

# **Lawrence-Douglas County Housing Authority**



## **2010 MOVING TO WORK ANNUAL PLAN**



# *The Lawrence-Douglas County Housing Authority*

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Submission Date

December 4, 2009 Revision

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## **The City of Lawrence and Douglas County, Kansas**

The Lawrence-Douglas County Housing Authority (LDCHA) is located in Lawrence, Kansas. The county includes four incorporated towns and cities- Lawrence, Baldwin City, Eudora and Lecompton. The county has a total population of 112,123. All but 56 of the LDCHA's 1065 units are leased in the city of Lawrence. All LDCHA owned housing, including its 367 public housing units, are located in Lawrence.

Lawrence, with a population of 89,852, has long been recognized as a leader in the cultural and educational affairs of the Midwest and has gained prominence for its planning and commitment to quality of life. Lawrence possesses all the aspects of a friendly, active and culturally diverse community with the perfect combination of small-town hospitality and big city attractions. The city lays claim to its share of national recognitions and historical significance.

The city boasts one of the most vibrant downtown shopping, dining, and entertainment districts in the Midwest. It ranks 15<sup>th</sup> on John Villani's "The Best 100 Small Arts Towns in America". The National Endowment for the Arts ranks Lawrence 12<sup>th</sup> among cities in the U.S. with the largest percentage of professional artists in the workforce. The National Historic Trust named Lawrence one of its Dozen Distinctive Destinations, calling the city an example of the "best preserved and unique communities in America". U.S. News and World Report lists Lawrence as one of the best places to retire. The University of Kansas is consistently ranked as one of the best public universities in the country with its Special Education and Masters of Public Administration programs each listed as the best programs of all U.S. colleges and universities.

Lawrence is also home to two universities: the University of Kansas and Haskell Indian Nations University. Approximately 30,000 students attend KU, which is ranked as one of the nations' most beautiful campuses. Haskell Indian Nations University is the nation's only inter-tribal university for Native Americans, representing more than 150 tribes from across the country. Baldwin City is home to Baker University, the oldest university in Kansas.

Lawrence was the boyhood home of the writer and poet Langston Hughes, and in his later life the beat-writer William S. Burroughs. James Naismith, inventor of basketball, lived and coached most of his adult life in Lawrence. Dr. Naismith has the distinction of being the only KU basketball coach with a losing record.

Lawrence is located on the Kansas River, 35 east miles from the geographical center of the continental U.S. It is situated 45 minutes west of Kansas City and 35 minutes east of Topeka along Interstate 70. It is the county seat for Douglas County. Lawrence is in the 3<sup>rd</sup> Congressional District while parts of Douglas County are in both the 2<sup>nd</sup> and 3<sup>rd</sup> Congressional Districts.

Ninety-two point eight (92.8) percent of Lawrence residents age 25 and over have graduated high school. 47.7% have college degrees and 20.8% have graduate and professional degrees.

Lawrence's high educational attainment level does not translate into above average salaries. In 2007 the median household income for Lawrence was \$38,826 while the state of Kansas as a whole was \$47, 451. In fact Lawrence has undergone a decline of 10.5 % in median income since 2000.

The 10 major employers in the city are the University of Kansas, Vangent, Inc., Lawrence Public Schools, The City of Lawrence, Lawrence Memorial Hospital, Hallmark Cards, The World Company, AAmar Garage Doors, Kmart Distribution Center, DCCCA. Education and Government are the largest employers in the city, followed by light manufacturing, retail and service sectors.

The 2006 census estimated that 12.5% of all Lawrence families were in poverty compared to 24.1% for individuals. The unemployment rate for the city for the 2<sup>nd</sup> quarter 2008 was 4.3 percent.

Forty-eight percent of all households in Lawrence are renter households. The vacancy rate for rental units is 6.7%.

## **The Lawrence-Douglas County Housing Authority**

The Lawrence-Douglas County Housing Authority (LDCHA) was created in 2001 through the merger of the Lawrence Housing Authority (KS053) and the Douglas County Housing Authority (KS160). The predecessor, Lawrence Housing Authority, was created in 1968 under the Kansas Municipal Housing Act as an independent agent of the City of Lawrence charged with developing, operating and managing low rent housing for the low-income population of Lawrence, Kansas. The Douglas County Housing Authority was created in 1983 by the Douglas County Commission for the purposes of administering the Section 8 Certificate Program in Douglas County, Kansas. Through an Administrative Agreement between the City of Lawrence and Douglas County, the Lawrence Housing Authority was designated as the administering agency for the Douglas County Housing Authority program. With the passage of the Quality Housing and Work Responsibility Act of 1998, the dual administrative nature of the Lawrence Housing Authority became impractical given the new annual planning and board requirements placed upon housing authorities. Thus on January 1, 2001, through a joint resolution of the City of Lawrence and Douglas County, and with the approval of HUD, the two housing authorities merged as KS053 and KS160 was abolished.

The LDCHA is governed by a five member board of commissioners, two appointed by the Douglas County Commission and three by the Mayor of the City of Lawrence. The Resident member is an appointee of the City of Lawrence.

The LDCHA is constituted with the powers to:

- Plan, construct, maintain, operate and manage low rent housing developments of the City of Lawrence and Douglas County Kansas;
- Enter into contracts with federal, state, or local governments for funds to plan develop, support, construct, acquire or provide housing and housing developments for the low-income;
- Enter into public and private joint ventures;
- Enter into cooperative agreements with other incorporated jurisdictions of Douglas County to carry out affordable housing plans and developments for the low-income in those jurisdictions.

The primary roles of the housing authority are as a housing developer and provider. Presently the LDCHA operates 8 different types of affordable housing programs. Included in the role of housing provider is the responsibility to provide effective and equitable management services and to maintain and steward the agency's real estate portfolio.

The LDCHA partners and collaborates with other local agencies to provide housing assistance to special populations including special needs and homeless populations.

The LDCHA operates programs that support economic uplift of its tenant population through a comprehensive program of resident services including homeownership programs. The resident services programs also include services to facilitate healthy families and healthy aging in place.

The LDCHA follows business and fiscal policies that strive to achieve long term financial viability and solvency.

#### Organizational Structure

The LDCHA is divided into eight departments: 1. Administration and Business; 2. Maintenance Operations; 3. Capital Fund Program; 4. General Housing Program; 5. Program and Property Management; 6. Senior Housing Program; 7 Multifamily Housing; and 8. Resident Services. The LDCHA employs 43 staff and operates combined budgets in excess of \$7 million.

The LDCHA has been a designated *High Performer* agency by HUD for its public housing program since 1992 and for its Section 8 programs since the inception of the Section 8 Management Assessment Program.

## **MOVING TO WORK**

The LDCHA was selected by HUD as one of 23 housing authorities to participate in the Moving to Work Demonstration program in 1998. The Congressionally mandated demonstration was established to test new models for delivering public housing and Section 8 assistance. Congress established three objectives for the demonstration:

1. Reduce cost and achieve greater cost effectiveness in Federal Expenditures;
2. Give incentives to families with children whose head 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;
3. Increase housing choice for low-income families

The LDCHA signed its first five year MTW Contract with HUD March 30, 1999. The agency began implementation of the program June 1, 1999.

The agency objectives that were established to meet the Congressional goals were:

1. Abolish the public housing and Section 8 program administrative structure and create a new program of housing assistance called General Housing assistance which combines the family housing units of the public housing and Section 8 TBRA.
2. Change or eliminate four basic federal rules under the 1937 Housing Act that contradict customary social and economic norms and create administrative expense. These rules presently form the structure of the public housing and Section 8 programs. The new changes will include:
  - The institution of suitability criteria as a part of eligibility criteria
  - The definition of countable income and adjusted income
  - The establishment of the concept of annual rent and the abolishment (with some exceptions) of interim re-examinations
  - Sweeping and comprehensive changes in the rent structure
3. Establish a rent structure that provides affordability while it:
  - Values the unit
  - Creates disincentives not to work
  - Motivates families to work
  - Establishes meaningful minimum and maximum rents
  - Increases PHA income thereby reducing federal subsidy or increasing housing assistance without additional subsidy
4. Increase Housing Choice:

- For all Section 8 participants increase housing choice by permitting full discretion as to location size and cost without regard to local Fair Market Rents.
  - For public housing residents of Edgewood Homes, increase housing choice by vouchering out up to 50 percent of the units over a 3 year period freeing units to rent to moderate income families thus creating a mixed income development. This was later dropped.
5. Increase usage of existing federal funds.
- Increase public housing rental income by \$150,000 per year.
  - Free \$500,000 per year of Section 8 subsidy.
  - Using these amounts to serve an additional 100 low-income families without additional federal subsidy.
6. Expand by at least 100 percent, the family self-sufficiency program to require participation of non-exempt public housing and Section 8 families.
7. Provide homeownership opportunities for approximately 422 families including, but not limited to, automatic selection for the local Tenant to Homeowners Program and a \$3000 down payment match with local HOME funds.

The above objectives created a locally driven housing program that continues to reflect community needs and values.

The 1999 MTW agreement established the specific authorizations or activities granted the LDCHA to carry out the stated objectives.

Established as a five year demonstration, the agency's MTW agreement was extended three times in 2004, 2005, and 2006. In 2007 HUD restructured the MTW program and standardized the individual agreements that MTW participating agencies each had with HUD. In April 2008 the agency signed a new 10 year standardized agreement extending the program to 2018. The new agreement provided new expanded authorities for many housing authorities.

In its 2009 MTW Annual Plan the agency sought and received HUD approval to initiate several new changes to its MTW program under these expanded authorities. These were to:

- Conduct annual recertifications every second year for MTW households at maximum rent or at 50% AMI.
- Revise the homeownership program to create equity between public housing and Section 8 MTW by eliminating the escrow requirement and replacing it with a matching grant up to \$3000 for all MTW participants that purchase a home.

- Revise the definition of countable income to exclude the income of adult children between the ages of 18 and 21. However all able bodied adults between the ages of 18 and 21 must meet the work requirement. Revise the definition of countable income by abolishing the 12-12-48 month income exclusion for affected public housing and Section 8 tenants.
- Establish the LDCHA as a single fund agency and use MTW reserves to:
- Add additional housing units either through acquisition, new construction or by increasing the number of housing choice voucher units;
- Use up to \$58,000 to fund a new housing initiative called the e-Housing Connection, a temporary transitional housing program for homeless families;
- Allot sufficient funds to provide five units of rental assistance to be used in collaboration with the Douglas County jail for its prisoner Reentry Program.
- Expand Resident Services to provide a mandatory orientation for all new incoming residents.
- Expand Resident Services to provide individual case management for all households with income below 40% AMI to reduce barriers to employment and underemployment, in order to maximize the household's potential for securing worthwhile long term employment.

## **2010 MTW Annual Plan**

### **Overview of the Agency's 2010 MTW Goals and Objectives**

For 2010 the LDCHA intends to retain all its existing, previously approved goals, objectives and activities as referenced above and to add three new objectives.

### **New 2010 MTW Goals and Objectives**

The LDCHA seeks approval to implement the following authorities:

- Implement rent reform initiative by conducting biennial recertifications of public housing elderly and disabled households.  
Objective: To reduce staff hours in conducting annual recertifications.  
To reduce administrative burden on residents.  
To reduce administrative expenses.
- Move MTW families toward economic self sufficiency by providing employment related services, job training and retraining, employment counseling, education including youth services in conjunction with permitting the head of household to seek, obtain, or retain employment.  
Objective: To increase the technical and soft skills of residents.  
To increase the number of residents who are employed.  
To increase tenant income from employment.
- Reduce energy consumption in public housing units by implementing energy conservation measures through the installation of new energy efficiency systems under the Public Housing Energy Performance Contracting.  
Objective: To replace electrical, heating and plumbing systems in order to reduce energy costs.

## II. General Housing Authority Operating Information

A. Housing Stock Information:	
Number of public housing units at the beginning of the year;	The LDCHA has 367 units of public housing under ACC. The agency has two public housing developments that are designated as senior housing. These are Babcock Place (KS053002 and Peterson Acres (KS053008). These properties were first designated in 2002 and were renewed for a two year period in January 2009.
General description of any planned significant capital expenditures by development (>30% of the Agency's total budgeted capital expenditures for the fiscal year);	The agency will use its 2010 Capital Funds grant exclusively for improvements to public housing developments. The agency anticipates major expenditure for upgrades at turnover to the interiors of all its developments to include new kitchens and baths. In addition the agency anticipates the possible expenditure of funds for energy conservation projects based on the results of an energy conservation audit. The agency will begin to undertake initiatives that are identified in the Capital Fund Physical Needs Assessment required of the 2009 AARA Capital Fund program. This needs assessment has been delayed at HUD's direction pending its issuance of guidance.
Description of any new public housing units to be added during the year by development (specifying bedroom size, type, accessible features, if applicable);	The agency will not add any public housing units in 2010.
Number of public housing units to be removed from the inventory during the year by development specifying the justification for the removal;	The agency will not remove any public housing units in 2010.
Number of MTW Housing Choice Vouchers (HCV) units authorized;	The LDCHA has 592 authorized units of Section 8 HCV under ACC and 5 units approved under the Prisoner Re-Entry Program.
Number of non-MTW HCV units authorized; and	40 HCV units under HOME TBRA and 6 units under HOME Continuum of Care.

Number of HCV units to be project-based during the Plan year, including description of each separate project.	In 2010, no Housing Choice Voucher units will be project based.
B. Leasing information, Planned – this information is estimated and may be subject to change during the Plan year.	
Anticipated total number of MTW PH units leased in the Plan year;	The LDCHA leasing plan for 2010 is to have under lease 356 units, or 97% of the agency's public housing units every month.
Anticipated total number of non-MTW PH unit leased in the Plan year;	The agency owns 8 units of non-subsidized senior housing, and a 58-unit HUD multifamily complex. It anticipates a 98% lease up rate for these units in the plan year.
Anticipated total number of MTW HCV units leased in the Plan year;	The LDCHA leasing plan for 2010 is to lease 99% of the 592 authorized units of Section 8 Housing Choice voucher and 5 units under the Prisoner Re-Entry Program.
Anticipated total number of non-MTW HCV units leased in the Plan year; and	The agency anticipates 100% lease up rate for its 40 non-MTW HCV units under HOME TBRA and 6 units under HOME Continuum of Care.
Description of anticipated issues relating to any potential difficulties in leasing units (HCV or PH).	<p>LDCHA public housing units are vacant during the turnover process. The agency has established authorized reasons for vacancy days that were approved by HUD in its 2007, 2008 and 2009 annual plans. These are included again in the 2010 plan. They are as follows:</p> <p>The Kansas Residential Landlord Tenant Act requires all lease holders to give 30 days' notice of termination of the lease. This state law notice provision creates a 30 day delay from when a tenant accepts a public housing unit to when they can take occupancy. Vacancy days created by state law are beyond the ability of the HA to control. Vacancy days created by this state law provision have been approved in subsequent annual plans and are included again in this plan.</p> <p>In addition, 40 percent of the LDCHA public housing stock is designed for and occupied by the elderly. Frequently multiple unplanned vacancies occur without notice when these</p>

	<p>residents pass away or vacate to go to a nursing home. These occurrences result in a backlog of units that must be turned over. Multiple vacancies that occur in elderly developments for these reasons are a condition beyond the ability of the agency to control. The cause for these vacancies has been approved as authorized vacancy days in previous annual plans and is included again in this plan.</p>
Optional in Plan: Number of project-based vouchers in use at the start of the Plan year.	There will be no MTW project based units at the start of the plan year.
<b>C. Waiting List Information</b>	
<p>Description of anticipated changes in waiting lists (site-based, community-wide, HCV, merged); and</p>	<p>LDCHA does not anticipate any changes in the waiting list and plans no change in its waiting lists. LDCHA has two site based waiting lists for its elderly public housing developments at Babcock Place, (KS053002), and Peterson Acres, (KS053008). It has a combined waiting list for its public housing family housing developments and its Section 8 HCV program which is called the General Housing waiting List. This latter waiting list is a creation of the MTW program.</p> <p>Regarding its non-MTW housing programs, the HA maintains separate waiting lists for its 58-unit HUD multifamily development, its 8-unit HA-owned senior housing development and two waiting lists for its HOME TBRA programs.</p>
<p>Description of anticipated changes in the number of families on the waiting list(s) and/or opening and closing of the waiting list(s).</p>	<p>The HA does not anticipate any changes in the number of families on its MTW waiting list. As of 12-1-09 there are 462 households on the combined MTW, public housing and Section 8 HCV waiting lists. The agency does not close its waiting lists. The average wait time for a public housing unit is 8 months; the average wait time for a Section 8 HCV unit is 25 months. The HA purges its waiting lists annually.</p>

### **III. Non-MTW Related Housing Authority Information**

#### **A. Planned Sources and Uses of Other HUD or Other Federal Funds**

The LDCHA operates five other housing programs besides the public housing and Section 8 HCV TBRA programs.

The largest is a 58-unit Section 8 project based multi-family development for the elderly which was purchased by the agency in late 2006. The agency owns a second smaller 8 unit senior development that is fully handicapped accessible. This development is unsubsidized and operates under a below market rate rent structure.

Another housing program is a 15 unit TBRA program funded by the State of Kansas with state HOME funds. The grantee for this program is the Bert Nash Mental Health agency. The LDCHA administers the program on behalf of the Bert Nash Center. Admission is restricted to Bert Nash clients.

The LDCHA also operates a 25 unit TBRA program funded annually by the City of Lawrence's HOME allocation. This program is restricted to homeless families and individuals who do not otherwise qualify for public housing or Section 8 assistance. In both the Bert Nash program and the City HOME program, participants must enter into a support service agreement and participate in the activities contained in the agreement. Participants have up to two years to meet the qualifications for public housing or Section 8 assistance. At the end of the two year period they are transferred to either public housing or Section 8 assistance if they meet the eligibility qualifications, or, if not, their assistance is terminated.

The LDCHA also operates 6 units of permanent housing under the Continuum of Care Permanent Supportive Housing program for chronically homeless individuals who are dual diagnosed with mental health and substance abuse problems.

The LDCHA is the administrating agency for the City's \$648,000 Homelessness Prevention and Rapid Re-housing Program. This program is funded by the state to provide rent and utility arrearage assistance to households to prevent homelessness and rent and utility subsidies to rapidly re-house homeless families. The LDCHA will administer this program over a 24 month period beginning October 2009. The rapid re-housing program will be executed through the agency's e-Housing Connection which is funded with MTW funds.

The LDCHA received \$747,109 in March 2009 in public housing Capital Funds under ARRA and is using money to carryout capital improvements to its public housing developments.

#### **IV. Long Term MTW Plan**

The agency's long term MTW plan is to continue moving families to work and up the economic scale to where household income is at least 50% AMI. In so doing the agency will continue to move families to homeownership, and create additional housing opportunities for families. The agency will continue to look to ways to reduce administrative burden and to apply the new and expanded MTW authorities to the elderly and disabled households including the possibility of an alternative rent structure beyond what is included in this plan. A major long term goal will be to pursue an affordable alternative rent structure that decouples rent from income.

## **V. Proposed 2010 MTW Activities: HUD Approval Requested**

### **A. Describe each proposed MTW activity**

#### **A. Activity 1: Conduct Biennial recertifications of Elderly and Disabled Households residing in public housing.**

The LDCHA will amend its Public Housing Admissions and Continued Occupancy Policy, (ACOP) and its Public Housing Methods of Administration (MOA) to provide for biennial recertifications of Public Housing Elderly and Disabled Households. Annual recertifications are administratively burdensome to residents and the agency. Each annual recertification takes an average 4 hours staff time to process and another 2-3 hours of resident time to gather and organize information. Universally residents report that the annual recertification process is a burden. At this writing there are 208, or 56 percent, of the agency's public housing residents that are elderly or disabled heads of households. At resident meetings elderly and disabled participants have voiced their frustration and dislike over the annual recertification process. Elderly and disabled households that contain a non-elderly nondisabled member governed by the MTW rent structure and work requirement would be governed by those policies. The agency proposes to pilot this change with public housing residents in 2010. Based on the agency's experience it may extend this initiative to Section 8 participants in the future. However, such an extension will first be included a future annual plan before adopting the change.

While elderly and disabled residents highly favored this change one concern was the issue of increases in medical expenses occurring in the first 12 month period following recertification. This issue will be addressed as follows in the agency's ACOP and MOA policies.

Every elderly and disabled household will be notified 12 months following their most recent recertification that they may request to be recertified if their medical expenses have increased by 10% in the previous 12 months. These households will be given the option to undergo a full annual recertification which will include not only counting all medical expenses but increase in annual income and assets as well.

In the first year all households will be notified and asked if, under the policy change, they desired to forgo the annual recertification. If 50% or less responds favorably they all will be chosen for biennial recertification. If more than 50% respond favorably, the 50% chosen will be selected by lottery.

#### **B. Relationship of Activity 1 to Statutory Objective:**

This activity relates to statutory objective two. Conducting biennial recertifications will reduce costs and achieve greater cost effectiveness. This change also constitutes a rent reform initiative.

**Rent Reform Initiative Requirements:**

The LDCHA Board of Commissioners approved this activity under Resolution 1041, September 28, 2009.

This change will have no financial impact on residents since they remain in the income based rent structure and can request an interim recertification if they experience a decrease in income during the year. Tenants who experience an increase in medical expenses of 10 percent or more in the 12 month period following their last recertification can forgo the biennial year and be recertified.

This activity will be evaluated annually to track the number that forgo the biennial period and the number that request interim recertifications besides the information that is measured below.

**Hardship Policy:** Tenants who experience and increase in medical expenses in excess of 10 percent over the previous year can request to be recertified.

**Transition Period:** There is no proposed transition period for this activity. During 2010 residents are being asked to volunteer to forgo recertification in 2010. If the numbers who volunteer do not reach 50%, the balance will be selected by lottery. The same will be the case if more than 50% volunteer to forgo recertification in 2010.

The public hearing on this plan was held September 4, 2009.

**C. Anticipated Impact of Activity on the Stated Objectives:**

The reduction in staff time spent on conducting annual recertification is a reduction in expenses. Over time this reduction might translate into a reduction in staffing. However at this time the intent is to use the time freed up by not doing annual recertifications to improve the quality and efficiency of the recertification process by conducting interviews with households.

**D. Baseline, Proposed Benchmarks, and Metrics to Assess Outcomes, including Anticipated Schedule.**

Presently there are 208 (56%) public housing households that are elderly or disabled heads of household. Staff spends 832 hours conducting annual recertifications for this population and the tenants spend another 500 hours. Staff time should be able to be reduced by over 400 hours by doing only 104 recertifications yearly. The agency will consider the number of households recertified and staff hours saved to be the benchmarks for this activity. This activity will be assessed annually through agency tenant data and staff time reports. In addition since the change will permit staff to

enhance the recertification process by going to direct in-person interviews, it is expected that the accuracy and quality of the information received will be improved through person-to-person interview process.

<b>Metric</b>	<b>Baseline</b>	<b>Benchmark</b>
Households Recertified	208 current PH elderly / disabled households	Annual recertifications should be reduced to 104 households in the plan year.
Staff hours	Staff currently spends 832 hours conducting annual recertifications	Staff time should be reduced by 400 hours so the benchmark is 432 in the plan year
Reduction in expenses attributable to annual recertifications	Current cost in staff time to conduct 208 annual recertifications is \$21,707	Staff costs should be reduced to \$10,854 in the plan year
Tenant hours	Tenants currently spend an aggregate 500 hours for 208 certifications	Tenants would free up 250 hours of personal time by not going through the annual recertification process in the plan year.

E. Data Collection Process and Proposed Metrics to Measure how this activity will achieve the Statutory Objectives.

The number of households in 2010 and 2011 that are recertified will be measured, including the number of households that originally opted out of being recertified in 2010 but opted in, in 2011 due to changes in medical expenses. In addition the number of interim recertifications will also be measured each year. Staff time studies and the associated reduction in expenses will be measured to determine the number of hours and amount of money saved. Tenant surveys will be conducted at each recertification documenting the average amount of time spent by residents in the annual recertification process.

F. Statutory Authorization for the Activity.

Attachment C: Section C- Authorizations Related to Public Housing

#### 4. Initial, Annual, and Interim Review Process

The Agency is authorized to restructure the initial, annual and interim review process in the public housing program in order to affect the frequency of reviews.

*This authorization waives certain provisions of sections 3(a)(1) and 3(a)(2) of the 1937Act and 24 C.F.R. 966.4 and 960.257, as necessary to implement the Agency's Annual MTW Plan.*

A. Activity 2: Allocate \$56,000 in funds from the Single Fund MTW budget to provide employment related services to MTW households including activities related to the provision of self-sufficiency and other services, employment counseling, education and training including youth services in conjunction with permitting the head of household to seek, obtain or retain employment.

Presently there are 385 households participating in the MTW program of which 176 have active Family Self-sufficiency cases with the Resident Services Offices. One of the stated goals of the 2009 Annual Plan that is carried over into the 2010 Annual Plan is to reduce the barriers to employment and underemployment in order to maximize a household's potential for securing worthwhile long time employment. The profile of most of these families shows a lack of education and training that attributes to the household's inability to obtain meaningful employment. In addition households lack the resources, and there is a lack of community resources, that would permit the household to obtain education or training.

Customary employment opportunities in Lawrence for LDCHA residents include certified nursing and medical assistance positions, computer skills and mechanics, technical drafting, welding, and the new field of "green technology" jobs. Many of the new technology trainings are cost prohibitive for low income families, with the most costly being \$3000. There are also a number of training opportunities that focus on soft skills development that include workplace behavior skills such as punctuality, attendance, appropriate attire, customer service, and phone skills. This activity would pay for 10 residents to obtain professional certification, training and job placements in employment areas that include the above areas. An additional 65 residents, including residents presently receiving TANF, will receive training that focuses on soft skills development described above.

In addition, this activity would provide funding for summer youth programs in order to permit the head of household to retain employment over the summer. The majority of the children that the LDCHA serves in its summer and after school programs are the children of parents who work. (The LDCHA MTW program contains a work requirement.) All children of parents who work will be eligible to participate under this activity. However the agency will not restrict a child's solely due to the fact that the head of household or other parent does not work.

**B. Relationship of Activity 2 to Statutory Objective**

This activity relates directly to statutory objective 2: Give incentives to families with children whose head of households 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.

**C. Anticipated Impact of Activity 2 on the Stated Objective**

Education and job training programs leading to professional certification will help the individual secure and retain meaningful employment with long term growth

opportunities. This will create economic stability for the family and move them toward economic self sufficiency.

D. Baseline, Proposed Benchmarks, and Metrics to Assess Outcomes, including Anticipated Schedule.

<b>Metric</b>	<b>Baseline</b>	<b>Benchmark</b>
Technical Skills Training	0	Of the 10 households offered training, 8 will complete in the plan year .
Increase income (Area Median Income) for households receiving technical training	Average AMI of households is 29%	Of the 8 completing technical training, 5 households will increase their income to 34% within 12 months after completing training.
Other Families Employed	252	275 employed after completing soft skills training in the plan year.
TANF Families	51unemployed TANF families	10 households will obtain employment after receiving soft skills training In the plan year

E. Data Collection Process and Proposed Metrics to Measure how Activity 2 will Achieve the Statutory Objectives

Participant data will be kept monthly. The agency also keeps data on the families that participate in the agency’s family self-sufficiency program. Income and employment status and training records are kept on these families including annual increases or decreases in household income from employment.

F. Statutory Authorization for the Activity.

Attachment C: Section B.1. b. iii. Single Fund Budget with Full Flexibility

*This authorization waives certain provisions of Sections 8 and 9 of the 1937 Act and 24 C.F.R. 982, and 990 as necessary to implement the Agency’s Annual MTW Plan.*

b. The Agency may use MTW Funds for any eligible activity under Sections 9(d)(1), 9(e)(1) and Section 8(o) of the 1937 Act. Within the scope of the permissible eligible activities, the Agency can carry out the purposes of the MTW Demonstration Program to provide flexibility in the design and administration of housing assistance to eligible families, to reduce cost and achieve greater cost effectiveness in Federal expenditures, to give incentives to families with children where the head of household is working, seeking work, or is preparing for work by participating in job training,

educational programs, or programs that assist people to obtain employment and become economically self-sufficient, and to increase housing choices for low-income families, through activities that would otherwise be eligible under sections 8 and 9 of the 1937 Act, including, but not limited to, the following activities:

iii. The provision of housing or employment-related services or other case management activities, such as housing counseling in connection with rental or homeownership assistance, energy auditing, activities related to the provision of self-sufficiency and other services, employment counseling, education, training and other services related to assisting tenants ...pursuant to this section.

A. Activity 3: Allot up to \$500,000 in funds from the single fund MTW Budget in Public Housing energy conservation improvements.

The agency has entered into a contract with Siemens Industry- Building Technologies to carryout comprehensive energy improvements under HUD Energy Performance Contracting and will finance the improvements over 15 years using \$500,000 down payment of public housing reserves that are part of the LDCHA's MTW block grant. Siemens performed a detailed study of energy and water use at the agency's nine sites in order to identify modifications to the existing energy/water consuming systems and their operations that will reduce annual electric, natural gas, water/sewer consumption. Under Energy Performance Contracting the cost of the improvements will be paid over 15 years through energy savings. The Siemens energy audit identifies improvements including replacing existing boilers, water pumps/motors chillers, at the agency's elderly high rise building; furnace, lighting system replacements and retrofits, installation of lighting controls and water conservation measures including new toilets, retrofit faucet aerators, tub and shower assemblies and controls; installation of programmable thermostats, attic insulation and installation of a central energy management system. The use of agency funds to help support improvements permits the agency to finance more improvements within the limits of Energy Performance contracting. The HUD field office is the responsible entity for approving Energy Performance contracts including evaluating the energy performance measures and savings certified to in the contracts. The use of public housing reserves for energy improvements is an authorized use of funds outside of MTW under Account 7540.

B. Relationship of Activity 3 to Statutory Objective

This activity relates directly to statutory objective 1; to reduce cost and achieve greater cost effectiveness in federal expenditures.

C. Anticipated Impact of Activity 3 on the Stated Objective

The anticipated guaranteed annual cost savings based upon the comprehensive audit is \$1,579,707 which will provide funding for a 15-year \$1,570,334 investment.

D. Baseline, Proposed Benchmarks, and Metrics to Assess Outcomes, including Anticipated Schedule.

<b>Metric</b>	<b>Baseline</b>	<b>Benchmark</b>
Water/Sewer Consumption	1,439,752 gal	2081 k gal savings
Electricity	1,439,752 kWh	639,287 kWh savings
Natural Gas	11,685 MCF	10,517 CCF

The savings will occur and be documented once improvements are completed. The first complete fiscal year following completion of the improvements will be 2011.

E. Data Collection Process and Proposed Metrics to Measure how Activity 3 will achieve the Statutory Objective.

Under Energy Performance Contracting (EPC) Siemens Technologies is required to guarantee the savings that the improvements will yield through a Measurement and Verification Plan that is required to be included in the contract which must be approved by the HUD Field Office.

F. Statutory Authorization for the Activity.

Attachment C: Section B.1. b. ii. Single Fund Budget with Full Flexibility

*This authorization waives certain provisions of Sections 8 and 9 of the 1937 Act and 24 C.F.R. 982, and 990 as necessary to implement the Agency's Annual MTW Plan.*

b. The Agency may use MTW Funds for any eligible activity under Sections 9(d)(1), 9(e)(1) and Section 8(o) of the 1937 Act. Within the scope of the permissible eligible activities, the Agency can carry out the purposes of the MTW Demonstration

Program to provide flexibility in the design and administration of housing assistance to eligible families, to reduce cost and achieve greater cost effectiveness in Federal expenditures, to give incentives to families with children where the head of household is working, seeking work, or is preparing for work by participating in job training, educational programs, or programs that assist people to obtain employment and become economically self-sufficient, and to increase housing choices for low-income families, through activities that would otherwise be eligible under sections 8 and 9 of the 1937 Act, including, but not limited to, the following activities:

ii. The acquisition, new construction, reconstruction or moderate or substantial rehabilitation of housing (including, but not limited to, assisted living, or other housing as deemed appropriate by the Agency, in accordance with its mission), or

commercial facilities consistent with the objectives of the demonstration. Such activities may include but are not limited to real property acquisition, site improvement, development of utilities and utility services and energy efficiency systems, conversion, demolition, financing, administration and planning costs, relocation and other related activities; provided, however, that prior HUD approval is required for the development of any incremental public housing units, pursuant to Section 9(g)(3) of the 1937 Act.

## **VI. Ongoing MTW Activities: HUD Approval Previously Granted**

The activities described below were approved in 1999 under the LDCHA original MTW contract.

The signed Statement of MTW Authorizations executed between HUD and the LDCHA in March 1999 described the activities that the housing authority was authorized to carry out under the MTW program. These included the following:

- The MTW Plan applies to all public housing and tenant based Section 8 assistance.
- All non elderly/non disabled families with an adult age 62 and younger must participate in the MTW program. Certain exemptions to this requirement apply.
- In determining eligibility to receive tenant based Section 8 assistance and public housing the LDCHA applies the same suitability requirements currently used to determine eligibility for public housing. (This element pre-dated the QHWRA which now permits HA to apply suitability screening as part of the eligibility criteria)
- The LDCHA employs a rent policy with minimum and maximum rents based on the value of the unit being rented. Tenants participating in the MTW rent structure pay either the minimum rent, 30% percent of their adjusted gross income or the maximum rent. Minimum and maximum rents are based upon the number of bedrooms in the rented units.
- Minimum, maximum rents and payment standards are adjusted annually throughout the terms of the demonstration.
- All MTW families have a mandatory tenant contribution to rent equal to the greater of the minimum rent for the unit size, 30% of monthly adjusted income up to the maximum rent for the unit size rented.
- Rent loss protection is paid to private sector landlords in cases where an MTW household is evicted for nonpayment of rent equal to up to two months unpaid tenant rent in the event that the security deposit is not sufficient to cover the unpaid rent. (This will be eliminated in the 2011 MTW annual plan.)

- Tenant rent and assistance payments are determined at the time the family enters the MTW program and remain in effect until the household's annual recertification which is anniversary date of their lease. (Beginning in 2009 the agency instituted biennial recertifications for MTW households at maximum rent or 50 percent of area median income.)
- The LDCHA does not conduct interim recertifications for tenant contributions to rent except in cases of hardship or where the family's MTW eligibility status changes.
- Section 8 portability is restricted. MTW families may not move outside the LDCHA's jurisdiction except if the family applies for and receives an exception from this rule as a reasonable accommodation for a disability or other good cause. Households porting into the LDCHA's jurisdiction must participate in the MTW program.
- The LDCHA maintains one waiting list for all public housing and Section 8 programs except for developments where occupancy is restricted to the elderly. Applicants are offered the first available form of assistance. An applicant who rejects two offers of assistance is dropped from the waiting list. Families who accept an offer of assistance are removed from all waiting lists.
- Adults age 18 and over must work, attend school or participate in work related activities.
- A family may transfer between Section 8 assistance and public housing as described in the LDCHA's Transfer Policy.
- Families who have an annual gross income that exceeds 50% of the area median income are offered an opportunity to join the homeownership program. Families who do not join the homeownership may remain in their rental unit until their gross annual income reaches 80% AMI at which time they become responsible for paying the full contract rent. When a family gross annual income reaches 100% AMI they must pay rent under income based regulations.
- A family's housing assistance will be suspended and they will be required to pay the full contract rent for their unit if the family refuses to participate in the Family Self-sufficiency Program, fails to meet the work requirement, fails to pay rent to the owner, or fails to correct serious program or lease violations provided that all applicable laws are followed. Families that have their housing assistance suspended have 30 days to correct the violation before termination action begins. Termination actions are in conformance with the agency's grievance policy.
- The LDCHA has developed a series of resident self-sufficiency programs to replace the mandatory Family Self-sufficiency Program. These programs include a Renter Certification Program, a Family Focus Program (subsequently referred

to as FSS), and Preparation for Homeownership. Expansion Resident Services program were approved in the 2009 MTW Annual Plan and are described below.

All the above changes were executed and are operational today. Annual Reports on the impact and outcomes of these initiatives have been reported annually to HUD since year one of the MTW program.

The following activities were first approved in the agency's 2009 MTW Annual Plan.

The agency was approved as single fund agency with the authority to combine its public housing operating subsidy, public housing capital fund and Section 8 Housing Choice Voucher assistance into a single agency wide funding source and to use these funds for overall administration of the agency's housing programs and to carry out the approved activities of the MTW demonstration program as described in the plan. Using these funds the agency is authorized to:

- Add additional housing units either through acquisition, new construction or by increasing the number of housing choice voucher units;
- Expand Resident Services to provide mandatory orientation for all new incoming residents.
- Expand Resident Services to provide individual case management for all households with income below 40% AML to reduce barriers to employment and underemployment, in order to maximize the household's potential for securing worthwhile long term employment.
- Revise the Agency's Homeownership program to create equity between public housing and Section 8 TBRA MTW households by eliminating the escrow requirement and replacing it with a matching grant up to \$3000 for all MTW households that purchase a home.
- Use up to \$58,000 from the single fund MTW budget to fund a new housing initiative called the e-Housing Connection, a temporary transitional housing program for homeless families and individuals.
- Revise the definition of countable income under the LDCHA's existing MTW plan to exclude the earned income of adult children between the ages of 18 and 21. This activity pertains to adult children who are not full time students.
- Revise the definition of countable income to include income presently disallowed under the 12:12:48 regulations.
- Allocate funds from the Single Fund MTW budget to provide five units of tenant based rent assistance to be used in partnership with the Douglas County Sheriff's Department Corrections Division for their prisoner re-entry program.

With the exception of adding additional units, all of the above activities have been implemented. In 2010 the agency will use up to \$500,000 from the MTW Single Fund budget to develop additional units of housing. The goal is to develop housing in collaboration with external partners. Those units developed with MTW funds will be restricted to occupancy by households at or below 50 percent of AMI.

In addition the agency intends to use MTW investment income to generate additional units of rent subsidy. Any units developed with these funds will be outside of the Faircloth gap. However the HA would like to discuss ways that new units may be brought into its portfolio.

Besides the above, the following initiatives were approved for the first time in the agency's 2009 MTW Plan and have been implemented.

- Conduct annual recertifications every second year for MTW households at maximum rent or at 50% AMI. Processes and procedures were developed for this activity in 2009 but will be applied with the January 2010 recertifications. The reason for this is that agency's annual recertification process begins four months before the household's effective anniversary date. When the 2009 MTW Annual Plan was approved the agency was already processing April 2009 recertifications. It was the preference of staff to implement the activity effective with January 2010 recertifications.

In 2010 the LDCHA does not propose any changes to the previously approved MTW initiatives listed above.

#### G. Hardship Policy

Resolution 696 dated May 25, 1999 as amended by Resolution 745 dated October 24, 2000, established the agency's MTW Rent Hardship Policy as stated:

An MTW household may be certified to a lower rent amount in the MTW rent structure, but never lower than the minimum rent for their bedroom size due to a loss of income due to circumstances beyond the household's ability to control. Such conditions include temporary medical condition that prevents an adult family member from working when loss of employment income is not covered by paid medical benefits; loss of employment due to reduction in force or closure of the place of employment where employment income loss is not covered by severance or separation benefits. The hardship rent will be in place for 90 days after which the rent will revert to the annual rent in existence before the hardship was granted. If a hardship is granted a second hardship cannot be requested until 12 months following the conclusion of the previous hardship.

## 2010 Consolidated Budget

### Sources of 2010 Funds

The Consolidated Budget document that is presented lists the all the sources of funds that the agency expects to receive in 2010. With the exception of the Homelessness Prevention and Rapid Re-housing Program, these sources remain unchanged over previous years. These funding sources are noted. For ongoing previously approved HUD, city and state grants, only anticipated 2010 allocations for multiyear grants are presented. The budget notes a \$747,109 Capital Fund ARRA allocation which is outside the MTW program.

Additionally, since the 2010 allocation for HUD funded programs cannot be known at this time, the amounts listed for Public Housing Operating Subsidy, Capital Fund Program and Section 8 Housing Choice Voucher Program are based on 2009 Allocations.

### Uses of Funds

The uses of funds statement shows the aggregate expenses for all programs the agency will operate by account and not by program. However each individual program operated by the LDCHA contains a program specific budget.

Administrative and Management Salaries include all the salaries for all positions except those salaries which provide direct resident and social services to tenants.

Other Operating Administrative Expenses represents the costs of all administrative expenses including legal, staff training, communication, accounting services, sundry, etc.

General Expenses include the cost of insurance, PILOT, collection losses.

Resident and Social Services represents the direct costs associated with providing resident services to all residents whether or not they are participants in the MTW program.

Extraordinary/Capital Improvements/ Equipment include costs associated with physical improvements to the agency's public housing developments. It also includes costs for purchase of computers and software.

Debt Service and Replacement Reserves include the costs associated with funding the annual replacement reserve for Peterson Acres II, the LDCHA component unit, and Clinton Place, a Section 8 Multifamily developed owned by the agency. It also includes debt service for Clinton Place.

The LDCHA intends to use funds in 2010 for the intended purposes of the specific federal, state, local and resident services programs even though we will operate our Public Housing, Section 8 assistance, and Capital Fund as a single fund budget with full flexibility. The agency will not reduce the number of public housing and Section 8 assisted units it has in 2010. Any increased housing or development will be paid for through MTW reserves. Public Housing, Section 8 and Capital funds will be used to pay for the administrative operational, and maintenance costs and capital fund improvements of the respective programs which includes previously approved MTW Initiatives. New MTW Initiatives will be funded through the Section 8 Allocation or MTW reserves.

Since all the agency's public housing and Section 8 TBRA units/ households are in the MTW program, even though not all households participate in the alternative rent structure and work requirement, these programs are listed as MTW activities in the Consolidated Budget.

While the LDCHA will operate as a single fund budget, in 2010 it will use it Capital Funds for the intended and authorized purposes of the regulations governing this program. However this program is also included under the MTW budget.

Any unspent funds remaining at the end of 2010 will be used for MTW purposes in 2011 and subsequent years.

Beginning in 2010 the agency will use MTW funds in the amount of \$56,000 for new resident services activities, \$500,000 for energy conservation upgrades to the agency's public housing units, and \$500,000 for new development activities.

### **Asset Management**

The LDCHA has 367 public housing units and opted out of the asset management requirement under the 2008 and 2009 HUD appropriations Act. The LDCHA will opt out again if provided for in 2010 legislation. The agency uses a cost allocation system to prorate expenses among the different programs it administers.

## **VII Sources and Uses of Funding**

The 2010 sources of funding that the LDCHA anticipates remain unchanged over past years with the exception of the receipt of stimulus funds under Homeless Prevention and Rapid Re-housing. Funding sources and amounts are based on the most recently approved federal allocations. Only anticipated 2010 allocations for multiyear grants are presented.

### ***MTW Programs***

#### **Public Housing Programs**

Public Housing Operating Subsidy:	\$ 651,017
Public Housing Rental Income:	1,244,202
Public Housing Non Dwelling/Other Rental Income	33,890
Public Housing Interest Income:	52,400
Public Housing Other Income/Late Fees & Tenant Damages	38,000
Capital Fund:	635,567

#### Section 8 Tenant Based Rent Assistance Program

Section 8 TBRA Allocation:	3,869,290
Section 8 TBRA Interest:	66,748
MTW Funds (Section 8 Reserves)	
1,301,790	

### ***Non MTW Programs:***

#### **HUD Funded Resident Services Programs:**

RSDM Family and Homeownership:	\$ 125,000
RSDM Family:	20,830
Public Housing FSS	62,852
Section 8 TBRA FSS	73,842
Neighborhood Network	8,333
ARRA Capital Fund	387,140

State of Kansas HOME TBRA: (Restricted to the Clients of the Bert Nash Mental Health Agency)	100,000
City of Lawrence HOME TBRA: City/State Home Interest	150,000 420
Continuum of Care Permanent Supportive Housing (6 Units under annual renewal)	100,804
Continuum of Care Permanent Supportive Housing (Tenant Rental Income)	3,078
Multifamily Project Based Section 8: (58 Units of senior housing) Rental income and HAP subsidy	\$337,180
LDCHA Owner Property (8 Units non subsidized below market rent for seniors)	49,574
Homelessness Prevention and Rapid Re-housing:	324,000
<b>Total 2010 Projected Sources</b>	<b>\$ 9,635,957</b>

## 2010 Consolidated Budget

SOURCES OF FUNDS	January 2010 – December 2010
<ul style="list-style-type: none"> <li>• Public Housing Operating Subsidy *</li> <li>• Public Housing Rental Income</li> <li>• Capital Fund *</li> <li>• Public Housing Investment Income</li> <li>• Other Public Housing Income – Cell Tower, Vending, Bus Receipts</li> <li>• Public Housing Non Dwelling Rent</li> <li>• Other Public Housing Income – Tenant Late Fees/Damages</li> <li>• Section 8 TBRA Funding Allocation *</li> <li>• Section 8 TBRA Investment Income</li> <li>• HUD Resident Services Grants</li> <li>• Section 8 Multi Family Operating Subsidy and Rental Income</li> <li>• Section 8 Multi Family Investment Income</li> <li>• Section 8 Multi Family Other Income – Vending, Laundry</li> <li>• Section 8 Multi Family Other Income – Tenant Late Fees</li> <li>• HOME Investment Partnership Program TBRA</li> <li>• HOME Investment Partnership Program TBRA Interest Income</li> <li>• Continuum of Care: Permanent Supportive Housing</li> <li>• Continuum of Care: Permanent Supportive Shelter Tenant Rental Income</li> <li>• Component Unit: Peterson Acres II Tenant Rental Income</li> <li>• Component Unit: Peterson Acres II Investment Income</li> <li>• Homeless Prevention and Rapid Re-Housing Program</li> <li>• MTW Fund (Section 8 Reserves)</li> <li>• ARRA Capital Funds</li> </ul>	\$ 651,017 1,244,202 635,567 52,400 33,490 400 38,000 3,869,290 66,748 290,857 332,580 900 3,300 400 250,000 420 100,804 3,078 49,424 150 324,000 1,301,790 387,140  <b>\$ 9,635,957</b>
<b>USES OF FUNDS</b>	

• Administration and Management Salaries	\$ 1,107,349
• Employee Benefits	315,733
• Auditing	13,110
• Other Operating – Administrative	326,118
• General Expenses	333,530
• Utilities	439,360
• Protective Services	12,930
• Resident and Social Services	847,100
• Ordinary Maintenance and Operations – Labor	479,100
• Maintenance Materials and Other Operations	42,020
• Maintenance Contract Costs	39,540
• Extraordinary Maintenance / Capital Improvements / Equipment	1,369,067
• Debt Service / Replacement Reserve	68,927
• HAP / Leasing	3,205,208
• Development	500,000
• <b>TOTAL USES OF FUNDS:</b>	<b>\$ 9,099,092</b>

## 2010 Consolidated Budget Details by Program

	MTW							ARRA Capital Funds	State & City HOME	ROSS/FSS	Clinton Place	Peterson Acres II	Continuum of Care	Homeless-ness Prevention & Rapid Re-Housing	TOTALS
	PH MTW	Capital Fund MTW	Section 8 MTW	Employment, Resident Services & Homeowner-ship MTW	e-Housing Connection MTW	Prisoner Reentry MTW	Energy Improvement & Development MTW								
Administration & Management Salaries	446,390	67,870	367,370		51,937			38,000	20,000	57,886	55,140	2,756			<b>1,107,349</b>
Employee Benefits	167,940	21,060	73,470		11,426			4,000	5,000	11,577	19,980	1,280			<b>315,733</b>
Auditing Fees	5,000		5,000						720		2,000	390			<b>13,110</b>
Other Operating – Administrative	67,260	73,770	76,490	25,000	3,000					35,000	21,130	1,710	22,758		<b>326,118</b>
General Expenses	251,680	20,500	12,000								41,840	7,510			<b>333,530</b>
Utilities	393,970										42,720	2,670			<b>439,360</b>
Protective Services	12,930														<b>12,930</b>
Resident & Social Services	112,320		14,400	167,868						186,394			42,118	324,000	<b>847,100</b>
Ordinary Maintenance & Operations – Labor	393,310	37,420									44,730	3,640			<b>479,100</b>
Maintenance Materials & Other Operations	34,020										7,000	1,000			<b>42,020</b>
Maintenance Contract Costs	32,340										5,850	1,350			<b>39,540</b>
Extraordinary Maintenance / Capital Improvements / Equipment	9,000	414,947					500,000	345,140			99,980				<b>1,,369,067</b>
Debt Service / Replacement Reserve											58,927	10,000			<b>68,927</b>
HAP / Leasing			2,900,000			45,000			224,280				35,928		<b>3,205,208</b>
Development							500,000								<b>500,000</b>
<b>TOTALS</b>	<b>1,926,160</b>	<b>635,567</b>	<b>3,448,730</b>	<b>192,868</b>	<b>66,363</b>	<b>45,000</b>	<b>1,000,000</b>	<b>387,140</b>	<b>250,000</b>	<b>290,857</b>	<b>399,297</b>	<b>32,306</b>	<b>100,804</b>	<b>324,000</b>	<b>9,099,092</b>

## 2010 Moving To Work Budget

All public housing and Section 8 units (954 combined) are in the MTW program. Of this number 815 units comprised the General Housing Program which was created under the MTW program. Of this number 389 households are presently participating in the MTW alternative rent structure and work requirement. The consolidated MTW budget includes the costs associated with the public housing, Section 8 TBRA programs, the Capital Fund Program, the 2009 approved MTW initiatives and the 2010 proposed MTW initiatives. The new proposed 2010 initiatives are Resident Employment and Training Services (\$56,000), Resident Vehicle Down Payment Match Pilot Program (\$5,000), Energy Performance Physical Improvements (\$500,000), Acquisition/New Development Activities (\$500,000).

MTW FUNDS	
SOURCES OF FUNDS	January 2009 – December 2009
Public Housing Operating Subsidy	\$ 651,017
Section 8 TBRA Allocation	3,869,290
Public Housing Rental Income	1,244,202
Capital Fund	635,567
<b>TOTAL SOURCES OF FUNDS</b>	<b>\$ 7,701,866</b>
USES OF FUNDS	
Previously Approved Initiative	\$5,618,121
2010 New Initiative	1,060,100
2010 Capital Fund	635,567
<b>TOTAL USES OF FUNDS</b>	<b>\$ 7,314,688</b>

## **Public Hearing on the 2010 MTW Annual Plan**

A public hearing on the plan was held September 14, 2009 at 5:30 pm at the Administrative Offices of the agency at 1600 Haskell Avenue. The public hearing was advertised in the Lawrence-Journal World August 16 and September 9, 2009 and posted on the agency's web site beginning on August 14.

Barbara Huppee, executive director, opened the public hearing at 5:31 pm. Present were Pat Benabe and Scott Rusthoven, and Becky Leslie, members of the Resident Advisory Council. Being members of the RAC they were familiar with the plan's contents. Given that the RAC approved the plan August 21, 2009, further discussion on the plan was not held and no other comments were made.

At 5:50 pm John Hathaway, a public housing resident, entered the hearing room. The plan and its purpose were briefly explained to him. He made no comments.

General discussion not germane to the plan ensued. The public hearing was formally closed at 6:40 p.m.

## **Board of Commissioners Approval**

The LDCHA Housing Commission approved this plan September 28, 2009 under Resolution 1041

## **Resident Commissioner**

The LDCHA is in compliance with the requirement that the agency have a commissioner who is a resident of one of the agency's housing programs. Brenda O'Keefe who resides in public housing is the resident commissioner. Ms O'Keefe was appointed to the board by the Mayor of Lawrence for a four year term in July 2008.

## **Declaration of Trusts**

The LDCHA filed Declaration of Trusts with the Douglas County Register of Deeds on all its public housing and agency owned housing on different dates over the years at the time the deeds were first filed with the registrar. The LDCHA has nine separate housing developments. Each deed was filed with a Declaration of Trust.