measurement	Baseline	Benchmark	2023 Outcome	Benchmark Achieved?
Average amount of savings/escrow.	\$3,600	\$2,000	\$2,395	Yes
<i>SS #3: Increase in Positive Outcomes in Employment Status</i>				
Unit of Measurement	Baseline	Benchmark	2023 Outcome	Benchmark Achieved?
(1) Employed Full- Time	38	42	50	Yes
	39%	50%	50%	Yes
(2) Employed Part- Time	18	18	15	No
	19%	22%	15%	No
(3) Enrolled in an Educational Program	19	19	17	No
	19%	23%	17%	No
(4) Enrolled in Job Training Program	24	49	4	No
	25%	58%	4%	No
5) Unemployed	22	27	35	No
	23%	32%	35%	No
<i>SS #4: Households Removed from Temporary Assistance for Needy Families (TANF)</i>				
Unit of Measurement	Baseline	Benchmark	2023 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	2023 Outcome	Benchmark Achieved?
Number of households receiving services.	96	100	100	Yes

<b>SS #6: Reducing Per Unit Subsidy Costs for Participating Households</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
Average amount of subsidy per household.	\$633	\$633	\$1,036	No
<b>SS #7: Increase in Agency Rental Revenue</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
Total Household contributions towards housing assistance.	\$279	\$279	\$592	Yes
<b>SS #8: Households Transitioned to Self Sufficiency</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
Number of households transitioned to self-sufficiency (increase).	5	8	9	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 continue to make progress.

**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. In 2023 this activity was amended to include exceptions to the definition of work-able and to redefine earned income.

In 2023, VHA commissioned a study of this activity by a third party (CORE). Based on the results of the CORE’s final report, received February 2, 2024, VHA’s Board of Commissioners voted to end the policy in February 2024. The activity will be closed out in 2024.

**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 work-able members has a minimum earned income twice that, and so on. In 2023, VHA added some exceptions to the definition of work-able.

Exception for Non-Dependent Student. If the Head of Household, Spouse, or Co-head is a full-time student they will be considered not work-able for the time they are actively pursuing an education. This exception is limited to 4 years.

Exception for pregnancy. A parent in the third trimester of pregnancy is considered not work-able for the duration of the pregnancy.

Exception for a child under three in the home. One family adult family member can be considered not work-able in order to care for a child under three living in the home. A childcare credit may not be given for a child who is being cared for by the excepted household member.

Earned income is defined as money earned from employment, self-employment, and benefits related to previous employment such as unemployment or Labor and Industries compensation. If the household’s actual annual earned income, as herein defined, falls below the minimum, tenant rent and housing assistance is calculated using the minimum in addition to any other included non-earned income 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:

<b>CE #1: Agency Cost Savings</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
HAP Savings Imputed from Minimum Income	\$0	\$500,000	\$1,815,221	Yes
<b>SS #1: Increase in Household Income</b>				



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Unit of Measurement	Baseline	Benchmark	2023 Outcome	Benchmark Achieved?
Average earned income of households affected by this policy in dollars (increase).	\$15,653	\$16,000	\$28,683	Yes
<b>SS #3: Increase in Positive Outcomes in Employment Status</b>				
Unit of Measurement	Baseline	Benchmark	2023 Outcome	Benchmark Achieved?
(1) Employed Full- Time	201	300	309	Yes
	24%	31%	28%	No
(2) Employed Part- Time	300	250	330	Yes
	36%	26%	30%	Yes
(3) Enrolled in an Educational Program	11	10	7	No
	1%	1%	0.6%	No
(4) Enrolled in Job Training Program	15	10	6	No
	2%	1%	0.5%	No
5) Unemployed	303	400	466	No
	37%	41%	42%	No
<b>SS #4: Households Removed from Temporary Assistance for Needy Families (TANF)</b>				
Unit of Measurement	Baseline	Benchmark	2023 Outcome	Benchmark Achieved?
Number of households receiving TANF assistance (decrease).	306	275	129	Yes
<b>SS #6: Reducing Per Unit Subsidy Costs for Participating Households</b>				
Unit of Measurement	Baseline	Benchmark	2023 Outcome	Benchmark Achieved?
Average amount of Section 8 subsidy per household affected by this policy in dollars.	\$665	\$650	\$999	No
<b>SS #7: Increase in Agency Rental Revenue</b>				
Unit of Measurement	Baseline	Benchmark	2023 Outcome	Benchmark Achieved?
Average S8 Tenant Rent.	\$274	\$342	\$539	Yes
<b>SS #8: Households Transitioned to Self Sufficiency</b>				
Unit of Measurement	Baseline	Benchmark	2023 Outcome	Benchmark Achieved?
Number of households transitioned to self-sufficiency (increase).	89	89	115	Yes
<b>Agency Metric: Percentage of Work-Able Households With Earned Income</b>				
Unit of Measurement	Baseline	Benchmark	2023 Outcome	Benchmark Achieved?

Percentage of active households with one or more Work-Able member/s working	50.69%	53.00%	58%	Yes
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In 2023, VHA received 83 hardship requests asking to be exempt from this policy. 62 were approved for short-term hardships to seek employment or verify not work-able. 21 were denied because they had previous hardships and had made no job search efforts, documentation was not furnished, or because the hardship was caused by a factor other than the activity.

**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**

The definition of earned income was changed and exceptions to work-able were added as described in ii.

**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.

VHA made a significant increase in its Payment Standard and shifted how utility allowances were calculated in 2023, leading SS#7 (Increase in Agency Rental Revenue) to drop from the previous year, though it still meets benchmark.

**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:

<b>CE #1: Agency Cost Savings</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
Total cost of task in dollars.	\$29,775	\$24,775	\$22,267	Yes
<b>CE #2: Staff Time Savings</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
Total time to complete the task in staff hours.	0	461	706	No
<b>CE #3: Decrease in Error Rate of Task Execution</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
Average error rate.	15.71%	15.71%	6.67%	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**

As the number of VHA owned units increases, the benchmark in CE #2 Staff Time Savings, loses meaning.

**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, Arbor Ridge, and Tenny Creek 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:

<b>CE #1: Agency Cost Savings</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
Total cost of task in dollars (decrease).	\$1904	\$0	\$0	Yes
<b>CE #2: Staff Time Savings</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
Total time to complete the task in staff hours (decrease).	73.5	0	0	Yes
<b>HC #3: Decrease in Wait List Time</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
Average applicant time on wait list in months (decrease).	9	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**

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	2023 Outcome	Benchmark Achieved?
Total cost of task in dollars (decrease).	\$49,313	\$46,847	\$48,088	No
<i>CE #2: Staff Time Savings</i>				
Unit of Measurement	Baseline	Benchmark	2023 Outcome	Benchmark Achieved?
Total time to complete the task in staff hours (decrease).	1672	1588	1882	No
<i>HC #4: Displacement Prevention</i>				
Unit of Measurement	Baseline	Benchmark	2023 Outcome	Benchmark Achieved?
Number of households that would lose assistance or need to move (decrease).	156	148	176	No
<i>Agency Metric: Number of Rent Increase Denials Due to Policy</i>				
Unit of Measurement	Baseline	Benchmark	2023 Outcome	Benchmark Achieved?
Number of Denials Due to Less than Year Since Last Increase.	0	30	422	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**

We are unlikely to meet Benchmarks in the future: CE#1 is impacted by staff salaries, which are unlikely to decrease; CE#2 and HC#4 are impacted by the total number of vouchers we are utilizing, more vouchers mean more rent increases.

**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:

<b>CE #1: Agency Cost Savings</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
Total cost of task in dollars (decrease).	\$27,989	0	N/A	N/A
<b>CE #2: Staff Time Savings</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
Total time to complete the task in staff hours (decrease).	763	0	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**

This activity ended on September 1, 2022, but was not included as a closed activity in the 2022 report. We are closing it in 2023.

**vi Challenges in Achieving Benchmarks and Possible Strategies**

N/A

**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:

<b>CE #1: Agency Cost Savings</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
Total cost of task in dollars (decrease).	\$5,974	\$600	\$1,504	No
<b>CE #2: Staff Time Savings</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
Total time to complete the task in staff hours (decrease).	217	22	70	No
<b>CE #3: Decrease in Error Rate of Task Execution</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
Average error rate in completing a task as a percentage.	10.31%	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**

This activity has gradually outgrown its metrics as the number of vouchers utilized has increased. In addition, staff salaries have increased over time.

**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 was amended in the FY2023 MTW Annual Plan to adopt HUD’s definitions of Standard and Energy Efficient units, and limit application to new leases and maximum rent estimates.

**ii Description/Impact/Update**

VHA has utilized a simplified utility allowance schedule for tenant-based Housing Choice Vouchers, providing households searching for a unit foreknowledge of their maximum rent and saving costs through a reduction in the number of denied Request for Lease Approvals. The schedule has been 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:

<b>CE #1: Agency Cost Savings</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
Total cost of task in dollars (decrease).	\$7,603	\$0	\$0	Yes
<b>CE #2: Staff Time Savings</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
Total time to complete the task in staff hours (decrease).	194	0	0	Yes
<b>CE #3: Decrease in Error Rate of Task Execution</b>				



Unit of Measurement	Baseline	Benchmark	2023 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 13 requests for a hardship exemption from this policy in 2023. 3 were granted, 10 were denied or were not impacted by this activity.

**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**

Over the years, it has become more common in Clark County for tenants to pay for water, sewer, and garbage service (WSG), either directly or through costs allocated across the property. During 2023, VHA noted that the percentage of new leases that required the *tenant* – rather than the landlord – pay for water, sewer, and garbage had increased to 79%. Given the changes in utility responsibilities, VHA felt that the simplified utility allowance no longer served the needs of VHA or our clients, and thus ended this activity on September 30, 2023, opting to instead follow the standard regulations.

**vi Challenges in Achieving Benchmarks and Possible Strategies**

N/A

**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:

<b>CE #1: Agency Cost Savings</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
Total cost of task in dollars (decrease).	\$26,773	\$535	\$36	Yes
<b>CE #2: Staff Time Savings</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
Total time to complete the task in staff hours (decrease).	854	17	1	Yes
<b>CE #3: Decrease in Error Rate of Task Execution</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>2023 Outcome</b>	<b>Benchmark Achieved?</b>
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	2023 Outcome	Benchmark Achieved?
Total cost of task in dollars (decrease).	\$373,541	\$308,741	\$14,867	Yes
<i>CE #2: Staff Time Savings</i>				
Unit of Measurement	Baseline	Benchmark	2023 Outcome	Benchmark Achieved?
Total time to complete the task in staff hours (decrease).	10234	8094	452	Yes
<i>CE #5: Increase in Agency Rental Revenue</i>				
Unit of Measurement	Baseline	Benchmark	2023 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 2023-01 USE OF MTW FUNDS FOR DEVELOPMENT – LOCAL NON-TRADITIONAL**

Through this activity, VHA intends to commit MTW funds to acquire, renovate, or build local, non-traditional affordable units. These funds will only be used to develop units affordable to families with income below 80% AMI, and developments will remain affordable for 30 years or in the case of loans, until the loan is repaid. This activity was approved in an Amendment to the 2023 MTW Annual Plan. VHA intended to utilize \$1,000,000 to support development of Laurel Manor, a HUD Multi-family 202 project with 82 one-bedroom units designed to allow seniors to age in place, by providing a loan to Columbia Nonprofit Housing (CNPH) - a nonprofit formed by VHA. However, MTW funding for this project was put on pause as VHA sought to better understand its implications for STS numbers. Now that this understanding is established, VHA intends to use funding under this activity for several developments in 2024.

**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
Reset of Required Re-exam Date after Interim/2009-13	FY2009	FY2009	FY2023	Concluded
Simplified Utility Allowance Schedule/2009-08	FY2009	FY2009	FY2023	Concluded
Family Self-Sufficiency Lite/2016-01	FY2016	FY2016	FY2022	Concluded
School Stability Program/2013-02	FY2013	FY2013	FY2022	Concluded
Mandatory Participation in Services/2019-01	FY2019	FY2019	FY2021	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

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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/2011-03	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
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
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## 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 (FASS-PH).

#### ii Expenditures of MTW Funds in the Plan Year

The VHA has submitted unaudited and audited information in the prescribed FDS format through the FASS-PH.

#### iii Describe Application of MTW Funding Flexibility

APPLICATION OF “MTW FUNDING” FLEXIBILITY
<p>During the Plan year, VHA utilized MTW funding flexibility (including Section 8, Public Housing operating reserves, Capital Fund Grants, Replacement Housing Factor Funds, Demolition and Disposition Transitional Funds, and Disposition proceeds) for activities authorized in the MTW Agreement. Uses included capital needs rehabilitation, operating expenses, construction and redevelopment costs at properties where VHA has an ownership interest, and development costs including acquisition or construction of affordable housing, as well as rental subsidies in Public Housing, Section 8 Voucher, and Local Non-Traditional programs.</p> <p>VHA used the funding flexibility allowed under MTW to provide additional services for the people we house. Many of our resident services were under the umbrella of Bridgeview Housing. In addition to the grant-funded services of Family Self Sufficiency (FSS), MTW funds supported the Community Employment and Education program. These services support VHA’s rent reform activities.</p> <p>VHA used funding flexibility to fund resident services at specific properties serving high needs populations such as Lincoln Place, The Elwood, The Meridian, Meriwether Place, Rhododendron Place, Caples Terrace, and Central Park Place.</p> <p>VHA used single fund flexibility to pay moving cost assistance for households issued vouchers, and to pay MTW administrative costs and HCV program administrative costs that were not covered by the administrative fee.</p> <p>VHA utilized single fund flexibility to transfer existing RAD PBV units from their current locations to new sites, using the funds to bring contract rents up to a sustainable level at the transferred sites.</p>

### 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

The Portland HUD Office conducted an onsite Comprehensive Compliance Monitoring Review of the Vancouver Housing Authority (VHA) on May 8-12, 2023, that identified eight Findings and four Observations of noncompliance with HUD regulations, listed below:

- Finding #1: Sound and Justifiable Cost Principles
- Finding #2: PBV Program Requirements
- Finding #3: Inconsistent Administrative Plan and PBV Policies
- Finding #4: Tenant File Errors for New Admissions
- Finding #5: Procurement Policy not in Compliance with HUD Regulations
- Finding #6: VHA's Procurement Actions do not Reflect Correct Implementation
- Finding #7: Failure to follow HUD Regulations when Terminating PH Tenant
- Finding #8: Lack of Adequate Inventory Control System
  
- Observation #1: Lack of State Criminal Background Checks
- Observation #2: Lack of FSS Forfeitures Reported in VMS
- Observation #3: Absence of VAWA forms HUD-5380 and HUD-5382 during terminations
- Observation #4: Delay of Reasonable Accommodation Requests

The VHA developed a Corrective Action Plan that analyzed the root cause of each Finding and Observation, committed to taking actions to prevent a recurrence, and developed methods by which the VHA will continue to monitor its corrective actions to ensure each Finding and Observation is fully remediated. VHA's responses were sufficient to close out the eight Findings and four Observations, thereby closing out the Comprehensive Compliance Monitoring Review, effective September 14, 2023.

## **B. AGENCY DIRECTED EVALUATIONS**

VHA selected Providence CORE to complete an analysis of the impact and effectiveness of activity 2013-01 Minimum Earned Income. Research was ongoing in FY2023 and completed in January 2024. Based on results, VHA plans to end activity 2013-01 in 2024.

## **C. CERTIFICATION OF STATUTORY REQUIREMENTS**

See Appendix A.

## **D. MTW ENERGY PERFORMANCE CONTRACT (EPC) FLEXIBILITY DATA**

Not applicable.



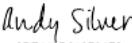
# APPENDIX A: FY2023 CERTIFICATION OF COMPLIANCE WITH STATUTORY REQUIREMENTS

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## Certification of Statutory Compliance

On behalf of the Vancouver Housing Authority (the Agency), I certify that the Agency has met the following three statutory requirements of the Moving to Work (MTW) Program during fiscal year 2023:

- 1) At least 75 per cent of the families assisted by the Agency are very low-income families.
- 2) The Agency is serving a comparable mix of families (by family size) as would have been served without MTW.
- 3) Per the Agency's 2023 review with HUD, the Agency is assisting substantially the same total number of households as would have been assisted had the VHA not participated in the MTW demonstration.

DocuSigned by:  
  
\_\_\_\_\_  
Andy Silver  
Chief Executive Officer

3/20/2024  
\_\_\_\_\_  
Date