

Housing Authority of Champaign County

Moving to Work



Year 7 Plan

*January 1, 2017
Through
December 31, 2017*

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SECTION I – INTRODUCTION

BACKGROUND

On October 17, 2010, the Housing Authority of Champaign County executed a Moving to Work Agreement with the U.S Department of Housing and Urban Development. Moving to Work (MTW) is a demonstration that provides a limited number of Public Housing Authorities with the ability to design and test innovative approaches, tailored to their communities, using federal dollars more efficiently, providing increased support for families to become economically self-sufficient and increasing housing choice for low income households.

Created by Congress in 1996, Moving to Work (MTW) is a Department of Housing and Urban Development (HUD) demonstration program that allows housing authorities to design and test innovative, locally-designed strategies for providing low-income families with affordable housing and new paths to economic independence. MTW is currently the only mechanism through which public housing authorities can wholly transform housing delivery, programs and operations. The broad flexibility to waive statute and regulations allows HACC to better serve and house residents while streamlining internal operations.

All data contained in this plan is based on data reported in HUD systems (Voucher Management System, VMS; and the Public Housing Information Center, PIC) as of June 30, 2016

OVERVIEW OF SHORT TERM AND LONG TERM GOALS

Short Term Goals - Upon receipt of the Moving to Work designation, the Housing Authority of Champaign County identified three short term goals that would drive its MTW activities. These goals continue to be its focus during the 2017 Plan year.

Goal 1 - Operational Efficiency through Innovation - Streamline business processes and implement advanced technological solutions that will result in operational cost efficiencies and enable reallocation of resources to local initiatives and strategies.

Objectives

- a. Reduce current workloads of staff by simplifying routine transactional processes.
- b. Implement additional technology to ease administrative burden and reduce paperwork for standard operations.
- c. Utilize cost savings to support new initiatives designed under this plan.

Proposed New MTW Activities - HACC does not intend to implement any new MTW Activities related to this goal during Year 7.

Ongoing MTW Activities:

2011-1 Local Investment Policies
2011-2 Triennial Re-certifications

Goal 2 - Self-Sufficiency - *Provide alternate incentives designed to motivate families to actively seek financial independence and transition from dependency on housing subsidy. Carefully measure success of each incentive to identify and replicate the greatest motivators.*

Objectives

- a. Engage families in self-improvement activities designed to meet their individual needs and goals.
- b. Adopt policies that mandate personal accountability and financial responsibility.
- c. Assess results and adjust incentives to provide continued motivation.

Proposed New MTW Activities - HACC does not intend to implement any new MTW Activities related to this goal during Year 7.

Ongoing MTW Activities:

2011-3 Mandatory Local Self-Sufficiency Program
2011-4 Tiered Flat Rents and Minimum Rent by Bedroom Size
2015-1 Emergency Family Shelter

Goal 3 - Expand Housing Opportunities through Repositioned Assets - *Maximize HACC's economic viability and sustainability through repositioning the current real estate portfolio and development of new affordable housing opportunities to meet the broad spectrum of low and moderate income residents of Champaign County.*

Objectives

- a. Increase the number of "hard" units with HACC ownership that provide direct subsidy to the lowest income tenants.
- b. Create opportunities for additional development of "hard" units through public and private partnerships.
- c. Maximize income and extend viability of existing designated public housing sites through conversion to alternate subsidy.
- d. Develop homeownership opportunities relevant to today's real estate market.

Proposed New MTW Activities - HACC does not intend to implement any new MTW Activities related to this goal during Year 7 but will continue to expand housing choice through development of new housing opportunities during the 2017 Plan year.

Ongoing MTW Activities:

2011-5	Modified Definition of Elderly
2011-6	Local Homeownership Program
2011-7	Local Project Based Voucher Program
2012-1	Local Payment Standards
2012-2	Acquisition without Prior HUD Approval
2012-3	Affordable Housing Development

Long Term Goals – HACC’s long term MTW goal is to effectuate our Vision.



Our Mission - *“To provide a quality living environment as a foundation for individuals to achieve their full potential”*

Our Vision – *“To develop quality affordable housing communities providing opportunity and support to maximize individual potential; while sustaining long term financial viability of HACC”*

“To develop quality affordable housing communities...”

HACC has implemented a detailed plan to realize this portion of our Vision guided by the following principles:

- To develop an equal or greater number of HACC owned affordable housing units than the original HACC public housing portfolio (new units would be other affordable units not public housing units);
- To have a direct or indirect ownership in units developed;
- To assure that all developments are mixed income communities; and,
- To provide a direct housing subsidy to assure affordability to the same level of incomes of families served under the traditional public housing program.

To this end, HACC’s real estate portfolio is projected to include the following quality affordable housing communities by the end of 2017.

HOUSING AUTHORITY OF CHAMPAIGN COUNTY		
SUBSIDIZED PORTFOLIO - DECEMBER 2017		
Project	Total Units	Units with Subsidy
Public Housing	100	100
RAD Converted Units	253	253
Oakwood Trace	50	39
Urban Park Place	24	15
Hamilton on the Park	36	36
Providence at Thornberry	160	143
Providence at Sycamore Hills	92	83
The Manor at Prairie Crossing	18	18
Total HACC Owned Units 12-31-17	733	687

“providing opportunity and support to maximize individual potential...”

To achieve this part of our Vision, HACC began implementation of a mandatory self-sufficiency requirement which is driven by the following principles:

- **Self-Sufficiency** - HACC shall define self-sufficiency as behavior that exhibits personal accountability and financial responsibility demonstrated through consistent (more than 12 months) employment appropriate to the maximum skill level achievable by the individual.
- **Mandatory Participation** – Participation in a self-sufficiency program shall be a condition of eligibility for new admissions and a condition of continued occupancy for existing residents and participants.
- **Adult Requirements** - All abled bodied individuals ages 18 through 54 will be required to actively pursue activities to achieve economic self-sufficiency.
- **Dependent Requirements** - Family members ages 5 through 18 will be required to be enrolled in and attend school or, for age appropriate dependents, meet employment requirements.
- **Initial Assessment** - An initial assessment of each family will be conducted and a self-sufficiency plan developed pursuant to the unique needs of the family members. The self-sufficiency plan will identify specific goals and objectives for each applicable family member to achieve self-sufficiency.
- **Annual Review** – HACC will work with each household as needed based on their individual plan(s). Formal tracking of progress will be maintained for each family member in the tracking software. At the time of annual re-certification, the LSS Plan will be formally reviewed and a determination made as to compliance with the stated goals and objectives.

“...while sustaining long term financial viability of HACC.”

To accomplish this portion of our Vision, HACC will closely monitor financial resources.

SECTION II – OPERATIONAL INFORMATION

PUBLIC HOUSING STOCK

The chart below summarizes the traditional Public Housing units that will comprise HACC's public housing portfolio as of January 1, 2017.

HOUSING AUTHORITY OF CHAMPAIGN COUNTY									
PUBLIC HOUSING UNITS									
Project	Name	Type	Total Units	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
IL06-07	Skelton Place	Elderly/Disabled	84	14	68	2	0	0	0
IL06-09	Scattered Sites	Family	16	0	0	0	0	0	16
TOTAL PUBLIC HOUSING UNITS			100	14	68	2	0	0	16

RENTAL ASSISTANCE DEMONSTRATION PROGRAM

HACC submitted a Public Housing Portfolio application under the Rental Assistance Demonstration (RAD) Program. On March 20, 2015, HACC received Commitments to Enter into a Housing Assistance Payments Contract (CHAP) and on August August 24, 2016, HACC received the RAD Conversion Commitments for the five properties below.

HOUSING AUTHORITY OF CHAMPAIGN COUNTY				
RAD CONVERSION UNITS (MINIMAL REHAB)				
Project	Name	Type	Total Units	NEW OWNER ENTITY
IL06-17	Hayes Homes	Elderly	6	MGDC Hayes, LLC
IL06-06	Columbia Place	Elderly	16	MGDC Columbia, LLC
IL06-08	Youman Place	Elderly	20	MGDC Youman, LLC
IL06-12	Steer Place	Elderly	108	MGDC Steer, LLC
IL06-13	Washington Square	Elderly	103	MGDC Washington, LLC
TOTAL UNITS CONVERTED "AS IS"			253	

The final RAD Conversion closing is expected to be completed by December 31, 2016 and the RAD Housing Assistance Payments (HAP) contract will be effective January 1, 2017. Minor rehabilitation as identified in the RAD Physical Condition Assessment reports will be completed during 2017.

RAD Transfer of Assistance – The two remaining Public Housing communities will be converted under RAD through transfer of assistance to newly constructed units. Ownership of these units will transfer to a partnership to be created under the financing of these units.

The chart below identifies the properties that will transfer under the “new construction phase” of the RAD conversion and the newly created owner entities.

HOUSING AUTHORITY OF CHAMPAIGN COUNTY				
RAD CONVERSION UNITS (TRANSFER OF ASSISTANCE THROUGH NEW CONSTRUCTION)				
Project	Name	Type	Total Units	New Owner Entity
IL06-07	Skelton Place	Elderly/Disabled	84	Haven at Prospect, LLC (A related entity of HACC and the Tax Credit Investor).
IL06-09	Scattered Sites (Transfer)	Family	16	
TOTAL UNITS TRAFNER OF ASSISTANCE			100	

Through physical and financial assessments, Skelton Place and the single famiy scattered site houses were determined non-viable to continue to maintain as affordable housing. Thus, HACC will tranfer the RAD assistance for these units to newly constructed housing currently in predevelopment.

HACC has a pending purchase option on a new site that will be subdivided into two parcels. One parcel will serve as the location for a new senior mid-rise building to replace Skelton Place and the second parcel will house new family townhomes to replace the Scattered Site units.

The financing plan for the transfer of assistance will be submitted to HUD in January 2017 and the RAD closing for these two properties is estimated to occur in July 2017.

The existing Skelton Place building will be offered for public sale with a minimum bid equivalent to the appraised value. Two of the existing sites will be sold for fair market value to the City of Champaign as part of a comprehensive redevelopment plan of the Bristol Place neighborhood. The remaining 14 units will be demolished. The vacant lots will be redeveloped to provide homeownership opportunities.

HUD Required Element - The chart below reflects the HUD required elements of the Plan which identifies Public Housing units that will be added/removed during the fiscal year.

Planned New Public Housing Units to be Added during the Fiscal Yeaser												
AMP Name and Number	Bedroom Size							Total Units	Population Type *	# of UFAS Units		
	0	1	2	3	4	5	6+			Fully Accessible	Adaptable	
None	0	0	0	0	0	0	0	0	N/A	0	0	
Total Public Housing Units to be Added								0				
Planned Public Housing Units to be Removed During the Fiscal Year												
PIC Dev. # / AMP and PIC Dev. Name	Number of Units to be Removed		Explanation for Removal									
IL06000001 Skelton Place	84		These two properties are the remaining projects under the RAD portfolio conversion. The RAD conversion closing for these properties will occur in 2017.									
IL006000007 Scattered Sites	16											
Total Number of Units to be Removed	100											

HOUSING CHOICE VOUCHER PROGRAM

The chart below summarizes the baseline number of Housing Choice Vouchers under HACC's Section 8 Annual Contributions Contract.

HOUSING CHOICE VOUCHERS AUTHORIZED	
Number of MTW Vouchers Authorized	1798
Number of RAD Vouchers	253
Total Housing Choice Vouchers End of 2017	2,051

Project Based Vouchers - Of the total vouchers above, HACC will have 583 units under Project Based Voucher HAP Contracts; 329 MTW PBV's and 254 RAD PBV's. There will be 51 additional new Project Based Vouchers placed under contract in 2017 identified in the chart below.

NEW VOUCHERS TO BE PROJECT BASED IN 2017		
PROPERTY	NEW UNITS UNDER HAP CONTRACT IN 2017	ESTIMATED HAP CONTRACT DATE
Manor at Prairie Crossing (Mahomet)	18	10/1/2017
Highland Crossings	33	12/1/2017
New PBV Units End of 2017	51	

HACC also anticipates entering into new PBV commitments during 2017 for the properties identified below.

NEW PBV COMMITMENTS IN 2017		
PROPERTY	NEW PBV COMMITMENTS	ESTIMATED COMMITMENT DATE
Abbey at Kickapoo Trail (St. Joseph)	14	4/1/2017
Haven at Prospect Crossing (Champaign)	124	6/1/2017
Harbor at Depot Crossing (Tolono)	30	9/1/2017
Vista at Sangamon Trail (Fisher)	15	10/1/2017
New PBV Commitments In 2017	183	

Project Based Vouchers Leased – The chart below identifies the total Project Based Vouchers that will be under HAP and the estimated unit months these vouchers will be leased during the 2017 MTW year.

PROJECT BASED VOUCHER 2017 LEASED			
PROJECT	PBV UNITS UNDER HAP	MONTHS LEASED	UML's
Douglas Square	13	12	156
Oakwood Trace	39	12	468
Hamilton on the Park	36	12	432
Urban Park Place	15	12	180
Providence at Sycamore Hills	83	12	996
Providence at Thornberry	143	12	1716
TOTAL MTW PBV	329		3948
Hayes Homes	6	12	72
Columbia Place	16	12	192
Youman Place	20	12	240
Steer Place	108	12	1296
Washington Square	103	12	1236
RAD PBV	253		3036
TOTAL PBV 2017	582		6984

Non-MTW Vouchers - In addition to the Housing Choice Vouchers authorized above, HACC administers 25 units in an SRO project under the Section 8 Moderate Rehabilitation Program and 22 VASH Vouchers.

HUD Required Element - The chart below reflects the HUD required elements of the Plan which identifies the Housing Choice Vouchers which will be project based during 2015.

New Housing Choice Vouchers to be Project-Based During the Fiscal Year			
Property Name	Anticipated Number of New Vouchers to be Project-Based *	Description of Project	
Manor at Prairie Crossing	18	Senior housing in Mahomet	
Highland Crossings	33	Veterans Supportive Housing (9 VASH Vouchers/24 MTW Vouchers)	
Anticipated Total New Vouchers to be Project-Based	51	Anticipated Total Number of Project-Based Vouchers Committed at the End of the Fiscal Year	183
		Anticipated Total Number of Project-Based Vouchers Leased Up or Issued to a Potential Tenant at the End of the Fiscal Year	582

OTHER PLANNED HOUSING STOCK CHANGES

HUD Required Element – The chart below reflects the HUD required elements of the Plan which discuss other planned changes in housing stock and planned Capital Fund expenditures during 2017.

Other Changes to the Housing Stock Anticipated During the Fiscal Year
NONE
General Description of All Planned Capital Fund Expenditures During the Plan Year
A total of \$1,536,735 will be expended to complete property rehabilitation identified in the RAD Physical Condition Assessment (RPCA) reports. Washington Square \$638,232; Steer Place \$507,335; Youman Place \$326,113; Columbia Place \$59,250; and Hayes Homes \$5,805.

LEASING INFORMATION

HACC does not anticipate any leasing problems during the 2017 Plan year. However, the following activity will impact units leased.

RAD Conversion – There will be no Public Housing units leased at the end of 2017 as we anticipate that all Public Housing will have been converted to Project Based Vouchers under the RAD Program by the end of the year. The RAD transfer of assistance properties will no longer be Public Housing and the new replacement units will still be under construction at the end of 2017. However, a RAD Rehab Assistance Payments (RAP) will be paid for these properties during the construction period and HACC will continue to assist these households, therefore we have included them in the RAD Voucher units to be leased.

Local Non –Traditional MTW Funded Property Based Assistance Programs – The planned number of households to be served reflected below represents the total homeless households that will utilize the Emergency Shelter units during 2017. Each family is limited to a stay of 30 days, thus, a total of eight shelter units will result in an estimated 96 households served and 96 unit months leased.

HUD Required Element – The charts below reflect the HUD required elements of the Plan which discuss leasing of housing stock during 2017.

Planned Number of Households Served at the End of the Fiscal Year

MTW Households to be Served Through:	Planned Number of Households to be Served*	Planned Number of Unit Months Occupied/Leased***
Federal MTW Public Housing Units to be Leased	0	0
Federal MTW Voucher (HCV) Units to be Utilized	1529	18348
Federal RAD Voucher Units to be Utilized	354	4248
Number of Units to be Occupied/Leased through Local, Non-Traditional, MTW Funded, Property-Based Assistance Programs **	96	96
Number of Units to be Occupied/Leased through Local, Non-Traditional, MTW Funded, Tenant-Based Assistance Programs **	0	0
Total Households Projected to be Served	1979	22692

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

Housing Program	Description of Anticipated Leasing Issues and Possible Solutions
RAD Housing Choice Vouchers	No anticipated leasing problems; however, upon RAD closing for Skelton Place and Scattered Sites, HACC will cease leasing turnover units and RAD new units will not be available until 2018.
Housing Choice Voucher Tenant Based	No anticipated leasing problems.
Housing Choice Voucher Project Based	No anticipated leasing problems.
Local Non-Traditional MTW Funded Property Based Assistance	No anticipated problems.
Low Income Housing Tax Credit	No anticipated leasing problems.

COMPLIANCE WITH STATUTORY MTW REQUIREMENTS

HACC will remain in compliance with all MTW statutory requirements during 2017.

WAIT LIST INFORMATION

The wait list for the Public Housing Program will be eliminated upon closing all RAD transactions. Applicants on those lists will be invited to apply for the Project Based Voucher waiting lists, as applicable.

The Project Based Voucher and Tenant Based Voucher wait lists are anticipated to be opened during the 2017 calendar year to assure adequate applicants for estimated program turnover.

HUD Required Element – The chart below reflects the HUD required elements of the Plan regarding HACC’s wait list activity for 2017. The number of households on the wait list will be updated upon closing of the public comment of the draft plan.

Wait List Information Projected for the Beginning of the Fiscal Year				
Housing Program(s) *	Wait List Type**	Number of Households on Wait List	Wait List Open, Partially Open or Closed***	Are There Plans to Open the Wait List During the Fiscal Year
Federal MTW RAD Housing Choice Vouchers	Site-Based	0	Closed	Yes
Federal MTW Housing Choice Voucher Program (Tenant-Based Only)	Community Wide	536	Closed	Yes
Federal MTW Housing Choice Voucher Program (Project Based Vouchers)	Site-Based	1293	Closed	Yes
Non Traditional MTW Housing Assistance Program (Emergency Shelter Units)	Site-Based	0	Closed	Yes

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

Not Applicable

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

Not Applicable

If Other Wait List Type, please describe:

Not Applicable

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

Not Applicable

SECTION III – PROPOSED ACTIVITIES

HACC is not proposing any new activities for the 2017 MTW Plan year. We will continue to focus on the existing activities described in the following section of this plan.

SECTION IV – APPROVED MTW ACTIVITIES

IMPLEMENTED ACTIVITIES

The chart below summarizes all Moving to Work activities that have been implemented to date.

Activity Number	MTW Activity	MTW Plan Year	Effective Date
2011-1	Local Investment Policies	2011	April 2011
2011-2	Triennial Recertifications	2011	April 2011
2011-3	Mandatory LSS Program	2011	January 2013
2011-4	Tiered Flat Rents/Min. Rent by BR Size	2011	January 2012
2011-5	Modified Definition of Elderly	2011	April 2011
2011-6	Local Homeownership Program	2011	July 2014
2011-7	Local Project Based Voucher Program	2011	October 2010
2012-1	Local Payment Standards	2012	July 2014
2012-2	Acquisition without HUD Prior Approval	2012	January 2013
2012-3	Affordable Housing Development	2012	January 2013
2013-1	Rightsizing Vouchers	2013	July 2013
2014-1	Local Inspection Standards	2014	January 1, 2016
2015-1	Emergency Family Shelter Program	2015	June 1, 2016

Activity 2011-1: Local Investment Policies

Description - HACC adopted investment policies consistent with the Illinois Public Funds Investment Act (30ILCS235) to the extent such policies were in compliance with applicable OMB circulars and other federal laws. HACC invested in securities authorized under state law that allowed the flexibility to invest productively, efficiently and securely.

Update on Status of Activity - This activity was approved in HACC's Year 1 (2011) Plan and the implementation plan was approved by the HACC Board in March 2011. All components have been fully implemented.

Changes or Modifications – No changes or modifications are anticipated for this activity during the Plan year.

Activity 2011-2: Tri-ennial Re-certifications

Description - Households in which all members are elderly and/or disabled are re-certified on a biennial basis. The Public Housing Program chose to implement this activity by property with residents of some properties re-certified in 2011 and 2013 and residents in the remaining public housing properties re-certified in 2012 and 2014. The Housing Choice Voucher Program implemented this activity by randomly selecting 50% of applicable households each month for 2012 and 2013.

Update on Status of Activity - This activity was approved in HACC's Year 1 (2011) components have been fully implemented as stated above in the activity description.

Changes or Modifications – This activity was modified from biennial to triennial recertifications in the 2015 Plan. No further modifications or changes are scheduled for 2017.

Activity 2011-3: Mandatory LSS Program

Description - Participation in a self-sufficiency program is a condition of eligibility for new admissions and a condition of continued occupancy for existing residents and participants.

All abled bodied individuals ages 18 through 54 are required to actively pursue activities to achieve economic self-sufficiency. The head of the household is required to develop a self-sufficiency plan that identifies goals and objectives for each household member required to participate in the Mandatory LSS Program and is held accountable for progress of all household members.

Family members ages 5 through 18 are required to be enrolled in and attend school or, for age appropriate dependents, meet employment requirements. Employment income for dependents is included in total household income if they are not also pursuing a training certification or college degree.

LSS Requirements – As of January 1, 2016, all non-exempt household members must be employed 25 hours or more per week or be enrolled on a full time basis (as defined by the institution) in an educational program that offers a degree or certificate. Household members enrolled in an educational program must demonstrate successful progress towards the degree or certificate. Progress shall be defined as successfully completing 75% of all required course work on an annual basis.

New Admissions – One non-exempt adult member of the household must have been employed for the six month consecutive period prior to admission. Additionally, new admissions from areas outside of Champaign County, including port-ins, must provide a written job offer at the time of admission and must commence employment within 60 days from the date of issuance of the HACC MTW voucher.

Loss of Employment - If a household member is compliant with the employment requirements and subsequently experiences loss of employment they shall be granted a 90 day waiver for the employment requirement. No rent change will be processed during the 90 day waiver period. Failure of a household member to re-secure employment within the 90 days shall be grounds for termination of housing assistance. Upon securing new employment, a rent change shall be processed to reflect the new employment wages. Only one waiver period shall be permitted within each calendar year.

If loss of employment is through no fault of the individual (lay-off, company closure, etc) an extension of a second 90 day waiver may be granted provided the individual can demonstrate that they are actively searching for new employment. In these circumstances, a rent adjustment will be processed as applicable. Failure to secure new employment after a second day waiver period shall be grounds for termination of housing assistance.

Self-Employment - Individuals who are self-employed including child care home providers must have a total annual gross income equivalent to the applicable State of Illinois minimum wage times 1,300 hours to be considered in compliance with the employment requirements under the LSS Program.

Term Limit – Effective January 1, 2016, non-exempt households shall be limited to a maximum housing assistance term not to exceed eight years. The following provisions shall apply.

- The eight year term shall commence at the first annual recertification that occurs after January 1, 2016.
- All households must comply with all requirements of the LSS Program at all times while receiving housing assistance. Failure to do so will result in termination of housing assistance prior to the maximum term.
- Households whose annual income exceeds 80% of the Champaign County median income at the time of annual recertification shall no longer be eligible for housing assistance. Housing assistance will cease at the end of 60 days from the effective date of the annual recertification.
- If a non-exempt household member becomes exempt while receiving housing assistance the time limits shall no longer apply. If a household previously received housing assistance for a maximum time period but later becomes exempt, they may re-apply for housing assistance and the term limits shall not longer apply.
- Households may not designate an alternate head of household for the purpose of extending term limits. All adult household members shall be subject to the applicable term limit for the household.

Update on Status of Activity – This activity was approved in HACC's Year 1 (2011) Plan and modified in the 2016 Plan.

Changes or Modifications – This activity was modified as described above in the 2016 Plan. Further modification for 2017 will include elimination of the school requirements for dependents ages 5 through 18. HACC has been unable to secure an agreement with the school district to secure data on children. We will continue to work on this as we believe it is important to the Local Self-Sufficiency activity and may reinstate at a later date.

Activity 2011-4: Tiered Flat Rents and Minimum Rents by Bedroom Size

Description – Flat rent schedules are established annually and are effective on January 1st of each calendar year. The flat rent schedule is based on the gross annual income of the household with no further deductions or allowances. Gross annual income is calculated pursuant to the HUD regulatory requirements. However, employment income for dependents is included in total household income if they are not also pursuing a training certification or educational degree. Current income exclusions as defined by HUD continue to apply.

Separate flat rent schedules are established for the Public Housing and the Housing Choice Voucher Programs. In the Public Housing Program, different flat rent schedules are established based on the utilities paid by the tenant at the applicable property. In the Housing Choice Voucher Program, two flat rent schedules are established: one schedule will represent units in which the participant is responsible for payment of heat; the second schedule represents the flat rent for units in which the cost of heat is included in the Rent to Owner.

The tiered flat rent amount is based on income ranges established in increments of 5% of the Area Median Income (AMI). The applicable flat rent for an assisted household is the corresponding rent for the range in which the gross annual income of the household falls. The flat rent is the amount that the tenant will pay towards rent. Utility allowances are eliminated. Households with gross annual income less than 5% of the Area Median Income (AMI) pay a minimum rent based on bedroom size of the assisted housing unit. In the public housing program the assisted housing unit is the public housing unit in which the household resides regardless of family size. In the Housing Choice Voucher Program, the minimum rent is based on the actual size of the unit selected, not the size of the voucher.

The minimum rent by bedroom size is the amount of tenant rent to be paid to HACC by Public Housing residents and to the landlord by Housing Choice Voucher participants. There is no utility allowance applied to the minimum rent. The Minimum Rent schedule is established annually and is effective on January 1st of each calendar year.

Update on Status of Activity - This activity was approved in HACC's Year 1 (2011) Plan and the implementation plan was approved by the HACC Board in November 2011. All components have been fully implemented as stated above in the activity description.

Changes or Modifications – This activity was modified as described above in the 2014 Plan. No further modifications or changes are scheduled for 2017.

Activity 2011-5: Modified Definition of Elderly

Description - The definition of elderly families in the Public Housing Program and the HCV Program was modified from head or co-head aged 62 or older to all household members aged 55 or older.

Update on Status of Activity - This activity was approved in HACC's Year 1 (2011) Plan and the implementation plan was effective April 1, 2011. All components have been fully implemented.

Changes or Modifications – No changes or modifications are anticipated for this activity during the Plan year.

Activity 2011-6: Local Homeownership Program

Description - HACC partnered with Habitat for Humanity to utilize its MTW flexibility to fill a gap in affordable homeownership needs in Champaign County. The goal of the MTW Local Homeownership program is to expand on HACC's Mandatory Self-Sufficiency Program and to assure that other existing affordable homeownership opportunities and services in Champaign County are not duplicated.

HACC targets existing residents of HACC programs that complete HACC's MTW Mandatory Local Self-Sufficiency Program through compliance with employment requirements. All families must meet the eligibility criteria set forth in Habitat's Partner Family Selection Process including income limits; asset limits; housing expense to income and total debt to income ratios; and other applicable credit requirements. Families selected are processed for the homeownership program in accordance with the Habitat Partner Family Selection Process.

Habitat provides all homeownership program services consistent with HACC's MTW goals of self-sufficiency including pre and post home purchase counseling; financial literacy, credit repair and counseling; sweat equity by the home buyer; and, home mortgages at 0% interest, amortized at 25 years. To provide additional resources for Habitat to serve HACC resident referrals, HACC purchases the equity from Habitat in the homes built.

HACC provides a second mortgage at the time of construction completion and closing of permanent financing for the difference between the appraised value of the home and the maximum mortgage that can be supported by the purchaser. However, HACC's maximum second mortgage is limited to \$50,000 per home. The second mortgage is forgivable at the rate of 5% per year over a 20 year period.

Update on Status of Activity - This activity was approved in HACC's Year 4 (2014) Plan as a Re-Proposed Activity and the implementation plan was approved by the HACC Board in July 2014. All components have been fully implemented and two homeowners have been processed as of the date of this Plan.

Changes or Modifications – This activity was modified as described above in the 2015 Plan. No further modifications or changes are scheduled for 2017.

Activity 2011-7: Local Project Based Voucher Program

Description - HACC developed and implemented a local Project Based Voucher (PBV) Program to ensure that a greater number of quality units are available to low-income families throughout Champaign County. The local PBV Program includes the following components:

- Provision of Project based assistance at properties owned by HACC or an affiliate of the Authority that are not public housing.
- Establishment of a reasonable competitive process for project basing leased housing assistance at units in which HACC or a related affiliate has no ownership interest that meet existing Housing Quality Standards or any standards developed by HACC pursuant to this MTW Agreement and approved by the Secretary, and that are owned by non-profit or for-profit housing entities.
- Adoption of alternate standards for determining the location of existing, newly constructed or substantially rehabilitated housing to receive subsidy in compliance with the requirements outlined in Attachment C of the MTW Agreement.
- Establishment of project based waiting lists and processing of all project based activities at the property by the respective property management company.
- Elimination of the automatic conversion to tenant based assistance after one year in the project based unit.

Update on Status of Activity - This activity was approved in HACC's Year 1 (2011) Plan and the implementation plan for this activity was effective October 1, 2010 and all components have been fully implemented.

Changes or Modifications – No changes or modifications are anticipated for this activity during the Plan year.

Activity 2012-1: Local Payment Standards

Description – Champaign County has a geographic area of 997 square miles consisting of the urban cities of Champaign and Urbana, the Village of Rantoul and various other small villages and towns. The diversity of HACC's jurisdiction results in real estate markets that demand rent schedules far beyond those of the HUD published Fair Market Rents.

Utilizing a third party market research firm, HACC identified that Champaign County has nine (9) Primary Real Estate Sub-Markets. To facilitate administration of Local Payment Standards, HACC identified boundaries for each PRESM that include the entire Village, Town or Township in rural areas of the County and complete census tracts in the urban areas of the County.

Using rent analysis data collected by the market research firm, HACC established a unique local payment standard schedule for each of the nine PRESMs. The Local Payment Standards are based on the median market rent by bedroom size within each corresponding PRESM. Each PRESM has two Local Payment Standard Schedules:

1. Schedule for structures that are single family homes, townhomes, duplexes or condominiums.
2. Schedule for structures that contain three or more apartment units.

Local Payment Standard schedules include 1 bedroom through 5 bedroom payment standards. Payment standards for units exceeding 5 bedrooms are calculated by adding an additional 15% to the 5 bedroom payment standard for each subsequent bedroom.

HACC has eliminated the use of utility allowances under the MTW Tiered Flat Rents and Minimum Rents by Bedroom Size Activity, thus, the Local Payment Standard is the “net” rent and is the maximum rent that HACC will approve except at Project Based Properties.

The MTW Local Project Based Voucher Program establishes market rate rents based on third party market studies. The rent to owner for a tenant based voucher in a Project Based Voucher property is equivalent to the Project Based Rent amount.

On an annual basis, HACC will secure an updated market rent study and analysis and will review the Local Payment Standards. If local market rents have changed (increased or decreased) by more than 5% in a given year, the corresponding payment standard schedule will be adjusted accordingly.

The Local Payment Standard also serves as the market rate rent charged to public housing households whose annual income exceeds 80% of the area median income. The former flat rents and ceiling rents are no longer applicable to the Public Housing Program.

Update on Status of Activity - This activity was approved in HACC's Year 2 (2012) Plan but implementation was delayed to allow adequate time for the market research and analysis to be completed. The implementation plan was approved by the HACC Board in July 2014. All components have been fully implemented.

Changes or Modifications – No changes or modifications are anticipated for this activity during the Plan year.

Activity 2012-2: Acquisition without HUD Prior Approval

Description - To facilitate the development activities described, HACC will utilize its authorization to acquire sites without prior HUD approval and will certify that the HUD site selection requirements have been met.

Update on Status of Activity - This activity was approved in HACC's Year 2 (2012) Plan and the implementation plan was approved by the HACC Board in April 2012. All components have been fully implemented.

To date HACC has acquired the following property under this activity:

1. Three single family parcels for inclusion in the site to develop Hamilton on the Park.
2. A 12 acre site for the development of Providence at Thornberry.
3. An existing 24 unit apartment complex (Urban Park Place) for development of the Emergency Family Shelter Program.
4. A 2.5 acre site in the Village of Mohammed for the development of The Manor at Prairie Crossings, an 18 unit senior community.

Changes or Modifications – No changes or modifications are anticipated for this activity during the Plan year but HACC continues to explore acquisition opportunities to expand housing choice..

Activity 2012-3: Affordable Housing Development

Description - To facilitate development activities, HACC will utilize its authorization under the Second Amendment to the Amended and Restated Moving to Work Agreement (Amendment to Attachment D) to use Replacement Housing Factor Funds for Development under Option 3. HACC will also use Section 8 and Section 9 funds for development of additional affordable housing.

Update on Status of Activity - This activity was approved in HACC's Year 2 (2012) Plan. As of the date of this Plan, Replacement Housing Funds and Non-traditional use of funds have been used to support the development and construction of the following new communities.

New Community Developed	Units	Funding Amount
Hamiton on the Park	36	\$750,000
Providence at Thornberry Providence at Sycamore Hills	252	\$4,750,000
Urban Park Place	24	\$712,000
TOTAL	288	\$6,212,000

Changes or Modifications – No changes or modifications are anticipated for this activity during the Plan year but HACC continues to explore affordable housing development opportunities to expand housing choice.

Activity 2015-1: Emergency Family Shelter Program

Description - The Emergency Shelter Program will provide temporary shelter and intensive case management services for families with dependent children. Families will be eligible to stay in the shelter for a temporary period of 30 days with extensions up to 45 days. Families must agree to participate in case management services to remain in the shelter.

The Emergency Family Shelter Program will be housed at Urban Park Place; a property consisting of two buildings of 12 units: 2 one bedroom units and 10 two bedroom units. Of the 24 units, 1 unit will be set aside as an office to deliver case management services; 8 units will serve as temporary emergency shelter; and the remaining 15 units will serve as permanent supportive housing for homeless families.

Under a three way Memorandum of Agreement, the Champaign County Continuum of Care will be responsible for administration and oversight of all program policies and procedures for the eight shelter units including furnishings, housekeeping and preparing units for re-occupancy. United Way will fund intensive case management services and select and manage the contract with the corresponding service agency. HACC will provide property management and building maintenance services for all units in the property.

HACC will provide 15 MTW Project Based Vouchers for the Permanent Supportive Housing units and an operating subsidy to support the 8 Emergency Shelter Units. The operating subsidy will be equal to the actual per unit operating costs.

Upon successful completion of one year of compliance with Case Management Services and residing in a Permanent Supportive Housing unit, families will be eligible to request conversion of project based assistance to a tenant based voucher.

Case Management staff will assist the families in locating alternate housing with the tenant based voucher. This turnover will provide for the availability of a Permanent Supportive Housing unit to another family in the Emergency Shelter Program.

Update on Status of Activity – Implementation of this activity was delayed due to construction delays but was finally implemented in June 2016.

Changes or Modifications – No changes or modifications are anticipated for this activity during the Plan year.

ACTIVITIES NOT YET IMPLEMENTED

HACC has no MTW Activities that have not yet been implemented.

ACTIVITIES ON HOLD

HACC has no MTW Activities on hold.

CLOSED OUT ACTIVITIES

The following activities are being closed out.

Activity 2013-1: Rightsizing Vouchers

This activity was approved in the 2013 Plan and was closed out in 2016.

This was a one time activity that was fully implemented over a three year period. All existing participants were right-sized during the implementation period and all newly admitted participants may only lease a right sized unit. Therefore, this activity is no longer necessary.

Activity 2014-1: Local Inspection Standards

This activity was approved in the 2014 Plan and modified in the 2015 Plan; however, it was never implemented. The activity is was closed out in 2016.

The intent of the Local Inspections Standards was to utilize local building codes for inspection of Housing Choice Voucher units. Champaign County has three major municipalities and each has a distinct building maintenance code. In development of this activity, HACC had anticipated that the local building inspectors would perform the inspections in their corresponding jurisdiction. After further analysis local building code inspectors were not cost effective. Additional analysis demonstrated that having HACC inspections staff utilize four different inspections standards proved an administrative burden. Therefore, it was determined that it was best to close out this activity as it would not meet any of the statutory objectives under the MTW Program.

HACC will continue to utilize the Federal Housing Quality Standards (HQS) for the Housing Choice Voucher Program and will conduct biennial inspections; initial move in inspections; and, complaint inspections.

SECTION V – SOURCES AND USES OF FUNDS

The charts below provide the estimated sources and uses of funds for the activities outlined in this Plan.

V.1.Plan.Sources and Uses of MTW Funds		
A. MTW Plan: Sources and Uses of MTW Funds		
Estimated Sources of MTW Funding for the Fiscal Year		
PHAs shall provide the estimated sources and amounts of MTW funding by FDS line item.		
Sources		
FDS Line Item	FDS Line Item Name	Dollar Amount
70500 (70300+70400)	Total Tenant Revenue	148,000
70600	HUD PHA Operating Grants	14,335,797
70610	Capital Grants	-
70700 (70710+70720+70730+70740+70750)	Total Fee Revenue	-
71100+72000	Interest Income	5,000
71600	Gain or Loss on Sale of Capital Assets	-
71200+71300+71310+71400+71500	Other Income	4,800
70000	Total Revenue	14,493,597

Uses		
FDS Line Item	FDS Line Item Name	Dollar Amount
91000 (91100+91200+91400+91500+91600+91700+91800+91900)	Total Operating - Administrative	1,265,293
91300+91310+92000	Management Fee Expense	460,161
91810	Allocated Overhead	-
92500 (92100+92200+92300+92400)	Total Tenant Services	2,261
93000 (93100+93600+93200+93300+93400+93800)	Total Utilities	135,315
93500+93700	Labor	-
94000 (94100+94200+94300+94500)	Total Ordinary Maintenance	226,789
95000 (95100+95200+95300+95500)	Total Protective Services	-
96100 (96110+96120+96130+96140)	Total Insurance Premiums	69,377
96000 (96200+96210+96300+96400+96500+96600+96800)	Total Other General Expenses	177,139
96700 (96710+96720+96730)	Total Interest Expense and Amortization Cost	-
97100+97200	Total Extraordinary Maintenance	-
97300+97350	Housing Assistance Payments + HAP Portability-In	11,463,409
97400	Depreciation Expense	162,548
97500+97600+97700+97800	All Other Expenses	168,000
90000	Total Expenses	14,130,292

Assumptions – The small surplus identified above in the sources and uses will be added to existing program reserves. In addition to the sources and uses identified above, HACC will fund the following rehabilitation costs and initial deposits to replacement reserves from MTW block grant funds for the RAD conversion in accordance with the following schedule.

PROPERTY	REHAB ESCROW	INITIAL DEPOSIT REPLACEMENT RESERVE	TOTAL
Washington	\$638,232	\$67,600	\$705,832
Steer	\$507,335	\$54,000	\$561,335
Youman	\$326,113	\$20,000	\$346,113
Hayes	\$5,805	\$25,000	\$30,805
Columbia	\$59,250	\$16,000	\$75,250
TOTAL	\$1,536,735	\$182,600	\$1,719,335

Asset Management – HACC does not use a local asset management plan.

V.2.Plan.Local Asset Management Plan	
B. MTW Plan: Local Asset Management Plan	
Is the PHA allocating costs within statute?	Yes
Is the PHA implementing a local asset management plan (LAMP)?	No
Has the PHA provided a LAMP in the appendix?	N/A
HACC allocates costs within statute and does not utilize a Local Asset Management Plan (LAMP).	

Single Fund Flexibility – There are no activities that utilize only the Single Fund Flexibility. All activities that will utilize the single fund flexibility also utilize other MTW authorizations.

SECTION VI - ADMINISTRATIVE

A. MTW CERTIFICATION OF COMPLIANCE AND BOARD RESOLUTION

Form 50900: Elements for the Annual MTW Plan and Annual MTW Report

Attachment B

Certifications of Compliance

Annual Moving to Work Plan
Certifications of Compliance

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

**Certifications of Compliance with Regulations:
Board Resolution to Accompany the Annual Moving to Work Plan***

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the Annual Moving to Work Plan for the PHA fiscal year beginning 1/1/2017, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The PHA published a notice that a hearing would be held, that the Plan and all information relevant to the public hearing was available for public inspection for at least 30 days, that there were no less than 15 days between the public hearing and the approval of the Plan by the Board of Commissioners, and that the PHA conducted a public hearing to discuss the Plan and invited public comment.
2. The PHA took into consideration public and resident comments (including those of its Resident Advisory Board or Boards) before approval of the Plan by the Board of Commissioners or Board of Directors in order to incorporate any public comments into the Annual MTW Plan.
3. The PHA certifies that the Board of Directors has reviewed and approved the budget for the Capital Fund Program grants contained in the Capital Fund Program Annual Statement/Performance and Evaluation Report, form HUD-50075.1.
4. The PHA will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
5. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
6. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
7. The PHA will affirmatively further fair housing by examining its programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
9. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
10. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
11. The PHA will comply with requirements with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.
12. The PHA will comply with requirements with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment and implementing regulations at 49 CFR Part 24.

Resolution 2016-24: Approval of the Year 7 Annual MTW Plan and certification of compliance with all MTW requirements.

RESOLUTION 2016-24

WHEREAS, pursuant to the Moving to Work Agreement executed between the Housing Authority of Champaign County and HUD on October 17, 2010 requires the Authority to prepare and submit for approval an annual MTW Plan; and,

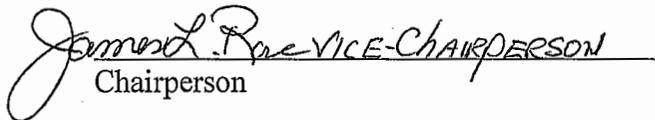
WHEREAS, the HACC prepared the attached MTW Plan; issued a public advertisement on August 26, 2016 to solicit comments on the Plan; posted said plan for public review as of the same date; conducted two public hearings on said Plan on September 21, 2016 and met with the Resident Advisory Board on October 26, 2015; and,

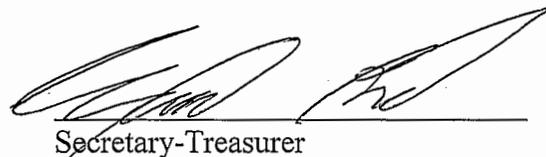
WHEREAS, no comments were received from the public or the Resident Advisory Board on the 2017 MTW Plan; and,

WHEREAS, HACC has complied with all provisions outlined in the HUD Certification of Compliance with Regulations (HUD Form 50900) for the Annual Moving to Work Plan;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Champaign County hereby approves the 2017 Annual MTW Plan in the format attached hereto and authorizes the Chairman of the Board to execute the Certification of Compliance with Regulations (HUD Form 50900).

Dated this 27th day of October, 2016


James L. Rose VICE-CHAIRPERSON
Chairperson


Secretary-Treasurer

B. PUBLIC HEARING AND PUBLIC REVIEW

The chart below highlights the beginning and end dates when the Amendment to the Year 5 Annual MTW Plan was made available for public review, the dates, locations of public hearings and total number of attendees for the Amendment to the Year 5 Annual MTW Plan.

EVENT	DATE
Annual Plan available for Public Comment	September 4, 2016
Ending Date Annual Plan available for Public Comment	October 7, 2016
Public Hearings (2:00 PM and 6:00 PM), HACC Admin Bldg.	September 21, 2015
Number of attendees at Public Hearing	3
RAB Meeting (10:00 AM)	September 22, 2016
RAB Meeting (2:30 PM)	October 26, 2016
Number of attendees at RAB Meeting, HACC Admin Bldg.	6
Date of Board Approval	October 27, 2016

**Evaluation of the
Moving to Work Program
in Champaign County**



ILLINOIS
UNIVERSITY OF ILLINOIS AT URBANA-CHAMPAIGN

Year 7 Planning Report
Housing Authority of Champaign County

Paul E. McNamara, Principal Investigator
Cathy Strick, Visiting Research Coordinator
With Research Assistant Hanbum Lee
Department of Agricultural and Consumer Economics

Introduction

This report describes the University of Illinois at Urbana-Champaign (UIUC) Moving to Work (MTW) evaluation activities planned for the Housing Authority of Champaign County (HACC) during Year 7, January 1 – December 31, 2017. (This is the sixth year of data collection.)

Evaluation Overview

The evaluation purpose remains the same as in previous years, which is, to measure the impact on households participating in the HACC MTW program, especially in terms of their family self-sufficiency measured by variables such as income, employment, hours worked, attainment of educational and job skills goals, and other variables related to family self-sufficiency. The evaluation is designed to quantitatively measure these potential impacts as well as identify factors that might be related to non-attainment of the program's self-sufficiency goals. Such factors may include difficulties with access to child care, limited job opportunities, and personal-level factors such as undiagnosed mental health issues or other barriers participants may face.

To measure the program impact on participants we will continue to utilize four sources of information:

- 1) Qualitative interviews using an in-depth key informant interviewing approach with MTW participants, HACC Waitlist participants, and non-MTW comparison group participants providing information on the program participants' perspectives on topics such as self-sufficiency, work, stress, housing and neighborhood issues, education and job skills, overall quality of life and family issues. Over time it may be possible to observe a change in participants' attitudes and practices related to self-sufficiency as a result of the MTW program.
- 2) Quantitative social surveys we have fielded with MTW participants, HACC Waitlist participants, and with non-MTW comparison group participants with question domains about education, housing choices, neighborhood issues, employment history, current work situation, family structure, social supports, food security, health care access, and mental health status. These data allow creation of multivariate regression models to assess the program's impact, controlling for confounding variables, and addressing the issue of unobserved factors which could affect the impact of the program on participants.
- 3) Administrative data available from HACC and the U.S. Department of Housing and Urban Development (HUD). We have recently received HUD administrative data from the Family Report (Form 50058) for individual information on the household, excluding social security numbers, and including census block group data, from 2001 to present for housing authorities in Decatur, IL, Bloomington, IL, Louisville, KY, Lexington, KY, Lawrence/Douglas County, KS and Lincoln, NB. With this information we will conduct micro-econometric analyses of the data controlling for demographic and social characteristics, which will strengthen our comparison data analyses for the evaluation of the MTW program.

In these analyses we will test whether differences exist in earnings and work situations for MTW participants in the HACC and comparable individuals in similar communities. The administrative data also allows the investigation of program outcomes such as differential program dropping out behaviors and other dynamics due to the MTW program.

4) HACC's Mandatory Local Self-Sufficiency Program, or, 'Treatment Plan' data. We have begun receiving baseline data which identifies the goals and objectives for each household member who is required to participate. We anticipate continuing to receive Treatment Plan data in order to evaluate the effectiveness of the treatment to program participants.

Year 5 Data Collection and Analyses

Beginning January, 2017, our evaluation enters the fifth year of data collection and analyses.

Qualitative Key Informant Interviews

During Baseline Year 1 data collection, we interviewed 25 HACC program participants and 24 non-MTW program participants. During the second year of data collection we conducted an additional 16 baseline interviews with HACC Waitlist participants. It has been our intent to re-interview key informants every other year. Therefore, in the third year of data collection we re-interviewed 12 HACC and 13 non-MTW comparison group key informants. In the fifth year of data collection, to-date, we have re-interviewed three HACC Waitlist participants.

In our March 29, 2013 progress report to HACC, we prepared a descriptive analysis of core themes surrounding the phenomenon of self-sufficiency of half (50%) of the current program participants of the HACC who completed qualitative key informant interviews. Our most salient questions pertained to housing quality, employment, and how people describe self-sufficiency.

In our March 12, 2014 progress report to HACC we reported that we examined the balance, or about 50%, of HACC qualitative key informant interviews conducted the initial year of data collection, for different themes contributing to self-sufficiency, for example, perspectives on family structure growing up, physical and mental health, and social support networks, and how these domains contribute to resilience in the context of people who live in subsidized housing.

This past year we have begun analysis of baseline non-MTW comparison group key informant interviews for key themes surrounding self-sufficiency, for example, housing, landlord relations, employment and educational experiences, health, family structure, child care, neighbors, social support, financial goals and situations, and food security to be able to describe in more detail the perspectives of the non-MTW comparison group and also for comparison with the HACC MTW key informants. We will continue with this analysis and comparison in the upcoming year.

Quantitative Housing & Self-Sufficiency Social Surveys

During Baseline Year 1, 308 HACC program participants and 162 non-MTW comparison group program participants completed a social survey, totaling 470 surveys. In Year 2, 215 HACC and 112 non-MTW comparison group participants who completed a social survey in Year 1, completed a survey. In addition, 142 HACC and 14 non-MTW comparison group new participants were added totaling 483 surveys completed during Year 2. In Year 3, 179 HACC program participants and 93 non-MTW comparison group participants who completed a survey during Baseline Year 1, and Year 2, completed a survey, totaling 272 Surveys. In addition, 149 HACC program and waitlist participants and 30 non-MTW comparison group participants completed a survey, totaling 451 Surveys

We began year 4 data collection with the same protocol as in past years. However, in February, 2015 we advised the HACC of a pattern of non-response and attrition that we continued to realize which could potentially pose a threat to the strength of our data analysis, and proposed a new survey recruitment protocol initiating at the housing authorities. The HACC agreed to make survey recruitment part of their annual recertification process. The University of Illinois Institutional Review Board approved this change in protocol and HACC was advised that as of April 1, 2015 they could begin the new survey recruitment process. In July the UIUC research team met with the non-MTW comparison group concerning this same recruitment process, and that housing authority has begun survey recruitment as part of their annual recertification process with participants, effective August 1, 2015. To-date we have 188 surveys from HACC. We plan to continue this process in the coming year.

We plan to analyze 2016 social survey data for outcome comparison and inclusion in the January, 2017 Annual Report.

Treatment Plan Data

In the spring of 2014 we began receiving HACC treatment plan data for the adult, head of household, and have prepared a baseline analysis from which to make future comparisons with regard to adherence and successful completion of plans and how this relates to education and employment outcomes.

Specifically, in 2012-2013, with 481 observations, most, or 47.4% represent plans for employment, 36.1% represent education or job training plans, and 16.4% represent 'other'. As well, the treatment plan data identifies the number of heads of households who are compliant or non-compliant.

As of the end of July, 2015, the HACC transferred its treatment plan data from the Tracking-At-A-Glance software system to their Win Ten system. We have requested from the HACC information about whether any different variables are used in Win Ten vs. Tracking-At-A-Glance. If so, we will request our internal Institutional Review Board (IRB) approval to receive these additional data fields, and receive the latest treatment plan data for analysis. We are hoping to receive this information by September, 2015.

Once we have updated treatment plan data, in 2017, we will analyze changes in treatment adherence and performance over time, looking at transitions in the types of LSS plans and how many housing participants are compliant in their plans. As well, since the mandatory LSS program is entering its recertification phase requiring all other adult members be employed 20 hours per week or enrolled on a full time basis as defined by the institution in a training or education program that offers a certificate or degree, our future plan is to track progress of these other adults in the household over time.

This past year we conducted confidential, semi-structured qualitative interviews with the LSS case management team, to be able to describe the nature of the LSS program and the case management provided. Interview questions pertained to case manager responsibilities, education, background, understanding of the LSS program, client caseload, specific case management services provided, types of community referrals provided, protocol for reporting client progress to the program supervisor, barriers or challenges clients face, perceptions of the local economy and opinions about the LSS case manager role and the LSS program. Case managers were offered additional time to talk about any additional issues or concerns. Interviews were audio recorded and lasted about an hour and a half. Case managers were professional, candid and thorough in their responses. In the coming year we will analyze this data and provide a formal report of our findings, which will be helpful in our evaluation of housing participants' progress toward self-sufficiency, as well as, informative to the HACC.

Administrative Data

In June, 2015, we received from the U.S. Department of Housing and Urban Development (HUD) administrative data from the Family Report (50058) for individual information on the household, excluding social security number, and including census block group data, from 2001 to present for: Decatur, IL; Bloomington, IL; Louisville, KY; Lexington, KY; Lawrence/Douglas County, KS and Lincoln, NE. In the coming year we intend to conduct micro-econometric analyses of the data controlling for demographic and social characteristics, and we plan to link the data for Champaign, IL and the non-MTW comparison group with our social survey data using the name and birthdate fields, allowing for control of additional possible confounding variables, to further strengthen our evaluation of the HACC, especially as it relates to family self-sufficiency. We have already conducted some preliminary descriptive analyses concerning demographic characteristics, household structure, mobility and MTW impact on employment and income.

We have also created linked models using the social survey and administrative data to analyze food security, educational goals, and educational attainment but have no statistically significant findings to report. However, in the coming year further analyses will be conducted related to financial management and self-sufficiency.

We will also continue to receive annual updates of HACC administrative data from Tenmast, and non-MTW comparison group data from the control housing authority.

Informing HACC, HUD and the non-MTW Comparison Group

As in previous years, it is our intent to continue to report and present our evaluation findings to the HACC at board meetings and through progress reports. This summer we met with the non-MTW comparison group and provided them a report of their housing participants, which they found very helpful.

As well, we look forward to attending another MTW Conference in spring, 2017 to present our comprehensive findings to inform federal housing policy initiatives.

D. RENTAL ASSISTANCE DEMONSTRATION PROGRAM

The Housing Authority of Champaign County (HACC) has submitted a portfolio-wide application for the Rental Assistance Demonstration (RAD) program. As a result, HACC will be converting all Public Housing to Project Based Vouchers under the guidelines of PIH Notice 2012-32, REV-2, issued June 15, 2015 and any successor Notices. Upon conversion to Project Based Vouchers, the Authority will adopt the resident rights, participation, waiting list and grievance procedures listed in Section 1.6C; 1.6D and Attachment 1.B of PIH Notice 2012-32, REV-2. These residents' rights, participation, waiting list and grievance procedures are appended to this attachment. Additionally, the Housing Authority of Champaign County is currently compliant with all Fair Housing and Civil Rights requirements and is not under a Voluntary Compliance Agreement.

RAD was designed by HUD to assist in addressing the capital needs of public housing by providing HACC with access to private sources of capital to repair and preserve its affordable housing assets. Please be aware that upon conversion, the Authority's Capital Fund budget will be reduced by the pro-rata share of Public Housing Developments converted as part of the demonstration and that HACC may also borrow fund to address their capital needs.

Below please find the specific information related to the Public Housing Development converting under the RAD Program:

Name of Public Housing Development	Columbia Place	PIC Development Number:	IL06-0006
Conversion Type	Project Based Vouchers	Transfer of Assistance	No
Total Units	16	Pre-RAD Unit Type:	Elderly
Post-RAD Unit Type	Elderly	Capital Fund Allocation of Development:	Elderly
Bedroom Type	Number of Units Pre-Conversion	Number of Units Post-Conversion	Change in Number of Units.
1 Bedroom	16	16	0
TOTAL	16	16	0

Name of Public Housing Development	Skelton Place	PIC Development Number:	IL06-0007
Conversion Type	Project Based Vouchers	Transfer of Assistance	Yes
Total Units	84	Pre-RAD Unit Type:	Elderly
Post-RAD Unit Type	Elderly	Capital Fund Allocation of Development:	Elderly
Bedroom Type	Number of Units Pre-Conversion	Number of Units Post-Conversion	Change in Number of Units.
0 Bedroom	14	0	-14
1 Bedroom	68	82	+14
2 Bedroom	2	2	0
TOTAL	84	84	0

Name of Public Housing Development	Youman Place	PIC Development Number:	IL06-0008
Conversion Type	Project Based Vouchers	Transfer of Assistance	No
Total Units	20	Pre-RAD Unit Type:	Elderly
Post-RAD Unit Type	Elderly	Capital Fund Allocation of Development:	Elderly
Bedroom Type	Number of Units Pre-Conversion	Number of Units Post-Conversion	Change in Number of Units.
1 Bedroom	20	20	0
TOTAL	20	20	0

Name of Public Housing Development	Scattered Sites	PIC Development Number:	IL06-0009
Conversion Type	Project Based Vouchers	Transfer of Assistance	Yes
Total Units	16	Pre-RAD Unit Type:	Family
Post-RAD Unit Type	Family	Capital Fund Allocation of Development:	Family
Bedroom Type	Number of Units Pre-Conversion	Number of Units Post-Conversion	Change in Number of Units.
3 Bedroom	0	10	+10
4 Bedroom	0	4	+4
5 Bedroom	16	0	-16
TOTAL	16	14	-2

Name of Public Housing Development	Steer Place	PIC Development Number:	IL06-0012
Conversion Type	Project Based Vouchers	Transfer of Assistance	No
Total Units	108	Pre-RAD Unit Type:	Elderly
Post-RAD Unit Type	Elderly	Capital Fund Allocation of Development:	Elderly
Bedroom Type	Number of Units Pre-Conversion	Number of Units Post-Conversion	Change in Number of Units.
1 Bedroom	107	107	0
2 Bedroom	1	1	0
TOTAL	108	108	0

Name of Public Housing Development	Washington Square	PIC Development Number:	IL06-0013
Conversion Type	Project Based Vouchers	Transfer of Assistance	No
Total Units	104	Pre-RAD Unit Type:	Elderly
Post-RAD Unit Type	Elderly	Capital Fund Allocation of Development:	Elderly
Bedroom Type	Number of Units Pre-Conversion	Number of Units Post-Conversion	Change in Number of Units.
1 Bedroom	103	103	0
2 Bedroom	1	1	0
TOTAL	104	104	0

Name of Public Housing Development	Hayes Homes	PIC Development Number:	IL06-0017
Conversion Type	Project Based Vouchers	Transfer of Assistance	No
Total Units	6	Pre-RAD Unit Type:	Elderly
Post-RAD Unit Type	Elderly	Capital Fund Allocation of Development:	Elderly
Bedroom Type	Number of Units Pre-Conversion	Number of Units Post-Conversion	Change in Number of Units.
1 Bedroom	6	6	0
TOTAL	6	6	0

All RAD assistance will remain at the existing Public Housing properties with the exception of Scattered Sites and Skelton Place. The sites where RAD assistance will remain need minimal repairs and all RAD conversion costs will be self-financed.

Scattered Sites – The proposed RAD conversion for the scattered site single family homes will include demolition, disposition and redevelopment as follows:

RAD Conversion Process	Number of Units
Diminimus disposition to City of Champaign through Eminent Domain.	2
Diminimus demolition	6
Transfer to newly constructed units at different location	8
TOTAL	16

Units sizes will be adjusted from five bedroom units to three and four bedroom units. Current households in these units are extremely over-housed and waiting lists for the Housing Choice Voucher Program and Public Housing Program do not have any household sizes appropriate for five bedroom units.

Skelton Place – The proposed RAD conversion for Skelton Place will include the transfer of assistance to a newly constructed mid-rise building at another location in the City of Urbana. The current building will be sold at fair market value. Funds from the sale of this building will be used in conjunction with tax exempt bonds, 4% low income housing tax credits and other financing sources to construct the newly developed community. Unit sizes will be adjusted to convert the existing 14 zero bedroom units to one bedroom units.

Significant Amendment Definition:

As part of the Rental Assistance Demonstration (RAD), the Housing Authority is redefining the definition of a substantial deviation from the PHA Plan to exclude the following RAD-specific items:

- Changes to the Capital Fund Budgets produced as a result of each approved RAD conversion, regardless of whether the proposed conversion will include use of additional Capital Funds;
- Changes to the construction and/or rehabilitation plan for each approved RAD conversion; and
- Changes to the financing structure for each approved RAD conversion.

PROJECT BASED VOUCHERS RESIDENT RIGHTS AND PARTICIPATION

1. No Re-screening of Tenants upon Conversion. Pursuant to the RAD statute, at conversion, current households are not subject to rescreening, income eligibility, or income targeting provisions. Consequently, current households will be grandfathered for conditions that occurred prior to conversion but will be subject to any ongoing eligibility requirements for actions that occur after conversion. For example, a unit with a household that was over-income at time of conversion would continue to be treated as an assisted unit. Thus, 24 CFR § 982.201, concerning eligibility and targeting, will not apply for current households. Once that remaining household moves out, the unit must be leased to an eligible family.

2. Right to Return. Any residents that may need to be temporarily relocated to facilitate rehabilitation or construction will have a right to return to an assisted unit at the development once rehabilitation or construction is completed. Where the transfer of assistance to a new site is warranted and approved (see Section 1.6.B.7 and Section 1.7.A.8 on conditions warranting a transfer of assistance), residents of the converting development will have the right to reside in an assisted unit at the new site once rehabilitation or construction is complete.

Residents of a development undergoing conversion of assistance may voluntarily accept a PHA or Owner's offer to permanently relocate to another assisted unit, and thereby waive their right to return to the development after rehabilitation or construction is completed.

3. Renewal of Lease. Under current regulations at 24 CFR § 983.257(b)(3), upon lease expiration, a PHA can choose not to renew the lease, without good cause. In such a case, the regulatory consequence is the loss of the assisted unit. Under RAD, the PHA must renew all leases upon lease expiration, unless cause exists. Consequently, 24 CFR §983.257(b)(3) will not apply. This provision must be incorporated by the PBV owner into the tenant lease or tenancy addendum, as appropriate.

4. Phase-in of Tenant Rent Increases. If a tenant's monthly rent increases by more than the greater of 10 percent or \$25 purely as a result of conversion, the rent increase will be phased in over 3 or 5 years. To implement this provision, HUD is waiving section 3(a)(1) of the Act, as well as 24 CFR § 983.3 (definition of "total tenant payment" (TTP)) only to the extent necessary to allow for the phase-in of tenant rent increases. A PHA must create a policy setting the length of the phase in period at three years, five years or a combination depending on circumstances. For example, a PHA may create a policy that uses a three year phase-in for smaller increases in rent and a five year phase-in for larger increases in rent. This policy must be in place at conversion and may not be modified after conversion.

The below method explains the set percentage-based phase-in an owner must follow according to the phase-in period established. For purposes of this section "standard TTP" refers to the TTP calculated in accordance with regulations at 24 CFR §5.628 and the "most recently paid TTP" refers to the TTP recorded on line 9j of the family's most recent HUD Form 50058

Three Year Phase-in:

- Year 1: Any recertification (interim or annual) performed prior to the second annual recertification after conversion – 33% of difference between most recently paid TTP and the standard TTP
- Year 2: Year 2 Annual Recertification (AR) and any Interim Recertification (IR) prior to Year 3 AR – 66% of difference between most recently paid TTP and the standard TTP
- Year 3: Year 3 AR and all subsequent recertifications – Full standard TTP

Five Year Phase in:

- Year 1: Any recertification (interim or annual) performed prior to the second annual recertification after conversion – 20% of difference between most recently paid TTP and the standard TTP
- Year 2: Year 2 AR and any IR prior to Year 3 AR – 40% of difference between most recently paid TTP and the standard TTP
- Year 3: Year 3 AR and any IR prior to Year 4 AR – 60% of difference between most recently paid TTP and the standard TTP
- Year 4: Year 4 AR and any IR prior to Year 5 AR – 80% of difference between most recently paid TTP and the standard TTP
- Year 5: AR and all subsequent recertifications – Full standard TTP

Please Note: In either the three year phase-in or the five-year phase-in, once the standard TTP is equal to or less than the previous TTP, the phase-in ends and tenants will pay full TTP from that point forward.

5. Public Housing Family Self Sufficiency (PH FSS) and Resident Opportunities and Self Sufficiency Service Coordinator (ROSS-SC) programs. Current PH FSS participants will continue to be eligible for FSS once their housing is converted under RAD, and PHAs will be allowed to use any PH FSS funds granted previously or pursuant to the FY 2013 PH FSS NOFA, to serve those FSS participants who live in units converted by RAD and who will as a result be moving to the HCV FSS program, subject to the following:

a. If a PHA has an HCV FSS program, a PHA must convert the PH FSS program participants at the covered project to their HCV FSS program. Please see future FSS Notices of Funding Availability and other guidance for additional details, including FSS coordinator funding eligibility of PHAs under a RAD conversion.

b. If a PHA does not have an HCV FSS program, the PHA must establish an HCV FSS program and convert the PH FSS program participants at the covered project into their HCV FSS program. PHAs are not required to offer enrollment in FSS to residents in converting projects and other HCV participants, other than to residents in converting projects that were enrolled in the PH FSS program. Please see future FSS Notices of Funding Availability and other guidance for additional details, including FSS coordinator funding eligibility of PHAs under a RAD conversion.

All PHAs will be required to administer the FSS program in accordance with FSS regulations at 24 CFR Part 984 and in accordance with the participants' contracts of participation. However, residents who were converted from the PH FSS program to the HCV FSS program through RAD may not be terminated from the HCV FSS program or have HCV assistance withheld due to the participant's failure to comply with the contract of participation. Consequently, 24 CFR 984.303(b)(5)(iii) does not apply to FSS participants in converted properties.

Current ROSS-SC grantees will be able to finish out their current ROSS-SC grants once their housing is converted under RAD. However, once the property is converted, it will no longer be eligible to be counted towards the unit count for future public housing ROSS-SC grants, nor will its residents be eligible to be served by future public housing ROSS-SC grants.

6. Resident Participation and Funding. In accordance with Attachment 1B, residents of covered projects converting assistance to PBVs will have the right to establish and operate a resident organization for the purpose of addressing issues related to their living environment and be eligible for resident participation funding.

7. Resident Procedural Rights. The following items must be incorporated into both the Section 8 Administrative Plan and the owner's lease, which includes the required tenancy addendum, as appropriate. Evidence of such incorporation may be requested by HUD for purposes of monitoring the program.

a. Termination Notification. HUD is incorporating additional termination notification requirements to comply with section 6 of the Act for public housing projects that convert assistance under RAD. In addition to the regulations at 24 CFR § 983.257, related to owner termination of tenancy and eviction, as modified by the waiver in Section 1.6(C)(3) above, the termination procedure for RAD conversions to PBV will require that PHAs provide adequate written notice of termination of the lease which shall not be less than:

- i. A reasonable period of time, but not to exceed 30 days:
 - If the health or safety of other tenants, PHA employees, or persons residing in the immediate vicinity of the premises is threatened; or
 - In the event of any drug-related or violent criminal activity or any felony conviction;
- ii. 14 days in the case of nonpayment of rent; and
- iii. 30 days in any other case, except that if a State or local law provides for a shorter period of time, such shorter period shall apply.

b. Grievance Process. HUD is incorporating additional procedural rights to comply with the requirements of section 6 of the Act. For issues related to tenancy and termination of assistance, PBV program rules require the PHA to provide an opportunity for an informal hearing, as outlined in 24CFR § 982.555. RAD will waive 24 CFR § 982.555(b) in part, which outlines when informal hearings are not required, and require that:

In addition to reasons that require an opportunity for an informal hearing given in 24 CFR § 982.555(a)(1)(i)-(vi), an opportunity for an informal hearing must be given to residents for any dispute that a resident may have with respect to a PHA (as owner) action in accordance with the individual's lease or the contract administrator in accordance with RAD PBV requirements that adversely affect the resident's rights, obligations, welfare, or status.

- i. For any hearing required under 24 CFR § 982.555(a)(1)(i)-(vi), the contract administrator will perform the hearing, as is the current standard in the program.
- ii. For any additional hearings required under RAD, the PHA (as owner) will perform the hearing.
- iii. An informal hearing will not be required for class grievances or to disputes between residents not involving the PHA (as owner) or contract administrator.
- iv. This hearing requirement shall not apply to and is not intended as a forum for initiating or negotiating policy changes between a group or groups of residents and the PHA (as owner) or contract administrator.
- v. The PHA (as owner) give residents notice of their ability to request an informal hearing as outlined in 24 CFR § 982.555(c)(1) for informal hearings that will address circumstances that fall outside of the scope of 24 CFR §982.555(a)(1)(i)-(vi).
- vi. The PHA (as owner) provide opportunity for an informal hearing before an eviction.

Current PBV program rules require that hearing procedures must be outlined in the PHA's Section 8 Administrative Plan.

8. Earned Income Disregard (EID). Tenants who are employed and are currently receiving the EID exclusion at the time of conversion will continue to receive the EID after conversion, in accordance with regulations at 24 CFR § 5.617. Upon the expiration of the EID for such families, the rent adjustment shall not be subject to rent phase-in, as described in Section 1.6.C.4; instead, the rent will automatically rise to the appropriate rent level based upon tenant income at that time.

Under the Housing Choice Voucher program, the EID exclusion is limited to only persons with disabilities (24 CFR § 5.617(b)). In order to allow all tenants (including non-disabled persons) who are employed and currently receiving the EID at the time of conversion to continue to benefit from this exclusion in the PBV project, the provision in section 5.617(b) limiting EID to only disabled persons is waived.

The waiver and resulting alternative requirement only applies to tenants receiving the EID at the time of conversion. No other tenant (e.g., tenants who at one time received the EID but **are** not receiving the EID exclusion at the time of conversion (e.g., due to loss of employment); tenants that move into the property following conversion, etc.) is covered by this waiver.

9. Capital Fund Education and Training Community Facilities (CFCF) Program. CFCF provides capital funding to PHAs for the construction, rehabilitation, or purchase of facilities to provide early childhood education, adult education, and job training programs for public housing residents based on an identified need. Where a community facility has been developed under CFCF in connection to or serving the residents of an existing public housing project converting its assistance under RAD, residents will continue to qualify as “PHA residents” for the purposes of CFCF program compliance. To the greatest extent possible the community facility should continue to be available to public housing residents

PBV: Other Miscellaneous Provisions

1. Access to Records, Including Requests for Information Related to Evaluation of Demonstration. PHAs must agree to any reasonable HUD request for data to support program evaluation, including but not limited to project financial statements, operating data, Choice-Mobility utilization, and rehabilitation work. Please see Appendix IV for reporting units in Form HUD-50058.

2. Additional Monitoring Requirement. The PHA’s Board must approve the operating budget for the covered project annually in accordance with HUD requirements.

3. Davis-Bacon Act and Section 3 of the Housing and Urban Development Act of 1968 (Section 3). Under existing PBV program rules, projects that qualify as “existing housing” under 24 CFR § 983.52(a) are not subject to Davis-Bacon (prevailing wages, the Contract Work Hours and Safety Standards Act, and other related regulations, rules, and requirements) or Section 3 (24 CFR Part 135). However, the Davis-Bacon Act and Section 3 shall apply to all initial repairs that are identified in the Financing Plan to the extent that such repairs qualify as construction or rehabilitation, regardless of whether the project qualifies as “existing housing.” Developmental requirements under 24 CFR §983.154 and fair housing provisions under 24 CFR § 983.152(c)(vi) continue to apply.

4. Establishment of Waiting List. In establishing the waiting list for the converted project, the PHA shall utilize the project-specific waiting list that existed at the time of conversion, unless the assistance is being transferred to another neighborhood. If a project-specific waiting list does exist, but the PHA is transferring the assistance to another neighborhood, the PHA must notify applicants on the wait-list of the transfer of assistance, and on how they can apply for residency at the new project site or other sites.

Applicants on a project-specific waiting list for a project where the assistance is being transferred shall have priority on the newly formed waiting list for the new project site in accordance with the date and time of their application to the original project's waiting list. In addition, the waiting list must be established and maintained in accordance with PBV program requirements.

If a project-specific waiting list for the project does not exist, the PHA shall establish a waiting list in accordance 24 CFR § 903.7(b)(2)(ii)-(iv) to ensure that applicants on the PHA's public housing community-wide waiting list have been offered placement on the converted project's initial waiting list. For the purpose of establishing the initial waiting list, PHAs have the discretion to determine the most appropriate means of informing applicants on the public housing waiting list given the number of applicants, PHA resources, and community characteristics of the proposed conversion under RAD. Such activities should be pursuant to the PHA's policies for waiting list management, including the obligation to affirmatively further fair housing.

A PHA may consider contacting every applicant on the public housing waiting list via ~~direct mailing; advertising~~ the availability of housing to the population that is less likely to apply, both minority and non-minority groups, through various forms of media (e.g., radio stations, posters, newspapers) within the marketing area, informing local non-profit entities and advocacy groups (e.g., disability rights groups); and conducting other outreach as appropriate. Applicants on the agency's centralized public housing waiting list who wish to be placed onto the newly-established waiting list are done so in accordance with the date and time of their original application to the centralized public housing waiting list. Any activities to contact applicants on the public housing waiting list must be conducted accordance with the requirements for effective communication with persons with disabilities at 24 CFR § 8.6 and the obligation to provide meaningful access for persons with limited English proficiency (LEP).

To implement this provision, HUD is waiving 24 CFR § 983.251(c)(2). However, after the initial waiting list has been established, the PHA shall administer its waiting list for the converted project in accordance with 24 CFR § 983.251(c).

5. Mandatory Insurance Coverage. The project shall maintain at all times commercially available property and liability insurance to protect the project from financial loss and, to the extent insurance proceeds permit, promptly restore, reconstruct, and/or repair any damaged or destroyed property of a project, except with the written approval of HUD to the contrary.

6. Agreement Waiver. For public housing conversions to PBV, there will be no Agreement to Enter into a Housing Assistance Payments (AHAP) contract. Therefore, all regulatory references to the Agreement (AHAP), including regulations under 24 CFR Part 983 Subpart D are waived.

7. Future Refinancing. Owners must receive HUD approval for any refinancing or restructuring of permanent debt within the HAP contract term to ensure the financing is consistent with long-term preservation. (Current lenders and investors are also likely to require review and approval of refinancing of the primary permanent debt.)

8. Administrative Fees for Public Housing Conversions. For the initial Calendar Year in which a project's assistance has been converted, RAD PBV projects will be funded with public housing money. Since the public housing funding will not have been transferred to the TBRA account and since this funding is not section 8 assistance the annual contributions contract (ACC) between the PHA and HUD will cover the project units, but be for zero dollars. For this transition period, the ACC will primarily serve as the basis for covering the units and requiring PHA compliance with HUD requirements, but it will not be (as it is in the regular PBV program) the funding vehicle for the PBV RAD vouchers. Given this, and given the fact that PHAs will be receiving full public housing funding for the PBV units during this transition period, PHAs will not receive ongoing section 8 administrative fee funding during this time.

Generally, PHAs receive ongoing administrative fees for units under a HAP contract, consistent with recent appropriation act references to "section 8(q) of the [United States Housing Act of 1937] and related appropriations act provisions in effect immediately before the Quality Housing and Responsibility Act of 1998" and 24 CFR 982.152(b). During the transition period mentioned in the preceding paragraph, these provisions are waived, and PHAs will not receive section 8 ongoing administrative fees for PBV RAD units.

After this transition period, the ACC will be amended to include section 8 funding that corresponds to the units covered by the ACC. At that time, the regular section 8 administrative fee funding provisions will apply.

E. CAPITAL FUND ANNUAL STATEMENTS

Performance and Evaluation Report
Part I: Summary
Capital Funds Program

**U.S. Department of Housing
and Urban Development**
Office of Public and Indian Housing

OMB Approval No. 2577-0226

HA Name HOUSING AUTHORITY OF CHAMPAIGN COUNTY		Capital Fund Program Grant Number IL06P006501-14		FFY of Grant Approval 2014	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement/Revision Number <input checked="" type="checkbox"/> Final Performance and Evaluation Report <input type="checkbox"/> Performance and Evaluation Report for Program Year Ending					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original Budget	Revision	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 20% of line 20)				
3	1408 Management Improvements (May not exceed 20% of line 20)				
4	1410 Administration (May not exceed 10% of line 20)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment - Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities				
18a	1501 Collateralization or Debt Service paid by the PHA				
18b	1503 RAD Conversion-HAP	\$	-		
19	1504 RAD Conversion	\$	593,673.00	\$	593,673.00
20	Amount of Annual Grant (Sum of lines 2 - 19)	\$	593,673.00	\$	593,673.00
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security-Soft Costs				
24	Amount of line 20 Related to Security-Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.			(2) To be completed for the Performance and Evaluation Report.		
Signature of Executive Director and Date			Signature of Public Housing Director/Office of Native American Programs Administrator and Date		

Performance and Evaluation Report
Part I: Summary
Capital Funds Program

**U.S. Department of Housing
and Urban Development**
Office of Public and Indian Housing

OMB Approval No. 2577-0226

HA Name HOUSING AUTHORITY OF CHAMPAIGN COUNTY		Capital Fund Program Grant Number IL06P006501-15		FFY of Grant Approval 2015	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement/Revision Number <input checked="" type="checkbox"/> Final Performance and Evaluation Report <input type="checkbox"/> Performance and Evaluation Report for Program Year Ending					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original Budget	Revision	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 20% of line 20)				
3	1408 Management Improvements (May not exceed 20% of line 20)				
4	1410 Administration (May not exceed 10% of line 20)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment - Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities				
18a	1501 Collateralization or Debt Service paid by the PHA				
18b	1503 RAD Conversion-HAP	\$	-		
19	1504 RAD Conversion	\$	585,824.00	\$	585,824.00
20	Amount of Annual Grant (Sum of lines 2 - 19)	\$	585,824.00	\$	585,824.00
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security-Soft Costs				
24	Amount of line 20 Related to Security-Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.			(2) To be completed for the Performance and Evaluation Report.		
Signature of Executive Director and Date			Signature of Public Housing Director/Office of Native American Programs Administrator and Date		

Performance and Evaluation Report
Part I: Summary
Capital Funds Program

**U.S. Department of Housing
and Urban Development**
Office of Public and Indian Housing

OMB Approval No. 2577-0226

HA Name HOUSING AUTHORITY OF CHAMPAIGN COUNTY	Capital Fund Program Grant Number IL06R006502-13	FFY of Grant Approval 2013
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Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement/Revision Number
 Final Performance and Evaluation Report **Performance and Evaluation Report for Program Year Ending**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original Budget	Revision	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 20% of line 20)				
3	1408 Management Improvements (May not exceed 20% of line 20)				
4	1410 Administration (May not exceed 10% of line 20)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment - Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities				
18a	1501 Collateralization or Debt Service paid by the PHA				
18b	1503 RAD Conversion-HAP	\$ 29,075.00		\$ 70,288.00	\$ 70,288.00
19	1504 RAD Conversion	\$ 230,938.00		\$ 189,725.00	\$ 189,725.00
20	Amount of Annual Grant (Sum of lines 2 - 19)	\$ 260,013.00	\$ -	\$ 260,013.00	\$ 260,013.00
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security-Soft Costs				
24	Amount of line 20 Related to Security-Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

(2) To be completed for the Performance and Evaluation Report.

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

Performance and Evaluation Report
Part I: Summary
Capital Funds Program

**U.S. Department of Housing
and Urban Development**
Office of Public and Indian Housing

OMB Approval No. 2577-0226

HA Name HOUSING AUTHORITY OF CHAMPAIGN COUNTY		Capital Fund Program Grant Number IL06R006502-14		FFY of Grant Approval 2014	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement/Revision Number <input checked="" type="checkbox"/> Final Performance and Evaluation Report <input type="checkbox"/> Performance and Evaluation Report for Program Year Ending					
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13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities				
18a	1501 Collateralization or Debt Service paid by the PHA				
18b	1503 RAD Conversion-HAP	\$	-		
19	1504 RAD Conversion	\$	244,024.00	\$	244,024.00
20	Amount of Annual Grant (Sum of lines 2 - 19)	\$	244,024.00	\$	244,024.00
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security-Soft Costs				
24	Amount of line 20 Related to Security-Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.			(2) To be completed for the Performance and Evaluation Report.		
Signature of Executive Director and Date			Signature of Public Housing Director/Office of Native American Programs Administrator and Date		

Performance and Evaluation Report
Part I: Summary
Capital Funds Program

**U.S. Department of Housing
and Urban Development**
Office of Public and Indian Housing

OMB Approval No. 2577-0226

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<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement/Revision Number <input checked="" type="checkbox"/> Final Performance and Evaluation Report <input type="checkbox"/> Performance and Evaluation Report for Program Year Ending					
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17	1499 Development Activities				
18a	1501 Collateralization or Debt Service paid by the PHA				
18b	1503 RAD Conversion-HAP	\$	-		
19	1504 RAD Conversion	\$	35,544.00	\$	35,544.00
20	Amount of Annual Grant (Sum of lines 2 - 19)	\$	35,544.00	\$	35,544.00
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security-Soft Costs				
24	Amount of line 20 Related to Security-Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement. (2) To be completed for the Performance and Evaluation Report.					
Signature of Executive Director and Date			Signature of Public Housing Director/Office of Native American Programs Administrator and Date		

Performance and Evaluation Report
Part I: Summary
Capital Funds Program

**U.S. Department of Housing
and Urban Development**
Office of Public and Indian Housing

OMB Approval No. 2577-0226

HA Name HOUSING AUTHORITY OF CHAMPAIGN COUNTY		Capital Fund Program Grant Number IL06R006502-15		FFY of Grant Approval 2015	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement/Revision Number <input checked="" type="checkbox"/> Final Performance and Evaluation Report <input type="checkbox"/> Performance and Evaluation Report for Program Year Ending					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original Budget	Revision	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 20% of line 20)				
3	1408 Management Improvements (May not exceed 20% of line 20)				
4	1410 Administration (May not exceed 10% of line 20)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment - Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities				
18a	1501 Collateralization or Debt Service paid by the PHA				
18b	1503 RAD Conversion-HAP	\$	-		
19	1504 RAD Conversion	\$	240,890.00	\$	240,890.00
20	Amount of Annual Grant (Sum of lines 2 - 19)	\$	240,890.00	\$	240,890.00
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security-Soft Costs				
24	Amount of line 20 Related to Security-Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement. (2) To be completed for the Performance and Evaluation Report.					
Signature of Executive Director and Date			Signature of Public Housing Director/Office of Native American Programs Administrator and Date		

Performance and Evaluation Report
Part I: Summary
Capital Funds Program

**U.S. Department of Housing
and Urban Development**
Office of Public and Indian Housing

OMB Approval No. 2577-0226

HA Name HOUSING AUTHORITY OF CHAMPAIGN COUNTY		Capital Fund Program Grant Number IL06R006501-16		FFY of Grant Approval 2016	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement/Revision Number <input checked="" type="checkbox"/> Final Performance and Evaluation Report <input type="checkbox"/> Performance and Evaluation Report for Program Year Ending					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original Budget	Revision	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 20% of line 20)				
3	1408 Management Improvements (May not exceed 20% of line 20)				
4	1410 Administration (May not exceed 10% of line 20)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment - Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities				
18a	1501 Collateralization or Debt Service paid by the PHA				
18b	1503 RAD Conversion-HAP	\$	-		
19	1504 RAD Conversion	\$	36,381.00	\$	36,381.00
20	Amount of Annual Grant (Sum of lines 2 - 19)	\$	36,381.00	\$	36,381.00
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security-Soft Costs				
24	Amount of line 20 Related to Security-Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.			(2) To be completed for the Performance and Evaluation Report.		
Signature of Executive Director and Date			Signature of Public Housing Director/Office of Native American Programs Administrator and Date		

Performance and Evaluation Report
Part I: Summary
Capital Funds Program

**U.S. Department of Housing
and Urban Development**
Office of Public and Indian Housing

OMB Approval No. 2577-0226

HA Name HOUSING AUTHORITY OF CHAMPAIGN COUNTY		Capital Fund Program Grant Number IL06R006502-16		FFY of Grant Approval 2016	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement/Revision Number <input checked="" type="checkbox"/> Final Performance and Evaluation Report <input type="checkbox"/> Performance and Evaluation Report for Program Year Ending					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original Budget	Revision	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 20% of line 20)				
3	1408 Management Improvements (May not exceed 20% of line 20)				
4	1410 Administration (May not exceed 10% of line 20)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment - Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities				
18a	1501 Collateralization or Debt Service paid by the PHA				
18b	1503 RAD Conversion-HAP	\$	-		
19	1504 RAD Conversion	\$	145,221.00	\$	145,221.00
20	Amount of Annual Grant (Sum of lines 2 - 19)	\$	145,221.00	\$	145,221.00
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security-Soft Costs				
24	Amount of line 20 Related to Security-Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement. (2) To be completed for the Performance and Evaluation Report.					
Signature of Executive Director and Date			Signature of Public Housing Director/Office of Native American Programs Administrator and Date		