

Housing Authority of Champaign County

Moving to Work



*Year 5 Plan
Amendment*

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SECTION I - INTRODUCTION

BACKGROUND

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

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

All data contained in this plan is based on data reported in HUD systems (Voucher Management System, VMS; and the Public Housing Information Center, PIC) as of June 30, 2014.

OVERVIEW OF SHORT TERM AND LONG TERM GOALS

Short Term Goals - Upon receipt of the Moving to Work designation, the Housing Authority of Champaign County identified three short term goals that would drive its MTW activities. These goals continue to be its focus during the 2015 Plan year.

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

Objectives

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

Proposed New MTW Activities - HACC does not intend to implement any new MTW Activities related to this goal during Year 5; but Activity 2011-2 will be revised from biennial to triennial recertifications; and Activity 2014-1 will be revised to incorporate different inspection standards.

Ongoing MTW Activities:

2011-1	Local Investment Policies
2011-2	Biennial Re-certifications (To be revised in 2015 to triennial).
2013-1	Rightsizing Vouchers
2014-1	Local Inspection Standards (To be revised in 2015)

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

Objectives

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

Proposed New MTW Activities - HACC will implement the following new activity in 2015 under this goal:

2015-1 Emergency Family Shelter

Ongoing MTW Activities:

2011-3	Mandatory Local Self-Sufficiency Program
2011-4	Tiered Flat Rents and Minimum Rent by Bedroom Size

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

Objectives

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

Proposed New MTW Activities - HACC does not intend to implement any new MTW Activities related to this goal during Year 5.

Ongoing MTW Activities:

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

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



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

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

“To develop quality affordable housing communities...”

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

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

To this end, HACC’s real estate portfolio is projected to include the following quality affordable housing communities by the end of 2015.

HOUSING AUTHORITY OF CHAMPAIGN COUNTY		
SUBSIDIZED PORTFOLIO - DECEMBER 2015		
Project	Total Units	Units with Subsidy
Traditional Public Housing	352	352
Oakwood Trace	50	25
Urban Park Place	24	15
Hamilton on the Park	36	36
Providence	252	226
Total HACC Hard Units 12-31-15	714	654

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

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

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

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

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

SECTION II – OPERATIONAL INFORMATION

PUBLIC HOUSING STOCK

The chart below summarizes the traditional Public Housing units that will comprise HACC's public housing portfolio as of January 1, 2015.

HOUSING AUTHORITY OF CHAMPAIGN COUNTY									
PUBLIC HOUSING UNITS									
Project	Name	Type	Total Units	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
IL06-17	Hayes Homes	Elderly	6	0	6	0	0	0	0
IL06-06	Columbia Place	Elderly	16	0	16	0	0	0	0
IL06-07	Skelton Place	Elderly/Disabled	84	14	68	2	0	0	0
IL06-08	Youman Place	Elderly	20	0	20	0	0	0	0
IL06-09	Scattered Sites	Family	16	0	0	0	0	0	16
IL06-12	Steer Place	Elderly	108	0	107	1	0	0	0
IL06-13	Washington Square	Elderly	104	0	103	1	0	0	0
TOTAL PUBLIC HOUSING UNITS			354	14	320	4	0	0	16

RENTAL ASSISTANCE DEMONSTRATION PROGRAM

HACC submitted a Public Housing Portfolio application under the Rental Assistance Demonstration (RAD) Program.

On March 20, 2015, HACC received Commitments to Enter into a Housing Assistance Payments Contract (CHAP) under the RAD conversion Program for its Public Housing Portfolio. These CHAPS became effective on June 16, 2015 after publication of the RAD revised Notice 2012-32 REV-2.

Section VI. E of this plan contains the details related to the RAD conversion program including all Resident Rights and Participation.

HUD Required Element - The charts below reflect the HUD required elements of the Plan which identify changes in the Public Housing stock in 2015.

As noted, HACC anticipates that 2 units will be removed as the result of imminent domain by the City of Champaign and no new units will be built. The remaining 352 public housing units may convert from Public Housing Operating subsidy to Project Based Voucher subsidy if the Rental Assistance Demonstration Program applications are approved by HUD.

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
None	0	0	0	0	0	0	0	0	N/A	0	0
Total Public Housing Units to be Added								0			
* Select Population Type from: Elderly, Disabled, General, Elderly/Disabled, Other											
If Other, please describe: <input type="text" value="None"/>											

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	
IL06000007 Scattered Sites	2	Eminent domain action taken by the City of Champaign HACC has submitted a portfolio conversion under the Rental Assistance Demonstration (RAD) Program. On October 17, 2014, HUD issued a conditional commitment pending Congressional approval to increase the RAD cap. The 2015 Appropriations Act increased the RAD cap and HACC anticipates that the conversion from Public Housing to Project Based Vouchers for all of its PH units may occur during the 2015 MTW Plan year.	
IL06000001 Skelton Place	84		
IL006000002 Oscar Steer Place	108		
IL006000003 Washington Square	104		
IL006000004 Youman Place	20		
IL006000005 Hayes Homes	6		
IL006000006 Columbia Place	16		
IL006000007 Scattered Sites	14		
Total Number of Units to be Removed			354

HOUSING CHOICE VOUCHER PROGRAM

The chart below summarizes the MTW Housing Choice Vouchers authorized.

HOUSING CHOICE VOUCHERS AUTHORIZED	
Number of MTW Vouchers Authorized	1798

In addition to Housing Choice Vouchers, HACC administers a 25 unit SRO project under the Section 8 Moderate Rehabilitation Program and 13 VASH Vouchers.

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

New Housing Choice Vouchers to be Project-Based During the Fiscal Year			
Property Name	Anticipated Number of New Vouchers to be Project-Based *	Description of Project	
Providence	226	New Construction mixed finance community with a total of 252 units to be located on two sites: the former Dorsey public housing site and a site newly acquired by HACC.	
Urban Park Place	15	Acquisition and rehabilitation of 24 total units; 15 units will be permanent supportive housing units.	
Anticipated Total New Vouchers to be Project-Based	226	Anticipated Total Number of Project-Based Vouchers Committed at the End of the Fiscal Year	315
		Anticipated Total Number of Project-Based Vouchers Leased Up or Issued to a Potential Tenant at the End of the Fiscal Year	315

The projects listed above in which HACC will place new project based vouchers are considered “mixed finance” because they are being developed with a combination of various financing tools including MTW Block Grant funds; Tax Exempt Bonds; Low Income Housing Tax Credits; Illinois Housing Development Authority Grant and Trust funds; and, Private Mortgage Financing. The term “mixed finance” used above is not in reference to HUD’s mixed finance program; the project will have no new ACC Public Housing units.

UNITS LEASED UNDER LOCAL PBV PROGRAM

The chart below provides more detail of the projects to be leased in 2015 under HACC’s MTW Local Project Based Voucher Program. Note that all Projects with the exception of Providence are anticipated to be completed and occupied by the end of 2015; thus, the unit months leased equal the total PBV units under HAP contracts times twelve months.

PROJECT BASED VOUCHER 2015 LEASING		
PROJECT	TOTAL PBV UNITS	UML's
Douglas Square	13	156
Oakwood Trace	25	300
Hamilton on the Park	36	432
Urban Park Place	15	180
Providence	226	736
Total PBV Units FTE	315	1804

Providence

Providence at Sycamore Hills is the redevelopment of the former Dorsey Public Housing Community and Providence at Thornberry is a development on a new site acquired by HACC in 2012. The financial closing was completed in July 2014 and construction commenced immediately thereafter. The chart below reflects the anticipated lease up schedule for these properties based on the current construction schedule.

PROVIDENCE LEASE UP SCHEDULE										
2015	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
Sycamore	6	0	6	6	6	12	26	24	6	92
Thornberry	0	0	6	10	24	10	12	24	48	134
TOTAL UNITS	6	0	12	16	30	22	38	48	54	226
Months Leased	9	8	7	6	5	4	3	2	1	
TOTAL UML'S	54	54	138	234	384	472	586	682	736	736

OTHER PLANNED HOUSING STOCK CHANGES

HUD Required Element – The chart below reflect the HUD required elements of the Plan which discuss other planned changes in housing stock and planned Capital Fund expenditures during 2015.

Other Changes to the Housing Stock Anticipated During the Fiscal Year
HACC anticipates creation of 8 Local, Non-Traditional housing units as part of the Emergency Family Shelter Program described further in the plan.
General Description of All Planned Capital Fund Expenditures During the Plan Year
The following Capital Expenditures are planned for 2015: Youman Place - abatement and replacement of community room flooring: \$25,000; Skelton Place - replacement of boilers: \$120,000; installation of community shower room with ADA compliant fixtures: \$30,000; Washington Square - replace roof: \$100,000; resurface parking area: \$40,000; Eads Avenue - abatement and demolition of house adjacent to Hamilton on the Park: \$55,000; HACC Main Office - foundation and masonry work: \$40,000.

LEASING INFORMATION

HACC does not anticipate any leasing problems during the 2015 Plan year. However, the total number of households to be served in the data below reflect households to be served by the end of the current Plan year. As noted above, two projects will be in construction during this Plan year: Providence and Urban Park Place. Leasing of these properties is not expected to reach full occupancy until December 2015.

HUD Required Element – The charts below reflect the HUD required elements of the Plan which discuss leasing of housing stock during 2015.

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	347	4164
Federal MTW Voucher (HCV) Units to be Utilized	1515	18180
Number of Units to be Occupied/Leased through Local, Non-Traditional, MTW Funded, Property-Based Assistance Programs **	8	24
Number of Units to be Occupied/Leased through Local, Non-Traditional, MTW Funded, Tenant-Based Assistance Programs **	0	0
Total Households Projected to be Served	1870	22368

**NOTE: Property Based Assistance includes Providence which will complete construction and lease up throughout the year. See estimated lease up schedule above.*

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
Public Housing	No anticipated leasing problems. (Note - 4 units are HUD approved off-line, used for non-dwelling purposes.)
Housing Choice Voucher Tenant Based	No anticipated leasing problems.
Housing Choice Voucher Project Based	No anticipated leasing problems; however, two projects: Urban Park Place with 15 PBV units; and Providence with 226 PBV units are under construction and are not expected to be fully leased until year end.
Low Income Housing Tax Credit	No anticipated leasing problems.

WAIT LIST INFORMATION

HUD Required Element – The chart below reflects the HUD required elements of the Plan regarding HACC’s wait list activity for 2015.

Wait List Information Projected for the Beginning of the Fiscal Year

Housing Program(s) *	Wait List Type**	Number of Households on Wait List	Wait List Open, Partially Open or Closed***	Are There Plans to Open the Wait List During the Fiscal Year
Federal MTW Public Housing	Site-Based	276	Partially Open	Yes
Federal MTW Housing Choice Voucher Program (Tenant-Based Only)	Community Wide	78	Closed	Yes
Federal MTW Housing Choice Voucher Program (Project Based Vouchers)	Site-Based	166	Closed	Yes
Non Traditional MTW Housing Assistance Program (Emergency Shelter Units)	Site-Based	0	Closed	Yes

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

The Public Housing Waiting list is open for applicants age 55 and older only.

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

Not Applicable

If Other Wait List Type, please describe:

Not Applicable

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

Not Applicable

SECTION III – PROPOSED ACTIVITIES

HACC has identified one new activity that it will develop and implement during Year 5 of its MTW Agreement.

Activity 2015-1: Emergency Family Shelter Program

A. Description of Proposed MTW Activity

Champaign County currently has no emergency shelter program for homeless families with children. Over the past two winters, United Way and the Champaign County Continuum of Care for the Homeless have operated a family shelter demonstration using hotel rooms while searching for a permanent location to serve homeless families with children. At the request of the Continuum, HACC has partnered with the Continuum and United Way to develop and implement an Emergency Family Shelter Program at Urban Park Place.

Urban Park Place is a twenty four unit existing apartment complex located in the City of Champaign originally developed under the Illinois Affordable Housing Trust Fund Program. The previous non-profit defaulted on the Trust Fund Loan and HACC secured a \$1.3 million Permanent Supportive Housing Grant to acquire and rehabilitate the property from the Illinois Housing Development Authority (IHDA). Financial closing occurred in August 2014 and rehabilitation work has commenced with scheduled completion in July 2015.

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

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

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

HACC will provide 15 MTW Project Based Vouchers for the Permanent Supportive Housing units and an operating subsidy to support the 8 Emergency Shelter Units. The operating subsidy will be equal to the actual per unit operating costs. An annual budget will be prepared for the property and approved by HACC. Monthly operating subsidy payments will be issued to the property equal to one-twelfth of the amount of the per unit operating costs for the 8 emergency shelter units as approved in the annual budget.

Upon completion of the annual audit, a reconciliation will be completed and the difference between the budgeted operating costs and the actual operating costs will be returned to HACC or paid to the property by HACC. However, no additional funds will be paid to the property that did not receive prior approval of HACC through an approved budget revision or other prior written approval.

The operating subsidy for the 8 shelter units is anticipated to be substantially less than the Project Based Voucher rents for the 15 Permanent Supportive Housing units. The Continuum will be responsible for managing the day to day operations of the eight shelter units including costs of utilities, cleaning and turnover of vacant units, and replacement of all furnishings and supplies. HACC will perform any critical maintenance to structures or systems.

Families will be admitted to the Emergency Shelter Program pursuant to the policies and procedures set forth in the administrative policies established by the Champaign County Continuum of Care. Families in the emergency shelter units will receive priority to occupy the permanent supportive housing units as available. Waiting lists, selection of families and occupancy of the emergency shelter units will be maintained and managed by the Continuum. The waiting list, tenant selection and occupancy of the permanent supportive housing units will be maintained and managed by HACC as part of its Property Management functions. Case Management staff will assist families to locate alternate housing arrangements upon completion of their maximum stay in the Emergency Shelter unit when a Permanent Supportive Housing unit is not available or appropriate for the family.

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

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

More specific operating details of this Activity will be outlined in the Memorandum of Agreement between HACC, the Champaign County Continuum of Care and United Way and in the Program Implementation Plan. Upon HUD approval of each MTW Activity, HACC develops a detailed Implementation Plan which details all operational policies and procedures of the corresponding MTW Activity.

B. Relation to Statutory Objectives

This activity relates to the Statutory Objective 2: to give incentives to families with children whose heads of household are either working, seeking work, or are participating in job training, education or other programs that assist in obtaining employment and becoming economically self-sufficient. The Emergency Shelter Program with the required intensive Case Management Services will assist families with children to take a first step towards self-sufficiency by stabilizing their housing situation and enabling them to begin self-sufficiency. This activity also relates to Statutory Objective 3: to increase housing choice. The Emergency Shelter Program will provide housing choice for homeless families with children.

C. Anticipated Impact of MTW Activity

The primary anticipated impact of this MTW Activity is to provide “housing first” to homeless families with children. The secondary impact is to provide an opportunity to move families towards economic self-sufficiency through stabilizing their housing situations and providing intensive case management services.

D. Anticipated Schedule

The following chart provides the anticipated schedule for development and implementation of this activity.

Task	Completed On or Before
Adoption of Program Administrative Procedures	March 31, 2015
Execution of Contract with Case Management Agency	June 30, 2015
Completion of Property Rehabilitation	July 31, 2015
Effective Date of Implementation	August 1, 2015

E. Standard HUD Metrics

HUD has identified the metrics in the charts below as the applicable standard metrics for an activity of this type.

ACTIVITY 2015-1 EMERGENCY FAMILY SHELTER PROGRAM

CE #4: Increase in Resources Leveraged

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Amount of funds leveraged in dollars (increase).	Amount leveraged prior to implementation of the activity (in dollars). \$0.00	Expected amount leveraged after implementation of the activity (in dollars). Year 1 - \$1,304,343 \$50,000 Annually	Actual amount leveraged after implementation of the activity (in dollars).	TBD

SS #1: Increase in Household Income

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average earned income of households affected by this policy in dollars (increase).	Average earned income of households affected by this policy prior to implementation of the activity (in dollars). \$0.00	Expected average earned income of households affected by this policy prior to implementation of the activity (in dollars). \$5,000	Actual average earned income of households affected by this policy prior to implementation (in dollars).	TBD

SS #3: Increase in Positive Outcomes in Employment Status

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Report the following information separately for each category:	Head(s) of households prior to implementation	Expected head(s) of households after implementation	Actual head(s) of households after implementation.	TBD
(1) Employed Full- Time	0	4	TBD	
(2) Employed Part- Time	0	30	TBD	
(3) Enrolled in an Educational Program	0	2	TBD	
(4) Enrolled in Job Training Program	5	8	TBD	
(5) Unemployed	40	2	TBD	
(6) Other	3	2	TBD	
HHServed Per Year	48	48	TBD	
	Percentage of total work-able households prior to implementation of activity	Expected Percentage of total work-able households after implementation of activity	Actual percentage of work-able households after implementation of activity	TBD
(1) Employed Full- Time	0%	8%	TBD	
(2) Employed Part- Time	0%	63%	TBD	
(3) Enrolled in an Educational Program	0%	4%	TBD	
(4) Enrolled in Job Training Program	10%	17%	TBD	
(5) Unemployed	83%	4%	TBD	
(6) Other	6%	4%	TBD	
HHServed Per Year	100%	100%	TBD	

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

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households receiving TANF assistance (decrease).	Households receiving TANF prior to implementation of the activity (number) 12	Expected number of households receiving TANF after implementation of the activity (number). 6	Actual households receiving TANF after implementation of the activity (number).	TBD

<i>SS #6: Reducing Per Unit Subsidy Costs for Participating Households</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average amount of Section 8 and/or 9 subsidy per household affected by this policy in dollars (decrease).	Average subsidy per household affected by this policy prior to implementation of the activity (in dollars). \$545	Expected average subsidy per household affected by this policy after implementation of the activity (in dollars). \$450	Actual average subsidy per household affected by this policy after implementation of the activity (in dollars).	TBD
<i>SS #7: Increase in Agency Rental Revenue</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
PHA rental revenue for the Emergency Shelter building only in dollars (increase).	PHA rental revenue prior to implementation of the activity (in dollars). \$0	Expected PHA rental revenue after implementation of the activity (in dollars). \$13,800 Annually	Actual PHA rental revenue after implementation of the activity (in dollars).	TBD
<i>SS #8: Households Transitioned to Self Sufficiency</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households transitioned to self sufficiency (increase). The definition of self-sufficiency for this activity is households transitioned to permanent housing with or without subsidy.	Households transitioned to self sufficiency prior to implementation of the activity (number). 0	Expected households transitioned to self sufficiency after implementation of the activity (number). 48 Annually	Actual households transitioned to self sufficiency after implementation of the activity (number).	TBD
<i>HC #1: Additional Units of Housing Made Available</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of new housing units made available for HOMELESS households at or below 80% AMI as a result of the activity (increase).	Housing units for homeless families prior to implementation of the activity (number). 0	Housing units for homeless families after implementation of the activity (number). 48 Annually	Actual housing units of this type after implementation of the activity (number).	TBD
<i>HC #3: Decrease in Wait List Time</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average applicant time on wait list in months (decrease).	Average applicant time on wait list prior to implementation of the activity (in months). 36	Expected average applicant time on wait list after implementation of the activity (in months). 0	Actual average applicant time on wait list after implementation of the activity (in months).	TBD
<i>HC #7: Households Assisted by Services that Increase Housing Choice</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of homeless households receiving case management services to increase housing choice (increase).	Households receiving case management services prior to implementation of the activity (number). 0	Expected number of households receiving case management services after implementation of the activity (number). 48	Actual number of households receiving these services after implementation of the activity (number).	TBD

I. Data source from which metrics will be compiled.

Data will be provided by the Champaign County Continuum of Care and the selected Case Management Agency funded by United Way in a monthly report that will enable tracking of the outcomes for this activity.

J. Authorizations

HACC is authorized to undertake this initiative through Attachment C, Statement of Authorizations of the Moving to Work Agreement, , Sections B. 1, a and b,viii; which authorize combination of funds awarded annually pursuant to Section 8(o), 9(d) and 9(e) of the U.S. Housing Act of 1937 (“1937 Act”) into a single, authority-wide funding source (“MTW Funds”) including use of Housing Assistance Payments for purposes other than payments to owners so long as these purposes are consistent with other eligible uses of Section 8 and Section 9 funds. HACC will comply with all requirements set forth in PIH2011-45 in the implementation of this activity.

K. Why Authorization is Needed

The authorizations are needed to enable Section 8 and Section 9 funding to be used to provide short term emergency housing and support the operations of the eight emergency shelter units. The traditional Public Housing and Housing Choice Voucher programs do not allow for short term housing assistance.

SECTION IV – APPROVED MTW ACTIVITIES

IMPLEMENTED ACTIVITIES

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

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

Activity 2011-1: Local Investment Policies

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

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

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

Metrics, Baselines or Benchmarks Changes – HUD has identified the metrics in the charts below as the applicable standard metrics for an activity of this type.

ACTIVITY 2011-1 LOCAL INVESTMENT POLICIES

CE #4: Increase in Resources Leveraged				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Amount of funds leveraged in dollars (increase).	Amount leveraged prior to implementation of the activity (in dollars). \$46,500	Expected amount leveraged after implementation of the activity (in dollars). \$15,000 Annually	Actual amount leveraged after implementation of the activity (in dollars).	TBD

Activity 2011-2: Tri-ennial Re-certifications

Description - Households in which all members are elderly and/or disabled are re-certified on a biennial basis.

The Public Housing Program chose to implement this activity by property with residents of some properites re-certified in 2011 and 2013 and residents in the remaining public housing properties re-certified in 2012 and 2014. The Housing Choice Voucher Program implemented this activity by randomly selecting 50% of applicable households each month for 2012 and 2013.

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

Changes or Modifications – HACCC proposes to decrease the frequency of recertifications under this activity to triennial. All other components of the activity will remain the same.

Metrics, Baselines or Benchmarks Changes – HUD has identified the metrics in the charts below as the applicable standard metrics for an activity of this type.

ACTIVITY 2011-2 TRIENNIAL RE-CERTIFICATIONS				
<i>CE #1: Agency Cost Savings</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Total cost of task in dollars (decrease).	Cost of task prior to implementation of the activity (in dollars). \$52,017	Expected cost of task after implementation of the activity (in dollars). \$27,447	Actual cost of task after implementation of the activity (in dollars).	TBD
<i>CE #2: Staff Time Savings</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Total time to complete the task in staff hours (decrease).	Total amount of staff time dedicated to the task prior to implementation of the activity (in hours). 2,477	Expected amount of total staff time dedicated to the task after implementation of the activity (in hours). 1,307	Actual amount of total staff time dedicated to the task after implementation of the activity (in hours).	TBD
<i>CE #5: Increase in Agency Rental Revenue THIS ACTIVITY HAS NO IMPACT ON RENTAL REVENUE</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Rental revenue in dollars (increase).	Rental revenue prior to implementation of the activity (in dollars). \$696,000 Annually	Expected rental revenue after implementation of the activity (in dollars). \$696,000 Annually	Actual rental revenue after implementation of the activity (in dollars).	TBD

Activity 2011-3: Mandatory LSS Program

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

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

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

Households in which all members ages 18 through 54 have been employed 20 hours per week for a minimum of 12 months are exempt from the Mandatory LSS Program. All elderly and disabled individuals are exempt from the Mandatory LSS Program and all corresponding employment requirements. Households are considered as having completed their mandatory self-sufficiency program when all members ages 18 through 54 are employed 20 hours per week for a minimum of one year.

After the effective date of implementation, eligibility for new admissions for both public housing and the housing choice voucher program includes a requirement that one member of the household must be employed 20 hours per week or meet the criteria for exemption from this requirement. All other household members must be enrolled in the Mandatory Self-Sufficiency Program as described above.

Eligibility for continued occupancy for both public housing and the housing choice voucher program includes the following requirements:

- **First Re-certification** – development of a self-sufficiency plan as described above.
- **Second Re-certification** – one adult member must be employed 20 hours per week; **or**, enrolled on a full time basis as defined by the institution in a training or educational program that offers a certificate or degree;
- **Fourth Re-certification** – one adult member must be employed 20 hours per week; **and**, all other adult members must be employed 20 hours per week **or** enrolled on a full time basis as defined by the institution in a training or educational program that offers a certificate of degree;
- **Sixth Re-certification** – all adult members must be employed 20 hours per week.

Waivers are provided for full time students in good standing seeking a degree that requires more than three years to obtain per the educational institution provided progress through successful completion of degree requirements is demonstrated annually.

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

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

Metrics, Baselines or Benchmarks Changes –HUD has identified the metrics in the charts below as the applicable standard metrics for an activity of this type.

ACTIVITY 2011-3 MANDATORY LOCAL SELF-SUFFICIENCY PROGRAM

SS #1: Increase in Household Income

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average earned income of households affected by this policy in dollars (increase).	Average earned income of households affected by this policy prior to implementation of the activity (in dollars). \$0	Expected average earned income of households affected by this policy prior to implementation of the activity (in dollars). \$8,611	Actual average earned income of households affected by this policy prior to implementation (in dollars).	TBD

SS #2: Increase in Household Savings THIS ACTIVITY HAS NO IMPACT ON HOUSEHOLD SAVINGS

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average amount of savings/escrow of households affected by this policy in dollars (increase).	Average savings/escrow amount of households affected by this policy prior to implementation of the activity (in dollars). \$0	Expected average savings/escrow amount of households affected by this policy after implementation of the activity (in dollars). \$0	Actual average savings/escrow amount of households affected by this policy after implementation of the activity (in dollars).	TBD

SS #3: Increase in Positive Outcomes in Employment Status

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Report the following information separately for each category:	Head(s) of households prior to implementation	Expected head(s) of households after implementation	Actual head(s) of households after implementation.	TBD
(1) Employed Full- Time	84	100	TBD	
(2) Employed Part- Time	75	500	TBD	
(3) Enrolled in an Educational Program	110	200	TBD	
(4) Enrolled in Job Training Program	34	100	TBD	
(5) Unemployed	905	200	TBD	
(6) Other	0	108	TBD	
HHServed Per Year	1208	1208	TBD	
	Percentage of total work-able households prior to implementation of activity	Expected Percentage of total work-able households after implementation of activity	Actual percentage of work-able households after implementation of activity	TBD
(1) Employed Full- Time	7%	8%	TBD	
(2) Employed Part- Time	6%	41%	TBD	
(3) Enrolled in an Educational Program	9%	17%	TBD	
(4) Enrolled in Job Training Program	3%	8%	TBD	
(5) Unemployed	75%	17%	TBD	
(6) Other	0%	9%	TBD	
HHServed Per Year	100%	100%	TBD	

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

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households receiving TANF assistance (decrease).	Households receiving TANF prior to implementation of the activity (number) 120	Expected number of households receiving TANF after implementation of the activity (number). 20	Actual households receiving TANF after implementation of the activity (number).	TBD

<i>SS #5: Households Assisted by Services that Increase Self Sufficiency</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households receiving services aimed to increase self sufficiency (increase).	Households receiving self sufficiency services prior to implementation of the activity (number). 0	Expected number of households receiving self sufficiency services after implementation of the activity (number). 648	Actual number of households receiving self sufficiency services after implementation of the activity (number).	TBD
<i>SS #6: Reducing Per Unit Subsidy Costs for Participating Households</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average amount of Section 8 and/or 9 subsidy per household affected by this policy in dollars (decrease).	Average subsidy per household affected by this policy prior to implementation of the activity (in dollars). \$545	Expected average subsidy per household affected by this policy after implementation of the activity (in dollars). \$450	Actual average subsidy per household affected by this policy after implementation of the activity (in dollars).	TBD
<i>SS #7: Increase in Agency Rental Revenue THIS ACTIVITY HAS NO IMPACT ON RENTAL REVENUE</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
PHA rental revenue in dollars (increase).	PHA rental revenue prior to implementation of the activity (in dollars). \$696,000	Expected PHA rental revenue after implementation of the activity (in dollars). \$696,000	Actual PHA rental revenue after implementation of the activity (in dollars).	TBD
<i>SS #8: Households Transitioned to Self Sufficiency</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households transitioned to self sufficiency (increase). Self-sufficiency is behavior that exhibits personal accountability and financial responsibility demonstrated through consistent (more than 12 months) employment appropriate to the maximum skill level achievable by the individual.	Households transitioned to self sufficiency prior to implementation of the activity (number). 0	Expected households transitioned to self sufficiency after implementation of the activity (number). 600	Actual households transitioned to self sufficiency (<<PHA definition of self-sufficiency>>) after implementation of the activity (number).	TBD

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

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

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

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

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

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

Changes or Modifications – The initial implementation of this activity utilized a maximum rent at 80% of AMI. We modified this activity in the 2014 MTW Plan to establish a market based rent for those households whose annual income is greater than 80% of the Area Median Income. Market rents for both the Public Housing Program and the Housing Choice Voucher Program were established based on the applicable HCV local payment standard for the PRESM (Primary Real Estate Sub-Market) in which the property is located. No additional changes or modifications are anticipated for this activity during the Plan year.

Metrics, Baselines or Benchmarks Changes – HUD has identified the metrics in the charts below as the applicable standard metrics for an activity of this type.

ACTIVITY 2011-4 TIERED FLAT RENTS AND MINIMUM RENT BY BEDROOM SIZE

CE #1: Agency Cost Savings

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Total cost of task in dollars (decrease).	Cost of task prior to implementation of the activity (in dollars). \$52,107	Expected cost of task after implementation of the activity (in dollars). \$50,307	Actual cost of task after implementation of the activity (in dollars).	TBD

CE #2: Staff Time Savings

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Total time to complete the task in staff hours (decrease).	Total amount of staff time dedicated to the task prior to implementation of the activity (in hours). 2,477	Expected amount of total staff time dedicated to the task after implementation of the activity (in hours). 2,327	Actual amount of total staff time dedicated to the task after implementation of the activity (in hours).	TBD

CE #3: Decrease in Error Rate of Task Execution THERE IS NO DATA AVAILABLE FOR THIS METRIC

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average error rate in completing a task as a percentage (decrease).	Average error rate of task prior to implementation of the activity (percentage). Unknown	Expected average error rate of task after implementation of the activity (percentage). Unknown	Actual average error rate of task after implementation of the activity (percentage).	TBD

SS #1: Increase in Household Income - THIS ACTIVITY HAS NO IMPACT ON THIS METRIC

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average earned income of households affected by this policy in dollars (increase).	Average earned income of households affected by this policy prior to implementation of the activity (in dollars). \$6,045	Expected average earned income of households affected by this policy prior to implementation of the activity (in dollars). \$6,045	Actual average earned income of households affected by this policy prior to implementation (in dollars).	TBD

SS #3: Increase in Positive Outcomes in Employment Status THIS ACTIVITY HAS NO IMPACT ON THIS METRIC

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Report the following information separately for each category:	Head(s) of households prior to implementation	Expected head(s) of households after implementation	Actual head(s) of households after implementation.	TBD
(1) Employed Full- Time	84	84	TBD	
(2) Employed Part- Time	75	75	TBD	
(3) Enrolled in an Educational Program	110	110	TBD	
(4) Enrolled in Job Training Program	34	34	TBD	
(5) Unemployed	905	905	TBD	
(6) Other	854	854	TBD	
HHServed Per Year	2062	2062	TBD	
	Percentage of total work-able households prior to implementation of activity	Expected Percentage of total work-able households after implementation of activity	Actual percentage of work-able households after implementation of activity	TBD
(1) Employed Full- Time	4%	4%	TBD	
(2) Employed Part- Time	4%	4%	TBD	
(3) Enrolled in an Educational Program	5%	5%	TBD	
(4) Enrolled in Job Training Program	2%	2%	TBD	
(5) Unemployed	44%	44%	TBD	
(6) Other	41%	41%	TBD	
HHServed Per Year	100%	100%	TBD	

<i>SS #4: Households Removed from Temporary Assistance for Needy Families (TANF) THIS ACTIVITY HAS NO IMPACT ON THIS METRIC</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households receiving TANF assistance (decrease).	Households receiving TANF prior to implementation of the activity (number) 120	Expected number of households receiving TANF after implementation of the activity (number). 120	Actual households receiving TANF after implementation of the activity (number).	TBD
<i>SS #6: Reducing Per Unit Subsidy Costs for Participating Households THIS ACTIVITY HAS NO IMPACT ON THIS METRIC</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average amount of Section 8 and/or 9 subsidy per household affected by this policy in dollars (decrease).	Average subsidy per household affected by this policy prior to implementation of the activity (in dollars). \$545	Expected average subsidy per household affected by this policy after implementation of the activity (in dollars). \$545	Actual average subsidy per household affected by this policy after implementation of the activity (in dollars).	TBD
<i>SS #7: Increase in Agency Rental Revenue THIS ACTIVITY HAS NO IMPACT ON THIS METRIC</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
PHA rental revenue in dollars (increase).	PHA rental revenue prior to implementation of the activity (in dollars). \$696,000	Expected PHA rental revenue after implementation of the activity (in dollars). \$696,000	Actual PHA rental revenue after implementation of the activity (in dollars).	TBD
<i>SS #8: Households Transitioned to Self Sufficiency THIS ACTIVITY HAS NO IMPACT ON THIS METRIC</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households transitioned to self sufficiency (increase).	Households transitioned to self sufficiency prior to implementation of the activity (number). 0	Expected households transitioned to self sufficiency after implementation of the activity (number). 0	Actual households transitioned to self sufficiency after implementation of the activity (number).	TBD

Activity 2011-5: Modified Definition of Elderly

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

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

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

Metrics, Baselines or Benchmarks Changes – HUD has identified the metrics in the charts below as the applicable standard metrics for an activity of this type.

ACTIVITY 2011-5 MODIFIED DEFINITION OF ELDERLY

<i>HC #4: Displacement Prevention</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households at or below 80% AMI that would lose assistance or need to move (decrease). If units reach a specific type of household, give that type in this box.	Households losing assistance/moving prior to implementation of the activity (number). 81	Expected households losing assistance/moving after implementation of the activity (number). 125	Actual households losing assistance/moving after implementation of the activity (number).	TBD

<i>HC #5: Increase in Resident Mobility</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase).	Households able to move to a better unit and/or neighborhood of opportunity prior to implementation of the activity (number). 0	Expected households able to move to a better unit and/or neighborhood of opportunity after implementation of the activity (number). 20 Annually	Actual increase in households able to move to a better unit and/or neighborhood of opportunity after implementation of the activity (number).	TBD

Activity 2011-6: Local Homeownership Program

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

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

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

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

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

Changes or Modifications – HACC proposes to modify this activity to decrease the maximum second mortgage to \$40,000 per home and to increase the forgiveness of the second mortgage at 10% over 10 years. All other components of the activity will remain the same.

Metrics, Baselines or Benchmarks Changes – HUD has identified the metrics in the charts below as the applicable standard metrics for an activity of this type.

ACTIVITY 2011-6 LOCAL HOMEOWNERSHIP PROGRAM				
<i>HC #5: Increase in Resident Mobility</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase).	Households able to move to a better unit and/or neighborhood of opportunity prior to implementation of the activity (number). 0	Expected households able to move to a better unit and/or neighborhood of opportunity after implementation of the activity (number). 4 Annually	Actual increase in households able to move to a better unit and/or neighborhood of opportunity after implementation of the activity (number).	TBD
<i>HC #6: Increase in Homeownership Opportunities</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households that purchased a home as a result of the activity (increase).	Number of households that purchased a home prior to implementation of the activity (number). 0	Expected number of households that purchased a home after implementation of the activity (number). 4 Annually	Actual number of households that purchased a home after implementation of the activity (number).	TBD

Activity 2011-7: Local Project Based Voucher Program

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

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

- Elimination of the automatic conversion to tenant based assistance after one year in the project based unit.

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

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

Metrics, Baselines or Benchmarks Changes – HUD has identified the metrics in the charts below as the applicable standard metrics for an activity of this type.

ACTIVITY 2011-7 LOCAL PROJECT BASED VOUCHER PROGRAM				
<i>CE #1: Agency Cost Savings THIS ACTIVITY HAS NO COST SAVINGS</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Total cost of task in dollars (decrease).	Cost of task prior to implementation of the activity (in dollars). \$0	Expected cost of task after implementation of the activity (in dollars). \$18,750	Actual cost of task after implementation of the activity (in dollars).	TBD
<i>CE #2: Staff Time Savings THIS ACTIVITY HAS NO STAFF TIME SAVINGS</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Total time to complete the task in staff hours (decrease).	Total amount of staff time dedicated to the task prior to implementation of the activity (in hours). 0	Expected amount of total staff time dedicated to the task after implementation of the activity (in hours). 520	Actual amount of total staff time dedicated to the task after implementation of the activity (in hours).	TBD
<i>CE #3: Decrease in Error Rate of Task Execution THIS ACTIVITY HAS NO DECREASE IN ERROR RATE</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average error rate in completing a task as a percentage (decrease).	Average error rate of task prior to implementation of the activity (percentage). 0%	Expected average error rate of task after implementation of the activity (percentage). 1%	Actual average error rate of task after implementation of the activity (percentage).	TBD
<i>HC #3: Decrease in Wait List Time</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average applicant time on wait list in months (decrease).	Average applicant time on wait list prior to implementation of the activity (in months). 36	Expected average applicant time on wait list after implementation of the activity (in months). 30	Actual average applicant time on wait list after implementation of the activity (in months).	TBD
<i>HC #5: Increase in Resident Mobility</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase).	Households able to move to a better unit and/or neighborhood of opportunity prior to implementation of the activity (number). 0	Expected households able to move to a better unit and/or neighborhood of opportunity after implementation of the activity (number). 315	Actual increase in households able to move to a better unit and/or neighborhood of opportunity after implementation of the activity (number).	TBD

Activity 2012-1: Local Payment Standards

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

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

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

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

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

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

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

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

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

Update on Status of Activity - This activity was approved in HACC's Year 2 (2012) Plan but implementation was delayed to allow adequate time for the market research and analysis to be completed. The implementation plan was approved by the HACC Board in July 2014. All components have been fully implemented using a phase approach for existing program participants. If the Local Payment Standard for the PRESM in which the unit is located is less than the HUD FMR payment standard, the Local Payment Standard shall be utilized at the second annual recertification after January 1, 2014

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

Metrics, Baselines or Benchmarks Changes –HUD has identified the metrics in the charts below as the applicable standard metrics for an activity of this type.

ACTIVITY 2012-1 LOCAL PAYMENT STANDARDS				
<i>CE #1: Agency Cost Savings THIS ACTIVITY HAS NO COST SAVINGS</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Total cost of task in dollars (decrease).	Cost of task prior to implementation of the activity (in dollars). \$545 Per Unit	Expected cost of task after implementation of the activity (in dollars). \$625 Per Unit	Actual cost of task after implementation of the activity (in dollars).	TBD
<i>CE #2: Staff Time Savings THIS ACTIVITY HAS NO STAFF TIME SAVINGS</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Total time to complete the task in staff hours (decrease).	Total amount of staff time dedicated to the task prior to implementation of the activity (in hours). 100	Expected amount of total staff time dedicated to the task after implementation of the activity (in hours). 300	Actual amount of total staff time dedicated to the task after implementation of the activity (in hours).	TBD
<i>HC #5: Increase in Resident Mobility</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase).	Households able to move to a better unit and/or neighborhood of opportunity prior to implementation of the activity (number). 0	Expected households able to move to a better unit and/or neighborhood of opportunity after implementation of the activity (number). 250	Actual increase in households able to move to a better unit and/or neighborhood of opportunity after implementation of the activity (number).	TBD

Activity 2012-2: Acquisition without HUD Prior Approval

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

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

Under this activity, HACC has acquired three single family parcels for inclusion in the Hamilton on the Park site; a 12 acre site that will serve as the additional site in the redevelopment of Providence (former Dorsey public housing); and an existing 24 unit apartment complex (Urban Park Place).

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

Metrics, Baselines or Benchmarks Changes – HUD has identified the metrics in the charts below as the applicable standard metrics for an activity of this type.

ACTIVITY 2012-2 ACQUISITION WITHOUT HUD APPROVAL				
<i>HC #1: Additional Units of Housing Made Available</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of new housing units made available for households at or below 80% AMI as a result of the activity (increase).	Housing units of this type prior to implementation of the activity (number). 0	Expected housing units of this type after implementation of the activity (number). 350	Actual housing units of this type after implementation of the activity (number).	TBD
<i>HC #3: Decrease in Wait List Time</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average applicant time on wait list in months (decrease).	Average applicant time on wait list prior to implementation of the activity (in months). 36	Expected average applicant time on wait list after implementation of the activity (in months). 30	Actual average applicant time on wait list after implementation of the activity (in months).	TBD
<i>HC #4: Displacement Prevention</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households at or below 80% AMI that would lose assistance or need to move (decrease). 1	Households losing assistance/moving prior to implementation of the activity (number). 93	Expected households losing assistance/moving after implementation of the activity (number). 0	Actual households losing assistance/moving after implementation of the activity (number).	TBD

Activity 2012-3: Affordable Housing Development

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

Update on Status of Activity - This activity was approved in HACC’s Year 2 (2012) Plan. As of the date of this Plan, Replacement Housing Funds have been used to support the development and construction of Hamilton on the Park (replacement housing project for the former Dunbar public housing community) with a permanent secondary loan of \$725,000.

Non-traditional use of funds has also commenced with the execution of a pre-development loan in the amount of \$500,000 for the Providence redevelopment project (redevelopment of the former Dorsey public housing community along with the additional site acquired for this project).

Changes or Modifications – HACC has identified several small rural communities throughout Champaign County with affordable housing needs and plans to commence activity to develop additional affordable housing during the 2015 Plan year in the following jurisdictions:

Town	Planned Units	Housing Type
Mahomet	12	Senior
St. Joseph	12	Senior
Gifford	12	Senior
Fisher	12	Senior
Rantoul	40	Family

Metrics, Baselines or Benchmarks Changes – HUD has identified the metrics in the charts below as the applicable standard metrics for an activity of this type.

ACTIVITY 2012-3 AFFORDABLE HOUSING DEVELOPMENT				
<i>CE #4: Increase in Resources Leveraged</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Amount of funds leveraged in dollars (increase).	Amount leveraged prior to implementation of the activity (in dollars). \$0	Expected amount leveraged after implementation of the activity (in dollars). \$42,266,471	Actual amount leveraged after implementation of the activity (in dollars).	TBD
<i>HC #1: Additional Units of Housing Made Available</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of new housing units made available for households at or below 80% AMI as a result of the activity (increase). If units reach a specific type of household, give that type in this box.	Housing units of this type prior to implementation of the activity (number). 0	Expected housing units of this type after implementation of the activity (number). 350	Actual housing units of this type after implementation of the activity (number).	TBD
<i>HC #2: Units of Housing Preserved THIS ACTIVIY HAS NO HOUSIN PRESERVATION</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of housing units preserved for households at or below 80% AMI that would otherwise not be available (increase).	Housing units preserved prior to implementation of the activity (number). 0	Expected housing units preserved after implementation of the activity (number). 0	Actual housing units preserved after implementation of the activity (number).	TBD
<i>HC #3: Decrease in Wait List Time</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average applicant time on wait list in months (decrease).	Average applicant time on wait list prior to implementation of the activity (in months). 36	Expected average applicant time on wait list after implementation of the activity (in months). 30	Actual average applicant time on wait list after implementation of the activity (in months).	TBD
<i>HC #4: Displacement Prevention</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households at or below 80% AMI that would lose assistance or need to move (decrease).	Households losing assistance/moving prior to implementation of the activity (number). 93	Expected households losing assistance/moving after implementation of the activity (number). 0	Actual households losing assistance/moving after implementation of the activity (number).	TBD

Activity 2013-1: Rightsizing Vouchers

Description - Housing Choice Voucher Program participants will be required to lease a unit equal to or smaller than the size of the voucher issued. HACC will utilize the existing subsidy standards as detailed in its HCV Administrative Plan to determine the size of a voucher to be issued to a family. A Request for Tenancy Approval will be considered only if the unit selected by the family contains an equal or lesser number of bedrooms than those listed on the voucher issued.

Update on Status of Activity - This activity was approved in HACC's Year 3 (2013) Plan The implementation plan for this activity was effective July 1, 2013 with the following provisions:

- **New Admissions** – All new admissions after the effective date shall be required to lease a unit equal to or smaller than the size of the voucher issued to the family.
- **Existing Participants** – The “rightsizing” shall be effective for all existing participants as follows:
 1. At the first annual recertification after the effective date, existing participants will be limited to units that are no more than one bedroom greater than the voucher size issued.
 2. At the second annual recertification after the effective date of this plan, existing participants will be required to lease a unit equal to or smaller than the size of the voucher issued.

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

Metrics, Baselines or Benchmarks Changes – HUD has identified the metrics in the charts below as the applicable standard metrics for an activity of this type.

ACTIVITY 2013-1 RIGHTSIZING VOUCHERS				
<i>CE #1: Agency Cost Savings</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Total cost of task in dollars (decrease).	Cost of task prior to implementation of the activity (in dollars). \$2,347,632	Expected cost of task after implementation of the activity (in dollars). \$2,248,992	Actual cost of task after implementation of the activity (in dollars).	TBD
<i>CE #3: Decrease in Error Rate of Task Execution THIS ACTIVITY HAS NO IMPACT ON ERROR RATE</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average error rate in completing a task as a percentage (decrease).	Average error rate of task prior to implementation of the activity (percentage). 0%	Expected average error rate of task after implementation of the activity (percentage). 0%	Actual average error rate of task after implementation of the activity (percentage).	TBD

Activity 2014-1: Local Inspection Standards

Description - HACC will adopt HUD’s Uniform Physical Condition Standards (UPCS) for tenant based voucher units in the Housing Choice Voucher Program. In addition, HACC will implement a rating system for each property that will determine the frequency of inspections. This activity is designed to meet the following objectives:

- Utilize a consistent inspection standard regardless of whether a housing unit receives subsidy under Section 8 or Section 9 of the Act;
- Ensure that any unit receiving subsidy provides a quality living environment in excess of the federal Housing Quality Standards (HQS) for low income families; and
- Reduce the costs associated with conducting inspections.

Update on Status of Activity - This activity was not implemented in 2014 and HACC proposes to make modifications and changes as listed below.

Changes or Modifications – HACC will eliminate the property rating system and proposes to utilize local municipal building codes for tenant based voucher units in the Housing Choice Voucher Program. This change is based on further discussions with the local municipalities and current HCV landlords.

The City of Champaign, the City of Urbana and the Village of Rantoul have adopted specific building maintenance codes. HACC will utilize the corresponding building maintenance code in each of these municipalities as the basis for approval of units under the tenant based voucher program. In the remaining areas of the county including all unincorporated areas, HACC will utilize the building maintenance code of the City of Champaign.

Metrics, Baselines or Benchmarks Changes – HUD has identified the metrics in the charts below as the applicable standard metrics for an activity of this type.

ACTIVITY 2014-1 LOCAL INSPECTION STANDARDS

<i>CE #1: Agency Cost Savings</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Total cost of task in dollars (decrease).	Cost of task prior to implementation of the activity (in dollars). \$156,000	Expected cost of task after implementation of the activity (in dollars). \$117,000	Actual cost of task after implementation of the activity (in dollars).	TBD

<i>CE #2: Staff Time Savings</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Total time to complete the task in staff hours (decrease).	Total amount of staff time dedicated to the task prior to implementation of the activity (in hours). 5,360	Expected amount of total staff time dedicated to the task after implementation of the activity (in hours). 4,020	Actual amount of total staff time dedicated to the task after implementation of the activity (in hours).	TBD

<i>CE #3: Decrease in Error Rate of Task Execution THIS ACTIVITY HAS NO IMPACT ON DECREASE IN ERROR RATE</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average error rate in completing a task as a percentage (decrease).	Average error rate of task prior to implementation of the activity (percentage). 10%	Expected average error rate of task after implementation of the activity (percentage). 15%	Actual average error rate of task after implementation of the activity (percentage).	TBD

ACTIVITIES NOT YET IMPLEMENTED

As noted above, Activity 2014-1 was not implemented in 2014 but is proposed to be implemented in 2015 with changes and modifications detailed above. HACC has no other approved MTW Activities that have not yet been implemented.

ACTIVITIES ON HOLD

HACC has no MTW Activities on hold.

CLOSED OUT ACTIVITIES

HACC has no MTW Activities that have been closed out.

SECTION V – SOURCES AND USES OF FUNDS

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

Estimated Sources of MTW Funding for the Fiscal Year		
Sources		
FDS Line Item	FDS Line Item Name	Dollar Amount
70500 (70300+70400)	Total Tenant Revenue	696,000
70600	HUD PHA Operating Grants	14,209,000
70610	Capital Grants	1,133,737
70700 (70710+70720+70730+70740+70750)	Total Fee Revenue	0
71100+72000	Interest Income	20,000
71600	Gain or Loss on Sale of Capital Assets	0
71200+71300+71310+71400+71500	Other Income	18,500
70000	Total Revenue	\$16,077,237

Estimated Uses of MTW Funding for the Fiscal Year		
Uses		
FDS Line Item	FDS Line Item Name	Dollar Amount
91000 (91100+91200+91400+91500+91600+91700+91800+91900)	Total Operating - Administrative	1,130,138
91300+91310+92000	Management Fee Expense	682,416
91810	Allocated Overhead	0
92500 (92100+92200+92300+92400)	Total Tenant Services	5,000
93000 (93100+93600+93200+93300+93400+93800)	Total Utilities	343,785
93500+93700	Labor	0
94000 (94100+94200+94300+94500)	Total Ordinary Maintenance	497,934
95000 (95100+95200+95300+95500)	Total Protective Services	0
96100 (96110+96120+96130+96140)	Total Insurance Premiums	111,029
96000 (96200+96210+96300+96400+96500+96600+96800)	Total Other General Expenses	529,228
96700 (96710+96720+96730)	Total Interest Expense and Amortization Cost	0
97100+97200	Total Extraordinary Maintenance	0
97300+97350	Housing Assistance Payments + HAP Portability-In	9,576,000
97400	Depreciation Expense	1,411,472
97500+97600+97700+97800	All Other Expenses	0
90000	Total Expenses	\$14,287,002

Assumptions – When preparing the above sources and uses of funds estimates, HACC utilized the actual prorated percentages that were approved in 2014 for each funding area to estimate 2015 funding levels.

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

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

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

SECTION VI - ADMINISTRATIVE

A. MTW CERTIFICATION OF COMPLIANCE

OMB Control Number: 2577-0216
Expiration Date: 5/31/2016

Form 50900: Elements for the Annual MTW Plan and Annual MTW Report	
Attachment B	
Certifications of Compliance	
Annual Moving to Work Plan Certifications of Compliance	U.S. Department of Housing and Urban Development Office of Public and Indian Housing
Certifications of Compliance with Regulations: Board Resolution to Accompany the Annual Moving to Work Plan*	
<p>Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Secretary 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 January 1, 2015, 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:</p> <ol style="list-style-type: none">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).	

Attachment B

1

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 COUNTY OF CHAMPAIGN
PHA Name

ILD6
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)

Edward Bland
Name of Authorized Official

Secretary
Title


Signature

10-17-14
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.

B. PUBLIC HEARING AND PUBLIC REVIEW

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

EVENT	DATE
Annual Plan available for Public Comment	August 19, 2014
Ending Date Annual Plan available for Public Comment	September 19, 2014
Public Hearings (2:00 PM and 6:00 PM), HACC Admin Bldg.	September 17, 2014
Number of attendees at Public Hearing	4
RAB Meeting	September 16, 2014
Number of attendees at RAB Meeting, HACC Admin Bldg.	8
Date of Board Approval	October 16, 2014

Note: No comments were received from the RAB Board.

C. PROGRAM EVALUATION REPORT



ILLINOIS
UNIVERSITY OF ILLINOIS AT URBANA-CHAMPAIGN

Year 5 Planning Report
Housing Authority of Champaign County

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

Introduction

This report describes the University of Illinois at Urbana-Champaign (UIUC) Moving to Work (MTW) evaluation activities planned for the Housing Authority of Champaign County (HACC) during Year 5, January 1 – December 31, 2015.

Evaluation Overview

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

To measure the program impact on participants we utilize four sources of information. First, we have conducted qualitative interviews using an in-depth key informant interviewing approach with MTW participants, HACC Waitlist participants, and Decatur Housing Authority (DHA) participants. We utilize DHA participants as controls and a comparison group for the qualitative interviews and for the social survey. The key informant interviews provide information on the program participants' perspectives on topics such as self-sufficiency, work, stress, housing and neighborhood issues, education and job skills, and overall quality of life and family issues. We hypothesize that over time it may be possible to observe a change in some participants' attitudes and practices related to self-sufficiency as a result of the MTW Program.

A second information source is the social survey we have fielded with MTW participants, HACC Waitlist participants, and with DHA participants. The social survey has a variety of question domains ranging from education, housing choices, neighborhood issues, and employment history and current work situation to family structure and social supports. There are also questions about food security, health care access, and mental health status among other domains. This detailed data, which are being collected over time, allow us to create multivariate regression models to assess the program's impact and these models can be constructed to control for confounding variables, and they can have non-treated (non-MTW participants) controls, and they can address the issue of unobserved factors which could affect the impact of the program on participants.

A third source of data is administrative data available from HACC and the U.S. Department of Housing and Urban Development (HUD). This data also allows the creation of econometric program evaluation analyses that allow for non-treated controls, and for confounding variables, and for unobserved variables which could affect the program's performance at the individual level. Further, we are investigating the possibility of creating linked models using the social survey and the administrative data.

The administrative data also allows the investigation of program outcomes such as differential program dropping out behaviors and other dynamics due to the MTW program.

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

Year 4 Data Collection and Analyses

Beginning January, 2015, our evaluation enters the fourth year of data collection and analyses.

Qualitative Key Informant Interviews

During Baseline Year 1 data collection, we interviewed 25 HACC program participants and 24 DHA program participants. During the second year of data collection we interviewed an additional 16 HACC Waitlist participants. In the 4th year of data collection we will contact the 16 Waitlist Key Informants and conduct a follow-up Key Informant Interview. Should we lose any Key Informants to attrition, we will recruit new HACC Waitlist participants as Key Informants.

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

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

During Year 4 data collection and analyses it is our intent to continue our qualitative data analysis of HACC Waitlist and DHA Key Informant Interviews for key themes and comparison to HACC program participant Key Informants. For example, for HACC program participants we will analyze their perspectives on the MTW program requirements. For comparison of HACC to DHA Key Informants we will analyze perspectives associated with family structure and steps toward self-sufficiency.

Quantitative Housing & Self-Sufficiency Social Surveys

During Baseline Year 1, 308 HACC program participants and 162 DHA program participants completed a social survey. In Year 2, 215 HACC and 112 DHA participants who completed a social survey in Year 1, completed a survey. In addition, 144 HACC and 14 DHA new participants were added totaling 485 Surveys completed during Year 2. In our current Year 3 data collection 261 HACC participants and Waitlist participants, and five DHA participants have completed a survey, with data collection continuing through December 31, 2014. Therefore, in Year 4, we will contact everyone who completed a survey in Year 1, Year 2 and Year 3 to complete a survey again. To account for attrition we will recruit new HACC and DHA program participants.

As with the 2013 quantitative social survey data, we plan to analyze 2014 social survey data for outcome comparison and inclusion in the January, 2015 Annual Report.

Treatment Plan Data

In the spring of 2014 we began receiving HACC Treatment Plan data and have prepared a baseline analyses from which to make future comparisons with regard to adherence and successful completion of Plans and how this relates to education and employment outcomes.

Specifically, in 2012-2013, with 481 observations, most, or 47.4% represent Plans for employment, 36.1% represent education or job training Plans, and 16.4% represent 'other'.

As well, the Treatment Plan data identifies the number of heads of households who are compliant or non-compliant. In 2015 we will analyze changes in treatment adherence and performance over time.

Administrative Data

During Year 5, we anticipate continuing to receive annual HACC HUD 50058 administrative data, which is historical from 2002.

From the administrative data alone, we will prepare analyses, similar to the 2013 analyses, informing trends in type of housing programs, attrition, demographic and socioeconomic characteristics of assisted households, race and income.

On August 13, 2014, we were informed by HUD's Department of Policy Development and Research, that we have been approved to receive HUD administrative data from the Family Report (Form 50058) for individual information on the household, excluding social security numbers, and including census block group data, from 2001 to present for housing authorities in Decatur, IL, Bloomington, IL, Louisville, KY, Lexington, KY, Lawrence/Douglas County, KS and Lincoln, NB.

With this information we will conduct micro-econometric analyses of the data controlling for demographic and social characteristics, which will strengthen our comparison data analyses for the evaluation of the MTW program. In these analyses we will test whether differences exist in earnings and work situations for MTW participants in the HACC and comparable individuals in similar communities.

Informing HACC and HUD

As in previous years, it is our intent to continue to report and present our evaluation findings to the HACC at Board Meetings and through progress reports. As well, we look forward to attending another MTW Conference in February, 2015 to present our comprehensive findings to inform housing policy initiatives.

D. RENTAL ASSISTANCE DEMONSTRATION PROGRAM

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

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

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

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

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

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

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

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

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

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

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

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

RAD Conversion Process	Number of Units
Diminimus disposition to City of Champaign through Eminent Domain.	2
Transfer to newly constructed units at different location	10
Demolition and reconstruction on existing site.	4
TOTAL	16

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

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

Unit sizes will be adjusted to convert the existing 14 zero bedroom units to one bedroom units.

HACC certifies that all RAD locations, including new locatins selected for transfer of assistance shall meet all Site and Neighborhood reqiurments and shall comply with the following requirements.

- Site selection requirements set forth at 24 CFR 983.57;
- The Fair Housing Act;
- Title VI of the Civil Rights Act of 1964 including implementing regulations at 24 CFR 1.4(b)(3);
- Section 504 of the Rehabilitation Act of 1973 including implementing regulations at 24 CFR 8.4(b)(5); and
- The Americans with Disabilities Act.

Significant Amendment Definition:

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

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

PROJECT BASED VOUCHERS RESIDENT RIGHTS AND PARTICIPATION

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

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

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

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

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

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

Three Year Phase-in:

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

Five Year Phase in:

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

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

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

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

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

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

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

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

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

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

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

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

- i. In addition to reasons that require an opportunity for an informal hearing given in 24 CFR § 982.555(a)(1)(i)-(vi), an opportunity for an informal hearing must be given to residents for any dispute that a resident may have with respect to a PHA (as owner) action in accordance with the individual's lease or the contract administrator in accordance with RAD PBV requirements that adversely affect the resident's rights, obligations, welfare, or status.
 - For any hearing required under 24 CFR § 982.555(a)(1)(i)-(vi), the contract administrator will perform the hearing, as is the current standard in the program.
 - For any additional hearings required under RAD, the PHA (as owner) will perform the hearing.
- ii. An informal hearing will not be required for class grievances or to disputes between residents not involving the PHA (as owner) or contract administrator.

This hearing requirement shall not apply to and is not intended as a forum for initiating or negotiating policy changes between a group or groups of residents and the PHA (as owner) or contract administrator.

- iii. The PHA (as owner) give residents notice of their ability to request an informal hearing as outlined in 24 CFR § 982.555(c)(1) for informal hearings that will address circumstances that fall outside of the scope of 24 CFR § 982.555(a)(1)(i)-(vi).
- iv. The PHA (as owner) provide opportunity for an informal hearing before an eviction.

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

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

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

No other tenant (e.g., tenants who at one time received the EID but [are](#) not receiving the EID exclusion at the time of conversion (e.g., due to loss of employment); tenants that move into the property following conversion, etc.,) is covered by this waiver.

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

PBV: Other Miscellaneous Provisions

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

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

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

4. Establishment of Waiting List. In establishing the waiting list for the converted project, the PHA shall utilize the project-specific waiting list that existed at the time of conversion, unless the assistance is being transferred to another neighborhood. If a project-specific waiting list does exist, but the PHA is transferring the assistance to another neighborhood, the PHA must notify applicants on the wait-list of the transfer of assistance, and on how they can apply for residency at the new project site or other sites. Applicants on a project-specific waiting list for a project where the assistance is being transferred shall have priority on the newly formed waiting list for the new project site in accordance with the date and time of their application to the original project's waiting list. In addition, the waiting list must be established and maintained in accordance with PBV program requirements.

If a project-specific waiting list for the project does not exist, the PHA shall establish a waiting list in accordance 24 CFR § 903.7(b)(2)(ii)-(iv) to ensure that applicants on the PHA's public housing community-wide waiting list have been offered placement on the converted project's initial waiting list. For the purpose of establishing the initial waiting list, PHAs have the discretion to determine the most appropriate means of informing applicants on the public housing waiting list given the number of applicants,

PHA resources, and community characteristics of the proposed conversion under RAD. Such activities should be pursuant to the PHA's policies for waiting list management, including the obligation to affirmatively further fair housing.

A PHA may consider contacting every applicant on the public housing waiting list via direct mailing; advertising the availability of housing to the population that is less likely to apply, both minority and non-minority groups, through various forms of media (e.g., radio stations, posters, newspapers) within the marketing area, informing local non-profit entities and advocacy groups (e.g., disability rights groups); and conducting other outreach as appropriate. Applicants on the agency's centralized public housing waiting list who wish to be placed onto the newly-established waiting list are done so in accordance with the date and time of their original application to the centralized public housing waiting list.

Any activities to contact applicants on the public housing waiting list must be conducted ~~accordance with the requirements~~ for effective communication with persons with disabilities at 24 CFR § 8.6 and the obligation to provide meaningful access for persons with limited English proficiency (LEP).

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

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

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

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

8. Administrative Fees for Public Housing Conversions. For the initial Calendar Year in which a project's assistance has been converted, RAD PBV projects will be funded with public housing money. Since the public housing funding will not have been transferred to the TBRA account and since this funding is not section 8 assistance the annual contributions contract (ACC) between the PHA and HUD will cover the project units, but be for zero dollars.

For this transition period, the ACC will primarily serve as the basis for covering the units and requiring PHA compliance with HUD requirements, but it will not be (as it is in the regular PBV program) the funding vehicle for the PBV RAD vouchers. Given this, and given the fact that PHAs will be receiving full public housing funding for the PBV units during this transition period, PHAs will not receive ongoing section 8 administrative fee funding during this time.

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

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

F. CAPITAL FUND REPORTS

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 8/31/2011

Part I: Summary					
PHA Name: Housing Authority of Champaign County		Grant Type and Number Capital Fund Program Grant No: IL06P0065014 Replacement Housing Factor Grant No: Date of CFFP:			FFY of Grant: 2014 FFY of Grant Approval: 2014
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	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)	59,367			
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	534,306			
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				

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.

³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.

⁴ RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
Expires 08/31/2011

Part I: Summary						
PHA Name: Housing Authority of Champaign County		Grant Type and Number Capital Fund Program Grant No: IL06P00650114 Replacement Housing Factor Grant No: Date of CFFP:			FFY of Grant:2014 FFY of Grant Approval: 2014	
Type of Grant						
<input checked="" type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no:)		
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance and Evaluation Report				
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹		
		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					
19	1502 Contingency (may not exceed 8% of line 20)					
20	Amount of Annual Grant:: (sum of lines 2 - 19)	593,673				
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		Signature of Public Housing Director		
				Date		

¹ To be completed for the Performance and Evaluation Report.
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³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.
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Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 8/31/2011

Part I: Summary		
PHA Name: Housing Authority of Champaign County	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: IL06R00650114 Date of CFFP:	FFY of Grant: 2014 FFY of Grant Approval: 2014

Type of Grant
 Original Annual Statement **Reserve for Disasters/Emergencies** **Revised Annual Statement (revision no:)**
 Performance and Evaluation Report for Period Ending: **Final Performance and Evaluation Report**

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	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)	3,602			
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	32,425			
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				

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.

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⁴ RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development

Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 08/31/2011

Part I: Summary						
PHA Name: Housing Authority of Champaign County		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: IL06R00650114 Date of CFFP:			FFY of Grant:2014 FFY of Grant Approval: 2014	
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report						
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹		
		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					
19	1502 Contingency (may not exceed 8% of line 20)					
20	Amount of Annual Grant:: (sum of lines 2 - 19)	36,027				
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	Signature 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.

³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.

⁴ RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 8/31/2011

Part I: Summary		
PHA Name: Housing Authority of Champaign County	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: IL06R00650213 Date of CFFP:	FFY of Grant: 2013 FFY of Grant Approval: 2013

Type of Grant
 Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	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)	26,001			
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	234,012			
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				

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² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

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⁴ RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
Expires 08/31/2011

Part I: Summary						
PHA Name: Housing Authority of Champaign County		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: IL06R00650213 Date of CFFP:			FFY of Grant:2013 FFY of Grant Approval: 2013	
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report						
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹		
		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					
19	1502 Contingency (may not exceed 8% of line 20)					
20	Amount of Annual Grant:: (sum of lines 2 - 19)	260,013				
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	Signature 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.

³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.

⁴ RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 8/31/2011

Part I: Summary		
PHA Name: Housing Authority of Champaign County	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: IL06R00650214 Date of CFFP:	FFY of Grant: 2014 FFY of Grant Approval: 2014

Type of Grant
 Original Annual Statement **Reserve for Disasters/Emergencies** **Revised Annual Statement (revision no:)**
 Performance and Evaluation Report for Period Ending: **Final Performance and Evaluation Report**

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	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)	24,402			
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	219,622			
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				

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Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
Expires 08/31/2011

Part I: Summary						
PHA Name: Housing Authority of Champaign County		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: IL06R00650214 Date of CFFP:			FFY of Grant:2014 FFY of Grant Approval: 2014	
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report						
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹		
		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					
19	1502 Contingency (may not exceed 8% of line 20)					
20	Amount of Annual Grant:: (sum of lines 2 - 19)	244,024				
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		Signature of Public Housing Director	
					Date	

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