

BUILDING COMMUNITY, PEOPLE AND PARTNERSHIPS

Moving Forward
Families Advancing to Self-Reliance

Moving Forward Annual Plan

A. Fulton Meachem, Jr., CEO/President

Submission Date 4/17/2015

FY2016



*The Charlotte Housing Authority's mission is to develop, operate,
and provide quality housing in sustainable communities of choice for
residents of diverse incomes.*

400 EAST BOULEVARD CHARLOTTE NC 28203

Table of Contents

I.	Introduction	4
II.	General Housing Authority Operating Information.....	9
III.	Proposed MTW Activities: HUD approval requested	23
IV.	Approved MTW Activities: HUD approval previously granted	37
	A. Implemented Activities.....	37
	B. Not Yet Implemented Activities.....	80
	C. Activities On Hold.....	80
	D. Closed Activities.....	81
V.	Sources and Uses of MTW Funds.....	83
VI.	Administrative.....	88
VII.	Appendices	89
	Appendix A Public Review and Comment Documentation	
	Appendix B CHA Board Resolution	
	Appendix C HUD Certification of Compliance	
	Appendix D Listing of CHA Ongoing Moving Forward Initiatives	
	Appendix E Listing of Developments with Public Housing and Project-Based Units	
	Appendix F Rental Hardship Policy	
	Appendix G Work Requirement Policy	
	Appendix H Rent Reform Overview	
	Appendix I Sample Bedroom Rent Bands	
	Appendix J Community Service Policy	
	Appendix K Violence Against Women Act	
	Appendix L Community Based Rental Assistance Policy	
	Appendix M Other Agency Activity	
	Appendix N Demolition/Disposition Activity	
	Appendix O Planned Capital Improvements	
	Appendix P 2014 Capital Fund ACC Amendment	
	Appendix Q Homeownership Program Hardship Policy	
	Appendix R Statement of Family Obligations for Homeownership Program	

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I. Introduction

The Charlotte Housing Authority (CHA) is one of thirty-nine (39) agencies participating in the federal Moving To Work (MTW) Demonstration program which provides public housing authorities flexibility in designing and testing nontraditional policies and programs that better address the issues surrounding low-income housing in their local community. The Authority also has the ability to combine its federal operating subsidies for the public housing and voucher programs together with its annual capital grant into one single fund, the MTW Block Grant. Operating in this deregulated framework has allowed CHA to meet the federal statutory objectives of the program:

- Reduce cost and achieve greater costs effectiveness in Federal expenditures;
- Give incentives to families with children where the head of household is working, is seeking work, or is preparing for work by participating in job training, educational programs, or programs that assist people to obtain employment and become economically self-sufficient; and
- Increase housing choices for low-income families.

As an MTW agency, CHA is required to submit an Annual Plan each year indicating the anticipated housing stock, policy and housing activities that will be undertaken in the next fiscal year. At the time of this submission, CHA has received approval to change its fiscal operating year which has historically been April 1 – March 31st. The fiscal operating year will now run January – December in order to align CHA's fiscal year end with HUD funding for the Housing Choice Voucher Program and the Low-Income Public Housing Program, in addition to the agency's affiliates/instrumentalities. Due to this change, the agencies current Annual Plan will cover 18 months - the next fiscal year will encompass both the nine months (April 1, 2015 – December 31, 2015) remaining in calendar year 2015 and the entire calendar year for 2016.

MTW is an integral part of the agency's day-to-day operations and assists CHA in achieving its mission to develop, operate and provide quality housing in sustainable communities of choice for residents of diverse incomes. Key MTW activities implemented:

1. Rent Reform (modified rent calculation with escrow and biennial reexaminations)
2. Case Management and enhanced services
3. Supportive Housing Partnerships (partnering with supportive housing providers to provide gap financing and housing subsidies) (McCreesh Place, Salvation Army - Hampton Creste, Moore Place, Charlotte Family Housing)
4. Resident Safety activities

5. Construction of additional affordable units
6. Implementing policies that simplify the administration of public housing and housing choice voucher programs

CHA has branded the local effort, Moving Forward, which reflects a combination of shared intent, forward movement and the image of affordable housing as a safety net and platform for rebuilding lives. CHA's current MTW Agreement will expire March 31, 2018. The agency is working with other participating housing authorities, HUD representatives and local congressional delegates for approval of an extension of the agreement, as well as the inclusion of all public housing agencies in the US.

Moving To Work is a necessary platform that allows CHA to implement activities that positively impact:

- The employment rate for able-bodied heads of households and other family members
- The number of family members in training and/or education programs
- The increase in average and median income of families (all sources and earned income) (excluding seniors and disabled families)
- The amount of funds leveraged in the community for production of affordable housing and the provision of supportive services
- The number of children who enter post-secondary education
- The percent increase in the number of CHA students that enter the Charlotte Housing Authority Scholarship Fund (CHASF)
- The number of housing units in mixed-income environments
- The distribution of housing units and housing opportunities for (a) Section 9 and (b) Project-based Section 8

CHA submitted RAD applications for a complete portfolio transition in December 2013. However, the RAD units available for transition were only 60,000 and our application is in line above the approved level. The RAD concept is on hold until Congress raises the unit limit.

The Charlotte Housing Authority is currently working with the City of Charlotte and community partners to develop a neighborhood Transformation Plan for the Biddleville neighborhood and the Tarlton Hills development and plans to submit an application for a Choice Neighborhoods Initiative Implementation Grant in 2016.

CHA celebrated 75 years of providing affordable housing in 2014. The agency's Strategic Plan states that CHA is "charting a new course for the future". Significant elements of this new strategy include:

- 1) Expanding our business and acting in an entrepreneurial manner so that we may generate revenue to help make up for the loss of federal funds,
- 2) Pursuing partnerships that are cost effective and bring a high return on investment to the agency and its residents, and
- 3) Utilizing the mixed-income concept, which enables residents of varying income levels to live, work and play together.



The following is an overview of CHA's short-term and long-term MTW goals and objectives. The agency has other short-term and long-term goals, objectives and strategies outside of what is presented in this section. They do not require MTW flexibility and therefore are not listed. A copy of the agency's Strategic Plan may be requested if the goals and objectives would like to be viewed in entirety.

Short Term Plan

Goal: Become Charlotte's premier housing and community development organization through excellent customer service.

Objective: Ensure that clients' interactions with the agency and its staff are always positive and helpful, whether they are online, over the phone, or in person.

May require the use of MTW's Single-Fund Budget Flexibility

1. Implemented an improved technological phone system.
2. Updating the agency website to allow service providers and developers to seamlessly bid for CHA's contracts.
3. Implementing new software portals that enable landlords, vendors, residents, and applicants to obtain information on demand.

Goal: Maintain and increase revenue by pursuing entrepreneurial activities and grant funding.

Objective: Continue to provide housing and support services despite the paucity of federal money.

1. Collaborate more with Charlotte's philanthropic, faith-based and governmental organizations seeking assistance with CHA's current initiatives or supplemental services for its lower income clientele.

2. Continue to maximize return on idle funds through HUD- and State-approved investment vehicles.

Long Term Plan

Goal: Create vibrant, healthy communities of choice for residents that qualify for federal housing assistance, while collaborating with others to reach those with special needs.

Objective: Strive to locate housing for families in neighborhoods that are well-resourced.

1. Continue to partner with the healthcare and social service providers who best meet the needs of the chronically homeless residents of Charlotte.
2. Created a five-year real estate plan (Strawn Master Plan, Hall House, Park and Marsh and Tall Oaks) to strategically leverage the agency real estate assets and maximize the return on its investment.
3. Expand the supply of permanent mixed-income units in Charlotte.
4. Assign a total of 150 vouchers to support affordable housing in priority projects.
5. Donate 8.62 acres of land as part of the HOPE VI revitalization at the Renaissance site (per the Boulevard Homes HOPE VI application) for the Charlotte-Mecklenburg School (CMS) system to create an innovative PreK - 8 school as the center piece of The Renaissance education village. CMS will provide the funds to construct and operate the school.
6. The Charlotte Housing Authority continues to plan to revitalize its Tarlton Hills conventional public housing development and the surrounding Biddleville neighborhood using the Choice Neighborhoods Initiative funding platform and is, at present, weighing its options for a CNI Planning and/or Implementation grant for the FY16 grant cycle.

Goal: Provide programs and services that measurably increase residents' quality of life.

Objective: Continue providing the agency's clients with tools for their success.

1. Re-tool the supportive programs for a targeted approach, providing resources to those populations that stand to benefit the most.

A few of the agency's non-MTW accomplishments under the short and long-term objectives include:

- 1) Opened the Housing Choice Voucher Waiting List in calendar year 2014, using an electronic portal for the first time. The agency worked closely with an extensive community partner list and the county's 22 public libraries to ensure extensive access to the electronic application.

- 2) Provided additional funds to the Capital Projects section to convert two units to accessible units (ADA).
- 3) Formed a Compliance Department to conduct continuous assessments for regulatory, programmatic and policy compliance.

In summary, the short term vision is to provide opportunities for every able-bodied public housing resident and housing choice voucher participant to work. An increase in the number of families transitioning to self-reliance will reduce the number of households needing housing assistance, as well as a reduction in the number of individuals that return to the waiting lists. These positive move outs, along with producing additional affordable housing units, will address the growing number of households presently in Charlotte and relocating to the area that cannot afford market rate housing. The long-term vision is to create mixed-income developments that can benefit the residents, the agency and the Charlotte community, as well as provide resources to youth that will break the cycle of intergenerational poverty.

II. General Housing Authority Operating Information

The information contained in this section is per a HUD mandated template. It contains information on housing options for the Charlotte Housing Authority's Public Housing and Housing Choice Voucher (also known as Section 8) Programs.

Note:

1. CHA received an update from HUD regarding the agency Rental Assistance Demonstration (RAD) status in December 2014 that stated: ***Subject to re-review of their eligibility status, applications on the RAD waiting list that previously received Contingent Approval Letters will be issued Commitments to enter into Housing Assistance Payments (CHAP) contract awards. The Department expects to begin issuing these CHAPs in February 2015.*** CHA was issued a Contingent Approval Letter in November 2014. When the CHAP is issued, CHA will begin converting its entire portfolio of public housing to RAD Project Based Voucher units in phases. The RAD Conversion removals in this Plan correspond to the Phase I RAD conversions proposed in CHA's RAD application.
2. CHA has received approval to change its fiscal operating year which has historically been April 1 – March 31st. The fiscal operating year will now run January – December in order to align CHA's fiscal year end with HUD funding for the Housing Choice Voucher Program and the Low-Income Public Housing Program, in addition to the agency's affiliates/instrumentalities. Due to this change, the agencies current Annual Plan will cover 18 months - the next fiscal year will encompass both the nine months (April 1, 2015 – December 31, 2015) remaining in calendar year 2015 and the entire calendar year for 2016.



Attachment B

(II) General Housing Authority Operating Information

Annual MTW Plan

II.1.Plan.HousingStock

A. MTW Plan: Housing Stock Information

Planned New Public Housing Units to be Added During the Fiscal Year

AMP Name and Number	Bedroom Size							Total Units	Population Type *	# of UFAS Units	
	0	1	2	3	4	5	6+			Fully Accessible	Adaptable
Renaissance NC003000066	0	6	19	27	0	0	0	52	Family	Yes	Yes
Total Public Housing Units to be Added								52			

* Select Population Type from: Elderly, Disabled, General, Elderly/Disabled, Other

If Other, please describe: N/A

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
NC003000058 AMP #58 Strawn Cottages	122	The Charlotte Housing Authority submitted a demolition and disposition application with the HUD Special Applications Center (SAC) for the Strawn site located at 1301 South Boulevard, Charlotte, NC 28203. This 16.2 acre property contains CHA's former administrative offices, an activity center and 122 residential cottages that have been identified as obsolete and is underutilized. A cost effective approach to correcting the deficiencies is not readily available and redeveloping the site supports the long term viability of the site. The Strawn Master Plan proposes to replace the existing affordable housing units in a mixed-use and mixed-income community on the same site. The density and intensity of the land use will be dictated by each phase of development.
NC003000020 AMP #20 Tall Oaks	50	CHA plans to make an application to the Special Application Center (SAC) in calendar year 2015 to seek approval to relocate residents and demolish the existing buildings in order to redevelop the property as a mixed-income development.
NC003000002 AMP #22 Hall House	191	CHA's strategy for Hall House is to redevelop the entire 2.2 acre site into a thriving mixed-use development comprised of residential and commercial space that offers the best opportunity for long-term sustainability. The property ownership will be transferred to Horizon Development Properties, Inc., a subsidiary of the Charlotte Housing Authority.
NC003000003 Southside Homes	394	RAD Conversion
NC003000006 Edwin Towers	176	RAD Conversion
NC003000064 Strawn Apartments	170	RAD Conversion

NC003000016-1 Cedar Knoll	49	RAD Conversion
NC003000016-2 Leafcrest	48	RAD Conversion
NC003000016-3 Mallard Ridge	35	RAD Conversion
NC003000018 Charlottetown	180	RAD Conversion
NC003000065 Parktowne Terrace	163	RAD Conversion
NC003000022 Autumn Oaks	68	RAD Conversion
NC003000025-1 Meadow Oaks	32	RAD Conversion
NC003000025-2 Gladedale	49	RAD Conversion
NC003000025-3 Wallace Woods	48	RAD Conversion
NC003000028-1 Sunridge	44	RAD Conversion
NC003000028-2 Robinsdale	30	RAD Conversion
NC003000005 First Ward Place	132	RAD Conversion
NC003000009 Arbor Glen	29	RAD Conversion
NC003000010 Arbor Glen I	60	RAD Conversion
NC003000030 The Park at Oaklawn	89	RAD Conversion
NC003000031 Rivermere	20	RAD Conversion
NC003000032 Arbor Glen Phase II	40	RAD Conversion
NC003000033 Nia Point	29	RAD Conversion

NC003000035 Arbor Glen Phase III	12	RAD Conversion
NC003000037 McAden Park	30	RAD Conversion
NC003000038 Stonehaven East Apts	24	RAD Conversion
NC003000039 Montgomery Gardens	20	RAD Conversion
NC003000040 Prosperity Creek Senior Apartments	72	RAD Conversion
NC003000041 South Oak Crossing	20	RAD Conversion
NC003000042 Springfield Gardens	22	RAD Conversion
NC003000044 940 Brevard	40	RAD Conversion
NC003000045 Seigle Point Apartment Homes	102	RAD Conversion
NC003000046 SpringCroft at Ashley Park	18	RAD Conversion
NC003000048 McAlpine Terrace	26	RAD Conversion
NC003000049 Glen Cove	10	RAD Conversion
NC003000050 Fairmarket Square	16	RAD Conversion
NC003000051 McCreesh Place II	63	RAD Conversion

NC003000052 Seneca Woods	17	RAD Conversion
NC003000053 Ashley Park	22	RAD Conversion
NC003000054 Hampton Creste Apartments	60	RAD Conversion
NC003000056 Steele Creek	60	RAD Conversion
NC003000012 Dillehay Courts	136	RAD Conversion
NC003000020-2 Tarlton Hills	49	RAD Conversion
NC003000020-3 Savanna Woods	49	RAD Conversion
NC003000062 Claremont	49	RAD Conversion
NC003000061 Hall House	191	RAD Conversion
NC003000062 Victoria Square	32	RAD Conversion
NC003000055-1 Moore Place Phase I	34	RAD Conversion
NC003000060 Retreat at Renaissance	70	RAD Conversion
NC003000063 Residence at Renaissance Phase I	23	RAD Conversion
NC003000066 Residence at Renaissance Phase II	52	RAD Conversion
NC003000057 Woodlawn House	52	RAD Conversion
NC003000059 McMullen Woods	21	RAD Conversion

	Total Number of Units to be Removed	3,549																		
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New Housing Choice Vouchers to be Project-Based During the Fiscal Year

Anticipated Number of New Vouchers to be Project-Based *

Description of Project

Park and Marsh	92	CHA is developing a 2.2 acre parcel for construction of a 92 unit, mid rise, senior housing development. CHA will have a Community Services Coordinator at the development, however, supportive services will be offered, but voluntary. Park Rd/Marsh Rd is a suburban neighborhood with incomes varying between low income and wealthy. There is easy access to retail, grocery and public transportation. The average rental price in the communities surrounding the Park and Marsh development is \$1,242.
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Anticipated Total New Vouchers to be Project-

92

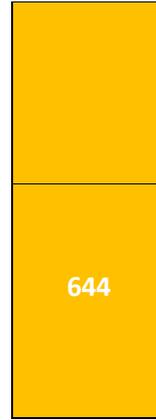
Anticipated Total Number of Project-Based Vouchers Committed at the End of the Fiscal Year

644

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



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

Other Changes to the Housing Stock Anticipated During the Fiscal Year

None

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

General Description of All Planned Capital Fund Expenditures During the Plan Year

AUTUMN PLACE: repair and sealcoat asphalt, replace passenger cab finishes -elevator, replace 2nd & 3rd floor hallway A/C, HVAC Ductwork cleaning, upgrade camera equipment; **CEDAR KNOLL:** tree removal close to buildings, HVAC Ductwork cleaning, occupied painting (5 units), sidewalk repairs, basketball goals upgrade; **CHARLOTTETOWN:** exterior window washing, replace corner guards; **CLAREMONT:** sealcoat and stripe asphalt; **DILLEHAY COURT:** pressure wash masonry, remove and replace interior hollow core wood door, HVAC Ductwork Cleaning, Occupied painting & drywall(100 units), carpentry repairs – stairway & floors; **GLADEDALE:** infrastructure: camera scope & sewer line; replace & repairs as needed, landscaping/erosion control, replace vanity cabinets, counters and sink, pressure existing masonry & vinyl, remove & replace interior hollow core door, replace tile tub/shower surround, replace vinyl, rubber steps, smoke detectors, replace bathtub and faucet, residential kitchen cabinets wall & base, residential kitchen countertop 10.5' w/new sink, electrical, design/abatement, relocation of all units for approximately 8 months; **LEAFCREST:** HVAC Ductwork Cleaning, Phase II-Tree removal, occupied painting (5 units), gutter guards, basketball court upgrade, Infrastructure: water & sewer line replacement & repairs; **MALLARD RIDGE:** overlay asphalt, sidewalk repairs, erosion control, tree removal next to buildings; **MEADOW OAKS:** repair and sealcoat asphalt; **ROBINSDALE:** fencing across front of complex and back lot, landscaping – clearing of overgrowth on back lot; **SOUTHSIDE HOMES:** replace vinyl tile – community center, Phase II – appliance replacements, HVAC Ductwork cleaning, Occupied Cycle Painting, Sidewalk repairs, Landscaping, upgrade exterior bldg numbers (larger to be viewed from street) (100 Bldgs on site); **SUNRIDGE:** HVAC Ductwork cleaning, Occupied Cycle Painting, fencing-left of entrance along

woods; **TARLTON HILLS**: smoke detector, repair and sealcoat asphalt, occupied cycle painting; **VICTORIA SQUARE**: repair and sealcoat asphalt; **WALLACE WOODS**: repair and sealcoat asphalt, fence left side of property – only.

II.2.Plan.Leasing

B. MTW Plan: Leasing Information

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	3,790	45,480
Federal MTW Voucher (HCV) Units to be Utilized	4,242	50,904
Number of Units to be Occupied/Leased through Local, Non-Traditional, MTW Funded, Property-Based Assistance Programs **	744	8,928
Number of Units to be Occupied/Leased through Local, Non-Traditional, MTW Funded, Tenant-Based Assistance Programs **	100	1,200
Total Households Projected to be Served	8,876	106,512

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

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

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

Reporting Compliance with Statutory MTW Requirements

If the PHA has been out of compliance with any of the required statutory MTW requirements listed in Section II(C) of the Standard MTW Agreement, the PHA will provide a narrative discussion and a plan as to how it will return to compliance. If the PHA is currently in compliance, no discussion or reporting is necessary.

The agency has not been out of compliance with required statutory MTW requirements.

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

HCV

CHA operates a local subsidy program with Charlotte Family Housing (CFH). They are allocated subsidies for 50 families; however, they have never used the entire 50. CFH is challenged with finding households that meet their qualifications. CHA is exploring decreasing the allocation.

II.3.Plan.WaitList

C. MTW Plan: Wait List Information

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	Are There Plans to Open the Wait List During the Fiscal Year
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Closed

Federal MTW Housing Choice Voucher Program	Central	31,675	Closed	No
Federal MTW Public Housing and Federal MTW Housing Choice Voucher Program	Site-Based	4,042	Partially Open	Yes
Federal MTW Public Housing Units	Site-Based	2,321	Partially Open	Yes

Rows for additional waiting lists may be added, if needed.

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

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

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

The public housing program will open part or all of the waiting lists in their communities. The number of applications received is monitored so that the list can be closed once the list is sufficient for approximately 18 months of turnover.

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

N/A

If Other Wait List Type, please describe:

N/A

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

N/A

III. Proposed MTW Activities: HUD approval requested

2016-1 Homeownership Activity

A. Describe each proposed MTW activity

The Charlotte Housing Authority will implement a Homeownership Program for qualifying Housing Choice Voucher participants and residents in Public Housing. Households may be eligible to participate if they meet HUD's definition of first-time homebuyers and have either earned income, Social Security (SS), or Supplemental Security Income (SSI). General requirements for program participation include, but are not limited to the following:



- Must be a Housing Choice Voucher program participant or Public Housing resident in good standing.
- Participating households must demonstrate a minimum 18 month stable employment history or stable receipt of acceptable fixed income for elderly/disabled.
- Must possess a minimum annual income of \$14,500 for families reporting earned income.
- A minimum annual income of \$8,750 for elderly or disabled designated households.
- All households must participate and successfully complete a HUD certified Homeownership Counseling program which will provide courses on budgeting, home maintenance, home mortgage training, property tax information, financing, and home related capital projects and insurance planning. Enrollment in a Homeownership Counseling program may average three to five months, however it is dependent on a participant's level of preparedness.
- Upon closing, a household will continue to be counseled and monitored through the Family Sufficiency Services (FSS) for a period not to exceed three years. FSS participation shall serve as an additional foreclosure prevention measure through ongoing budget planning and yearly refresher training.

Under CHA's Homeownership Program, a participant's income is supplemented by a monthly subsidy provided by the CHA that is equal to a

participant's calculated Housing Assistance Payment (HAP)¹. The HAP for the mortgage will be the same amount as the current HAP paid to the previous landlord. No re-calculation will be done at closing to determine the new HAP. This subsidy combined with a participant's income shall serve as the base for mortgage lender approval. HAP subsidies will be set and may not be adjusted by a household's loss of income. Accordingly households which may experience an increase in income will not incur an adjustment in their HAP subsidy; therefore incentivizing family's to increase their household incomes during the fifteen year HAP assistance period. CHA chooses to use the current HAP because our banking partners qualified participants based on the participant's income along with the CHA HAP amount. Therefore, since the family qualified based on that income, CHA will keep the HAP the same. HAP payments will be paid directly to approved lenders for a period of fifteen years (or 30 years for elderly and disabled) at which point a participant would assume the entire mortgage obligation.

Households are responsible for attaining their own financing from an approved lender and will be assisted in identifying both lenders and best financing alternatives through Homeownership Counseling. All mortgages must escrow property taxes and insurance. Participants must also be able to provide a 3% down payment. However, down payment assistance programs, such as the City of Charlotte's House Charlotte Program can be used to meet this requirement.

The acquired home must serve as a household's sole residence and are not allowed to rent their property during the HAP subsidy period. Subleasing of the property is a program violation which is cause for termination of HAP subsidy.

Homeowner participant households will not be required to participate in annual or interim reexaminations during the program's duration, however, reporting changes as mandated by HUD for the Housing Choice Voucher Program are still in effect. ***CHA will conduct an initial HQS or UPCS inspection on the home during the contract due diligence period.² In addition, the homebuyer will be responsible for contracting with a certified home inspector during the due diligence period. Homebuyers are still*** bound to certain HUD mandated program rules and are subject to termination from the program and HAP subsidy for any program violations listed within the ***Statement of Family Obligations*** (Appendix R) form that will be part of the formal and binding agreement made between participant and the CHA at closing. In the event of termination from the program/HAP subsidy, a household will be immediately responsible for assuming the entire mortgage commitment.

¹ Public Housing residents shall officially be terminated from any Public Housing subsidy once a participant has identified and closed on a homeownership unit.

² Due Diligence period is determined by the terms of the lender.

Homeowner participant households can qualify for a hardship expense and HAP adjustment based on extraordinary maintenance expenses, not covered by any insurance or warranties. Please reference Appendix Q and Appendix R for hardship request requirements and limitations.

This program is being carried out using MTW flexibilities, which are conditioned upon an agreement with HUD. If the CHA's MTW status expires, CHA's homeownership program would revert to HUD's traditional HCV Homeownership Program and operate within the statute of the HUD HCV Program.

- B. Describe how each proposed activity will achieve one or more of the three statutory objectives.
 - a. The activity will meet the statutory objective to expand housing choices. Many households receiving a subsidy may not have the opportunity to own an asset that provides them a good quality home in a decent neighborhood.

- C. Identify and discuss the anticipated impact of each proposed MTW activity on the stated objective (s).
 - a. Many research documents report that homeownership can provide individual and social benefits for families, including increased self-esteem, improved housing quality, improved childhood development, and building wealth for the family. While the agency will not measure these non-financial impacts, the agency anticipates providing housing stability that reduces moves, allows for fixed voucher payments instead of increases in rent and enables the participant to move to a better unit since mortgages typically enable more square feet in a home than rent of the same amount.

- D. Provide the anticipated schedules for achieving the stated objective (s)
 - a. Currently, there are 30 interested HCV participants that have expressed interest in the program and that are currently being evaluated by staff to attend a Homeownership Counseling Program and subsequent entry as CHA Homeownership Program participants. ***CHA's target is to process approximately 10 to 15 applicants into the program each fiscal year.***

Applications are accepted year round. The anticipated start date is April 2015, with the first closings being held by October 2015.

CHA has identified an approved pool of lenders, homebuyer education providers and real estate agents to work with potential homebuyers. Information sessions have been held with program participants and

interest applications have been received. After approval from HUD, CHA will notify the interested applicants to begin the process of homeowner education and mortgage pre-approval. Final approval/acceptance will be provided in order of completion of the criteria to obtain a mortgage.

- b. Edgemere Consulting Corporation completed a financial impact analysis for the proposed MTW Activity, Fixed HAP for Homeownership voucher holders over a 15 year life span. The impact analysis uses historical data and applicable assumptions to forecast the financial impact to the affected households. The impact to the households in the Homeownership program was based on the anticipated savings over the 15 year period of fixed HAP. These households were presumed to have continued increases in wage income consistent with the COLA applied by the Social Security Administration in 2015.
 - For the homeownership program, CHA proposes to maintain the HAP subsidy in place prior to issuance of the homeownership voucher (HAP paid to the LL for the rental unit) for a period of 15 years (or 30 years for Elderly/Disabled). For the purpose of this analysis, the impact was forecasted for all households over a 15 year period.
 - CHA provided datasets of income and rent information from 2013, 2014 and 2015 for 26 households currently in the process of homeownership with CHA's Homeownership Program.
 - Four households were removed from the analysis as they had not yet achieved the income level necessary for eligibility in the Homeownership Program. The final dataset used for the analysis included 22 households.
 - The datasets were compared to identify a pattern in household income and rent; however, the changes in household income and rent fluctuated making it difficult to project future outcomes.
 - In order to project the impact of the implementation of the MTW Homeownership Policy, the analysis assumed that all households participating in the homeownership program would have an increase in income equal to the annual cost of living adjustment applied by the SS Administration, currently 1.7%. This increase was applied to the 2015 gross income for each household for 15 consecutive years. For simplicity, the total allowances applied in 2015 were maintained each year.

- The TTP for each year was calculated as 30% of the projected adjusted monthly income as calculated above.
- The difference in total TTP during the 15 year period was calculated as the difference between the annualized sum of all projected TTPs over the 15 year period and the annualized current TTP multiplied by 15.

Impact of 15 Year Fixed HAP on Homeownership Households

# of Households	21
Average Total Savings	\$105,722
Average Savings per Month (over 15 years)	\$587

Breakdown of Savings for Homeownership Households

Savings	# of HHs
\$1 to \$10,000	0
\$10,001 to \$25,000	0
\$25,001 to \$50,000	2
\$50,001 to \$75,000	3
\$75,001 to \$100,000	3
\$100,001 to \$125,000	6
\$125,001 to \$150,000	6
\$150,001 to \$175,000	1
\$175,001 to \$200,000	0

E. Provide the metric(s) from the “Standard HUD Metrics” section that will be used to quantify the changes that the PHA anticipates as a result of the MTW activity.

Metric	Baseline	Benchmark	Outcome	Benchmark Achieved?
SS #1: Increase Household Income				
Increase average earned income of households affected by this policy in dollars	\$21,827	\$22,372	To be reported on in the FY2016 Annual Report	To be reported on in the FY2016 Annual Report
SS #3: Increase in Positive Outcomes in Employment Status				
Employed Full-Time	12	15	To be reported on in the FY2016 Annual Report	To be reported on in the FY2016 Annual Report
Unemployed	0	0	To be reported on in the FY2016 Annual Report	To be reported on in the FY2016 Annual Report
Other ³	0	4	To be reported on in the FY2016 Annual Report	To be reported on in the FY2016 Annual Report
SS#4 Households Removed from Temporary Assistance for Needy Families (TANF)				
Decrease the number of households receiving TANF assistance	0	0	To be reported on in the FY2016 Annual Report	To be reported on in the FY2016 Annual Report
SS #8: Households Transitioned to Self Sufficiency				
Increase in the number of households transitioned to self sufficiency ⁴	0	10	To be reported on in the FY2016 Annual Report	To be reported on in the FY2016 Annual Report
HC#6: Increase in Homeownership Opportunities				

³ SSI and SS Households

⁴ Positive Move Outs With No Subsidy

Increase in number of households that purchased a home as a result of the activity	0	10	To be reported in FY2016 Annual Report	To be reported in FY2016 Annual Report
HC#7: Households Assisted by Services that Increase Housing Choice				
Increase in number of households receiving services aimed to increase housing choice	0	30	To be reported in FY2016 Annual Report	To be reported on in FY2016 Annual Report

- F. Give the baseline performance level for each metric (a numeric value) prior to the implementation of the activity.
- a. See Chart above
- G. Give the yearly benchmarks for each metric (a numeric value).
- a. See Chart above
- H. Describe the final projected outcome(s) of the MTW activity for each metric.
- a. Will be reported on in the FY2016 Moving Forward Annual Report
- I. Give the data source from which metric data will be compiled
- a. Program Manager will maintain a spreadsheet of all applicants and their status.
- J. Cite the authorization(s) detailed in Attachment C or D of the Standard MTW Agreement that gives the PHA the flexibility to conduct the activity.

Attachment C: D. Authorizations Related to Section 8 Housing Choice Vouchers
Only

D.1.c. The agency is authorized to define, adopt and implement a reexamination program that defers from the reexamination program currently mandated in the 1937 Act and its implementing regulations.

D.1.g. The Agency is authorized to establish its own portability policies with other MTW and non-MTW housing authorities.

D.3.a. The Agency is authorized to determine income qualifications for participation in the rental assistance program that differ from the currently mandated program requirements in the 1937 Act and its implementing regulations, as long as the requirements that i) at least 75% of those assisted under the demonstration are "very low income" as defined in Section 3 b) (2) of the 1937 Act, ii substantially the same number of low-income persons are assisted under the demonstration as would be without the MTW authorizations contained herein, and iii) a comparable mix of families are assisted under the agreement as would have been other wise in Section I.C. of the MTW

Agreement are met.

D.3.b. The Agency is authorized to adopt and implement any reasonable policy for verifying family income and composition and for determining resident eligibility that defer from the currently mandated program requirements in the 1937 Act and its implementing regulations.

8. Homeownership Program

- a. The Agency is authorized to establish reasonable Section 8 homeownership programs that are not limited by the existing Section 8 homeownership requirements. *This authorization waives certain provisions of Section 8(o)(15) and 8(y) of the 1937 Act and 24 C.F.R. 982.625 through 982.643 inclusive as necessary to implement the Agency's Annual MTW Plan; and*
- b. The Agency is authorized to permit current public housing residents who are on a merged waiting list to obtain a Section 8 homeownership voucher. *This authorization waives certain provisions of Sections 8(o)(15) and 8(y) of the 1937 Act and 24 C.F.R. 982.625 through 982.643 inclusive as necessary to implement the Agency's Annual MTW Plan.*

K. Explain why the cited authorization from Attachment C or D is needed to engage in this activity.

- a. CHA's program differs from the HUD program in that it uses the entry HAP amount towards the mortgage the entire participation period, unless there is a decrease in household income. Also, a maintenance payment is not included in the calculations for the mortgage payment, as it is in a traditional HUD HCV Homeownership program. Additionally, the agency will not be conducting annual reexaminations. CHA is only doing interim changes when the income of the family decreases.

L. Additional Information for Rent Reform Activities

- a. ***CHA has attached a Homeowner Hardship Policy as Appendix Q and will conduct an Impact Analysis on the Homeownership households at the end of each fiscal year.***

2016-2 Triennial Reexamination

A. Describe each proposed MTW activity

CHA would like to implement a triennial re-certification for households designated as elderly and disabled families in the HCV program. Staff hopes to implement this initiative beginning FY 2016. Households participating in the Triennial Reexamination activity will still have their rent calculated as stated in the 2010-1 Rent Reform Activity. A rent reform impact analysis is conducted on all households participating in the Rent Reform Activity. The current agency Hardship Policy will apply to these households (Appendix F).

Triennial families will still be required to report changes to family composition, income, and expenses (medical, etc.) according to HCV and PH policies as described in the Administrative Plan and Admissions and Continued Occupancy Policy. Criminal background checks will continue to be conducted annually for all household members ages 16 and older. Additionally, Enterprise Income Verification (EIV) will still be used during recertification.

B. Describe how each proposed activity will achieve one or more of the three statutory objectives.

- a. The goal of this activity is to achieve greater cost effectiveness in federal expenditures by reducing the frequency of participant reexaminations in both programs.

C. Identify and discuss the anticipated impact of each proposed MTW activity on the stated objective(s).

- a. After implementation, CHA anticipates a reduction in the total number of reexaminations by over 30% from its baseline year. Correspondingly, the number of labor hours and labor dollars spent to conduct triennial reexaminations will be well below the baselines for their category.
- b. This activity allows CHA additional time to focus on improving the quality of service to clients, stakeholders and partners. The reduction in the workload also allows additional time for staff to be trained or retrained both in fundamental processes and in other program responsibilities, as well as allowing more time when interviewing clients and responding more quickly to resident/participant needs.

D. Provide the anticipated schedules for achieving the stated objective (s)

- a. CHA will reexamine a portion of the HCV elderly and disabled households in 2016 due to the timing of the approval/implementation and the start of the fiscal year. The remaining households will be exempted. All HCV

households will be recertified in 2018 and then every three years afterwards.

b. Edgemere Consulting Corporation completed a financial impact analysis for the proposed MTW Activity, Triennial recertification frequency for elderly/disabled households. The impact analysis uses historical data and applicable assumptions to forecast the financial impact to the affected households. For this activity whereby the recertification frequency is changing, the financial impact was based on the savings to the households with anticipated increases in income who would not have a corresponding increase in rent for an additional period of time as a result of the revised recertification frequency.

- CHA proposes to implement a triennial recertification schedule for HCV households designated as elderly or disabled.
- In order to project the impact of the implementation of triennial recerts, the analysis used the historical data to determine what the impact would have been if the policy was implemented in 2012 or 2013.
- CHA provided datasets containing snapshots of household income and rent information for 2012, 2013, 2014, and 2015.
- The 2012 dataset contained 1,665 households, the 2013 dataset contained 1,537 households, the 2014 dataset contained 1,960 households, and the 2015 dataset contained 1,796 households.
- All non-MTW and non-Elderly/non-Disabled households were removed from the datasets.
- The final datasets used for the analysis included 806 households in 2012, 694 households in 2013, 940 households in 2014 and 973 households in 2015.
- The datasets were compared to identify a pattern in household income and rent; however, the changes in household income and rent fluctuated greatly, making it difficult to project future income and rent.
- The analysis assumes that under the triennial policy each household was recertified in year 1 and the next reexam would occur in year 4. Thus, the household would maintain the TTP calculated in year 1 for 3 years, until the new TTP is calculated in year 4.
- As households are currently on a biennial schedule, the analysis identified which households experienced a change in rent in 2014

or 2015 in order to determine if the household was on an odd or even year schedule.

- Households who did not experience a change in rent in 2014 or 2015 were not included in the analysis as the implementation of a triennial reexam schedule would have no impact on these households.
- The difference in total TTP during the two year period is calculated by annualizing the difference in TTP from year 2 and TTP from year 3. For households on an even schedule, year 2 is 2013 and year 3 is 2014. For households on an odd schedule, year 2 is 2014 and year 3 is 2015.

Impact on Elderly/Disabled Households due to Implementation of Triennial Recertifications

	HCV	PH
# of Households present 3 years	1123	492
# of Households with no impact	725	330
# of Households with a potential decrease in income*	147	37
# of Households with savings due to triennial recertifications**	251	125
Average Total Savings	\$1,279	\$1,091
Average Savings per Month (over 36 months)	\$107	\$91

*Households that experience a decrease in income would continue to be eligible for an interim reexam, and would not experience a financial hardship as a result of this policy.

** The households represented in this statistic are the households whose incomes will increase without a resulting increase in TTP during the period between biennial recertifications.

Breakdown of Savings for Elderly/Disabled Households

Savings	HCV	PH
\$1 to \$500	0	0
\$501 to \$1,000	169	92
\$1,001 to \$1,500	38	20
\$1,501 to \$2,000	0	0
\$2,001 to \$2,500	22	5
\$2,501 to \$3,000	9	3
\$3,001 to \$4,000	6	1
\$4,001 to \$5,000	3	3
\$5,001 to \$6,000	3	0
\$6,001 to \$7,000	0	0
\$7,001 to \$8,000	0	0
\$8,001 to \$9,000	0	0
\$9,001 to \$10,000	0	0
\$10,001 to \$11,000	1	0

- CHA currently has 1,259 Elderly/Disabled MTW households in HCV and 973 in Public Housing. If recertifications for these households are redistributed evenly over 3 years, the number of recertifications processed per year will be reduced by approximately 210 in the HCV program and 162 in the Public Housing program.

- E. Provide the metric(s) from the “Standard HUD Metrics” section that will be used to quantify the changes that the PHA anticipates as a result of the MTW activity.

Metric	Baseline FY2015	Benchmark	Outcome	Benchmark Achieved
CE #1: Agency Cost Savings				
Decrease in total cost of task in dollars	\$16,150	\$3,800	To be reported in FY2016 Annual Report	To be reported in FY2016 Annual Report
CE#2: Staff Time Savings				
Decrease in total time to complete the task in staff hours	807.50 hours	190 hours	To be reported in FY2016 Annual Report	To be reported in FY2016 Annual Report
CE#5: Increase in Agency Rental Revenue				
Increase in rental revenue in dollars	Rental Revenue estimate agency wide for FY2015 is \$3,723,776	CHA anticipates rental revenue agency wide of \$2,798,379	To be reported in FY2016 Annual Report	To be reported in FY2016 Annual Report

- F. Give the baseline performance level for each metric (a numeric value) prior to the implementation of the activity.
- a. See Chart above
- G. Give the yearly benchmarks for each metric (a numeric value).
- a. See Chart above
- H. Describe the final projected outcome(s) of the MTW activity for each metric.
- a. Will be reported on in the FY2016 Moving Forward Annual Report
- I. Give the data source from which metric data will be compiled
- a. Agency will retrieve data from the Yardi software system annually.
- J. Cite the authorization(s) detailed in Attachment C or D of the Standard MTW Agreement that gives the PHA the flexibility to conduct the activity.

Attachment C: C. Authorizations Related to Public Housing Only

4. Initial, Annual and Interim Income Review Process

The Agency is authorized to restructure the initial, annual and interim review process in the public housing program in order to affect the frequency of the reviews and the methods and process used to establish the integrity of the income information provided. In addition, the Agency is expressly authorized to adopt a local system of income verification in lieu of the current HUD system. For example, the Agency may implement alternate time frames for validity of verification or adopt policies for verification of income and assets through sources other than those currently allowed under the 1937 Act. *This authorization waives certain provisions of sections 3(a)(1) and 3(a)(2) of the 1937 Act and 24 C.F.R. 966.4 and 960.257, as necessary to implement the Agency's Annual MTW Plan.*

Attachment C: D. Authorizations Related to Section 8 Housing Choice Vouchers
Only

1. Operational Policies and Procedures

The Agency is authorized to determine the following basic operational policies and procedures for all Section 8 assistance the Agency is provided under section 8(o) of the 1937 Act:

c. The Agency is authorized to define, adopt and implement a reexamination program that differs from the reexamination program currently mandated in the 1937 Act and its implementing regulations. *This authorization waives certain provisions of Section 8(o)(5) of the 1937 Act and 24 C.F.R. 982.516 as necessary to implement the Agency's Annual MTW Plan;*

K. Explain why the cited authorization from Attachment C or D is needed to engage in this activity.

a. Non MTW agencies are required to conduct annual reexaminations for all households. The flexibility provided in Attachment C allows the agency to alter the reexamination period to provide more cost effectiveness.

L. Additional Information for Rent Reform Activities

b. This activity qualifies as a Rent Reform activity because altering the reexamination period modifies the rent calculation method. Households are eligible to request a hardship.

IV. Approved MTW Activities: HUD approval previously granted

All ongoing and proposed activities will be part of the evaluation being conducted by the Center for Urban and Regional Studies at The University of North Carolina at Chapel Hill.

A. Implemented Activities

2015-1 Streamline Project-Based Vouchers (PBV) and Public Housing Regulations (ONLY APPLICABLE TO DEVELOPMENTS WITH PBV AND PH AT THE SAME DEVELOPMENT):

- 1) CHA received approval June 24, 2014 in the FY2015 Annual Plan (April 1, 2014 – March 31, 2015) to streamline regulations of Project-Based (PBV) and Public Housing units in developments that house both. The agency implemented the activity in FY2015 after approval was received.

- 2) CHA has modified its Project-Based voucher (PBV) and Public Housing policies to blend the programs and simplify administration when units reside in the same development/building. The activity was proposed due to property managers and residents finding the programs complex to administer within the same property. The management continues to keep separate waiting lists, however they are permitted to use the same tenant selection plan, grievance policy, Uniform Physical Condition Standards (UPCS- which is typically associated with public housing program) or Housing Quality Standards (HQS – which is typically associated with Housing Choice Voucher program) inspections, and termination procedures for both programs. UPCS does not require initial inspections as HQS inspections do. However, based on CHA's MTW Agreement, the PBV units maintain initial inspections (which can utilize on-site maintenance supervisor move-in inspection per UPCS protocol; a standard move-in form is used). A standardized system of inspections such as UPCS ensures decent, safe and sanitary housing and minimizes the risk of substandard housing. Additionally, simplifying inspections to single inspections decreases errors in inspections which have to comply with multiple inspection standards. The PBV and PH units are both monitored for quality control by regular CHA Asset Manager visits, annual third party UPCS inspections, HQS and/or REAC annual inspections.

The management of each development creates policies for eligibility, grievance, inspection, and terminations which would be approved by CHA's Administrative staff. CHA will charge a fee if the third party management uses CHA's grievance panel. Third party management firms may also be responsible for costs associated with annual and/or initial property inspections.

As part of its “Streamline Project-Based Vouchers and Public Housing Regulations” initiative, CHA will review the feasibility of converting existing public housing sites to project-based vouchers or contracts under the Rental Assistance Demonstration (RAD) program, subject to a determination that RAD conversion would: a) support the revitalization and long-term preservation of selected RAD sites; b) be financially feasible; and, c) provide adequate protections for current and future tenants. CHA may utilize MTW flexibility and MTW Block Grant funds in its RAD transactions subject to HUD approval. To the extent approvable by HUD on an individual transaction basis, CHA may utilize and combine other MTW funds to support the financial feasibility of RAD transactions including construction and ongoing operating costs. CHA may consider RAD conversion for its public housing portfolio based on an analysis of capital needs and financial feasibility.

CHA submitted RAD applications for a complete portfolio transition in December 2013. However, the RAD units available for transition were only 60,000 and our application is in line above the approved level. The RAD concept is on hold until Congress raises the unit limit.

Metric	Baseline	FY2016 Benchmark	Final Projected Outcome
CE#1 Agency Cost Savings			
Decrease in total cost of Initial Third Party HQS Inspection in dollars	The current cost of HQS third party inspections is \$55	\$0	To be reported in the FY2016 Moving Forward Annual Report
Decrease in total cost of Annual Third Party HQS Inspection in dollars	The current cost of Annual HQS inspection is \$55 per unit	\$0	To be reported in the FY2016 Moving Forward Annual Report
CE#2: Staff Time Savings			
Decrease total time to complete the Inspections in staff hours.	Total amount of staff time dedicated to Inspections prior to implementation of the activity is 272 hours	Activity is not expected to decrease because all units will continue to receive an annual inspection.	To be reported in the FY2016 Moving Forward Annual Report

CE#3: Decrease in Error Rate of Task Execution			
Decrease in the average percent error rate in completing HQS inspections at mixed developments.	Average percent failed HQS inspections prior to implementation is 4%	Expected average percent failed HQS inspections after implementation is 0%.	To be reported in the FY2016 Moving Forward Annual Report
Decrease in the average percent error rate in completing annual UPCS inspections at mixed developments	There is a 14.99% error rate prior to implementation of this activity	CHA anticipates no change in the error rate.	To be reported in the FY2016 Moving Forward Annual Report

- 3) CHA does not anticipate any non-significant changes or modifications to the activity during the Plan year.
- 4) CHA does not anticipate any changes or modifications to the metrics, baselines or benchmarks during the Plan year.
- 5) CHA does not require a different authorization from Attachment C or D to implement the activity other than what was initially proposed.

2015-2 Biennial Inspection of Housing Choice Voucher Units:

- 1) CHA received approval June 24, 2014 in the FY2015 Annual Plan (April 1, 2014 – March 31, 2015) to conduct biennial inspections on Housing Choice Voucher units. The agency will begin implementing the biennial inspections in February 2015.
- 2) CHA seeks to streamline its Housing Quality Standards (HQS) process. HUD requires that HQS inspections be conducted yearly on all HCV units. CHA will begin the first biennial inspections in February 2015 for properties and units that meet certain criteria and are categorized as a High Performance Unit (HPU). A HPU shall be defined under the following criteria:

A minimum of two (2) consecutive passed inspections. Any combination of inspections may be considered to qualify [i.e. (2) consecutive annual inspections (1) annual inspection and (1) initial inspection, (1) initial inspection (resident move) and (1) annual which may fall within the same year, (2) consecutive initial inspections].

As part of the HPU designation process, an owner/landlord is **required** to attend a certification seminar offered by CHA HCV inspectors and administrative staff. HQS Certification Seminar highlights may include, but not be limited to, the following:

- Updates and changes to HQS standards
- Statistical summary on items that cause a high % of first-time inspection failures
- Inspection procedures, techniques and expectations
- Thorough review of HUD 52580-A Inspection Form (long version)

During the year that CHA is not conducting an inspection, the landlord and/or property manager will be supplied and required to complete and return a current HUD 52580-A Inspection Form (long version). The landlord and/or property manager will have 60 days to submit this form to CHA. The 60-day period will be based on the anniversary date of the last HQS inspection. The landlord and/or property manager, in conjunction with the participant, will be tasked with completing the form, acknowledging the completion of the form, and returning it to CHA by the specified due date. Failure to return the form within the 60-day period will de-designate the property as a HPU, thus removing this property from a biennial inspection status. Immediately upon termination, a previously designated HPU will automatically revert to an annual scheduled system which will be conducted by CHA. CHA will continue to review public tax records to ensure that there are no tax liens on the properties.

Additionally, all complaints filed by neighbors, participants, landlords and/or property managers, amongst others, shall be internally investigated to ensure the integrity of the program. Any negative finding shall result in the immediate termination from the HPU program. HPU designated properties shall be subject to random yearly compliance inspections. Failure of a random quality inspection shall also be terms for immediate removal from the program. A minimum of 10% of properties designated as HPU's shall be randomly inspected by CHA on an annual basis to ensure compliance within the program.

By implementing this proposed activity, CHA anticipates reducing this number after implementing the incentive to self-certify, as well as enforcing the disincentive of fines.

Metric	Baseline	FY2016 Benchmark	Final Projected Outcome
CE#1: Agency Cost Savings			
Decrease in the total cost of HQS tenant based inspections	The activity cost \$514,675 in FY2014 (\$35x14,705) prior to implementation	The activity is expected to cost \$411,740 (\$35x11,764)	To be reported in the FY2016 Moving Forward Annual Report
CE#2: Staff Time Savings			
Decrease in total staff time to complete HQS tenant based inspections	There are 7,677 hours of staff time dedicated to the task in FY2014 prior to implementation of activity	The activity is expected to take 5,822 hours	To be reported in the FY2016 Moving Forward Annual Report
CE#3: Decrease in Error Rate of Task Execution			
Average percent error rate in completing the HQS tenant based inspections	Average error rate of HQS tenant based inspections is 58% fail rate prior to implementation of the biennial inspection activity	Average error rate of HQS tenant based inspections is 29% fail rate	To be reported in the FY2016 Moving Forward Annual Report

- 1) CHA does not anticipate any non-significant changes or modifications to the activity during the Plan year.
- 2) CHA does not anticipate any changes or modifications to the metrics, baselines or benchmarks during the Plan year.
- 3) CHA does not require a different authorization from Attachment C or D for implementation other than when the activity was initially proposed.

2015-3 Public Housing No Assistance Termination Policy (MIXED-INCOME COMMUNITIES ONLY):

- 1) CHA received approval June 24, 2014 in the FY2015 Annual Plan (April 1, 2014 – March 31, 2015) to implement a policy that terminates public housing assistance for households no longer using the subsidy in mixed-income communities. This policy does not apply to public housing units in a fully assisted development. The agency implemented the policy in FY2015 after approval was received.

CHA received a waiver to terminate the housing of participants that reach the ceiling/market rent of the community and has income that qualifies them to pay that rent for 6 months. CHA is still in the process of updating ceiling rents at third party managed sites to determine the zero assistance amounts. *Note: Appendix B lists the developments and unit type mix*

- 2) The household will be considered “graduated”, however, they will remain in the unit and the next market rate unit which becomes available will become a public housing unit. This policy is similar to the Housing Choice Voucher program which terminates participants after 6 months of no Housing Assistance Payment (\$0 assistance).

The activity will increase housing choices since persons with ample income will be positioned in market rate units, freeing up public housing units for eligible households on the wait list.

- 3) CHA does not anticipate any non-significant changes or modifications to the activity during the Plan year.
- 4) CHA does not anticipate any changes or modifications to the metrics, baselines or benchmarks during the Plan year.
- 5) CHA does not require a different authorization from Attachment C or D for implementation other than when the activity was initially proposed.

Metric	Baseline	FY2016 Benchmark	Final Projected Outcome
HC#1: Additional Units of Housing Made Available			
Increase in the number of new public housing units made available for households at or below 80% AMI at mixed income communities as a result of the activity.	2 housing units can be leased to households at or below 80% AMI at mixed income communities prior to the start of the activity.	2 housing units can be leased to households at or below 80% AMI at mixed income communities	To be reported in the FY2016 Moving Forward Annual Report

HC#3: Decrease in Wait List Time			
Decrease in the average applicant time on wait list in months	The average wait time prior to implementation is 36 months	The average wait time prior to implementation is 36 months	To be reported in the FY2016 Moving Forward Annual Report

2013– 1 Agency Wide Biennial Reexamination

- 1) CHA was approved to conduct a biennial reexamination period for all CHA managed communities, the HCV (including VASH) households, regardless of sources of income or type of family in the FY2013 Annual Plan. The activity was implemented agency wide in October 2013.

- 2) Changes in income, expenses, family composition, etc. must still be reported in the administrative policy timeframes noted in the Admissions and Occupancy Plan (PH) or HCV Administrative Plan (HCV). CHA has no limits on the number of interim reexaminations processed annually at the family’s request. If the change results in a decrease in rent, an interim will be conducted. Any changes that result in an increase in rent will be documented, but not processed until the household reports for re-examination. Criminal background checks will continue to be conducted annually for all household members ages 16 and older. Additionally, Enterprise Income Verification (EIV) will still be used during recertification.

Households with an anniversary in odd months are reexamined in odd years (i.e. November - 2013) and households with an even month anniversary are reexamined in even years (i.e. October - 2014).

Minimum renters are not required to complete 90-day minimum rent reviews; however, a property manager may provide resource guidance for the household. If a participant has zero income and becomes employed, the participant will get a 30 day notice, and then they will be responsible for their portion of the rent.

As of July 2014, there were 1,367 reexaminations completed in the HCV program and 259 in the CHA PH managed sites. The total number of reexaminations will be less than the baseline, however, the actual reexaminations will fluctuate annually due to anniversary dates of households and turnover of vouchers/units.

Edgemere Consulting Corporation completed a financial impact analysis for the inclusion of VASH voucher holders in Biennial Reexamination. The impact analysis uses historical data and applicable assumptions to forecast the

financial impact to the affected households. For this activity whereby the recertification frequency is changing, the financial impact was based on the savings to the households with anticipated increases in income who would not have a corresponding increase in rent for an additional period of time as a result of the revised reexamination frequency.

- CHA proposes to expand the biennial reexamination schedule to include VASH households.
- In order to project the impact of the implementation of biennial reexaminations, the analysis used the historical data to determine what the impact would have been if the policy was implemented in 2013 or 2014.
- For the purpose of this analysis, CHA provided datasets containing snapshots of VASH household income and rent information for 2013, 2014, and 2015.
- The 2013 dataset contained 110 VASH households, the 2014 dataset contained 171 VASH households, and the 2015 dataset contained 223 VASH households.
- The datasets were compared to identify a pattern in household income and rent; however, there was great fluctuation in household income and rent, making it difficult to project future income and rent.
- The analysis assumes that under the biennial policy each household was reexamined in year 1 and the next reexam would occur in year 3. Thus, the household would maintain the TTP calculated in year 1 for 2 years, until the new TTP is calculated in year 3.
- The difference in total TTP during the two year period is calculated by annualizing the difference in the TTP from year 1 and the TTP from year 2.

Impact on VASH Households due to Implementation of Biennial Reexaminations

	2013- 2014	2014- 2015
# of Households present both years	110	171
# of Households with no impact	39	70
# of Households with a potential decrease in income*	25	27
# of Households with savings due to biennial recertifications**	46	74
Average Total Savings per Household	\$1,019	\$1,378
Average Savings per Month per Household	\$85	\$115

*Households that experience a decrease in income would continue to be eligible for an interim reexam, and would not experience a financial hardship as a result of this policy.

** The households represented in this statistic are the households whose incomes will increase without a resulting increase in TTP during the period between biennial recertifications.

Breakdown of Savings for VASH Households

Savings	# of HHs	
	2013-2014	2014-2015
\$1 to \$500	28	42
\$501 to \$1,000	5	6
\$1,001 to \$1,500	2	2
\$1,501 to \$2,000	1	8
\$2,001 to \$2,500	2	2
\$2,501 to \$3,000	3	2
\$3,001 to \$4,000	1	5

Savings	# of HHs	
	2013-2014	2014-2015
\$4,001 to \$5,000	2	2
\$5,001 to \$6,000	1	3
\$6,001 to \$7,000	1	0
\$7,001 to \$8,000	0	0
\$8,001 to \$9,000	0	0
\$9,001 to \$10,000	0	0
\$10,001 to \$11,000	0	0
\$11,001 to \$12,000	0	1
\$12,001 to \$13,000	0	1

- CHA currently has 223 VASH households. If the reexaminations for these households are redistributed evenly over 2 years, the number of reexaminations processed per year will be reduced by approximately 111.

Metric	Baseline	FY2016 Benchmark	Final Projected Outcome
CE#1: Agency Cost Savings			
Decrease in the cost of postage for biennial reexaminations in dollars	Cost of postage for reexaminations prior to implementation \$2,804	Cost of postage for reexaminations is expected to be \$1,513	To be reported in the FY2016 Moving Forward Annual Report
CE#2: Staff Time Savings			
Decrease the time to complete the task in staff hours	Staff time prior to implementation is 3,701 hours	Staff time expected is 1,996 hours	To be reported in the FY2016 Moving Forward Annual Report
CE#3: Decrease in Error Rate of Task Execution			
Decrease percentage of average error rate on time Biennial Reexaminations	CHA has a 0% PH and .06% HCV error rate for biennial reexaminations	CHA anticipates a 0% error rate for both programs in FY2016	To be reported in the FY2016 Moving Forward Annual Report
CE#5: Increase in Agency Rental Revenue			
Increase in rental revenue in dollars	CHA had rental revenue of \$4,780,995.99	CHA projects rental revenue of \$2,798,379	To be reported in the FY2016 Moving Forward Annual Report
Average earned income of households participating in the activity	Average earned income prior to implementation \$13,326	Expected average after implementation (2.5% increase) \$13,659	To be reported in the FY2016 Moving Forward Annual Report
Increase in number of households transitioned to self sufficiency ⁵ .	Households transitioned to self-sufficiency (positive move out with no subsidy assistance) prior to implementation	Households transitioned to self-sufficiency (positive move out with no subsidy assistance) 6	To be reported in the FY2016 Moving Forward Annual Report

⁵ Positive move outs with no housing subsidy

	of the activity is 0.		
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- 3) CHA does not anticipate any non-significant changes or modifications to the activity during the Plan year.
- 4) CHA does not anticipate any changes or modifications to the metrics, baselines or benchmarks during the Plan year.
- 5) CHA does not require a different authorization from Attachment C or D for implementation other than when the activity was initially proposed.

2010- 1 Rent Reform and Work Requirement

- 1) CHA received approval to implement Rent Reform and a work requirement in the FY2010 annual plan. The activity was implemented in FY2011. While elderly and disabled are not required to participate in the work requirement, they are mandated to participate in rent reform. Rent simplification applies to both CHA Public Housing and Housing Choice Voucher. Only communities receiving case management services are under the work requirement.
- 2) The new rent calculation is an income-based, stepped rent with stepped escrow deposits. The income bands are a \$2,500 range with the stepped rent being 30% of the range low end. For example, in a \$5,000 – \$7,499 annual income band, the low end of \$5,000 is divided by the 12 months of the year and multiplied by 30%. The total tenant payment required by the tenant would be \$125. Annual adjusted income will be used to establish the income band. Escrow deposits will begin when the household adjusted income including wages reaches \$12,500 and ends when the household adjusted income reaches 70% of Area Median Income (AMI) or 3 years after reaching 40% of AMI, whichever comes first. Incentive accounts can be disbursed for any reason when they leave subsidized housing as long as they leave in good standing. But while they continue to receive a subsidy, withdrawals are limited to amounts needed to help participants overcome specific verifiable barriers to work. A ceiling rent was established at CHA Fair Market Rents (public housing only) by bedroom size and is reviewed/updated annually every fall.

In FY11, the Rent Reform and Work Requirement initiatives were split. Rent Reform began for all conventional public housing and Housing Choice Voucher participants on December 1, 2010. Participants are still granted interim rent reexaminations between annual reexaminations provided they have met the established criteria. If there is a decrease in the family’s income or an increase in medical expense or childcare expense which is expected to last longer than thirty days (and will change their flat deduction eligibility), the participant may

request that an interim reexamination be performed. Participants must still report changes in family size.

Income earned by seasonal employment will be annualized if the employee has maintained employment for more than 60 days. Employees of temporary agencies will be annualized after an initial 30 days of assignments.

Income from assets with a combined value of less than \$5,000 will be excluded. The biennial/triennial recertification will include self certification for households with combined assets at or below \$5,000, or third party verification for assets over \$5,000. Traditional medical and childcare deductions are eliminated. Participants need only verify enough non-reimbursable expenses to meet the requested deduction level listed below.

Medical Expenses	Medical Deduction	Childcare Expense	Childcare Deduction
\$0 - \$2,499	\$0	\$0 - \$2,499	\$0
\$2,500 - \$4,999	\$2,500	\$2,500 - \$4,999	\$2,500
\$5,000 - \$7,499	\$5,000	\$5000 - \$7,499	\$5,000
\$7,500+	\$7,500	\$7,500+	\$7,500

Work Requirement

CHA introduced a work requirement where the Head of Household will be expected to work full-time in the final phase (however, the requirement can be fulfilled by any adult in the household or a combination of the adults in the household). Full-time work is defined as employment for 30 hours or more per week.

The work requirement launched at our Moving Forward sites with supportive services during FY2015, where all non-working residents (except the elderly and persons with disabilities) underwent an assessment to determine the extent of any barriers to work. Participants who were prepared for work were urged to look for work. Participants who were not prepared were given other work participation activities to help them prepare for work, including life skills education, volunteering, and short-term vocational training.

During the first introductory phase of the program, no participants will be sanctioned for failure to comply with the policy. This will give participants time to address barriers to work and better understand the policy.

After the introductory phase has passed, Head of Households will be expected to exhibit a good-faith effort to find work for a minimum of 15 hours a week

and/or participate in other work participation activities, if determined to be appropriate by the case manager. Each additional adult Household member will increase the hours of work required by 5 hours/week. (i.e. 3 adult household members would be $15 + 5 + 5 = 25$ hours per week for the household)

At the beginning of the final phase of the work requirement, CHA will begin requiring the Head of Household to work full-time (at least 30 hours /week). Each additional adult Household member will increase the number of work hours required by 10 hours/week (i.e. 3 adult household members would be $30 + 10 + 10 = 50$ hours per week for the household).

Residents who fail to comply with the terms of the Work requirement policy may be sanctioned. The sanctions will increase in magnitude the longer a participant is in non-compliance, and shall be applied in phases as follows:

Improvement Period: Participant will have a two (2) month grace period to cure non-compliance, if not cured within two (2) months, Probationary sanctions will be applied. Residents may be granted extensions if in compliance with their established improvement plan.

Probationary Period: Participant will lose 50% of their rental assistance for up to six (6) months. If they fail to correct the non-compliance within three (3) months, non-compliance sanctions will be applied.

Non-Compliance Period: Participant will lose 100% of their rental assistance for six (6) months and will be required to pay the established market rent. Participant still has the option to cure the non-compliance during the 6-month period while they are paying market rent. If the Participant fails to cure the non-compliance by the end of the 6-month period they will continue to pay market rent and move to Termination.

Termination: Termination will begin and the Participant's incentive account, if any, is forfeited due to non-compliance. For Housing Choice Voucher participants (HCV is not effected at this time) this means they will lose their voucher eligibility permanently, but can remain unassisted in their current unit; for public housing residents they will lose their eligibility for public housing assistance, will pay ceiling rent (market rent for the unit) and their lease will be terminated for program non-compliance at the annual renewal.

Residents who have a second incident of Probation within twelve (12) months of the initial incident of Probation will move directly to the Non-Compliance Period of the sanctions.

Residents who have a third improvement period occurrence within twenty-four (24) months of the initial incident of probation will move directly to the Non-Compliance Period of the sanctions.

Metric	Baseline	FY2016 Benchmark	Final Projected Outcome
CE#1: Agency Cost Savings			
Total cost of rent reform in dollars	The cost of task prior to implementation of activity is \$67,960 (3,398 staff hours multiplied by \$20 per hour for FTE of specialist/prop mgr)	The expected cost of task \$38,160.	To be reported in the FY2016 Moving Forward Annual Report
CE#2: Staff Time Savings			
Decrease total time to complete the task in staff hours.	Total amount of staff time prior to implementation of the activity is 3,398 hours	Expected amount of total staff time dedicated 1,908 hours.	To be reported in the FY2016 Moving Forward Annual Report
CE#3: Decrease in Error Rate of Task Execution			
Decrease in average error rate in rent calculation task as a percentage.	The average error rate of task prior to implementation of the activity will be set in FY2015.	The expected average error rate of task after implementation of the activity will be determined after the baseline is set.	To be reported in the FY2016 Moving Forward Annual Report
CE#5: Increase in Agency Rental Revenues			
Increase in rental revenue in dollars	CHA had agency wide rental revenue of \$4,780,995.99	CHA projects rental revenue of \$2,798,379	To be reported in the FY2016 Moving Forward Annual Report
SS#1: Increase in Household Income			
Average earned income of households participating in the Rent Reform activity	Average earned income prior to implementation \$13,326	Expected average earned income (2.5% increase) \$13,659	To be reported in the FY2016 Moving Forward Annual Report
SS#2: Increase in Household Savings			
Average amount of savings/escrow of households participating in the Rent Reform activity	The average amount of savings/escrow of households participating prior to implementation was \$0	The average amount of savings/escrow of households participating \$982 per household	To be reported in the FY2016 Moving Forward Annual Report

SS#3: Increase in Positive Outcomes in Employment Status			
Increase in the number of head(s) of households employed full-time	Head(s) of households employed full time prior to implementation of rent reform activity was 64	Expected head(s) of households employed full time 92	To be reported in the FY2016 Moving Forward Annual Report
SS#4: Households Removed from Temporary Assistance for Needy Families (TANF)			
Decrease in number of households receiving TANF assistance	Households receiving TANF prior to implementation of the activity is not available, but as of FY2014 it is 231.	Expected number of households receiving TANF 205.	To be reported in the FY2016 Moving Forward Annual Report
SS#5: Households Assisted by Services that Increase Self Sufficiency			
Increase in number of households receiving services aimed to increase self-sufficiency.	Households receiving self-sufficiency services prior to implementation of the activity is 291	Expected number of households receiving self sufficiency services 295	To be reported in the FY2016 Moving Forward Annual Report
SS#6: Reducing Per Unit Subsidy Costs for Participating Households			
Decrease in average amount of Section 8 and Section 9 subsidy per household affected by this policy in dollars	Average subsidy per household affected by this policy prior to implementation of the activity is \$547 for HCV HAP and \$359 for PH	Expected average subsidy per household affected by this policy is \$605 for HCV HAP and \$262 for PH	To be reported in the FY2016 Moving Forward Annual Report
SS#8: Households Transitioned to Self Sufficiency			
Increase in number of households transitioned to self sufficiency ⁶	Households transitioned to self-sufficiency (positive move out with no subsidy assistance) prior to implementation of the activity is 0.	Expected households transitioned to self-sufficiency (positive move out with no subsidy assistance) is 6.	To be reported in the FY2016 Moving Forward Annual Report

* the average escrow balance includes households in the traditional FSS program and the Rent Reform Incentive accounts. The baseline for Section 9 subsidy includes properties that are now owned by Horizon

CHA has obtained a waiver and does not offer a flat rent under its MTW Rent Reform Initiative; instead a ceiling rent is used. For a full description of the Rent Reform Initiative see The Hardship Policy, Work Requirement, Rent Reform Overview and examples of alternative rent schedules included in the Appendices.

⁶ Positive Move Outs with No Subsidy

- 3) CHA does not anticipate any non-significant changes or modifications to the activity during the Plan year.
- 4) CHA does not anticipate any changes or modifications to the metrics, baselines or benchmarks during the Plan year.
- 5) CHA does not require a different authorization from Attachment C or D for implementation other than when the activity was initially proposed.

2008- 2 Participant and Landlord Tracking Program

- 1) CHA received approval in the FY2008 annual plan to implement a *Participant and Landlord Tracking Program*. The activity was implemented in FY2008. The agency began tracking the locations of Housing Choice Vouchers in order to address de-concentration of poverty and increase access to affordable housing opportunities in non-concentrated areas.
- 2) Using the Geographic Information Science (GIS) mapping services of the University of North Carolina at Charlotte (UNCC), CHA identified each voucher holder within Mecklenburg County (Charlotte, Pineville, Huntersville, Mint Hill, Matthews, Davidson, Cornelius). CHA identified where poverty is low and Housing Choice Voucher participation is also low in order to design a program which would encourage participants to move into those areas. CHA staff contacts landlords and apartment complexes in those areas where poverty levels are low in order to increase awareness of the benefits of renting to Housing Choice Voucher families.

The results of the mapping indicated that 75% (3,206 of 4,268) of Housing Choice Voucher holders reside in 8 concentrated zip codes within the City of Charlotte (28205, 28208, 28212, 28213, 28215, 28216, 28217, and 28269). CHA began including information on the benefits of residing in low poverty areas in the voucher briefings. CHA would like to note that this is not a designed mobility initiative where additional or special services are being provided. CHA provides the same briefing material to all new voucher holders and port-ins which includes information on neighborhoods of opportunity. Existing voucher holders are provided the same type of information (mindful of violating fair housing by steering) when inquiries are made.

It is noted that the percent change can be impacted by the utilization rate and number of vouchers available; therefore, the actual number of vouchers in the concentrated area is critical to realizing movement for de-concentration purposes.

CHA has worked on reducing this percentage by actively visiting apartment complex management companies, speaking with landlords who own or manage properties outside of the concentrated areas and also by encouraging participants to consider the entire county when they are looking for a home. CHA has also incorporated a listing of amenities in non-concentrated zip codes in the initial briefing package. Additionally, CHA has formed a Landlord Advisory Group to assist in recruiting properties for Housing Choice Voucher leases and is in the process of forming a Neighborhood Advisory Group to solicit suggestions and feedback on how to improve the perception of the Housing Choice Voucher program.

Metric	Baseline	FY2016 Benchmark	Final Projected Outcome
HC#5: Increase in Resident Mobility			
Number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase)	Households able to move to a better unit and/or neighborhood of opportunity prior to implementation of the activity is 1,062 neighborhoods of opportunity	Expected households able to move to a better unit and/or neighborhoods of opportunity 1,280	To be reported in the FY2016 Moving Forward Annual Report

- 3) CHA does not anticipate any non-significant changes or modifications to the activity during the Plan year.
- 4) CHA does not anticipate any changes or modifications to the metrics, baselines or benchmarks during the Plan year.
- 5) CHA does not require a different authorization from Attachment C or D for implementation other than when the activity was initially proposed.

2008- 2 Adopt Investment Policies Consistent with State Law

- 1) HUD approved the Adoption of Investment Policies that are Consistent with State Law to achieve a portfolio which is safer, more liquid and obtains competitive yield in FY2009. The agency implemented this initiative in FY2009.
- 2) This activity has allowed CHA to achieve higher earnings on idle funds in a safer, more liquid environment. The interest rates during the baseline period averaged 4.41% per month. The current average interest rate is .12% due to

the economy. In past years, CHA experienced a higher interest rate under the new portfolio strategy since implementation began in 2009, resulting in a higher net portfolio return which achieves greater cost effectiveness in Federal expenditures.

Metric	Baseline	FY2016 Benchmark	Projected Final Outcome
CE#4: Increase in Resources Leveraged			
Increase amount of funds leveraged in dollars	The amount of funds leveraged prior to the start of this activity was \$0.	The expected amount of funds leveraged after implementation of this activity is \$30,000	To be reported in the FY2016 Moving Forward Annual Report

- 3) CHA does not anticipate any non-significant changes or modifications to the activity during the Plan year.
- 4) CHA does not anticipate any changes or modifications to the metrics, baselines or benchmarks during the Plan year.
- 5) CHA does not require a different authorization from Attachment C or D for implementation other than when the activity was initially proposed.

2009 – 3 Modify Section 8 Inspection Procedures

- 1) CHA proposed and received approval to modify the Housing Choice Voucher inspection procedures in the *Fiscal Year 2008 – 2009 Moving Forward Annual Plan* and implemented the procedure in FY2009. The approved modification was a waiver of the requirement for an initial Housing Quality Standard (HQS) inspection on newly constructed project-based or tenant-based voucher units and instead, utilizes local building standards inspection and subsequent issuance of a Certificate of Occupancy (CO) as a substitution of the initial or move-in inspection.
- 2) There are no newly constructed Project-Based Voucher units scheduled to come online in FY2015. At the time of the FY2016 Plan development, there were three (3) newly constructed HCV tenant based units that used this policy, alleviating the need for a HQS inspection by CHA inspection staff. In FY2016 CHA anticipates use of the Certificate of Occupancy for the 15 at Residences at Renaissance Phase III. This will result in a cost savings of \$825.

Metric	Baseline	FY2016 Benchmark	Final Projected Outcome
CE#1: Agency Cost Savings			
Decrease in total cost of task in dollars	The cost of HQS inspections was \$50 prior to implementation of the activity.	The expected cost of the task is \$0	To be reported in the FY2016 Moving Forward Annual Report
CE#2: Staff Time Savings			
Decrease in the total time to complete the task in staff hours	Total amount of staff time dedicated to the task prior to implementation of the activity was 57 hours.	Total amount of staff time dedicated to the activity is 0.	To be reported in the FY2016 Moving Forward Annual Report
CE#3: Decrease in Error Rate of Task Execution			
Decrease in the average percent error rate in completing inspections	The average percent failed inspections prior to implementation is 0%	The expected average percent failed inspections is 0%.	To be reported in the FY2016 Moving Forward Annual Report

- 3) CHA does not anticipate any non-significant changes or modifications to the activity during the Plan year.
- 4) CHA does not anticipate any changes or modifications to the metrics, baselines or benchmarks during the Plan year.
- 5) CHA does not require a different authorization from Attachment C or D for implementation other than when the activity was initially proposed.

2009 – 4 Community Based Rental Assistance

- 1) CHA operates Traditional Project-Based voucher, Supportive Housing Project-Based and Local Rental Subsidy programs for implementation of Community Based Rental Assistance (CBRA). At the start of this initiative, the City of Charlotte produced a Quality of Life study which classified neighborhoods as “stable”, “challenged” or “threatened”. The City has discontinued use of those terms recognizing the potential negative impact of labeling neighborhoods. CHA now looks at the percent of households below the poverty level.
- 2) There is no annual benchmark for this activity because the CHA Board of Commissioners approves CBRA projects on a case by case basis. In selecting

families to occupy Project-Based Voucher (PBV) units the CHA has delegated determination of program and project eligibility to the PBV owner agent. However, CHA standards must still be met. CHA retains the flexibility to use, as necessary, the public housing program guidelines for PBV participants that reside in mixed-finance communities with regard to various operational and procedural functions, including but not limited to forming resident organizations, grievance procedures, etc. This streamlined approach creates consistency for residents and efficiencies in application for staff.

Traditional Activity

In FY2009, CHA was approved to implement a Community Based Rental Assistance (CBRA) program. The activity was implemented in FY2009. CHA adopted a CBRA process (See Appendix L) to simplify the selection process in order to maximize the number of quality project-based voucher units throughout Charlotte. CHA revised the current Community Based Rental Assistance Policy to further increase efforts for deconcentrating poverty and expanding housing and economic opportunities.

Supportive Housing Project-Based Activity

- 1) In FY2009, CHA was approved to implement Housing for Persons with Disabilities, Special Needs and Homeless. The activity was implemented in FY2009. The activity enables CHA to expand its role in the supportive housing community by leveraging funding and resources to social service and supportive housing providers. This will help alleviate the existing housing burden, as well as increase the Section 9 opportunities in the Charlotte community.
- 2) The activity has impacted Charlotte's supportive housing projects by enabling local agencies to produce additional units for the targeted population to fill a needed void in Charlotte's continuum of care. Without CHA's fund leveraging or resource commitment, projects may be delayed or not occur. CHA encourages the use of Section 9 subsidies in these partnerships. In FY2015 CHA will provide 35 PBV units for Moore Place and 15 for Supportive Housing Communities.

Through MTW flexibility, CHA allows supportive housing programs to operate on a month to month lease, rather than requiring them to modify their program to comply with existing HUD regulations requiring 12 month initial leases. This is significant in respect to non-compliance and participant termination.

Local Rental Subsidy Activity

- 1) The activity was approved in FY2011 as a second amendment to the Plan. The activity was implemented in FY2011. CHA partners with Charlotte Family Housing for this activity. CHA provides a housing subsidy of up to \$500 per month to homeless families receiving intensive supportive services.
- 2) Two collaborations are participating in the Local Rental Subsidy Program:
 - a. Charlotte Family Housing receives subsidies for 10 to 15 families that need employment and 35 to 40 for working households. Working households are expected to complete the self-sufficiency program within three years with a one year extension and non-working families are given a four year program requirement with a one year extension.

This is a 50-unit pilot program with similar requirements and processes as Charlotte Family Housing's current housing program. The program's criteria are required for each respective group; however, if those referred families are on CHA's waiting list, they will have preference. CFH established operating procedures, landlord relationships and administrative staff to deliver wrap-around services. The partnership enables delivery of supportive services at no cost to CHA.

The families are either working or participating in a self-sufficiency or educational program and earning less than 30% of the Area Median Income (AMI). The program targets families who are situationally or transitionally homeless. The program may also provide for the use of the subsidy to prevent homelessness by providing assistance to families ready for transition from local shelters. It is a collaborative effort that joins local agencies which are already providing services to this community with funds from the faith community, the corporate community and the public sector. CFH uses "the ability to pay" method which bases the tenants' rental portion on net income and actual expenses. Due to calculation discrepancies, CHA has implemented the 30% rule until CFH can provide an updated recalculation policy. CHA pays a subsidy of up to \$500 to help pay the remaining rental amount. The goal is to help families achieve self-sufficiency within three to five years by providing comprehensive family development via social work, intensive case management and access to services while the family is permanently housed in a stable apartment community.

- b. CHA is collaborating with A Childs Place, Charlotte-Mecklenburg School System, Mecklenburg County, and CHA to provide stability for homeless school children and their families.

CHA is exploring the voucher allocation for Charlotte Family Housing, due to inability to identify eligible families to utilize all 50 vouchers.

Metric	Baseline	FY2016 Benchmark	Final Projected Outcome
Traditional PBV			
CE#1: Agency Cost Savings			
Decrease of total cost of supportive services in dollars.	Cost of supportive services prior to implementation \$0	Expected cost of supportive services \$2,300.	To be reported in the FY2016 Moving Forward Annual Report
CE#2: Staff Time Savings			
Decrease total time to complete the task(process pbv payments) in staff hours	Total amount of staff time dedicated to the task (process pbv payments)prior to implementation of the activity is 0	Expected amount of total staff time dedicated to the task (process pbv payments) is 9 hours monthly	To be reported in the FY2016 Moving Forward Annual Report
CE#3: Decrease in Error Rate of Task Execution			
Decrease average error rate in completing a task (HAP calculation) as a percentage.	Average error rate of task prior to implementation of the activity is TBD during FY2015	Expected average error rate of task TBD	To be reported in the FY2016 Moving Forward Annual Report
Supportive Housing Project-Based Activity			
CE#4: Increase in Resources Leveraged			
Increase in amount of funds leveraged in dollars	Amount of leverage prior to implementation of the activity is \$0.	Expected amount leveraged is \$2,300 per family for supportive services	To be reported in the FY2016 Moving Forward Annual Report
HC#5: Increase in Resident Mobility			
Number of new housing units made available for special needs, homeless or disabled households at or below 80% AMI as a result of the activity (increase)	Number of new housing units made available for special needs, homeless or disabled households at or below 80% AMI prior to the activity 114	Number of new housing units made available for special needs, homeless or disabled households at or below 80% AMI is expected to be 50	To be reported in the FY2016 Moving Forward Annual Report

Local Rental Subsidy Activity			
CE#1: Agency Cost Savings			
Decrease in total cost of average HAP in dollars	Cost of task prior to implementation of the activity TBD	Expected cost of task after implementation of the activity TBD	To be reported in the FY2016 Moving Forward Annual Report
CE#2: Staff Time Savings			
Decrease in total time to complete the task (process HAP) in staff hours	Total amount of staff time (process HAP) dedicated to the task prior to implementation of the activity is 0.	Expected amount of total staff time (process HAP) dedicated to the task is 3 hours monthly.	To be reported in the FY2016 Moving Forward Annual Report
CE#3: Decrease in Error Rate of Task Execution			
Decrease average error rate in completing a task (HAP calculation) as a percentage.	Average error rate of task prior to implementation of the activity is TBD during FY2015	Expected average error rate of task TBD	To be reported in the FY2016 Moving Forward Annual Report
CE#4: Increase in Resources Leveraged			
Increase in amount of funds leveraged in dollars	Amount leveraged prior to implementation of the activity (supportive services) is \$0.	Expected amount leveraged for supportive services is \$5,000 per family.	To be reported in the FY2016 Moving Forward Annual Report
SS#1: Increase in Household Income			
Increase in average earned income of households affected by this policy in dollars.	Average earned income of households affected by this policy prior to implementation of the activity is \$12,322 (FY14)	Expected average earned income of households affected by this policy is \$12,630 (2.5%)	To be reported in the FY2016 Moving Forward Annual Report
SS#3: Increase in Positive Outcomes in Employment Status			
Employed Full Time	Head of households employed full time prior to implementation is 0.	Expected head of households employed full time is 25.	To be reported in the FY2016 Moving Forward Annual Report

SS#4: Households Removed from Temporary Assistance for Needy Families (TANF)			
Decrease in number of households receiving TANF assistance.	Households receiving TANF prior to implementation of the activity is 0.	Expected number of households receiving TANF is 0.	To be reported in the FY2016 Moving Forward Annual Report
SS#5: Households Assisted by Services that Increase Self Sufficiency			
Increase in number of households receiving services aimed to increase self sufficiency.	Households receiving self sufficiency services prior to implementation of the activity is 0.	Expected number of households receiving self sufficiency services is 50.	To be reported in the FY2016 Moving Forward Annual Report
SS#6: Reducing Per Unit Subsidy Costs for Participating Households			
Decrease in total cost of task (cost of HAP) in dollars	Cost of task prior to implementation of the activity \$0	Expected cost of task (average HAP) \$485.	To be reported in the FY2016 Moving Forward Annual Report
SS#8: Households Transitioned to Self Sufficiency			
Increase in number of households transitioned to self sufficiency ⁷	Households transitioned to self sufficiency (no subsidy) prior to implementation is 0.	Expected households transitioned to self sufficiency (no subsidy) is 0.	To be reported in the FY2016 Moving Forward Annual Report
HC#5: Increase in Resident Mobility			
Increase in number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity.	Households able to move to a better unit and/or neighborhood of opportunity prior to implementation is 0.	Expected households able to move to a better unit and/or neighborhood of opportunity is 50.	To be reported in the FY2016 Moving Forward Annual Report

- 3) CHA does not anticipate any non-significant changes or modifications to the activity during the Plan year.
- 4) CHA does not anticipate any changes or modifications to the metrics, baselines or benchmarks during the Plan year.
- 5) CHA does not require a different authorization from Attachment C or D for implementation other than when the activity was initially proposed.

2009 – 5 Moving Forward Supportive Services

⁷ Positive Move Outs With No Subsidy

- 1) The Moving Forward Supportive Services (formerly Currents of Change) was approved in the FY2009 Annual Plan. Implementation began in FY2009. The activity promotes work and self sufficiency.

- 2) Moving Forward Supportive Services are provided to three pilot groups. The Client Services Department formerly used Dillehay Courts and Southside Homes as comparison groups. As of FY2015 these two sites are no longer used because CHA's Center for Employment Services (CES) began providing light employment and job training services at both Dillehay Courts and Southside Homes. Although voluntary and small in numbers at this time, it skews the data as comparison sites. Additionally, participation in biennial reexaminations results in updates or changes in income not being processed in Yardi (software system) until the reexamination, whereas in our supportive service programs CHA receives monthly updates and changes in income via end of month reporting from case managers.

Moving Forward Supportive Services-FSS Program:

The Charlotte Housing Authority is the agency offering the Moving Forward Supportive Services (MFSS) Program, which operates in our conventional sites located at Claremont, Victoria Square (Group 1) as well as in the Housing Choice Voucher (HCV) program. This program is the combination of the traditional family self-sufficiency (FSS) program and the newer MTW Moving Forward Self-Sufficiency program. In 2010, FSS contracts were no longer offered and those who were under a traditional FSS 5-year contract had the option to remain under their FSS contract or roll under the new Moving Forward Supportive Services program. Under this program, applicants must be willing to finish a high school diploma or earn a GED during participation in the program. During the first twelve (12) months they are encouraged to become employed a minimum of 15 hours per week and willing to enroll in school and/or job training. Applicants must demonstrate motivation towards self-sufficiency. Although the contract of participation is still a part of the Moving Forward Supportive Services program, a time frame is not set. Continual progress towards self-sufficiency is expected with an average program time being seven (7) years.

Moving Forward Supportive Services Program:

Beginning April 1, 2013, CHA began providing self-sufficiency programming to three conventional public housing sites: (Cedar Knoll, Leafcrest, and Tarlton Hills- Group 2) that were previously being served by an outside case management agency. As of FY2015, Grace Mar provides self-sufficiency programming to our relocated Boulevard Homes families (Group 2).

Like the Moving Forward Group 1 program, applicants must be willing to finish a high school diploma or earn a GED during participation in the program. During

the first twelve (12) months they are encouraged to become employed a minimum of 15 hours per week and be willing to enroll in school and/or job training. Applicants must demonstrate motivation towards self-sufficiency. Although the contract of participation is still a part of the Moving Forward program, a time frame is not set. Continual progress towards self-sufficiency is expected with an average program time being seven (7) years. Many of the active participants in this program have a lot of barriers to self-sufficiency.

Metrics are determined on an annual basis due to program attrition.

CHA (Claremont, Victoria Square)			
Metric	Baseline (April 2014)	FY2016 Benchmark	Outcome
CE#1: Agency Cost Savings			
Decrease in total cost of average supportive services in dollars.	Total cost prior to implementation is \$2,300 per household	Expected cost of task is \$1,300 per household	To be reported in the FY2016 Moving Forward Annual Report
CE#2: Staff Time Savings			
Total time to complete the task (case management) in staff hours	Total amount of staff time dedicated to the task prior to implementation is 100	Expected amount of total staff time dedicated to the task is 100 hours monthly	To be reported in the FY2016 Moving Forward Annual Report
CE#3: Decrease in Error Rate of Task Execution			
Decrease in average error rate in completing a task (unemployed, inactive head of household) as a percentage.	Average error rate of task (unemployed, inactive head of household) prior to implementation is 0%	Expected error rate of task (unemployed, inactive head of household) 0%	To be reported in the FY2016 Moving Forward Annual Report
CE#4: Increase in Resources Leveraged			
Increase in amount of funds leveraged in dollars	Amount leveraged prior to implementation is \$0	Expected amount leveraged is \$10,000	To be reported in the FY2016 Moving Forward Annual Report

SS#1: Increase in Household Income			
Increase in average earned income (1% increase) of households affected by this policy in dollars.	Averaged earned income of households affected by this policy prior to implementation of the activity is \$13,779	Expected average earned income of households affected by this policy after implementation of this activity is \$13,936	To be reported in the FY2016 Moving Forward Annual Report
SS#2: Increase in Household Savings			
Increase average amount of savings/escrow of households affected by this policy in dollars.	Average savings/escrow amount of households affected by this policy prior to implementation is \$1,517	Expected average savings/escrow amount of households affected by this policy is \$1,532 (1%)	To be reported in the FY2016 Moving Forward Annual Report
SS#3: Increase in Positive Outcomes in Employment Status			
# Employed FT (32+)	23	23	To be reported in the FY2016 Moving Forward Annual Report
# Employed PT (1-31)	54	54	To be reported in the FY2016 Moving Forward Annual Report
Enrolled in an Educational Program	2	2	To be reported in the FY2016 Moving Forward Annual Report
Enrolled in Job Training Program	2	2	To be reported in the FY2016 Moving Forward Annual Report
Unemployed	≤23	≤23	To be reported in the FY2016 Moving Forward Annual Report
Other (workshop)	≤23	≤23	To be reported in the FY2016 Moving Forward Annual Report
SS#4: Households Removed from TANF			

Decrease in number of households receiving TANF assistance	Households receiving TANF prior to implementation of the activity is 3	Households receiving TANF 3	To be reported in the FY2016 Moving Forward Annual Report
SS#5: Households Assisted by Services that Increase Self Sufficiency			
Increase in number of households receiving services aimed to increase self sufficiency.	Households receiving self sufficiency services prior to implementation is 78	Expected number of households receiving self sufficiency services is 78	To be reported in the FY2016 Moving Forward Annual Report
SS#6: Reducing per Unit Subsidy Costs for Participating Households			
Decrease in average amount of Section 9 subsidy per household affected by this policy in dollars.	Average subsidy per household affected by this policy prior to implementation of this activity is \$391	Average subsidy per household affected by this policy \$282	To be reported in the FY2016 Moving Forward Annual Report
SS#7: Increase in Agency Rental Revenue			
Increase in rental revenue in dollars	CHA had rental revenue of \$172,512	CHA projects rental revenue at the two properties to total \$188,181	To be reported in the FY2016 Moving Forward Annual Report
SS#8: Households Transitioned to Self Sufficiency			
Increase in number of households transitioned to self sufficiency.	Increase in number of households transitioned to self sufficiency prior to implementation is 2	Increase in number of households transitioned to self sufficiency 2	To be reported in the FY2016 Moving Forward Annual Report

Grace-Mar/Symmetry (Boulevard Homes Originals)			
Metric	Baseline (April 2014)	FY2016 Benchmark	Projected Final Outcome
CE#1: Agency Cost Savings			
Decrease in total cost of task (average supportive services) in dollars.	Cost of task (average supportive services) prior to implementation is \$2,300 per household	Expected cost of task is \$1,300 per household	To be reported in the FY2016 Moving Forward Annual Report
CE#2: Staff Time Savings			
Total time to complete the task (case management) in staff hours	Total amount of staff time dedicated to the task prior to implementation is 100	Expected amount of total staff time dedicated to the task is 100 hours monthly	To be reported in the FY2016 Moving Forward Annual Report
CE#3: Decrease in Error Rate of Task Execution			
Decrease in average error rate in completing a task (unemployed, inactive head of household) as a percentage	Average error rate of task prior to implementation of the activity is ≤11%	Expected average error rate of task is ≤11%	To be reported in the FY2016 Moving Forward Annual Report
CE#4: Increase in Resources Leveraged			
Increase in amount of funds leveraged in dollars	Amount leveraged prior to implementation of the activity is \$0	Expected amount leveraged is \$10,000	To be reported in the FY2016 Moving Forward Annual Report
SS#1: Increase in Household Income			
Increase in average earned income (0.5% increase) of households affected by this policy in dollars.	Average earned income of households affected by this policy prior to implementation of the activity is \$13,078	Expected average earned income of households affected by this policy is \$13,143	To be reported in the FY2016 Moving Forward Annual Report
SS#2: Increase in Household Savings			
Increase average amount of	Average savings/escrow	Expected average savings/escrow	To be reported in the FY2016

savings/escrow of households affected by this policy in dollars.	amount of households affected by this policy prior to implementation is \$1,118	amount of households affected by this policy is \$1,123	Moving Forward Annual Report
SS#3: Increase in Positive Outcomes in Employment Status			
# Employed FT (32+)	22	36	To be reported in the FY2016 Moving Forward Annual Report
# Employed PT (1-31)	37	74	To be reported in the FY2016 Moving Forward Annual Report
Enrolled in an educational program	3	5	To be reported in the FY2016 Moving Forward Annual Report
Enrolled in job training Program	3	5	To be reported in the FY2016 Moving Forward Annual Report
Unemployed	53	<u><96</u>	To be reported in the FY2016 Moving Forward Annual Report
Other (workshop)	11	37	To be reported in the FY2016 Moving Forward Annual Report
SS#4: Households Removed from TANF			
Decrease in number of households receiving TANF assistance.	Households receiving TANF prior to implementation of the activity is 0.	Expected number of households receiving TANF is 4.	To be reported in the FY2016 Moving Forward Annual Report
SS#5: Households Assisted by Services that Increase Self Sufficiency			
Increase number of households receiving services aimed to increase self sufficiency	Households receiving self sufficiency services prior to implementation	Households expected to receive self sufficiency services is 111	To be reported in the FY2016 Moving Forward Annual Report

	of the activity is 111		
SS#6: Reducing Per Unit Subsidy Costs for Participating Households			
Decrease average amount of Section 8 or 9 subsidy per household affected by this policy in dollars.	CHA is unable to measure average Section 8 or 9 for this group. The households are part of a HOPE VI revitalization which resulted in some being placed in public housing communities, recipients of a housing choice voucher and some have relocated back to the revitalized community (Renaissance).		To be reported in the FY2016 Moving Forward Annual Report
SS#7: Increase in Agency Rental Revenue			
Increase in rental revenue in dollars	Families in this group are part of the HOPE VI Revitalization and are spread across public housing, HCV and returned to the original site. There is no way to determine this information for this group.		To be reported in the FY2016 Moving Forward Annual Report
SS#8: Households Transitioned to Self Sufficiency			
Increase number of households transitioned to self sufficiency ⁸	Households transitioned to self sufficiency (no subsidy) is 0	Expected households transitioned to self sufficiency is 1	To be reported in the FY2016 Moving Forward Annual Report
CHA (Cedar Knoll, Leafcrest, Tarlton Hills)			
Metric	Baseline (April 2014)	FY2016 Benchmark	Projected Final Outcome
CE#1: Agency Cost Savings			
Decrease in total cost of task (average supportive services) in dollars.	Prior to implementation of the activity is \$2,600 per household	Expected cost of task is \$1,300 per household	To be reported in the FY2016 Moving Forward Annual Report

⁸ Positive Move Outs with No Subsidy

CE#2: Staff Time Savings			
Total time to complete the task (case management) in staff hours	Total amount of staff time prior to implementation is 120.	Expected amount of total staff time is 100 hours monthly	To be reported in the FY2016 Moving Forward Annual Report
CE#3: Decrease in Error Rate of Task Execution			
Decrease in average error rate in completing a task (unemployed, inactive head of household) as a percentage	Average error rate of task prior to implementation is 47%	Expected average error rate of task is 42%	To be reported in the FY2016 Moving Forward Annual Report
CE#4: Increase in Resources Leveraged			
Increase in amount of funds leveraged in dollars	Amount leveraged prior to implementation is \$0	Expected amount leveraged is \$10,000.	To be reported in the FY2016 Moving Forward Annual Report
SS#1: Increase in Household Income			
Increase in average earned income (0.5% increase) of households affected by this policy in dollars	Average earned income of households affected by this policy prior to implementation is \$19,249	Expected average earned income of households affected by this policy is \$19,345	To be reported in the FY2016 Moving Forward Annual Report
SS#2: Increase in Household Savings			
Increase average amount of savings/escrow of households affected by this policy in dollars	Average savings/escrow amount of households affected by this policy prior to implementation is \$548	Expected average savings/escrow amount of households affected by this policy is \$551	To be reported in the FY2016 Moving Forward Annual Report

SS#3: Increase in Positive Outcomes in Employment Status			
# Employed FT (32+)	22	34	To be reported in the FY2016 Moving Forward Annual Report
# Employed PT (1-31)	37	71	To be reported in the FY2016 Moving Forward Annual Report
Enrolled in an Educational Program	11	5	To be reported in the FY2016 Moving Forward Annual Report
Enrolled in Job Training Program	11	5	To be reported in the FY2016 Moving Forward Annual Report
Unemployed	56	≤83	To be reported in the FY2016 Moving Forward Annual Report
Other (workshop)	2	≥31	To be reported in the FY2016 Moving Forward Annual Report
SS#4: Households Removed from TANF			
Decrease in number of households receiving TANF assistance	Households receiving TANF prior to implementation is 7	Expected households receiving TANF is 7	To be reported in the FY2016 Moving Forward Annual Report
SS#5: Households Assisted by Services that Increase Self Sufficiency			
Increase number of households receiving services aimed to increase self sufficiency	Households receiving self sufficiency services prior to implementation is 106	Expected number of households receiving self sufficiency services is 106	To be reported in the FY2016 Moving Forward Annual Report

SS#6: Reducing per Unit Subsidy Costs for Participating Households			
Decrease average amount of Section 9 subsidy per household affected by this policy in dollars.	Average subsidy per household affected by this policy prior to implementation is \$397	Expected average subsidy per household affected by this policy \$304	To be reported in the FY2016 Moving Forward Annual Report
SS#7: Increase in Agency Rental Revenue			
Increase in rental revenue in dollars	CHA had rental revenue of \$319,241 at these sites	CHA projects rental revenue at these three sites to be \$331,092	To be reported in the FY2016 Moving Forward Annual Report
SS#8: Households Transitioned to Self Sufficiency			
Increase number of households transitioned to self sufficiency ⁹	Households transitioned to self sufficiency (no subsidy) prior to implementation is 3	Expected households transitioned to self sufficiency (no subsidy) is 3	To be reported in the FY2016 Moving Forward Annual Report

NOTES:

1.All metrics are taken from the FY16 program metrics

- 3) CHA does not anticipate any non-significant changes or modifications to the activity during the Plan year.
- 4) CHA modified the baselines and benchmarks to reflect the population being served at the development. The resident demographics may transition year to year as households move in or out of the development. The level of services may vary due to that transition.
- 5) CHA does not require a different authorization from Attachment C or D for implementation other than when the activity was initially proposed.

2008 – 7 Increase Acquisition and Rehabilitation of Existing Multi-Family Properties

- 1) CHA received approval to implement increasing the acquisition/rehabilitation of existing multi-family properties; in the 2008 – 2009 MTW Annual Plan. Implementation began in FY2009. In FY12, CHA received approval to expand this initiative to acquire and rehabilitate existing multi-family properties in mixed-income communities.

⁹ Positive Move Outs With No Subsidy

- 2) CHA is anticipating the purchase of expiring tax credits on the public housing, LIHTC and market rate units in HOPE VI developments (First Ward, Park at Oaklawn and Arbor Glen) in FY2016. There are 50 public housing units in Arbor Glen that will not be included because Horizon Properties, LLC owns these units and CHA provides the subsidy.

CHA has found acquisition more cost effective and, at times, it has allowed the agency to add more units to the inventory in a shorter period of time than new construction. Current new construction is at \$120,000 or more per unit. Individuals who resided at the acquired properties were relocated as necessary in accordance with the Uniform Relocation Act. The remaining occupied units are filled through attrition with ACC units as they become vacant.

Metric	Baseline	FY2016 Benchmark	Final Projected Outcome
CE#1: Agency Cost Savings			
Decrease in total cost of unit acquisition	Cost of acquiring new units prior to implementation was \$120,000 per unit	Expected cost of acquiring existing units is \$685 per unit	To be reported in the FY2016 Moving Forward Annual Report
HC#1: Additional Units of Housing Made Available			
Increase in number of new housing units made available for households at or below 80% AMI as a result of the activity.	There were 0 housing units of this type prior to implementation of this activity.	Expected number of housing units of this type is 719	To be reported in the FY2016 Moving Forward Annual Report
HC#4: Displacement Prevention			
Decrease in number of households at or below 80% AMI that would lose assistance or need to move.	Households losing assistance/moving prior to implementation of the activity was 0	Expected households losing assistance/moving after implementation of the activity is 0 for FY2016	To be reported in the FY2016 Moving Forward Annual Report
HC#5: Increase in Resident Mobility			
Increase in number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity.	Households able to move to a better unit and/or neighborhood of opportunity prior to implementation was 0	Expected households able to move to a better unit and/or neighborhood of opportunity is 0 for FY2016	To be reported in the FY2016 Moving Forward Annual Report

- 3) CHA does not anticipate any non-significant changes or modifications to the activity during the Plan year.
- 4) CHA does not anticipate any changes or modifications to the metrics, baselines or benchmarks during the Plan year.

- 5) CHA does not require a different authorization from Attachment C or D for implementation other than when the activity was initially proposed.

2009– 8 Land Acquisition for Future Use

- 1) The agency was approved to implement land acquisition for future affordable housing in FY2009. The activity was implemented in FY2009.



- 2) MTW flexibility allows CHA to acquire sites without prior HUD approval, providing that the agency certifies that HUD site selection requirements have been met. This allows CHA to be proactive and competitive in the market when land becomes available. CHA has a surplus of land in inventory; therefore acquiring additional land is not a priority at this time. Steele Creek Seniors has been developed; Krefeld Drive scenario is being assessed; and construction of a 92 one bedroom mid rise apartment complex for seniors at the corner of Park and Marsh Roads in South Charlotte will begin in the summer of 2015 with a target completion date of one year.

Metric	Baseline	FY2016 Benchmark	Final Projected Outcome
HC#1: Additional Units of Housing Made Available			
Increase in number of new housing units made available for households at or below 80% AMI as a result of the activity.	There were 0 housing units of this type prior to implementation of this activity.	There are 0 units planned for FY2016.	To be reported in the FY2016 Moving Forward Annual Report

- 3) CHA does not anticipate any non-significant changes or modifications to the activity during the Plan year.
- 4) CHA does not anticipate any changes or modifications to the metrics, baselines or benchmarks during the Plan year.
- 5) CHA does not require a different authorization from Attachment C or D for implementation other than when the activity was initially proposed.

Local Non-Traditional Initiatives

2011 – 2 Convert Units to Public Housing

- 1) CHA was approved to implement an activity to utilize public housing units to serve homeless families at Hampton Creste Apartments and to implement a supportive self-sufficiency program in a 2nd amendment to the FY2011 Annual Plan. The agency began implementation in FY2011.

- 2) The apartments are owned by CHA’s non-profit subsidiary, Horizon Development Properties, Inc. and have been refinanced and rehabilitated into a mixed-income community. The activity was branded the Supportive Housing Innovative Partnership (SHIP) at Hampton Creste. The Salvation Army (TSA) is responsible for providing the supportive services.

There are 60 ACC units operating as part of the community partnership to serve homeless families (intensive home-based case management and evidence-based programs and services that address severe emotional, social, developmental, educational, and employment challenges that homeless families may face entering permanent housing are provided); 40 of the units are restricted to families making 40% area median income and the remaining 113 units are restricted to families making 80% area median income.

Metric	Baseline	FY2016 Benchmark	Final Projected Outcome
CE#4: Increase in Resources Leveraged			
Increase of funds leveraged in dollars	Amount leveraged prior to is \$0	Expected amount leveraged is \$160,000 annually	To be reported in the FY2016 Moving Forward Annual Report
SS#1: Increase in Household Income			
Increase in average earned income of households affected by this policy in dollars.	Average earned income of households affected by this policy prior to implementation is \$5,331 (28 families)	Expected average earned income of households affected by this policy is \$3,629 (57 families)	To be reported in the FY2016 Moving Forward Annual Report

SS#4: Increase in Positive Outcomes in Employment Status			
Employed Full-Time	Head of households employed full-time prior to implementation of the activity is 15	Expected head of households employed full-time is 19	To be reported in the FY2016 Moving Forward Annual Report
SS#4: Households Removed from TANF			
Decrease number of households receiving TANF assistance	Households receiving TANF prior to implementation of the activity is 12	Expected number of households receiving TANF is 24	To be reported in the FY2016 Moving Forward Annual Report
SS#5: Households assisted by Services that Increase Self Sufficiency			
Increase in the number of households receiving services aimed to increase self sufficiency	There were 0 housing units of this type prior to implementation.	CHA expects 60 households to be receiving self-sufficiency services	To be reported in the FY2016 Moving Forward Annual Report
SS#6: Reducing Per Unit Subsidy Costs for Participant Households			
Decrease in average amount of Section 9 subsidy per household affected by this policy in dollars	Average subsidy per household affected by this policy prior to implementation of the activity is \$0	Expected average subsidy per household affected by this is \$224	To be reported in the FY2016 Moving Forward Annual Report
SS#7: Increase in Agency Rental Revenue			
Increase in rental revenue in dollars	CHA had rental revenue of \$0	CHA anticipates rental revenue for this property to be \$161,558	To be reported in the FY2016 Moving Forward Annual Report
SS#8: Households Transitioned to Self Sufficiency			
Increase in the number of households transitioned to self-sufficiency ¹⁰	There were 0 households transitioned to self-sufficiency prior to this activity.	CHA anticipates 2 households to transition to housing with no subsidy.	To be reported in the FY2016 Moving Forward Annual Report

¹⁰ Positive Move Outs with No Subsidy

HC#5: Increase in Resident Mobility			
Increase in number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity.	Households able to move to a better unit and/or neighborhood of opportunity prior to implementation of the activity is 0.	Expected households able to move to a better unit and/or neighborhood of opportunity is 60	To be reported in the FY2016 Moving Forward Annual Report

- 3) CHA does not anticipate any non-significant changes or modifications to the activity during the Plan year.
- 4) CHA does not anticipate any changes or modifications to the metrics, baselines or benchmarks during the Plan year.
- 5) CHA does not require a different authorization from Attachment C or D for implementation other than when the activity was initially proposed.

2011 – 3 New Construction of Affordable Units

- 1) The activity was approved in March 2010 as Construction of The Vistas at 707 (formerly Lofts at Seigle Point) as a first amendment to the FY2011 plan. The activity was implemented in FY2011. The activity was renamed New Construction of Affordable Units to serve a broader scope with an amendment approval in FY2012. CHA proposes to develop properties into mixed-income communities. The projects will include units intended for a wide range of income levels, from market rate to units that are affordable to those earning less than 30% area median income (AMI). Adding these units will increase housing choices for those needing affordable housing. The selected environment will be an ideal situation for residents to excel in CHA's Moving Forward program.
- 2) There are currently two projects under this activity:
 - The Vistas at 707 is the final on-site component of the Seigle Point HOPE VI redevelopment of the former Piedmont Courts. However, HOPE VI funding is not included in this project. CHA broke ground on The Vistas at 707 in December 2012 and should begin leasing April 2015.

The project will include 190 units of which 80% will be for lease to individuals at 80% area AMI and below and 20% will be affordable. The overall Seigle Point community has a 10,000 square foot community

building, 204 tax credit apartments, 31 market rate townhomes, and an amenity area with a playground, tennis & basketball courts, greenway, and shelter area.

- CHA has partnered with Laurel Street Residential (LSR) to develop and build the residential units and community center on-site as part of the Boulevard Homes HOPE VI revitalization plan. The Retreat, a 110 unit independent living development for seniors, was completed and is fully leased.

The second and third phases, The Residences, consist of 224 units of rental housing for families. The residential buildings proposed include three story apartment buildings, two story direct access apartment buildings and two story townhomes, configured in one- to three-bedroom units. Phase II is complete and fully leased. The third and final phase of the residential units is projected to start construction in the fall of 2014. There will be 150 units available in FY2016.

- Charlotte-Mecklenburg Schools is in the planning phase for the prek-8 grade school that will be built on-site. The school is projected to open in time for the 2017 – 2018 school term.
- The on-site Community Center is completed and is open. It houses the leasing office and the offices for the non-profit Renaissance West Community Initiative.

Metric	Baseline	FY2016 Benchmark	Projected Final Outcome
HC#1: Additional Units of Housing Made Available			
Increase in number of new housing units made available for households at or below 80% AMI as a result of the activity.	There were 0 housing units of this type prior to implementation of this activity.	Expected housing units of this type is 340	To be reported in the FY2016 Moving Forward Annual Report
HC#5: Increase in Resident Mobility			
Increase in number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity	Households able to move to a better unit and/or neighborhood of opportunity prior to implementation of the activity is 0.	Expected households able to move to a better unit and/or neighborhood of opportunity is 0.	To be reported in the FY2016 Moving Forward Annual Report

- 3) CHA does not anticipate any non-significant changes or modifications to the activity during the Plan year.
- 4) CHA does not anticipate any changes or modifications to the metrics, baselines or benchmarks during the Plan year.
- 5) CHA does not require a different authorization from Attachment C or D for implementation other than when the activity was initially proposed.



B. Not Yet Implemented Activities

None to report

C. Activities On Hold

Acquisition of General Partnership Interest

- 1) *Acquire the General Partnership interest in the Little Rock Apartments* - This activity was approved in March 2010, but was made as a first amendment to the FY2011 plan. In June, 2011, CHA, acting through its subsidiary Horizon Acquisition Corp. (Horizon), acquired the general partnership interest in Little Rock Apartments, a 240-unit Section 8 multi-family project adjacent to the Boulevard Homes site (now known as The Renaissance).
- 2) Due to budget restraints, CHA's endeavor to provide services and opportunities to Little Rock's residents such as self-sufficiency and employment services is delayed.
- 3) Once a plan for services has been approved, appropriate baselines, benchmarks, and measures will be developed and implemented.
- 4) See #3.
- 5) There may be modifications to the baselines, benchmarks and measures in the future.

D. Closed Activities

Biennial Review Process

- 1) A biennial review process for elderly and disabled heads of households was approved by HUD for FY2009. Implementation of the *Biennial Review Process* began December 2010.
- 2) The activity is being closed out because the agency has implemented an agency wide Biennial Reexamination Process. The elderly and disabled will be reported on as part of the entire agency report on reexaminations skipped/conducted.
- 3) The activity was closed out FYE 2013.

Site-Based Waiting Lists for Public Housing and Project-Based Housing Choice Voucher

- 1) CHA was approved to *implement the site-based waiting lists for public housing and Project-Base Housing Choice Voucher units* in FY2009. The activity began in the same year.
- 2) CHA continues to manage the waiting lists for public housing and project-based voucher units at the site level. CHA considers this activity a success due to no 3rd offers in FY2013.
- 3) This activity was closed out effective FYE 2013.

Good Neighbor Training

- 1) CHA proposed the *Good Neighbor Training (GNT)* activity in FY2008. The activity implementation began in FY2008 for HCV households and 2011 for Public Housing households. The training is designed to assist families' acclimation to a neighborhood. Participants learn more about being "Good Neighbors" by focusing on topics such as building codes and standards, property maintenance, basic zoning regulations, home maintenance, neighborhood involvement, school and amenities locations, and conflict resolution.
- 2) CHA continues to provide mandated GNT, which is conducted by CHA staff, to all new Housing Choice Voucher and public housing applicants entering the program. Good Neighbor Training for public housing and Housing Choice Voucher existing program participants has been completed. Port-Ins are also required to complete Good Neighbor Training.
- 3) This activity was closed out effective December 2014. CHA no longer requires the waiver to hold GNT since it has been incorporated into the briefing and all existing participants have been trained.

2009 – 6 Youth Initiatives

- 1) In FY2009, CHA was approved to establish a Cooperative Agreement to Form Partnerships with Communities In School (CIS), Charlotte-Mecklenburg Schools (CMS), Partners in Out of School Time (POST), and the Charlotte Housing Authority Scholarship Fund (CHASF) in order to connect CHA participants to programs and services that address truancy, post-secondary education preparation and academic performance improvement. The Agreement has expired; however, CHA's focus continues to be on providing services for youth that are assisted by CHA housing programs as a means to help break the cycle of generational poverty.
- 2) CHA has not renewed the annual contract for Communities in Schools (CIS), a nationally recognized nonprofit organization providing dropout prevention services for at-risk youth. CIS's data was reporting aggregate data and did not allow CHA to see the progress of its student population. The authority will be seeking other partners and initiatives which can provide outcomes for the desired metrics for CHA's student portfolio.
- 3) This activity was closed out effective March 31, 2015. CHA no longer requires the waiver to administer the Youth activities because the partners are not using any MTW flexibilities. MTW funding is only used on one of the activities, therefore, the activity will be reported on in the single fund budget area of the Sources and Uses.



V. Sources and Uses of MTW Funds

The Sources and Uses of Funds are reported in the HUD mandated format for the MTW Annual Plan submission. Please note: 1) The HUD FDS line items listed are prepopulated. CHA has a source (revenue) that is not listed as an option in the listed items. 2) The difference of expenditures over revenue is funded through reserves. 3) This is a 9 month budget (April 2015 – December 2015). CHA will begin a operating on a calendar year January 2016.

Form 50900: Elements for the Annual MTW Plan and Annual MTW Report		
Attachment B		
(V) Sources and Uses of Funds		
Annual MTW 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		
<p>PHAs shall provide the estimated sources and amounts of MTW funding by FDS line item.</p>		
Sources		
FDS Line Item	FDS Line Item Name	Dollar Amount
70500 (70300+70400)	Total Tenant Revenue	3041420
70600	HUD PHA Operating Grants	42402984
70610	Capital Grants	4147027
70700 (70710+70720+70730+70740+70750)	Total Fee Revenue	243422
71100+72000	Interest Income	42980
71600	Gain or Loss on Sale of Capital Assets	\$0
71200+71300+71310+71400+71500	Other Income	10625950
70000	Total Revenue	60503783

Estimated Uses of MTW Funding for the Fiscal Year

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

Uses		
FDS Line Item	FDS Line Item Name	Dollar Amount
91000 (91100+91200+91400+91500+91600+91700+91800+91900)	Total Operating - Administrative	7076446
91300+91310+92000	Management Fee Expense	2203597
91810	Allocated Overhead	0
92500 (92100+92200+92300+92400)	Total Tenant Services	3295636
93000 (93100+93600+93200+93300+93400+93800)	Total Utilities	2342831
93500+93700	Labor	0
94000 (94100+94200+94300+94500)	Total Ordinary Maintenance	7728504
95000 (95100+95200+95300+95500)	Total Protective Services	698675
96100 (96110+96120+96130+96140)	Total insurance Premiums	311687
96000 (96200+96210+96300+96400+96500+96600+96800)	Total Other General Expenses	4851752
96700 (96710+96720+96730)	Total Interest Expense and Amortization Cost	1141554
97100+97200	Total Extraordinary Maintenance	200000
97300+97350	Housing Assistance Payments + HAP Portability-In	34147916
97400	Depreciation Expense	0
97500+97600+97700+97800	All Other Expenses	0
90000	Total Expenses	63998598

Describe the Activities that Will Use Only MTW Single Fund Flexibility

Center for Employment Services (CES) - During the time period of January – December 2014, CES has placed 110 CHA residents in jobs. In 2014, CES extended services to several communities of CHA. The selected communities were Southside Homes, Dillehay Courts and Gladedale. CES provides outreach and recruitment for all CHA properties; however, the three stated communities served as a test to develop future strategies for services to be extended to communities that current do not receive structured supportive services.

The goals of this special outreach were to:

- 1) Educate residents on the services offered at CES
- 2) Connect residents to the job readiness, GED and job placement programs
- 3) Test the ability to conduct special training programs on the selected sites

Here are a few of the outcomes:

- 1) Job counseling was provided onsite on a weekly basis for residents to assist with basic job searching activities (resume development, interview techniques, etc.) (Dillehay and Southside)
- 2) ServeSafe food service training) was conducted at Southside Homes with 3 individuals employed after completion. (Have a great story here)
- 3) At Dillehay, Getting Ahead in a Just Getting by World was conducted with 18 graduates.
- 4) 3 residents at Gladedale completed CNA and Phlebotomy training after a health services outreach was conducted onsite with a local training provider.

Overall, CES has identified ways to bring services to communities throughout the portfolio. Adequate space will limit the ability for some communities to host onsite event, however, advanced planning will help in the future engagement of resident residing in close proximity to selected sites.

With Every Heart Beat is Life (WEHL) - The With Every Heartbeat is Life Program educates our residents on the importance of cardiovascular disease awareness, making healthy food selections, and the importance of physical activity. To date, there have been 15 classes completed with a total of 524 participants coming thru the program. Since January 2014, WEHL has hosted classes at Southside, Parktowne Terrace, Tarlton Hills, Steele Creek, Autumn Place and the Carole Hoefener Community Center. The total number of graduates in 2014 was 103.

All participants that successfully completed the WEHL program have demonstrated increased knowledge in signs and symptoms of a stroke and heart attack. Additionally, they now have the ability to recognize a healthy BMI (Body Mass Index), a healthy blood pressure reading and a healthy glucose reading.

The With Every Heartbeat is Life Program strongly believes in the each one teach one method. This means sharing what you learn with others. This method is used to educate Public Housing Communities through Mecklenburg County in hopes of developing healthy communities and a Heart Healthy population.

MAXimize Your Potential Tutoring Program - The Charlotte Housing Authority has 28 youth participating in this new all encompassing youth development program that aims to provide the skills needed to prepare 9th and 10th graders for academic success in high school, college and beyond. Over the course of 8 weeks, students will participate in stimulating workshops and activities designed to develop intrinsic

motivation and the confidence students need to be successful. To help improve their academic performance, students will receive tutoring in Math and English via one-on-one and group sessions and the use of innovative online learning resources such as Khan Academy and Quizlet. These measures combined ensure that we MAXimize our student's potential.

Resident Safety - The Resident Safety Department is comprised of two components, the investigative incidents for Public Housing communities and incidents for the Housing Choice Voucher Program. The Resident Safety Department is charged with the challenge of enhancing the quality of life for our residents and surrounding communities through crime prevention and deterrent initiatives. These initiatives focus on the safety and protection of our consumers and assets. The department is also charged with ensuring that all participants of the HCV program adhere to the HUD policies, CHA procedures and all applicable laws. The major focal point is on the capturing, resolving and deterring program violations and fraud.

Overall Part 1 Crime Stats for Charlotte Housing Authority communities resulted into a (-30% decrease) in comparison to the same time frame for over a three year average. The Third-Party communities had a (-23% decrease) in Part 1 Crimes. One point of reference is that both CHA managed and Third-Party managed sites crime trends are parallel to each other over a five year time period. Analyzing and monitoring Part 1 Crime Statistics give us the ability to gain a snap shot of the pulse of the communities.

V.2.Plan.Local Asset Management Plan

B. MTW Plan: Local Asset Management Plan

Is the PHA allocating costs within statute?

Y	o	
	r	
	o	
	r	N

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

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

Has the PHA provided a LAMP in the appendix?

<input type="checkbox"/>	o	<input type="checkbox"/>
<input type="checkbox"/>	r	<input type="checkbox"/>

PHAs should provide a brief summary of any changes in the Local Asset Management Plan in the body of the Plan. **This is not applicable to CHA**

VI. Administrative

- A. A resolution is attached as Appendix B.
- B. The Charlotte Housing Authority's draft FY2016 Annual MTW Plan was posted on October 16, 2014 through November 17, 2014 at the CHA's Administrative office at 400 East Boulevard, all CHA managed properties, the agency website, the main branch of Charlotte-Mecklenburg's Public Library System, and the offices of City Hall. Notice of the Plan's viewing availability and public hearing date was posted at the CHA Administrative office, all CHA managed sites and the following newspapers: La Noticia, Charlotte Post, and the Charlotte Observer. MTW staff attended community meetings for the Public Housing program to announce the MTW plan viewing dates. Notice was also attached to rent invoices and community newsletter of the public housing residents.

The Authority's draft FY2016 Annual MTW Plan public hearing was held on November 18, 2014 at 5:00 pm at CHA's Board of Commissioners monthly meeting at 400 East Boulevard, Charlotte NC 28203. See Appendix A for comments received during the Public Hearing.

- C. CHA's evaluation of the entire agency demonstration program is being conducted by The Center for Urban and Regional Studies at The University of North Carolina at Chapel Hill. An interim report will be provided in the FY2015 Annual Report.



VII. Appendices

Appendix A Public Review and Comment Documentation

Appendix B CHA Board Resolution

Appendix C HUD Certification of Compliance

Appendix D Listing of CHA Ongoing Moving Forward Initiatives

Appendix E Listing of Developments with Public Housing and Project-Based Units

Appendix F Hardship Policy

Appendix G Work Requirement Policy

Appendix H Rent Reform Overview

Appendix I Sample Bedroom Rent Bands

Appendix J Community Service Policy

Appendix K Violence Against Women Act

Appendix L Community Based Rental Assistance Policy

Appendix M Other Agency Activity

Appendix N Demolition/Disposition Activity

Appendix O Planned Capital Improvements

Appendix P 2014 Capital Fund ACC Amendment

Appendix Q Homeownership Hardship Policy

Appendix R Statement of Family Obligations for Homeownership Program

Appendix S HUD Approval of VASH Participation in Biennial Reexamination

APPENDIX A

PUBLIC HEARING/RESIDENT COMMENTS DOCUMENTATION

The public hearing for the FY2016 Moving Forward Annual Plan was held on Tuesday, November 18, 2014 at 5:00 PM at the CHA Board of Commissioners meeting which takes place at the Central Office located at 400 East Boulevard.

A notice of the public hearing logistics was posted on the rent invoices of CHA managed properties in October, as well as the November public housing newsletter. Additionally, the CHA MTW Coordinator announced the opportunity to speak at the public hearing at mandatory public housing meetings throughout the year. Flyers were posted at the sites, CHA main lobby and Housing Choice Voucher lobby regarding the Annual Plan availability and the public hearing date, time and location. A formal public hearing notice was placed in the Charlotte Observer, Charlotte Post and La Noticia newspapers on Wednesday, October 15, 2014.

A complete copy of the Annual Plan was made available at the CHA managed sites, the CHA administrative office, Main Public Library, Old City Hall and CHA's website www.cha-nc.org on Thursday, October 16, 2014. These locations were checked throughout the 30 day review period to ensure the copy was still in place and replaced if not.

In attendance at the Board of Commissioners meeting that held the public hearing, were 20 staff, including the CEO, CHA's General Counsel, 5 board members (2 via conference call), 1 resident who serves as the Resident Advisory Council President and Ms. Puckett.

There were no written comments received.

CHA responded to Ms. Puckett and the CHA Board of Commissioners on Ms. Puckett's comments.

Comments from the Public Hearing were as follows:

Ms. Lucille Puckett, PO Box 790882 Charlotte NC 28206

"Good Evening Everyone, My name is Lucille Puckett, my address is PO Box 790882 Charlotte NC 28206. I am here to talk about the noticing of the public forum. I went to 3 sites and could not find the noticing/ the information there or either the office was closed. Also, I went on the website to try to view it and it is not there. I searched, I searched and I searched. Under one of you all's heading that has Notice of Public Hearing, the only thing that I found there was something from August 19 and it was something for modification to Chapter 9, as well as the Appendix K. There was nothing there that notice this meeting here tonight and that is an issue. One the residents or the public should not have to run this information down. If you all say it's supposed to be on the website it should definitely be there. We shouldn't have to dig for it. I mean, even if it was there,

APPENDIX A

there should be something on there, maybe a link on the front of the screen. But, I definitely went to the Notice of Public Hearing and there was nothing there in reference to this meeting. The only reason why I knew about this is because I was in one of the sites and I saw a newsletter and it did reference the meeting tonight. and that made me want to go to want to know more about this meeting was supposed to be about tonight and want to get more information and I could not find it. So, I have not had an opportunity to review it and it don't seem like it's anyone else here to oppose it. But, I just want it to be known for the record it was not in the places that it was stated and definitely not on the website.

RESOLUTION**APPROVE THE ADOPTION OF THE CHA FISCAL YEAR 2015-2016 MOVING FORWARD ANNUAL PLAN; AND AUTHORIZE SUBMISSION OF THE MOVING FORWARD ANNUAL PLAN FOR FISCAL YEAR 2015-2016 TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD).**

WHEREAS, Moving to Work (MTW) is a demonstration program authorized by Congress and implemented by the U.S. Department of Housing and Urban Development;

WHEREAS, in establishing MTW, Congress granted broad authority to housing authorities to design programs that would achieve three primary goals:

- Reduce cost and achieve greater costs effectiveness in Federal expenditures;
- Give incentives to families with children where the head of household is working, is seeking work, or is preparing for work by participating in job training, educational programs, or programs that assist people to obtain employment and become economically self-sufficient; and
- Increase housing choices for low-income families;

WHEREAS, the MTW agreement provides CHA with the authority to design and test innovative, locally-designed housing and self-sufficiency strategies for low-income families;

WHEREAS, on November 18, 2014, the CHA Board of Commissioners conducted a public hearing on the FY 2015-2016 Moving Forward Annual Plan;

WHEREAS, CHA certifies that the housing assisted under the demonstration program is safe, decent, sanitary, and in good repair, according to an inspection protocol established or approved by the Secretary;

WHEREAS, CHA provides certifications and other submissions as required by HUD; and

WHEREAS, CHA is requesting the Board of Commissioners to adopt CHA's FY 2015-2016 Moving Forward Annual Plan and authorize the submission of the FY 2015-2016 Moving Forward Annual Plan to HUD.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the City of Charlotte that:

1. All initiatives in the Moving Forward Annual Plan shall be reviewed and approved by the appropriate level of the Board of Commissioners before they are implemented.

2. CHA's FY 2015-2016 Moving Forward Annual Plan is hereby adopted.
3. The Chair of the Board of Commissioners and the Chief Executive Officer are hereby authorized to execute any required documents, certifications or HUD forms related to the approval and filing of CHA's FY 2015-2016 Moving Forward Annual Plan.
4. The Chief Executive Officer is authorized to submit CHA's FY 2015-2016 Moving Forward Annual Plan and such other required documents, certifications or forms to HUD with such changes, additions, corrections or amendments as deemed necessary or appropriate or as may be required by HUD.
5. The Chief Executive Officer is hereby authorized to negotiate with HUD regarding any portion of CHA's FY 2015-2016 Moving Forward Annual Plan and to carry out other actions relating to the plan.

RECORDING OFFICER'S CERTIFICATION

I, A. Fulton Meachem, Jr., the duly appointed Secretary of the Housing Authority of the City of Charlotte, North Carolina, do hereby certify that this resolution was properly adopted at a regular meeting held December 16, 2014.

BY:



A. Fulton Meachem, Jr.
Secretary

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

Attachment B

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 4/1/15 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.

13. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
15. The PHA will provide HUD or the responsible entity any documentation needed to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58. Regardless of who acts as the responsible entity, the PHA will maintain documentation that verifies compliance with environmental requirements pursuant to 24 Part 58 and 24 CFR Part 50 and will make this documentation available to HUD upon its request.
16. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
17. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
18. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.
19. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments) and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
20. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the Moving to Work Agreement and Statement of Authorizations and included in its Plan.
21. All attachments to the Plan have been and will continue to be available at all times and all locations that the Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its Plan and will continue to be made available at least at the primary business office of the PHA.

Housing Authority of the City

of Charlotte, NC

NC003

PHA Name

PHA Number/HA Code

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

Geraldine Sumter

Board Chairperson

Name of Authorized Official

Title



4-2-15

Signature

t

Date

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

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APPENDIX D

Housing Authority of the City of Charlotte
Moving Forward Initiatives Summary

APPROVED HUD INITIATIVES	DESCRIPTION	FISCAL YEAR IDENTIFIED	STATUS
Biennial Review	Re-certifications for all CHA households are conducted bi-annually; criminal background checks are conducted at recertification for family members 16 years of age or older.	2008-2009	Implemented FY2010–2011 Ongoing
Rent Reform and Work Requirement	Rent calculation modified and minimum rent increased. A hardship policy is in place. A Work Requirement Initiative was implemented in FY 2010 – 2011 for households receiving case management.	2009-2010	Implemented FY2010-2011 Ongoing
Site-based waiting lists Public Housing and Project Based Section 8.	All public housing and Project-based Section 8 property waiting lists are managed at the site level. Applicants must apply at the site for occupancy.	2008-2009	Implemented FY2008–2009 Ongoing
Good Neighbor Training	CHA provides “Good Neighbors” type training for all new and existing Housing Choice Voucher and public housing participants to assist families in their acclimation into a neighborhood.	2007-2008	Implemented FY2007-2008 Ongoing
Adopt investment policies consistent with state law	CHA adopted investment policies that are consistent with state law to achieve a portfolio which is safer, more liquid and obtains competitive yield.	2008-2009	Implemented FY2008–2009 Ongoing
Modify Project-Based Section 8 inspection procedures	CHA received approval from HUD to waive the requirement for an initial Housing Quality Standards (HQS) inspection on newly constructed Project-Based Section 8 units and utilize local building standards inspection and subsequent issuance of a Certificate of Occupancy (CO) as a substitution of the initial or move-in inspection.	2008-2009	Implemented FY2008–2009 Ongoing
Community Based Rental Assistance (Project-Based Section 8 Process)	Simplified the selection process in order to maximize the number of quality Section 8 assisted units throughout Charlotte. Includes Traditional, Housing for Persons with Disabilities, special needs and homeless and Local Rental Subsidy activities	2008-2009	Implemented FY2008–2009 Ongoing
Resident Safety Initiatives	The Resident Safety Department expanded the types of crime prevention initiatives and program enforcement initiatives for CHA public housing sites.	2009-2010	Implemented FY2009–2010 Ongoing
Moving Forward Supportive Services	Moving Forward Supportive Services is designed to stabilize and improve families by fortifying them through education, life skills, motivation and employment training to compete in the economic marketplace.	2008-2009	Implemented FY2008–2009 Ongoing
Youth Initiatives	CHA is focused on providing services for youth that connect them to programs and services that address truancy, post-secondary education preparation, and academic performance improvement.	2008-2009	Implemented FY2008–2009 Ongoing
Participant and landlord tracking program	The University of North Carolina at Charlotte (UNCC) utilized a Geographic Information Science (GIS) mapping system to identify voucher holders within Mecklenburg County in order to analyze the census tracts with a large number of Housing Choice voucher holders to assist with deconcentration.	2007-2008	Implemented FY2007–2008 Ongoing
Increase acquisition and rehabilitation of	CHA established a strategy and adopted a policy to increase the acquisition and rehabilitation of	2008-2009	Implemented FY2008–2009

APPENDIX D

APPROVED HUD INITIATIVES	DESCRIPTION	FISCAL YEAR IDENTIFIED	STATUS
existing multi-family properties	existing multifamily properties.		Ongoing
Land Acquisition for Future Use	CHA designed local standards to guide land purchases in desirable, rapidly growing areas to provide more housing choices.	2008-2009	Implemented FY2008–2009 Ongoing
Local Non-Traditional	CHA used funds outside of Sections 8 and 9 to: Acquire general partnership interest; construct mixed-income housing; renovate, construct and operate supportive housing; implement a local rental subsidy program and convert units to public housing.	2010-2011	Implemented FY2010-2011 Ongoing
Streamline Project-Based Vouchers (PBV) and Public Housing Regulations at Mixed-Income Developments	Modified its Project-Based voucher (PBV) and Public Housing policies to blend the program and simplify administration when units reside in the same development/building.	2014-2015	Implemented FY2014-2015
Public Housing No Assistance Termination Policy	Terminate the housing of participants that reach the ceiling/market rent in a mixed-income development and has income that qualifies them to pay that rent for 6 months. The household will be considered “graduated”, however, they will remain in the unit and the next market rate unit which becomes available will become a public housing unit.	2014-2015	Implemented FY2014-2015
Biennial Inspection of Housing Choice Voucher Units	Modified the frequency of HQS inspections by inspecting qualifying housing stock biennially. Only properties and units that meet certain criteria will be categorized as a High Performance Unit (HPU), thus qualifying for biennial inspections.	2014-2015	Implemented FY2014-2015

Appendix E Developments with Public Housing and Project-Based Units

<i>Development</i>	<i># of PH</i>	<i># of PBV</i>
940 Brevard	40	60
Ashley Square at Southpark	22	14
McAden Park	30	30
McCreesh Place	63	25
Moore Place	34	51
Prosperity Creek	72	84
Seigle Point	102	18
SpringCroft at Ashley Park	18	18
Steele Creek	60	60
Woodlawn House	52	52
Total	493	412
Grand Total	905	

HARDSHIP POLICY

LAST AMENDED: JUNE 21, 2011

Applying for Hardship Rent

The Hardship Review Committee was created to review individual cases of significant rent burdens or increases for families with high cost of living, childcare or medical expenses.

Residents can request a Hardship Waiver Request form from their manager. Residents must make their request for Hardship Review, including documentation of qualification, no later than thirty (30) calendar days after notification of increased rent, expiration of an existing approved hardship or the occurrence of a hardship event.

Who Qualifies for a Hardship Rent?

In order for a family to qualify for a hardship exception the family's circumstances must fall under one of the following hardship criteria:

- The family has lost eligibility or is awaiting an eligibility determination for federal, state or local assistance, including a family with a member who is a non-citizen lawfully admitted for permanent residence under the Immigration and Nationality Act, and who would be entitled to public benefits but for Title IV of the Personal Responsibility and Work Opportunity Act of 1996.
- The family would be evicted as a result of the imposition of the minimum rent requirement;
- The income of the family has decreased because of changed circumstances, including loss of employment, change in Household composition, or other circumstances as determined by the CHA or HUD
- When the family has a significant increase in expenses because of changed circumstances, for medical costs, childcare, transportation, or education
- When a death has occurred in the family (spouse, child, brother, sister, aunt, uncle, niece, nephew or in-law) and the expenses for funeral, burial and related expenses has caused a financial hardship to the family.

How does the committee work?

The Hardship Review Committee meets regularly to review each resident's Hardship Waiver Request. The Hardship Review Committee will examine each family's circumstances on a case-by-case basis. The Hardship Review Committee has a choice of six (6) remedies it can recommend as it deems appropriate, to reduce a qualifying Household's rent burden:

- Temporary suspension of rent (90 days);
- Set interim rent at pre-rent reform rent for a specified period of time not to exceed one (1) year
- Long Term waiver of minimum rent (not to exceed twelve months)
- Extend \$100 monthly rent increase cap for up to one (1) year (not to exceed a total of two (2) years during the participant's tenancy/assistance with CHA)
- Phase \$100 per month rent increase cap out over specified period of time beyond the 2 year remedy described above
- Appropriate combination of remedies listed above

The Hardship Committee will send its decision to the property management coordinator. The coordinator will return the decision to the appropriate manager and applicant.

Applicants who disagree with the Committee's decision can request a Grievance hearing. CHA will take no action to change a resident's rent in cases where a Grievance hearing has been requested until such time as the Grievance process has concluded.

If the resident is approved for a hardship, and the hardship expires, the resident can re-apply as needed. There is no limit to the number of hardship requests which can be made.

**WORK REQUIREMENT POLICY
LAST AMENDED: JUNE 21, 2011**

CHA believes it is essential to create a clear expectation that all participants who are non-elderly and non-disabled should work. To this end, CHA plans to institute a work requirement under which the Head of Household will be expected to work full-time in the final phase (however, the requirement can be fulfilled by any adult in the household or a combination of the adults in the household). Full-time work is defined as employment for 30 hours or more per week.

When the program is launched, all non-working residents (except the elderly and persons with disabilities) will undergo an assessment to determine the extent of any barriers to work. Participants who are prepared for work will be urged to look for work. Participants who are not prepared will be given other work participation activities to help them prepare for work, including life skills education, volunteering, and short-term vocational training.

During the first introductory phase of the program, no participants will be sanctioned for failure to comply with the policy. This will give participants time to address barriers to work and better understand the policy.

After the introductory phase has passed, Head of Households will be expected to exhibit a good-faith effort to find work for a minimum of 15 hours a week and/or participate in other work participation activities, if determined to be appropriate by the case manager. Each additional adult Household member will increase the hours of work required by 5 hours/week. (i.e. 3 adult household members would be $15 + 5 + 5 = 25$ hours per week for the household)

At the beginning of the final phase of the work requirement, CHA will begin requiring the Head of Household to work full-time (at least 30 hours /week). Each additional adult Household member will increase the number of work hours required by 10 hours/week (i.e. 3 adult household members would be $30 + 10 + 10 = 50$ hours per week for the household).

Residents who fail to comply with the terms of the Work requirement policy may be sanctioned. The sanctions will increase in magnitude the longer a participant is in non-compliance, sanctions shall be applied in phases as follows:

Improvement Period: Participant will have a two (2) month grace period to cure non-compliance, if not cured within two (2) months, Probationary sanctions will be applied. Residents may be granted extensions if in compliance with their established improvement plan.

Appendix G

Probationary Period: Participant will lose 50% of their rental assistance for up to six (6) months. If they fail to correct the non-compliance within three (3) months, non-compliance sanctions will be applied.

Non-Compliance Period: Participant will lose 100% of their rental assistance for six (6) months and will be required to pay the established market rent. Participant still has the option to cure the non-compliance during the 6-month period while they are paying market rent. If the Participant fails to cure the non-compliance by the end of the 6-month period they will continue to pay market rent and move to Termination.

Termination: Termination will begin and the Participant's incentive account, if any, is forfeited due to non-compliance. For Section 8 participants this means they will lose their voucher eligibility permanently, but can remain unassisted in their current unit; for public housing residents they will lose their eligibility for public housing assistance, will pay ceiling rent (market rent for the unit) and their lease will be terminated for program non-compliance at the annual renewal.

Residents who have a second incident of Probation within twelve (12) months of the initial incident of Probation will move directly to the Non-Compliance Period of the sanctions.

Residents who have a third improvement period occurrence within twenty-four (24) months of the initial incident of probation will move directly to the Non-Compliance Period of the sanctions.

Rent Reform Overview

The new rent calculation is an income-based, stepped rent with stepped escrow deposits. The income bands are a \$2,500 range with the stepped rent being 30% of the range low end. For example, in a \$5,000 – \$7,499 annual income band, the low end of \$5,000 is divided by the 12 months of the year and multiplied by 30%. The total tenant payment required by the tenant would be \$125. Annual adjusted income will be used to establish the income band. Escrow deposits will begin when the household adjusted income including wages reaches \$12,500 and ends when the household adjusted income reaches 70% of Area Median Income (AMI) or 3 years after reaching 40% of AMI, whichever comes first. Incentive accounts can be disbursed for any reason when they leave subsidized housing as long as they leave in good standing. But while they continue to receive a subsidy, withdrawals are limited to amounts needed to help participants overcome specific verifiable barriers to work. A ceiling flat rent was established at CHA Fair Market Rents (public housing only) by bedroom size and is reviewed/updated annually every fall.

In FY11, the Rent Reform and Work Requirement initiatives were split. Rent Reform began for all conventional public housing and Section 8 participants on December 1, 2010. Participants are still granted interim rent recertifications between annual recertifications provided they have met the established criteria. If there is a decrease in the family’s income or an increase in medical expense or childcare expense which is expected to last longer than thirty days (and will change their flat deduction eligibility), the participant may request that an interim recertification be performed. Participants must still report changes in family size.

Income earned by seasonal employment will be annualized if the employee has maintained employment for more than 60 days. Employees of temporary agencies will be annualized after an initial 30 days of assignments.

Income from assets with a combined value of less than \$5,000 will be excluded. The annual recertification will include self certification for households with combined assets at or below \$5,000, or third party verification for assets over \$5,000. Traditional medical and childcare deductions are eliminated. Participants need only verify enough non-reimbursable expenses to meet the requested deduction level listed below.

Medical Expenses	Medical Deduction	Childcare Expense	Childcare Deduction
\$0 - \$2,499	\$0	\$0 - \$2,499	\$0
\$2,500 - \$4,999	\$2,500	\$2,500 - \$4,999	\$2,500
\$5,000 - \$7,499	\$5,000	\$5000 - \$7,499	\$5,000
\$7,500+	\$7,500	\$7,500+	\$7,500

APPENDIX I

Sample 2 Bedroom Rent Bands					
	Minimum Rent		75		
	Fair Market Rent		813		
Income Range		30% of low end	TTP	Incentive Account Deposit	
\$0	\$2,499	\$0	\$75	\$0	Minimum Rent is greater than 30% of income
\$2,500	\$4,999	\$63	\$75	\$0	
\$5,000	\$7,499	\$125	\$125	\$0	
\$7,500	\$9,999	\$188	\$188	\$0	
\$10,000	\$12,499	\$250	\$250	\$0	
\$12,500	\$14,999	\$313	\$313	\$25	
\$15,000	\$17,499	\$375	\$375	\$40	
\$17,500	\$19,999	\$438	\$438	\$55	
\$20,000	\$22,499	\$500	\$500	\$70	
\$22,500	\$24,999	\$563	\$563	\$85	
\$25,000	\$27,499	\$625	\$625	\$100	****40% AMI reached, 3 year incentive period begins
\$27,500	\$29,999	\$688	\$688	\$100	
\$30,000	\$32,499	\$750	\$750	\$100	
\$32,500	\$34,999	\$813	\$813	\$100	Ceiling Rent is reached, rent does not increase unless fair market rent increases
\$35,000	\$37,499	\$875	\$813	\$100	
\$37,500	\$39,999	\$938	\$813	\$100	
\$40,000	\$42,499	\$1,000	\$813	\$100	
\$42,500	\$44,999	\$1,063	\$813	\$100	
\$45,000	\$47,499	\$1,125	\$813	\$0	**70% AMI is reached, incentive account deposits end
\$47,500	\$49,999	\$1,188	\$813	\$0	

APPENDIX I

Sample 3 Bedroom Rent Bands					
	Minimum Rent		75		
	Fair Market Rent		1096		
Income Range		30% of low end	TTP	Incentive Account Deposit	
\$0	\$2,499	\$0	\$75	\$0	Minimum Rent is greater than 30% of income
\$2,500	\$4,999	\$63	\$75	\$0	
\$5,000	\$7,499	\$125	\$125	\$0	
\$7,500	\$9,999	\$188	\$188	\$0	
\$10,000	\$12,499	\$250	\$250	\$0	
\$12,500	\$14,999	\$313	\$313	\$25	
\$15,000	\$17,499	\$375	\$375	\$40	
\$17,500	\$19,999	\$438	\$438	\$55	
\$20,000	\$22,499	\$500	\$500	\$70	
\$22,500	\$24,999	\$563	\$563	\$85	
\$25,000	\$27,499	\$625	\$625	\$100	****40% AMI reached, 3 year incentive period begins
\$27,500	\$29,999	\$688	\$688	\$100	
\$30,000	\$32,499	\$750	\$750	\$100	
\$32,500	\$34,999	\$813	\$813	\$100	
\$35,000	\$37,499	\$875	\$875	\$100	
\$37,500	\$39,999	\$938	\$938	\$100	
\$40,000	\$42,499	\$1,000	\$1,000	\$100	
\$42,500	\$44,999	\$1,063	\$1,063	\$100	
\$45,000	\$47,499	\$1,125	\$1,096	\$0	Ceiling Rent is reached, rent does not increase unless fair market rent increases **70% AMI is reached, incentive
\$47,500	\$49,999	\$1,188	\$1,096	\$0	

APPENDIX I

Sample 4 Bedroom Rent Bands					
	Minimum Rent		75		
	Fair Market Rent		1359		
Income Range		30% of low end	TTP	Incentive Account Deposit	
\$0	\$2,499	\$0	\$75	\$0	Minimum Rent is greater than 30% of income
\$2,500	\$4,999	\$63	\$75	\$0	
\$5,000	\$7,499	\$125	\$125	\$0	
\$7,500	\$9,999	\$188	\$188	\$0	
\$10,000	\$12,499	\$250	\$250	\$0	
\$12,500	\$14,999	\$313	\$313	\$25	
\$15,000	\$17,499	\$375	\$375	\$40	
\$17,500	\$19,999	\$438	\$438	\$55	
\$20,000	\$22,499	\$500	\$500	\$70	
\$22,500	\$24,999	\$563	\$563	\$85	
\$25,000	\$27,499	\$625	\$625	\$100	****40% AMI reached, 3 year incentive period begins
\$27,500	\$29,999	\$688	\$688	\$100	
\$30,000	\$32,499	\$750	\$750	\$100	
\$32,500	\$34,999	\$813	\$813	\$100	
\$35,000	\$37,499	\$875	\$875	\$100	
\$37,500	\$39,999	\$938	\$938	\$100	
\$40,000	\$42,499	\$1,000	\$1,000	\$100	
\$42,500	\$44,999	\$1,063	\$1,063	\$100	
\$45,000	\$47,499	\$1,125	\$1,125	\$100	**70% AMI is reached, incentive account deposits end
\$47,500	\$49,999	\$1,188	\$1,182	\$0	
\$50,000	\$52,499	\$1,250	\$1,250	\$0	
\$52,500	\$54,499	\$1,313	\$1,313	\$0	
\$55,000	\$57,499	\$1,375	\$1,359	\$0	Ceiling Rent is reached, rent does not increase unless fair market rent increases

APPENDIX I

Sample 5 Bedroom Rent Bands					
	Minimum Rent		75		
	Fair Market Rent		1359		
Income Range		30% of low end	TTP	Incentive Account Deposit	
\$0	\$2,499	\$0	\$75	\$0	Minimum Rent is greater than 30% of income
\$2,500	\$4,999	\$63	\$75	\$0	
\$5,000	\$7,499	\$125	\$125	\$0	
\$7,500	\$9,999	\$188	\$188	\$0	
\$10,000	\$12,499	\$250	\$250	\$0	
\$12,500	\$14,999	\$313	\$313	\$25	
\$15,000	\$17,499	\$375	\$375	\$40	
\$17,500	\$19,999	\$438	\$438	\$55	
\$20,000	\$22,499	\$500	\$500	\$70	
\$22,500	\$24,999	\$563	\$563	\$85	
\$25,000	\$27,499	\$625	\$625	\$100	****40% AMI reached, 3 year incentive period begins
\$27,500	\$29,999	\$688	\$688	\$100	
\$30,000	\$32,499	\$750	\$750	\$100	
\$32,500	\$34,999	\$813	\$813	\$100	
\$35,000	\$37,499	\$875	\$875	\$100	
\$37,500	\$39,999	\$938	\$938	\$100	
\$40,000	\$42,499	\$1,000	\$1,000	\$100	
\$42,500	\$44,999	\$1,063	\$1,063	\$100	
\$45,000	\$47,499	\$1,125	\$1,125	\$0	**70% AMI is reached, incentive account deposits end
\$47,500	\$49,999	\$1,188	\$1,188	\$0	
\$50,000	\$52,499	\$1,250	\$1,250	\$0	
\$52,500	\$54,999	\$1,313	\$1,313	\$0	
\$55,000	\$57,499	\$1,375	\$1,359	\$0	Ceiling Rent is reached, rent does not increase unless fair market rent increases

Charlotte Housing Authority

Lease Excerpt for Community Service Policy

PART D: OBLIGATIONS OF THE RESIDENT

24. To participate at least eight (8) hours a month in a community service program, (if required by the Charlotte Housing Authority or HUD) unless Resident is exempt from participating in such a program.

26. To participate in the "Work Supports" program and be in compliance with the work requirement of said program as outlined in the work requirement policy in the Housing Occupancy Plan when residing at a participating community. Residents at a non-participating community will be notified at least 60 days prior to the required participation in the moving forward initiatives.

VIOLENCE AGAINST WOMEN ACT (VAWA)

To comply with the Violence Against Women Act (VAWA), the CHA will consider the following:

No applicant for the CHA assisted programs who has been a victim of domestic violence, dating violence, or stalking shall be denied admission into the program if they are otherwise qualified;

Criminal activity directly related to domestic violence, dating violence, or stalking engaged in by a member of a Participant's Household or any guest or other person under the Participant family's control shall not be cause for termination of assistance, tenancy, or occupancy rights if the Participant or an immediate member of the Participant's Household is the victim of that domestic violence, dating violence or stalking;

An incident(s) or documented threatened domestic violence, dating violence, or stalking will not be construed as a serious or repeated violation of the Lease by the victim or threatened victim of that violence, and shall not be good cause for terminating the assistance, tenancy, or occupancy rights of the victim of such violence;

The CHA may terminate the assistance to remove a lawful occupant or tenant who engages in criminal acts or threatened acts of violence or stalking to family members or others without terminating the assistance of victimized lawful occupants;

The CHA may honor court orders regarding the rights of access or control of the property, including Emergency Protection Orders (EPO), Domestic Violence Orders (DVO), and other orders issued to protect the victim and abused to address the distribution or possession of property among Household Members where the family "splits";

There is no limitation on the ability of the CHA to terminate assistance for other good cause unrelated to the incident or incidents of domestic violence, dating violence or stalking, other than the victim may not be subject to a "more demanding standard" than non-victims;

Any protections provided by law which give greater protection to the victim are not superseded by these provisions.

The CHA may require certifications by the victim of victim status on such forms as the CHA and/or HUD shall prescribe or approve.

A CHA program Participant who moves out of an assisted dwelling unit to protect their health or safety and who: 1) is a victim under the Policy; 2) reasonably believes he or she was imminently threatened by harm from further violence if he or she remains in the unit; and 3) has complied with all other obligations of the program may receive permission to move to another unit with continued assistance.

EFFECTIVE DATE

This policy shall be effective upon written approval by HUD following adoption by the CHA, acting through its Board of Commissioners. All prior policy statements of the CHA on the same subject matter shall be superseded by this policy. Upon the effective date, this policy shall apply to all pending applications and existing Leases.

AMENDMENT

The CHA may amend this policy by resolution adopted by its Board of Commissioners at a regular or special meeting. The agenda for such meeting shall indicate consideration of amending the policy. Any such amendment shall be subject to approval by HUD, if applicable, and shall be in accord with applicable HUD regulations.

NOTIFICATION

The CHA will post a copy of this policy at all management offices at least thirty (30) days before consideration by the Board of Commissioners of the CHA. All comments by the Participants, Participant organizations, Participant advisory councils, applicants or other organizations about this policy shall be made in writing. Comments shall be sent to the attention of the COO or his/her designee of the CHA. The CHA shall review all comments before consideration of this policy by the Board of Commissioners. The CHA staff shall include all comments received and CHA responses in the information provided the Board of Commissioners prior to their consideration of adoption of this policy.

Once the policy is adopted, a copy of the policy will be made available to all Participants of Participants' organizations and organizations which make referrals or counsel applicants or Participants. A copy will also be posted in each management office operated by the CHA.

Domestic Violence

There may be cases where a transfer is needed to address a domestic violence situation. Under these cases, the resident and/or appropriate staff must document the basis for the transfer request.

A. Required Documentation for Domestic Violence Transfers

The resident is required to submit reliable and verifiable documentation of their involvement in domestic violence. Sufficient documentation includes, but is not limited to, current restraining order, police report, or certification from a professional. Requests without documentation may be denied.

B. Domestic Violence Transfer Approvals and Denials/Notification Process

- If the request is approved by the Regional Manager, the resident will be notified in writing by first-class mail as soon as possible after the decision has been rendered (with copies sent to the Property. The notification will indicate the decision and the reasons supporting the decision.
- The property manager will locate the appropriate unit, offer the unit to the resident and the resident will be required to contact the appropriate Property Manager (as noted in the Offer Letter) within two (2) working days to schedule their move-in date. Should a resident fail to complete the transfer within the specified period, the transfer will be revoked. The resident will be allowed to remain in their original unit, but will no longer be on the transfer list.
- If the transfer request is denied, or if there is a revocation of an approved transfer, the resident shall be entitled to a Grievance Hearing as noted in the Denial Letter and in accordance with the Charlotte Housing Authority Grievance Procedure.

COMMUNITY BASED RENTAL ASSISTANCE POLICY

Revised May 2013

Overview

The CHA's Community Based Rental Assistance (CBRA) program (also known as the project-based voucher program) encompasses traditional project-based voucher units, Special Needs units (elderly, disabled, supportive housing, supportive service, and homeless), and pilot local rental subsidy programs. The CHA will determine the percentage of housing choice voucher assistance that is project-based under the CBRA program based on organizational strategic goals and public housing authority and/or City/County revitalization efforts.

Simplification of the Process to Project-Base Units

The CHA will utilize a simplified owner proposal selection process to project-base vouchers. The CHA will select CBRA proposals by any of the following methods:

Units Owned by CHA. The CHA is authorized to project-base Section 8 assistance at properties owned directly or indirectly by the Agency, subject to HUD's requirements regarding subsidy layering. Project-based assistance for such owned units does not need to be competitively bid, nor are the owned units subject to any assessments for voluntary conversion. Direct or indirect ownership interest includes, but is not limited to:

- CHA participation as a member in a tax credit or other LLC;
- Direct or indirect ownership interest through a CHA subsidiary;
- CHA ownership of the land on which the community has been or is to be developed; or
- The CHA is funding a portion of the construction costs of the community and subsidizing the operating costs or rents of the community for low income families.

Request for Proposals. The CHA may solicit proposals by using a request for proposals (RFP) process. The RFP process will select proposals on a competitive basis. The CHA will not limit proposals to a single site or impose restrictions that explicitly or practically preclude owner submission of proposals for project-based housing on different sites.

Proposals that were Previously Selected Based on Competition. The CHA may consider an application and select a proposal for housing assisted under a federal, state, or local government housing assistance, community development, or supportive services program (e.g. Low Income Housing Tax Credit (LIHTC), HOME, Housing Trust Fund, Affordable Housing Program, etc.) that included a competitive process. The CHA may consider such applications only if housing was competitively selected within three years of the proposal selection date and where

APPENDIX L

the earlier competitive proposal did not involve any consideration that the project would receive project-based voucher assistance.

Joint Requests for Proposals with the City and State. The CHA may award project-based voucher assistance via competitive process for other affordable housing funds to maximize the impact of its project-based vouchers and to minimize the number of application processes developers face.

Solicitation and Selection of Proposals

CHA will accept proposals on an ongoing basis. CHA may periodically advertise its request for proposals (RFP) for the target categories in The Charlotte Observer. In addition to, or in place of advertising, CHA may also directly contact specific owners that have already been selected through one of the competitive processes above to inform them of available project based assistance.

In order for the proposal to be considered, the proposal must respond to all requirements as outlined in the RFP. Incomplete proposals will not be reviewed.

The CHA will rate and rank proposals in the target categories using the following criteria:

Family Units

1. Must be located in a permissible area as defined by the City of Charlotte's Housing Locational Policy, a City/County approved HouseCharlotte Neighborhood Statistical Area (NSA), or other public housing authority, City/County, or HUD target revitalization area.
2. Families must have one member either working or participating in a work support program. Families must also be participating in a self-sufficiency program. Not all of the PBV units at family sites have an FSS requirement
3. No more than 25% of the units in a family development will be project-based. (*This does not apply to senior and special needs housing*).
4. Developments in neighborhoods within a mile of one of Charlotte's new transportation corridors, including light rail, will be given second priority.

Special Needs Units

1. Category includes units for homeless, disabled, domestic violence, transitional youth and other special needs.
2. Services must be being provided onsite or in coordination with the housing. Higher levels of service provision will be given first priority.
3. Must be located in a permissible area as defined by the City of Charlotte's Housing Locational Policy, a City/County approved HouseCharlotte Neighborhood Statistical Area (NSA), or other public housing authority, City/County, or HUD target revitalization area. Exceptions may be made for

APPENDIX L

special needs units where the poverty rate does not exceed 20%, or the trend in the poverty rate is positive.

4. Developments in neighborhoods within a mile of one of Charlotte's new transportation corridors, including light rail, will be given second priority.

Senior Units

1. Must be located in a permissible area as defined by the City of Charlotte's Housing Locational Policy, a City/County approved HouseCharlotte Neighborhood Statistical Area (NSA), or other public housing authority, City/County, or HUD target revitalization area.
2. Developments in Uptown Charlotte or in neighborhoods within a mile of one of Charlotte's new transportation corridors, including light rail, will be given second priority.
3. Services must be provided onsite or in coordination with the housing. Higher levels of service provision will be given priority if the locational criteria rank equally.

In addition to meeting the above criteria, each deal must meet HUD Site Selection Standards set forth in CFR 983.57. Each deal must also be in compliance with HUD subsidy layering rules, the Fair Housing Act, Davis-Bacon regulations for new construction and all other applicable HUD regulations.

Priority will be given to proposals in any target category that complement other local activities such as the redevelopment of a public housing site under the HOPE VI program, the HOME program, CDBG activities, other development activities in a HUD-designated Enterprise Zone, Economic Community, or Renewal Community.

Prohibition of Assistance for Certain Units

The CHA will determine property eligibility criteria and may provide project-based assistance for transitional housing and other innovative housing types to address Charlotte's affordable housing needs.

Cap on the Number of Project-Based Units

The CHA will provide project-based assistance for excepted units in multifamily buildings that are specifically made available for elderly or disabled families or families receiving supportive services on a project-by-project basis with MTW and/or HUD approval.

In Supportive Housing developments (homeless, disabled, domestic violence, transitional youth, and/or special needs) with less than 20 units, the CHA will provide project-based assistance up to 100% of the units in the project. In supportive housing developments (homeless, disabled,

APPENDIX L

domestic violence, transitional youth, and/or special needs) with more than 20 units, CHA will provide project-based assistance up to 60% of the units in the project. Services must be provided in the coordination of housing for supportive housing developments. The types of services offered to families for a project to qualify for the exception will be determined on a project-by-project basis depending on the target population. Supportive Housing developments may use the McKinney Act definition of disabled for the purposes of determining eligibility for exempted units.

The CHA will require reports to be submitted at least quarterly for supportive housing developments (excluding elderly and disabled developments) to ensure proper monitoring of excepted units.

In family developments or transitional housing programs, families must be receiving FSS supportive services or other self-sufficiency services to qualify for an excepted unit. The CHA, contract service provider, and/or supportive service partner will monitor the excepted family's continued receipt of supportive services and take appropriate action regarding those families that fail without good cause to complete their supportive services requirement. The CHA will require reports to be submitted at least quarterly for family developments to ensure proper monitoring of excepted units.

Site Selection Standards

Per CHA's MTW Agreement, the Authority is authorized to duly adopt, according to the requirements of local law, alternate standards for determining the location of existing, newly constructed or substantially rehabilitated housing to receive subsidy; provided, however, that in lieu of the Site Selection Standards currently set forth in 24 C.F.R. Section 983.57, the agency will comply with the following requirements:

- a. The Agency will comply with the Fair Housing Act and Title VI of the Civil Rights Act of 1964, and implementing regulations thereto, in determining the location of newly constructed or acquired public housing units.
- b. Units may be located in the agency's jurisdiction, including within, but not limited to, the following types of urban areas: (1) an area of revitalization that has been designated as such by the City of Charlotte and/or Mecklenburg County, including Redevelopment Areas and Enhanced Enterprise Communities, (2) an area where public housing units were previously constructed and were demolished, (3) a racially or economically impacted area where the agency plans to preserve existing affordable housing, (4) in connection with a HOPE VI or other HUD funded master planned development, (5) in areas where a needs analysis indicates that subsidized housing represents a low percentage of the total number of housing units in the area or (6) relocating units to an area with a lower concentration of public housing units.
- c. Conduct a housing needs analysis indicating that there is a real need for the housing in the area; and

APPENDIX L

- d. When developing or substantially rehabilitating six or more Section 8 project-based units, the agency will: (1) advise current residents of the subject properties and representative community groups in the vicinity of the subject property by letter to resident organizations and by public meeting, of the agency's revitalization plan and (2) certify to HUD in its MTW Annual Report that the comments from residents and representative community groups have been considered in the revitalization plan. Documentation evidencing that the agency has met the stated requirements will be maintained at the housing authority and submitted to HUD in its MTW Annual Report.

It is the goal of CHA to select sites for CBRA housing that provide for deconcentrating poverty and expanding housing and economic opportunities. In complying with this goal, the CHA will limit approval of sites for project-based housing in census tracts that have poverty concentrations of 20 percent or less.

However, the CHA will grant exceptions to the 20 percent standard where the CHA determines that the project-based assistance will complement other local redevelopment activities designed to deconcentrate poverty and expand housing and economic opportunities in census tracts with poverty concentrations greater than 20 percent, such as sites in:

- A census tract in which the proposed development will be located in a HUD-designated Enterprise Zone, Economic Community, or Renewal Community;
- A census tract where the concentration of assisted units will be or has decreased as a result of public housing demolition and HOPE VI redevelopment;
- A census tract in which the proposed development will be located is undergoing significant revitalization as a result of state, local, or federal dollars invested in the area;
- A census tract where new market rate units are being developed where such market rate units will positively impact the poverty rate in the area;
- A census tract where there has been an overall decline in the poverty rate within the past five years; or
- A census tract where there are meaningful opportunities for educational and economic advancement.

Additionally, the CHA will strive to get as many CBRA units as possible in stable Charlotte neighborhoods, neighborhoods where there is an active neighborhood revitalization plan and/or neighborhoods along Charlotte's new transportation corridors, including the light rail. Priority will be given to developments that meet one or more of the following goals:

- Located in an area of low crime as determined by local law enforcement;
- Located in an area with access to high-performing public schools; or
- Located in neighborhoods within a mile of one of Charlotte's new transportation

APPENDIX L

corridors, including light rail.

Inspecting Units

The CHA will waive the requirement for an initial HQS inspection on newly constructed project-based units and utilize a Certificate of Occupancy (CO) in lieu of an initial inspection.

Site-Based Administration

CHA's CBRA program will utilize simplified property management practices based on private management/private sector models instead of the traditional public housing authority managed project-based voucher model in order to simplify, streamline and enhance the delivery of management services to CBRA communities. The CHA will delegate to the Owner Entities' professional management companies the full responsibility of administering all aspects of the CBRA program including waitlist selection and administration, eligibility, admissions, and occupancy at the property level based on the community's approved tenant selection plan. The Owner Entities' property management is also authorized to administer grievance processes provided that no-cause evictions are not permitted and all policies and practices comply with fair housing and other related requirements.

Lease

The CHA may waive the initial one year lease requirement in Supportive Housing development/programs.

Family Right to Move

CHA has received a waiver of 24 CFR 983.260 Family Right to Move, so that a family will not be offered the opportunity for continued tenant-based rental assistance if they terminate the lease at any time after one year of occupancy. Exceptions to the waiver may be made for:

- Occupancy of a wrong size unit due to change in family composition and property does not have an available unit that meets occupancy standards for the family's size;
- Reasonable accommodation;
- Victims of domestic violence, dating violence, or stalking; and
- Owner refusal to renew the lease without good cause.

Determining Rent to Owner

APPENDIX L

The CHA utilized a waiver of 24 CFR 983.301 in order to implement a more market competitive determination of rent to owner process for the Community Based Rental Assistance (CBRA) Program in order to:

- Create affordable housing developments through public/private partnerships using market principles that maximize the economic viability and sustainability of CHA's mix-income communities.
- De-concentrate poverty by integrating affordable housing options into the following types of areas:
 - "Stable" communities, as defined by the City of Charlotte.
 - Neighborhoods with an active revitalization/transformation plan or eligible for the House Charlotte program or receiving other public development initiatives.
 - Neighborhoods along Charlotte's new transportation corridors, or within a 1/2 mile including light rail.
- Facilitate self-sufficiency among low-income families by increasing access to community resources and amenities that improve quality of life.

CHA's determination of rent to owner process may determine contract rents on a project-by-project basis up to 120% of HUDs fair market rents (FMRs) based on independent market study and analysis. Exceptions to the CHA Payment Standards may be granted with Administration approval based on the following factors:

- The quality of the housing regardless of the submarket.
- The location of the housing with respect to its proximity to revitalization/transformation activities and other public development initiatives.
- CHA's de-concentration efforts, the City of Charlotte's Housing Locational Policy or HouseCharlotte eligible neighborhood.

Charlotte Housing Authority Other Agency Activity

Public Engagement Process

The MTW staff visits CHA managed communities throughout the year to solicit activities, as well as promote the public review and comment period of the MTW Annual Plan. Periodic articles related to the development of the plan and the public review and comment are posted in the Housing Choice Voucher quarterly newsletter and the public housing monthly newsletter. Residents of the public housing program also receive an announcement on their rent invoices. Additionally, the agency posts advertisements in local papers: Charlotte Observer, Charlotte Posts, La Noticia and Creative Loafing to advise of the public review and comment period. The plan is made available on the agency website, in the lobby of the Administrative building, all CHA managed properties, Old City Hall and the main branch of the public library. A public hearing is held prior to the board's vote on the Annual Plan.

Section 3

CHA operates a Section 3 program which is governed by HUD. The program encourages local economic development, neighborhood economic improvement, and individual self-sufficiency. The Section 3 program requires that recipients of certain HUD financial assistance, to the greatest extent feasible, provide job training, employment, and contracting opportunities for low- or very-low income residents in connection with projects and activities in their neighborhoods.

CHA works with business owners to obtain job training, employment and contracting opportunities for public housing residents and/or persons who live in targeted areas and have incomes 80% or below the area median income.

CHA also gives extra consideration of contract awards (administration, management, clerical support, construction) to Section 3 business concerns. A Section 3 business concern is a business that:

- 1) Is 51 percent or more owned by Section 3 residents;
- 2) Employs Section 3 residents for at least 30 percent of its full-time, permanent staff;
or
- 3) Provides evidence of a commitment to subcontract to 3 business concerns, 25 percent or more of the dollar amount of the awarded contract.

Designated Housing Plan

CHA has some communities which have housing designated for elderly families, disabled families, or elderly and disabled families. The list of communities and their designations are available in the agencies Admissions and Continued Occupancy Policy (ACOP).

Ceiling Rent/Flat Rent

CHA does not offer a flat rent under its MTW Rent Reform Initiative; instead a ceiling rent is used. The practice of ceiling rents is clearly noted in the ACOP. CHA has obtained a waiver and will not offer a Flat Rent option.

Center for Employment Services

The Center for Employment Services (CES) is a Moving Forward initiative of the Charlotte Housing Authority to promote employment and self-reliance in West Charlotte. According to CHA, one of the largest barriers to employment that clients in its portfolio face is lack of job skills or training. CES focuses on addressing this issue. To ensure the employment services were accessible, CHA chose a location in West Charlotte on the CATS bus line.

Located at the corner of Caronia Street and Clanton Road, CES provides space to local service providers to bring career development opportunities to the area. Current partners residing at the center include: Charlotte Works, Jacob's Ladder Job Center West, The Benefit Bank, and City Dive, Inc. CHA also utilizes the services of Grace-Mar Services Inc. for job placements.

Additional support for the Center for Employment Services has come through donations from Bank of America in the amount \$25,000 for facility operations, Fifth Third Bank in the amount \$10,500 for computer lab upfits, and IBM with approximately \$10,000 in furniture donations. Also, building maintenance is being delivered by the property management firm, WRH Realty Company, through an operating agreement with the adjacent Arbor Glen site, which is part of the Charlotte Housing Authority's second HOPE VI revitalization.

CES Success Measures

1. Number of clients in training and/or educational programs
2. Number of clients who secure employment
3. Increase in client wages

With Every Heartbeat Is Life

CHA participates in the National Heart, Lung, and Blood Institute's (NHLBI) With Every Heartbeat is Life (WEHL) initiative. Goals of the WEHL program for FY2015-2016 will consist of continuing to promote the WEHL program throughout all CHA communities. Proposed activities include:

- Successfully graduate a minimum of 100 residents

- Implement window gardens for each participant to grow fresh fruits and vegetables at their home

APPENDIX M

- Partner with NHLBI, HUD, University of North Carolina at Charlotte (UNCC), CW Williams and Novant Health Care to educate residents and conduct Body Mass Index (BMI), blood pressure screenings and encourage doctor visits.

CHA residents were trained to be Community Health Workers. As Community Health Workers, they play a key role in promoting better health in African American communities. They help people learn about health issues and show them ways to live healthier lives. Community Health Workers utilize a manual to train community residents, picture cards, recipe booklet featuring heart healthy dishes, and a booklet highlighting techniques families can use to start or maintain activities that promote a heart healthy lifestyle.

Resident Safety Initiative

Using the single fund budget flexibility, CHA implemented Resident Safety Initiatives to reduce Part I crime incident statistics for all CHA sites. The Resident Safety Division measures the Part I crimes as defined by the Uniform Crime Reporting (UCR) Program for the fiscal year. Part I crimes include burglary, assault, rape, homicide, robbery, arson, motor vehicle theft, and larceny.

The Resident Safety Department continues to provide for private security at the elderly sites year round. The family and scattered sites receive private security during the summer months. Surveillance cameras are in operation at four senior high rises and 13 family/scattered sites. Resident Safety staff reviews camera video weekly, based on the volume of calls for services as it relates to criminal incidents.

Atando Apartments Bond Inducement

One of the CHA's historical lines of business is to serve as a conduit issuer of tax-exempt bonds for applicants that wish to build or acquire and rehabilitate affordable residential units. The CHA, along with the City of Charlotte and Mecklenburg County, are the only organizations that can serve as conduit issuers for these bonds in Mecklenburg County. As the bond issuer, the CHA will earn fees at the time of application, at bond issuance, and annually until the bonds are retired.

In August of 2013, staff received an application from Charlotte Mecklenburg Housing Partnership, Inc. (CMHP) to be the conduit issuer of bonds in an amount up to \$10,000,000 for the construction of Atando Avenue Apartments. CMHP is a non-profit development corporation based in Charlotte, NC. The property is located in North Charlotte at the corner of Atando and Statesville Ave. The project will consist of 130 units. CMHP or an affiliate will serve as the developer and as the general partner in the ownership structure.

Rental Assistance Demonstration (RAD)

APPENDIX M

CHA received an update from HUD regarding the agency Rental Assistance Demonstration (RAD) status in December 2014 that stated: *Subject to re-review of their eligibility status, applications on the RAD waiting list that previously received Contingent Approval Letters will be issued Commitments to enter into Housing Assistance Payments (CHAP) contract awards. The Department expects to begin issuing these CHAPs in February 2015.* CHA was issued a Contingent Approval Letter in November 2014. When the CHAP is issued, CHA will begin converting its entire portfolio of public housing to RAD Project Based Voucher units in phases. An amendment to the Housing Stock information will be made after notice is received and scheduling of conversions is completed.

Choice Neighborhoods Initiative

The Charlotte Housing Authority is currently working with the City of Charlotte and community partners to develop a neighborhood Transformation Plan for the Biddleville neighborhood and the Tarlton Hills development and plans to submit an application for a Choice Neighborhoods Initiative Implementation Grant in 2016.

VASH Award

Effective October 1, 2014, CHA was awarded \$249,413 in budget authority for a 12-month term to support 40 HUD-Veterans Affairs Supportive Housing (HUDVASH) vouchers from the Fiscal Year (FY) 2014 allocation. The vouchers will be administered in partnership with the Salisbury VA Medical Center (VAMC), Charlotte Community-Based Outreach Clinic (CBOC), serving Veterans identified in Charlotte.

Hall House

The Charlotte Housing Authority (CHA) submitted a 2013 Final Tax Credit Application to the North Carolina Housing Finance Agency (NCHFA) to redevelop the historic Hall House. While the application received good reviews from NCHFA, we were unsuccessful in receiving a tax credit award. CHA is now focused on a strategy to redevelop the entire 2.2 acre site into a thriving mixed-use development comprised of residential and commercial space that offers the best opportunity for long-term sustainability.

Strawn Cottages

The Charlotte Housing Authority has identified the Strawn site located at 1301 South Boulevard, Charlotte, NC 28203 as a candidate for demolition and disposition. This 16.2 acre property contains CHA's former administrative offices, an activity center and 122 residential cottages that have been identified as obsolete and is underutilized. A cost effective approach to correcting the deficiencies is not readily available and redeveloping the site supports the long term viability of the site and supports CHA's goals as stated in its Moving Forward Annual Plan, as well as the Agency's recently adopted Strategic Plan.

CHA convened an Urban Land Institute (ULI) Panel to evaluate the site in the summer of 2008. A rezoning consultant completed a rezoning in September 2010 that incorporated

APPENDIX M

many ULI and community suggestions into the Strawn Master Plan. Consequently, CHA has renovated the Strawn Tower that houses the elderly and proceeding to execute other facets of redevelopment included in the Strawn Master Plan.

The Strawn Master Plan proposes to replace the existing affordable housing units in a mixed-use and mixed-income community on the same site. The density and intensity of the land use will be dictated by each phase of development.

The City of Charlotte identified storm water issues and improvements needed that would affect the water shed areas that include the Strawn site. The City has committed to perform substantial infrastructure on the Strawn site at their cost. These improvements would be required for any future redevelopment.

CHA has submitted an application for Special Application Center (SAC) for approval, in accordance with CFR 24, Part 970. The SAC application is for demolition. The demolition will be to tear down the Strawn Cottage units, the Strawn Activity Center and the former Administration Building to allow the installation of the new infrastructure. A disposition application will be to sell parts of the site to support the redevelopment of the site meeting stated CHA goals of the Moving Forward Annual Plan. The SAC action will be considered by resident organizations for the development, as well as CHA wide and the CHA Board of Commissioners.

Tall Oaks

CHA plans to submit an application to the Special Application Center (SAC) in calendar year 2015 to seek approval to relocate residents and demolish the existing buildings in order to redevelop the property as a mixed-income development.

Charlottetown Outparcels

The Charlottetown Terrace parcel consists of a 12- story apartment building currently occupied by Section 9 handicapped and disabled residents. Situated on 5.54 +/- acres, CHA intends to create two (2) outparcels to redevelop as part of the CHA's 5-Year Strategic Plan. The intended use will be mixed-income and mixed-use development.

Parktowne Outparcel

The Parktowne Outparcel is 1.6 +/- acres of vacant land adjacent to a six-story senior apartment complex that houses Section 9 residents. The outparcel is zoned for mixed-use development. CHA plans to redevelop the site as part of its adopted 5-Year Strategic Plan.

APPENDIX N

**Charlotte Housing Authority
Demolition/Disposition Activity**

Demolition/Disposition Activity Description	
1a	Development name: Central Office (Held by COCC)
1b	Development (project) number: 3-07
	Activity type: X Demolition X Disposition
3.	Application status Approved X Submitted, pending approval Planned application
	Date application approved, submitted, or planned for submission: 7/2/2014
	Number of units affected: None Coverage of action Part of the development
	Timeline for activity: a. Actual or projected start date of activity: 2012-2016 b. Projected end date of activity: 2016

Demolition/Disposition Activity Description	
a	Development name: Tall Oaks
b	Development (project) number: 3-20
	Activity type: X Demolition X Disposition
	Application status Approved Submitted, pending approval
	Date application approved, submitted, or planned for submission: 2012-2016
	Number of units affected: 79 Coverage of action Part of the development
	Timeline for activity: a. Actual or projected start date of activity: 2012-2016 b. Projected end date of activity: 2016

APPENDIX N

Demolition/Disposition Activity Description	
a	Development name: Hall House
b	Development (project) number: 3-22
	Activity type: Demolition X Disposition
	Application status Approved Submitted, pending approval
	Date application approved, submitted, or planned for submission: 2006 - 2014
	Number of units affected: 191 Coverage of action Part of the development
	Timeline for activity: a. Actual or projected start date of activity: 2006 b. Projected end date of activity: 2015

Demolition/Disposition Activity Description	
a	Development name: Tarlton Hills
b	Development (project) number: 3-23
	Activity type: X Demolition X Disposition
	Application status Approved Submitted, pending approval
	Date application approved, submitted, or planned for submission: 2011 - 2016
	Number of units affected: 21 Coverage of action Part of the development
	Timeline for activity: a. Actual or projected start date of activity: 2014 - 2019 b. Projected end date of activity: 2016

APPENDIX N

Demolition/Disposition Activity Description	
a	Development name: Central Maintenance (Youngblood) (Held by COCC)
b	Development (project) number: 3-31
	Activity type: Demolition X Disposition
	Application status X Approved Submitted, pending approval
	Date application approved, submitted, or planned for submission: 12/23/2013
	Number of units affected: 0 Coverage of action Part of the development
	Timeline for activity: a. Actual or projected start date of activity: 2012-2016 b. Projected end date of activity: 2016

Demolition/Disposition Activity Description	
a	Development name: Strawn Apartments
b	Development (project) number: 3-07
	Activity type: X Demolition X Disposition
	3. Application status Approved X Submitted, pending approval Planned application
	Date application approved, submitted, or planned for submission 7/2/2014
	Number of units affected: 122 Coverage of action X Part of the development Total development
	Timeline for Activity: a. Actual or projected start date of activity: 2012-2016 b. Projected end date of activity: 2016

APPENDIX N

Demolition/Disposition Activity Description	
a	Development name: Strawn Activity Building
b	Development (project) number: 3-07
	Activity type: X Demolition X Disposition
	3. Application status Approved X Submitted, pending approval Planned application
	Date application approved, submitted, or planned for submission 7/2/2014
	Number of units affected: None Coverage of action X Part of the development Total development
	Timeline for Activity: a. Actual or projected start date of activity: 2012-2016 b. Projected end date of activity: 2016

2015-2016 PLANNED CAPITAL PROJECTS (Draft)

Site Name	General Work Description	ESTIMATED COSTS
Autumn Place	Repair and sealcoat asphalt	\$63,600
Autumn Place	Replace passenger cab finishes - elevator	\$116,600
Autumn Place	Replace 2nd & 3rd Floor Hallway A/C	\$127,200
Autumn Place	HVAC Ductwork Cleaning	\$37,100
Autumn Place	Upgrade camera equipment	\$5,300
Autumn Place Total		\$349,800
Cedar Knoll	Tree removal close to buildings	\$10,600
Cedar Knoll	HVAC Ductwork cleaning	\$21,200
Cedar Knoll	Occupied Painting - 5 units	\$10,600
Cedar Knoll	Sidewalk repairs	\$5,300
Cedar Knoll	Basketball goals upgrade	\$2,650
Cedar Knoll Total		\$50,350
Charlottetown	Exterior window washing	\$21,200
Charlottetown	Replace corner guards	\$21,200
Charlottetown Total		\$42,400
Claremont	Sealcoat and stripe asphalt	\$10,600
Claremont Total		\$10,600
Dillehay Court	Pressure wash masonry	\$6,125
Dillehay Court	Remove and replace interior hollow core wood door	\$180,200
Dillehay Court	HVAC Ductwork Cleaning	\$38,160
Dillehay Court	Occupied painting & drywall	\$180,200
Dillehay Court	Carpentry repairs-stairway & floors	\$180,200
Dillehay Court Total		\$584,885
Gladedale	Infrastructure: camera scope water & sewer line; replace & repairs as needed	\$26,500
Gladedale	Landscaping/Erosion control	\$10,600
Gladedale	Replace vanity cabinets, counters and sink	\$68,900
Gladedale	Pressure existing masonry & vinyl	\$0
Gladedale	Remove & replace interior hollow core door	\$318,000
Gladedale	Replace tile tub/shower surround	\$63,600
Gladedale	Replace vinyl tile	\$424,000
Gladedale	Rubber steps	\$99,725
Gladedale	Smoke detectors	\$52,128
Gladedale	Replace bathtub and faucet	\$106,000
Gladedale	Residential kitchen cabinets wall & base	\$238,500
Gladedale	Residential kitchen countertop 10.5' w/ new sink	\$58,351
Gladedale	Electrical	\$31,800
Gladedale	Design / Abatement	\$132,500
Gladedale	Relocation	\$318,000
Gladedale Total		\$1,948,603

2015-2016 PLANNED CAPITAL PROJECTS (Draft)

Leafcrest	HVAC Ductwork Cleaning	\$10,070
Leafcrest	Phase II - Tree removal	\$10,600
Leafcrest	Occupied Painting - 5 units	\$1,060
Leafcrest	Gutter guards	\$42,400
Leafcrest	Basketball court upgrade	\$10,600
Leafcrest	Infrastructure: water & sewer line replacement & repairs	\$26,500
Leafcrest Total		\$101,230
Mallard Ridge	Overlay asphalt	\$53,000
Mallard Ridge	Sidewalk repairs	\$5,300
Mallard Ridge	Erosion control	\$5,300
Mallard Ridge	Tree removal next to buildings	\$5,300
Mallard Ridge Total		\$68,900
Meadow Oaks	Repair and sealcoat asphalt	\$12,720
Meadow Oaks Total		\$12,720
Robinsdale	Fencing across front of complex and back lot	\$15,900
Robinsdale	Landscaping- clearing of overgrowth on back lot	\$5,300
Robinsdale Total		\$21,200
Southside Homes	Replace vinyl tile - community center	\$3,445
Southside Homes	Phase II- Appliance replacements	\$132,500
Southside Homes	HVAC Ductwork cleaning	\$79,500
Southside Homes	Occupied Cycle Painting	\$21,200
Southside Homes	Sidewalk repairs	\$10,600
Southside Homes	Landscaping	\$10,600
Southside Homes	Upgrade exterior bldg numbers: (Larger to be viewed from street) (100 Bldgs on site)	\$15,900
Southside Homes Total		\$273,745
Sunridge	HVAC Ductwork cleaning	\$10,070
Sunridge	Occupied Cycle Painting	\$6,360
Sunridge	Fencing- left of entrance along woods	\$15,900
Sunridge Total		\$32,330
Tarleton Hills	Smoke detector	\$5,300
Tarleton Hills	Repair and sealcoat asphalt	\$9,841
Tarleton Hills	Occupied Cycle Painting	\$6,360
Tarleton Hills Total		\$21,501
Victoria Square	Repair and sealcoat asphalt	\$21,881
Victoria Square Total		\$21,881
Wallace Woods	Repair and sealcoat asphalt	\$26,500
Wallace Woods	Fence left side of property -only	\$15,900
Wallace Woods Total		\$42,400
Grand Total		\$3,582,545

Capital Fund Program, Capital Fund Program Replacement Housing Factor and

OMB No. 2577-0226

Part 1: Summary					
PHA Name:		Grant Type and Number			FFY of Grant: 2014
Housing Authority of the City of		Capital Fund Program Grant No: NC19P00350014			FFY of Grant Approval: 2014
Type of Grant Z Original Performance	Annual Statement	0 Reserve for Disasters/Emergencies	ID Revised Annual Statement (revision no:)		
and Evaluation Report for Period Ending: • Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost'	
		Original	Revised'	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³				
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)	381,839			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration	2,762,440			
16	1495.1 Relocation Costs				
17	1499 Development Activities'				

To be completed for the Performance and Evaluation Report.

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

PHAs with under 250 units in management may use 100% of CFP Grants for operations.

⁴ RI-IF funds shall be included here.

Annual Statement/Performance and Evaluation Report

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

Capital Fund Program, Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program

Part I: Summary					
PHA Name: Housing Authority of the City of Charlotte		Grant Type and Number Capital Fund Program Grant No: NC19P00350014		FFY of Grant:2014 FFY of Grant Approval: 2014	
Ty of Grant Annual Statement (revision no:) Performance and Evaluation Report					
1 Original Annual Statement		0 Reserve for Disasters/Emergencies		Final	
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost'	
		Original	Revised ²	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	674,106			
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant:: (sum of lines 2 - 19)	3,818,385			
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
Signature of Executive Director		Date	Year	Title of Public Housing Director	

¹ To be completed for the Performance and Evaluation Report

² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
PHAs with under 250 units in management may use 100% of CFP Grants for operations.

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HCV HOMEOWNER'S PROGRAM HARDSHIP POLICY

CHA acknowledges that homeowners participating in the CHA's Housing Choice Voucher Homeownership Program may incur extraordinary maintenance expenses. An extraordinary maintenance expense is defined as one that is not covered by any insurance or warranties and is greater than \$3,000 per occurrence; the homeowner may request a temporary hardship waiver and temporary housing assistance payment adjustment. A temporary hardship waiver and temporary housing assistance payment may not exceed 90 days. Upon completion of the hardship, the homeowner is required to repay the amounts suspended. A homeowner may not request more than three hardship waivers and temporary housing assistance payments during the 15 year term of HAP assistance, and may not make more than one hardship request over any one five year period.

A hardship waiver request form may be obtained at the CHA's Housing Choice Voucher office. Homeowner's must make their request for hardship review including documentation of the qualified expense no later than thirty (30) calendar days after the receipt of an invoice.

All hardship requests are subject to review and approval by the CHA's Hardship Review Committee.

APPENDIX R Statement of Family Obligations

HOUSING CHOICE VOUCHER (HCV) HOMEOWNERSHIP PROGRAM

STATEMENT OF HOMEOWNER OBLIGATIONS

LOCAL ADDENDUM

CHARLOTTE HOUSING AUTHORITY

The Family Must:

- Agree to use the home as their sole residence. Use of the home as rental property would constitute a violation of the HCV family obligations and will lead to the family's termination from the HCV Homeownership Program.
- Enter into this (CHA's) Statement of Homeowner Obligations, as well as HUD's Statement of Homeowner Obligations, and comply with the provisions of both documents.
- Meet HUD's first time homebuyer definition.
- Meet all eligibility criteria as specified in CHA's HCV administrative plan.
- Sign a release allowing CHA, counselors, realtors, and participating lenders to exchange information on the borrower. This information may relate to initial home purchase, loan servicing, future sale or refinancing of a home.
- Secure financing for the home purchase, subject to CHA review and approval of loan product(s) to be used.
- Comply with all CHA, FHA, Fannie Mae AND lender requirements, as applicable.
- Be able to make the monthly payment of the family's portion of the mortgage as stipulated in the mortgage.
- The family will be eligible for a financial maintenance housing assistance payments adjustment if the family requests and qualifies for a hardship under the CHA HCV homeownership policy.
- The family must report any family composition change which increases the family size. The new family member must meet HUD's and CHA's qualifications for passing a criminal background check.
- Be able to provide a cash down payment of at most 3% of the purchase price of the home, with at least 1% coming from the family's personal resources.
- Report progress in locating a home for purchase monthly to CHA's Homeownership Manager.

APPENDIX R Statement of Family Obligations

- Enter into a legal sales contract with a seller to purchase a home.
- CHA must be notified within 48 hours of an acceptance of an offer to purchase a home in order to schedule a Housing Quality Standards (HQS) or Uniform Physical Condition Standards (UPCS) inspection of the home.
- Secure and hire an independent, qualified professional home inspector to inspect the home and report findings to CHA.
- Agree to maintain the condition of the home to comply with HUD Housing Quality Standards (HQS) or Uniform Physical Condition Standards (UPCS).
- Disclose any changes in family income or composition immediately to CHA.
- Document at quarterly FSS conference that the family is current on mortgage, insurance, escrow accounts, repair reserve account, and utility payments.
- Acknowledge that the family may only deduct a percentage of the mortgage interest and real estate taxes that is equal to the percentage of the homeownership expenses covered by the family during the tax year for the purpose of filing the IRS long form (per the IRS Opinion Letter and HUD guidance).
- Maintain continuous employment in order to meet mortgage payment obligations. In cases where the family is an elderly or disabled family, this provision may not apply.
- Acknowledge that termination of assistance for failure to comply will follow the termination process as stipulated in HUD's HCV rental assistance regulations and CHA's HCV homeownership administrative plan.
- Acknowledge that the family becomes obligated for the whole mortgage payment in the event of termination of assistance.
- Acknowledge that the subsidy from CHA will be made for a period not to exceed fifteen (15) years or until the MTW agreement expires. In the event that the MTW agreement does not renew, the rules and statutes for the HUD definition of the homeownership will be enforced and the family will be called in for re-examination for program eligibility.
- The homeownership assistance payment will be made directly to the lending institution and the family will be responsible for making their payment directly to the lending institution.
- CHA must be notified within 48 hours of an acceptance of an offer to purchase a home in order to schedule a HQS inspection of the home.

APPENDIX R Statement of Family Obligations

- Agree that the family must notify CHA of a sale or refinance of the home within 30 days prior to the sale or refinance.
- CHA will not impose or enforce any requirement for the recapture of voucher homeownership assistance on the sale or refinancing of a home purchased with assistance under the homeownership program.
- Notify CHA immediately of any late payments, delinquent notices or default notices, and must agree to participate in default counseling with a designated agency to become current on the loan.
- Agree that while receiving homeownership assistance, no family member may have any ownership interest in any other residential property.
- Agree to attend any identified financial, homeowner or post-purchase training during the time of assistance at the discretion of CHA.
- The family may be terminated from the HCV Homeownership Program if any of the following program violations occur: use of the property for illegal drug activity, sub-leasing or renting the home, failed criminal background checks and failure to pay the family's portion of the mortgage.

Applicant Signature

Date

CHA Representative

Date



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

WASHINGTON, DC 20410-5000

OFFICE OF PUBLIC AND INDIAN HOUSING

RECEIVED

APR 13 2015

Mr. Larry H. Padilla
Chief Operations Officer
Charlotte Housing Authority
400 East Boulevard
Charlotte, NC 28203

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OPERATIONS DIVISION

CHARLOTTE HOUSING AUTHORITY

Dear Mr. Padilla:

On March 27, 2015, you submitted a request on behalf of the Charlotte Housing Authority (CHA-NC003) to waive certain requirements under the Housing Choice Voucher (HCV) program so that the HUD-Veterans Affairs Supportive Housing (VASH) program could comport with the CHA's Moving to Work (MTW) Agreement. Section II (*Special Rules for the HUD-VASH Voucher Program*) of the *Implementation of the HUD-VASH Program* (Operating Requirements) published in the Federal Register on March 23, 2012, allows for alternative requirements necessary for the effective delivery and administration of these vouchers. Section II.j. (*MTW Agencies*) states that HUD-VASH vouchers must be administered in accordance with the Operating Requirements and are not eligible for fungibility under a public housing agency's MTW Agreement.

In reviewing your request, the standard applied is a straightforward one: HUD-VASH assistance must always be administered in accordance with the Operating Requirements, the statutory provisions governing this assistance (in particular, the requirements contained in the applicable Appropriations Act), and any other HUD-VASH voucher requirements (i.e., any supplemental requirements that are established in addition to those stated in the Operating Requirements). If a MTW Agreement provision is inconsistent with the HUD-VASH requirements, the latter requirements prevail with respect to administration of these vouchers.

Specifically, the CHA requested to operate its allocation of HUD-VASH vouchers in accordance with one MTW provision. Specifically, you requested to conduct reexaminations biennially while continuing to make interim adjustments for changes in income, expenses and household composition. In reviewing this request, HUD has determined that this MTW provision does not conflict with the HUD-VASH voucher requirements (particularly those involving eligibility, admission and continued assistance for HUD-VASH veterans). Therefore, the CHA may apply this provision of its MTW agreement.

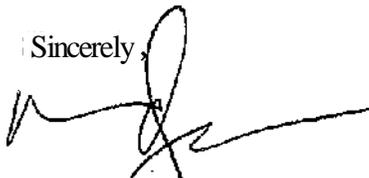
Please note that in accordance with Sections II.j. and III of the Operating Requirements, MTW agencies are required to use the regular form HUD-50058 for HUD-VASH families when reporting into the public and Indian Housing Information Center (PIC), not the for HUD-50058 MTW. At your request, and since the CHA will be operating its HUD-VASH program in accordance with a part of its MTW Agreement, CHA may report these families on the form HUD-50058 MTW.

Your HUD-VASH program will be monitored through PIC reporting, VMS and information provided by the Department of Veterans Affairs. HUD reserves the right to withdraw or modify this approval at any time if, in HUD's determination, the MTW alternative requirements are having a negative impact on the veterans receiving assistance under the HUD-VASH program.

Should you wish to discuss this matter further, please contact Phyllis Smelkinson, Housing Program Specialist, Housing Voucher Management and Operations Division, at (202) 402-4138.

Milan Ozdinec

Sincerely,

A handwritten signature in black ink, appearing to read 'Milan Ozdinec', with a long horizontal flourish extending to the right.

Deputy Assistant Secretary

for Public and Indian Housing