

LAWRENCE-DOUGLAS COUNTY
HOUSING AUTHORITY

2013

MOVING TO WORK
ANNUAL REPORT



ARBOR DAY TREE PLANTING, EDGEWOOD HOMES

SUBMITTED MARCH 28, 2014

I. Introduction

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B. Overview of the LDCHA's short-term and long-term MTW goals and objectives.

The Lawrence-Douglas County Housing Authority (LDCHA) is proud to submit this 2013 MTW Report that provides an overview of the activities implemented through its Moving to Work (MTW) program and demonstrates the remarkable success the MTW Demonstration has had in creating a locally driven housing program that increases the self-sufficiency of participants and housing choice.

The 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 agency 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, and was administered by the Lawrence Housing Authority. With the passage of the Quality Housing and Work Responsibility Act of 1998 the dual administration of both entities became impractical, consequently 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 dissolved.

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. One member must be a LDCHA participant and is an appointee of the City of Lawrence. The LDCHA currently employs 39 staff and operates combined budgets in excess of \$8 million.

The LDCHA was selected by HUD as one of the original 23 housing authorities to participate in the Moving to Work Demonstration program in 1998 and signed its first five year MTW Agreement with HUD on March 30, 1999. The agency began implementation of the program on June 1, 1999, by adopting the following program initiatives to meet the Congressional MTW Objectives:

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 program and Section 8 Housing Choice Voucher (HCV) programs.
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 changes include:
 - The institution of suitability criteria as a part of eligibility criteria.
 - Modifying the definition of countable income and adjusted income.
 - The establishment of the concept of annual rent and abolishing (with some exceptions) interim re-examinations.
 - Instituting sweeping and comprehensive changes in the rent structure.

3. Establish a rent structure that provides affordability while it:
 - Values the unit.
 - Creates incentives 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 eliminated in subsequent Plans.*)

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 households without additional federal subsidy.

6. Expand by at least 100%, the Family Self Sufficiency program to require participation of non-exempt public housing and Section 8 families.

7. Provide homeownership opportunities including a \$3000 down payment match with local HOME funds. (*This was later modified in subsequent MTW Plans.*)

The above objectives created a locally driven housing program in which all of these initiatives continue to be the foundation of LDCHA's MTW program.

Established as a five year demonstration, the LDCHA's MTW Agreement was extended three times in 2004, 2005, and 2006. In April 2008 the agency signed a new 10 year standardized agreement extending the program to 2018. The new agreement provided expanded authorities for the agency, most significantly the establishment of LDCHA's MTW single fund budget with full flexibility that permits LDCHA through adoption of Activity 09-1 to combine its public housing operation, Capital Funds subsidies, and Section 8 HCV assistance into a single authority source to carry out its approved MTW activities.

LDCHA Short-Term MTW Goals

- Maintain core MTW initiatives that support employment and maintain housing in the face of continued funding cuts, and reinstitute initiatives suspended due to 2013 sequestration funding cuts as adequate funds become available.

LDCHA Long-Term MTW Goals

- The agency's long-term MTW plan is to continue to institute policies and programs that create incentives for families to work, to increase household income, and to become self-sufficient. In so doing, the agency will continue to promote homeownership and create additional housing opportunities for families.
- The agency will look for ways to reduce administrative burden.
- LDCHA is committed to expanding the stock of affordable housing through the acquisition, new construction, reconstruction, moderate or substantial rehabilitation of housing as deemed appropriate by the agency in accordance with its mission. This could include assisted living or other types of housing, possibly in conjunction with commercial facilities or other mixed development consistent with the objectives of the demonstration. LDCHA plans to meet this goal through leveraging its MTW funds to create innovative financing and development strategies through joint ventures or other partnerships.

II. Operating Information

Annual MTW Report

II.4.Report.HousingStock

A. MTW Report: Housing Stock Information

New Housing Choice Vouchers that were Project-Based During the Fiscal Year

Property Name	Anticipated Number of New Vouchers to be Project-Based *	Actual Number of New Vouchers that were Project-Based	Description of Project
N/A	0	0	N/A
N/A	0	0	N/A
N/A	0	0	N/A
N/A	0	0	N/A

Anticipated Total Number of New Vouchers to be Project-Based *

0

Actual Total Number of New Vouchers that were Project-Based

0

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

0

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

0

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

0

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

0

* From the Plan

Other Changes to the Housing Stock that Occurred During the Fiscal Year

N/A

N/A

N/A

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

General Description of Actual Capital Fund Expenditures During the Plan Year

The agency used its 2013 Capital Fund expenditures exclusively for improvements to its public housing developments. Primarily the funds were used for upgrades at turnover to the interiors of all its developments including new kitchens and baths. In addition the agency spent funds to upgrade the exterior of 8 units of public housing and replace the guttering on 13 units.

Overview of Other Housing Owned and/or Managed by the PHA at Fiscal Year End

Housing Program *	Total Units	Overview of the Program
Clinton Parkway Apts.	58	Clinton Parkway Apts. (or Clinton Place) is a 58-unit Section 8 project based multi-family development designated for the elderly purchased by the LDCHA in 2006 and renovated with MTW reserve funds.

Building Independence III, Inc.	4	Building Independence III is a Section 811 PRAC 4-unit property owned by Bert Nash Community Mental Health Center and administered by the LDCHA through a management agreement.
Peterson Acres II	8	Peterson Acres II is a 8-unit senior development that is fully handicapped accessible and owned by LDCHA. This development is unsubsidized and operates with a below market rate rent structure.
HOPE Building	6	LDCHA operates 6 units of permanent housing in a facility it leases from a private owner under the Continuum of Care Permanent Supportive Housing Program. This program serves chronically homeless individuals who are dual diagnosed with mental health and substance abuse problems.
Total Other Housing Owned and/or Managed	76	

* **Select Housing Program from:** Tax-Credit, State Funded, Locally Funded, Market-Rate, Non-MTW HUD Funded, Managing Developments for other non-MTW Public Housing Authorities, or Other.

If Other, please describe:

N/A

II.5.Report.Leasing

B. MTW Report: Leasing Information

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

Housing Program:	Number of Households Served*	
	Planned	Actual
Number of Units that were Occupied/Leased through Local Non-Traditional MTW Funded Property-Based Assistance Programs **	56	57
Number of Units that were Occupied/Leased through Local Non-Traditional MTW Funded Tenant-Based Assistance Programs **	4	2
Port-In Vouchers (not absorbed)	N/A	11
Total Projected and Actual Households Served	60	70

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

** In instances when a Local, Non-Traditional program provides a certain subsidy level but does not specify a number of units/Households Served, the PHA should estimate the number of Households served.

Housing Program:

Unit Months Occupied/Leased****

	Planned	Actual
Number of Units that were Occupied/Leased through Local Non-Traditional MTW Funded Property-Based Assistance Programs ***	672	689
Number of Units that were Occupied/Leased through Local Non-Traditional MTW Funded Tenant-Based Assistance Programs ***	48	14
Port-In Vouchers (not absorbed)	N/A	216
Total Projected and Annual Unit Months Occupied/Leased	720	919

The number of units leased through local non-traditional MTW funded tenant based assistance is Activity 09-8, the Prisoner Re-Entry Program. Additional funding for more participants in that Initiative was suspended in March of 2013 due to sequestration and only current participants were funded.

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

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

Average Number of Households Served Per Month

Total Number of Households Served During the Year

Households Served through Local Non-Traditional Services Only

0

0

Reporting Compliance with Statutory MTW Requirements: 75% of Families Assisted are Very Low-Income

HUD will verify compliance with the statutory objective of “assuring that at least 75 percent of the families assisted by the Agency are very low-income families” is being achieved by examining public housing and Housing Choice Voucher family characteristics as submitted into the PIC or its successor system utilizing current resident data at the end of the agency's fiscal year. The PHA will provide information on local, non-traditional families provided with housing assistance at the end of the PHA fiscal year, not reported in PIC or its successor system, in the following format:

Fiscal Year:	2011	2012	2013	2014	2015	2016	2017	2018
Total Number of Local, Non-Traditional MTW Households Assisted	67	67	68	N/A	N/A	N/A	N/A	N/A

Number of Local, Non-Traditional MTW Households with Incomes Below 50% of Area Median Income	63	63	65	N/A	N/A	N/A	N/A	N/A
Percentage of Local, Non-Traditional MTW Households with Incomes Below 50% of Area Median Income	94%	94%	93%	N/A	N/A	N/A	N/A	N/A

Reporting Compliance with Statutory MTW Requirements: Maintain Comparable Mix

In order to demonstrate that the statutory objective of “maintaining a comparable mix of families (by family size) are served, as would have been provided had the amounts not been used under the demonstration” is being achieved, the PHA will provide information in the following formats:

Baseline for the Mix of Family Sizes Served

Family Size:	Occupied Number of Public Housing units by Household Size when PHA Entered MTW	Utilized Number of Section 8 Vouchers by Household Size when PHA Entered MTW	Non-MTW Adjustments to the Distribution of Household Sizes *	Baseline Number of Household Sizes to be Maintained	Baseline Percentages of Family Sizes to be Maintained
1 Person	201	251	0	452	47%
2 Person	69	116	0	185	19%
3 Person	53	115	0	168	17%
4 Person	25	59	0	84	9%
5 Person	20	28	0	48	5%
6+ Person	5	20	0	25	3%
Totals	373	589	0	962	100%

Explanation for Baseline Adjustments to the Distribution of Household Sizes Utilized

N/A

Mix of Family Sizes Served

	1 Person	2 Person	3 Person	4 Person	5 Person	6+ Person	Totals
Baseline Percentages of Household Sizes to be Maintained **	47%	19%	17%	9%	5%	3%	100%
Number of Households Served by Family Size this Fiscal Year ***	667	207	154	90	77	36	1,231
Percentages of Households Served by Household Size this Fiscal Year ****	54%	17%	13%	7%	6%	3%	100%
Percentage Change	7%	-2%	-4%	-2%	1%	0	99

Justification and Explanation for Family Size Variations of Over 5% from the Baseline Percentages

The variation in the one person household size is a result of the addition of 30 vouchers designated for non-elderly disabled participants in 2000, the addition of the 140 Pinetree conversion vouchers in 2011 of which 66% are one person households, and the addition in 2013 of the 20 VASH vouchers of which 65% are a one person household.

* “Non-MTW adjustments to the distribution of family sizes” are defined as factors that are outside the control of the PHA. Acceptable “non-MTW adjustments” include, but are not limited to, demographic changes in the community’s population. If the PHA includes non-MTW adjustments, HUD expects the explanations of the factors to be thorough and to include information substantiating the numbers used.

** The numbers in this row will be the same numbers in the chart above listed under the column “Baseline percentages of family sizes to be maintained.”

*** The methodology used to obtain these figures will be the same methodology used to determine the “Occupied number of Public Housing units by family size when PHA entered MTW” and “Utilized number of Section 8 Vouchers by family size when PHA entered MTW” in the table immediately above.

**** The “Percentages of families served by family size this fiscal year” will reflect adjustments to the mix of families served that are directly due to decisions the PHA has made. HUD expects that in the course of the demonstration, PHAs will make decisions that may alter the number of families served.

Description of any Issues Related to Leasing of Public Housing, Housing Choice Vouchers or Local, Non-Traditional Units and Solutions at Fiscal Year End

Housing Program

Description of Leasing Issues and Solutions

Public Housing	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 agency to control.
Public Housing	Forty percent of the LDCHA public housing stock is designed for and occupied by the elderly. Frequently multiple unplanned vacancies occur without notice when these 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.
N/A	N/A

Number of Households Transitioned To Self-Sufficiency by Fiscal Year End

Activity Name/#	Number of Households Transitioned *	Agency Definition of Self Sufficiency
09-5: Homeownership Matching Grant	7	Purchased a home
N/A	N/A	N/A
N/A	N/A	N/A
N/A	N/A	N/A

Households Duplicated Across Activities/Definitions	0
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ANNUAL TOTAL NUMBER OF HOUSEHOLDS TRANSITIONED TO SELF SUFFICIENCY	7
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* The number provided here should match the outcome reported where metric SS #8 is used.

II.6.Report.Leasing

C. MTW Report: Wait List Information

Wait List Information at Fiscal Year End

Housing Program(s) *	Wait List Type **	Number of Households on Wait List	Wait List Open, Partially Open or Closed ***	Was the Wait List Opened During the Fiscal Year
General Housing Federal MTW Public Housing - Section 8 HCV	Community- Wide Combined / Merged	347	Open	Yes
Babcock Place / Peterson Acres I Federal MTW Public Housing Units	Site Based	82	Open	Yes
N/A	N/A	N/A	N/A	N/A

More can be added if needed.

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

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

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

General Housing - Combined Public Housing and Section 8 HCV community-wide - open all of 2013
Babcock Place - Public Housing designated elderly and near elderly - open all of 2013
Peterson Acres I - Public Housing designated elderly and near elderly disabled - open all of 2013

If Local, Non-Traditional Program, please describe:

N/A
N/A
N/A

If Other Wait List Type, please describe:

Clinton Parkway Apartments - HUD Multifamily - Site based elderly and near elderly - open
Transitional Housing - TBRA Homeless - Funded by City HOME and State HOME funds - open

Peterson Acres II -Site based non-subsidized LDCHA-owned affordable housing, *all handicapped accessible units* - open

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

N/A

IV. Approved MTW Activities: HUD Approval Previously Granted

A. IMPEMENTED ACTIVITIES

1. Activity 12-1	Conduct Biennial Recertification for all Elderly and Disabled Section 8 Households. Approved for 2012 Plan, implemented 2012.
2. Description and information on its impact.	
<p>The LDCHA conducts biennial recertifications for all Section 8 households classified as elderly or disabled. These households generally receive a fixed income with only nominal annual increases. Annual recertifications are administratively burdensome to residents and the agency. Each annual recertification takes an average of 4 hours staff time to process. This Activity is intended to reduce costs and achieve greater cost effectiveness. This change also constitutes a rent reform initiative.</p> <p>In 2013, of the 308 eligible households, 154 were recertified and 154 were skipped, saving \$107 per recertification for a total of \$16,478 in reduced staff cost. Staff hours were reduced by 616 hours.</p>	
i: Rent Reform Activity:	
<p>This Activity provides a hardship policy which specifies that a household may request to be recertified annually if their medical expenses increased by 10% in the previous 12 months. These households undergo a full annual recertification which includes not only counting all medical expenses but increases in annual income and assets as well. In 2013 there was one household recertified as a result of a hardship request.</p>	
3. Were benchmarks achieved?	
Yes.	
4. Were benchmarks or metrics revised?	
No, except revisions necessary to comply with new MTW Form 50900 format and required metrics.	
5. Has data collection methodology changed?	
No.	

12-1 Cost Effectiveness

When citing the statutory objective to “reduce cost and achieve greater cost effectiveness in federal expenditures,” include all of the following metrics that apply:

CE #1: Agency Cost Savings				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Reduce the staff cost for recertification by 48%. Total cost of task in dollars (decrease).	2011 - Staffing cost for annual recertification of 405 households x \$107 per recertification = \$43,335.	Expected staff cost for recertification of 52% of eligible households after implementation of biennial recertification (in dollars) = \$22,577.	Cost for recertification of 50% of 308 eligible households: \$107 x 154 = \$16,478. Reduced staff cost by 50% totaling a \$16,478 decrease.	Yes.

CE #2: Staff Time Savings				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Reduce staff time for recertification by 48%. Total time to complete the task in staff hours (decrease).	2011 - 405 HCV elderly/disabled tenant recertification x 4 hours. Total amount of staff time dedicated to the task prior to implementation of the Activity (in hours) = 1,620.	Expected amount of total staff time for recertification of 52% of eligible households after implementation of biennial recertification (in hours) = 842.	Reduced staff hours by 50% of 308 eligible households (154 x 4 hrs) = 616.	Yes.

12-1

1. Activity 11-1

Provide Financial Assistance for Vehicle Repair.

Approved for 2011 Plan, implemented 2011. On hold.

2. Description and information on its impact.

This Activity provides limited funds of a maximum of \$500 per repair to assist MTW households to repair vehicles used for transportation for employment and education purposes. This Activity allows families to maintain employment and continue education which supports the goal of increased economic self-sufficiency.

As the demand and need for repairs in 2011 was twice the original amount of \$5,000 of available funds, \$10,000 was budgeted for the 2013 year.

3. Were benchmarks achieved?

No. The benchmark of number of applicants receiving services was not achieved due to this Activity being placed on hold in March of 2013 due to lack of funding. Prior to that four car repairs were completed, and all four families that received car repair assistance maintained their employment and student status.

4. Were benchmarks or metrics revised?

No, except revisions necessary to comply with new MTW Form 50900 format and required metrics.

5. Has data collection methodology changed?

No.

Self Sufficiency

When citing the statutory objective to “give incentives to families...whose heads of household are either working, seeking work, or are participating in job training educational or other programs to assist in obtaining employment and becoming economically self-sufficient,” include all of the following metrics that apply:

<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). 2011 Baseline = 0.	Expected number of households receiving self sufficiency services after implementation of the Activity (number). 2013 = 20.	Actual number of households receiving self sufficiency services after implementation of the Activity (number) for 2013 = 4.	No.

1. Activity 11-2

Partner with DCHI to Create Year Round Social, Educational, Health and Recreational Opportunities for Youth.

Approved for 2011 Plan, implemented 2011.

2. Description and information on its impact.

This initiative created the Douglas County Housing, Inc. to allow the agency to reduce cost and rely less on tax dollars by focusing on funding through grants and to achieve greater cost effectiveness and to assist households with children to obtain and maintain employment and become economically self-sufficient. The Full Circle Program serves as a year round program that provides a free, safe and positive place for youth ages 7-18, from households receiving housing assistance to spend time in a constructive manner and avoid educational regression. Services focus on out-of-school learning, self-development and mentoring through programming tailored for each unique individual.

In 2013 DCHI and LDCHA applied for and received \$30,325 in donations. This money is used to support programming and staff to maintain the year-round out-of-school, health, and wellness programming targeting youth and their families. In 2013, 105 youth receiving housing assistance participated in the youth program. This program in part allowed 18 parents to maintain their employment during times when their children were not in school.

3. Were benchmarks achieved?

Yes.

4. Were benchmarks or metrics revised?

No, except revisions necessary to comply with new MTW Form 50900 format and required metrics.

5. Has data collection methodology changed?

No.

Cost Effectiveness

When citing the statutory objective to “reduce cost and achieve greater cost effectiveness in federal expenditures,” include all of the following metrics that apply:

<i>CE #4: Increase in Resources Leveraged</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Amount of funds leveraged in dollars (increase).	2010 - Amount leveraged prior to implementation of Activity 11-2 (in dollars) = \$0.	Expected amount leveraged after implementation of Activity 11-2 (in dollars) = \$15,000.	2013 \$30,325 leveraged.	Yes.

Self Sufficiency

When citing the statutory objective to “give incentives to families...whose heads of household are either working, seeking work, or are participating in job training educational or other programs to assist in obtaining employment and becoming economically self-sufficient,” include all of the following metrics that apply:

<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, out-of-school programming for youth, so their parents can work, aimed to increase self-sufficiency. Number of youth served (increase). Number of parents maintaining employment (increase).	2010 - Households receiving self sufficiency services prior to implementation of Activity 11-2 in 2010 = Youth served = 50. Adults maintaining employment = 10.	Expected number of households receiving self sufficiency services after implementation of Activity 11-2 = Youth served = 60. Adults maintaining employment = 15.	2013 Youth served = 105. Adults maintaining employment = 18.	Yes.

1. Activity 10-1

Conduct Biennial Recertification for Elderly and Disabled Public Housing Households.

Approved for 2010 Plan, implemented 2010.

2. Description and information on its impact.

The LDCHA conducts biennial recertifications for all Public Housing households classified as elderly or disabled. These households generally receive a fixed income with only nominal annual increases. Annual recertifications are administratively burdensome to residents and the agency. Each annual recertification takes an average of 4 hours staff time to process. This Activity was intended to reduce costs and achieve greater cost effectiveness. This change also constitutes a rent reform initiative.

In 2013, of the 190 eligible households, 82 were recertified and 108 were skipped, saving \$107 per recertification for a total of **\$11,556** in reduced staff cost. Staff hours were reduced by **432** hours.

i: Rent Reform Activity:

This Activity provides a hardship policy which specifies that a household may request to be recertified annually if their medical expenses increased by 10% in the previous 12 months. These households undergo a full annual recertification which includes not only counting all medical expenses but increases in annual income and assets as well. In 2013 there were three households recertified as a result of a hardship request.

3. Were benchmarks achieved?

Yes.

4. Were benchmarks or metrics revised?

No, except revisions necessary to comply with new MTW Form 50900 format and required metrics.

5. Has data collection methodology changed?

No.

Cost Effectiveness

When citing the statutory objective to “reduce cost and achieve greater cost effectiveness in federal expenditures,” include all of the following metrics that apply:

CE #1: Agency Cost Savings				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Total staff cost eliminated for biennial recertification of 48% of eligible households in dollars (decrease).	Staffing cost for 2009 annual recertification of 208 public housing eligible elderly/disabled households x \$107 per recertification = \$22,256.	Expected staff cost for recertification of 52% of eligible households after implementation of biennial recertification = \$11,573.	Cost for recertification of 82 of the 190 eligible households. Reduced staff cost by 57% totaling a (\$107 x 108) = \$11,556 decrease.	Yes.

CE #2: Staff Time Savings				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Total time eliminated to complete the biennial recertification of 48% of eligible households in staff hours (decrease).	Staff time for 2009 annual recertification of 208 public housing eligible elderly/disabled households x 4 hours per recertification (in hours) = 832.	Expected staff time for recertification of 52% of eligible households after implementation of biennial recertification (in hours) = 433.	Reduced staff hours 57% of the 190 eligible households (108 x 4) = 432 hours decreased.	Yes.

10-1

1. Activity 10-2

Expand Employment Related Services to MTW Households.

Approved for 2010 Plan, implemented 2010.

2. Description and information on its impact.

This Activity uses funds to provide education and training opportunities in order to reduce the barriers to employment and underemployment to households participating in the MTW rent structure, to maximize a household's potential for securing worthwhile, long term employment. Some financial assistance is available for training opportunities including certified nursing and medical assistance certification, computer skills and mechanics, technical drafting, welding, commercial driver licensing, etc. There are also a number of training opportunities offered that focused on soft skills development that include workplace behavior skills such as punctuality, attendance, appropriate attire, customer service, and phone skills.

In 2013, 286 tenants participating in employment related services experienced an average income increase of \$2,287. In addition, the number of households receiving TANF decreased by 15.

3. Were benchmarks achieved?

Yes.

4. Were benchmarks or metrics revised?

Activity 09-3 was absorbed into this initiative and benchmarks were revised to comply with new MTW Form 50900 format and required metrics. This Activity will no longer measure types of training provided and increases in AMI. It will continue to measure households removed from TANF and the new indicator of increases in earned income.

5. Has data collection methodology changed?

No.

Self Sufficiency

When citing the statutory objective to “give incentives to families...whose heads of household are either working, seeking work, or are participating in job training educational or other programs to assist in obtaining employment and becoming economically self-sufficient,” include all of the following metrics that apply:

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).	2012 - Average earned income of households affected by this policy prior to implementation of the Activity = \$18,201 .	Expected average earned income of households affected by this policy after implementation of the Activity = \$18,383 , increase of 1% yearly.	Average income of participants in Employment Case Management increased by \$2,287 or 4% .	Yes.

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).	2012 - Households receiving TANF prior to implementation of Activity 10-2 = 59 .	Expected number of households receiving TANF after implementation of Activity 10-2 = 50 .	The number of households receiving TANF decreased by 15 .	Yes.

10-2

Additional Comment:

The substantial increase in earned income for 2013 can in part be attributed to extensive hiring by a call center contracted to support the Affordable Care Act and enrollment into the Health Care Marketplace. As these are temporary positions, it is unclear what the long-term economic impact for tenants will be.

1. Activity 09-2

Mandatory Orientation for All New Incoming Residents.

Approved for 2009 Plan, implemented 2009.

2. Description and information on its impact.

The LDCHA requires all new MTW admissions to attend an orientation program that outlines all the services and programs offered by the Resident Services Office. Mandatory orientations educate residents about available services to access in times of crisis that could lead to termination of their housing assistance, and as a facilitation vehicle for families motivated toward upward mobility, economic self-sufficiency and homeownership. It also provides a connection to support services staff.

3. Were benchmarks achieved?

Yes, of the 108 new move-ins targeted to receive a Mandatory Orientation, 87 households received the orientation. Of the 87 households that received orientation, 19 went on to receive case management services.

4. Were benchmarks or metrics revised?

No, except revisions necessary to comply with new MTW Form 50900 format and required metrics.

5. Has data collection methodology changed?

No.

Self Sufficiency

When citing the statutory objective to “give incentives to families...whose heads of household are either working, seeking work, or are participating in job training educational or other programs to assist in obtaining employment and becoming economically self-sufficient,” include all of the following metrics that apply:

<i>SS #5: Households Assisted by Services that Increase Self Sufficiency</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households receiving a mandatory orientation (increase). Anticipated of the new MTW admissions, 80% will receive orientation.	2008 - Households that received orientation prior to implementation of the Activity = 0 .	Expected number of households receiving a mandatory orientation 80% of new MTW admissions yearly = 82 in 2010 .	87 households of the 108 new move-ins targeted received an orientation in 2013, for an 80% completion rate .	Yes.

09-2

1. Activity 09-4

Biennial Recertifications for MTW households.

Approved for 2009 Plan, implemented 2009.

2. Description and information on its impact.

LDCHA allows for the voluntary election of biennial recertifications for MTW households that are at maximum rent or 50% AMI. Establishing biennial recertifications for households that have achieved income of 50% AMI, as well as those at the maximum rent, is an incentive to motivate MTW households to economic self-sufficiency. LDCHA projected that conducting biennial recertifications would reduce costs and achieve greater cost effectiveness. Each annual recertification takes an average four hours staff time to process. This initiative permits voluntary election and is subject to fluctuating tenant income resulting in the process being too complicated and allowing for too many exceptions and mid-year recertifications. All of these variations must be tracked which resulted in reducing the savings anticipated and creating rather than reducing an administrative burden.

Of 70 eligible households, 32 were recertified and 38 were skipped, saving \$265 per recertification for a total of **\$10,070** reduced staff cost. Staff hours were reduced by **152 hours**.

3. Were benchmarks achieved?

Yes.

4. Were benchmarks or metrics revised?

No, except revisions necessary to comply with new MTW Form 50900 format and required metrics.

5. Has data collection methodology changed?

Yes.

Cost Effectiveness

When citing the statutory objective to “reduce cost and achieve greater cost effectiveness in federal expenditures,” include all of the following metrics that apply:

<i>CE #1: Agency Cost Savings</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Total staff cost eliminated by MTW household biennial recertifications of 20% of eligible households in dollars (decrease).	2008 - Staff cost for annual recertification of 82 households which were eligible for biennial recertification in dollars = \$21,707.	Expected staff cost for biennial recertification of MTW households after implementation of the Activity (in dollars) = \$17,366.	Recertification of 32 of 70 eligible households reduced staff cost by 54% for a total decrease of \$10,070.	Yes.

<i>CE #2: Staff Time Savings</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Total staff time eliminated to complete MTW biennial recertifications of 20% of eligible households in hours (decrease).	2008 - Staff time per recertification: 4 hours x 82 households (in hours) = 328.	Expected staff time for biennial recertifications of MTW households (in hours) = 262.	Reduced staff hours by (38 recertifications x 4) = 152.	Yes.

09-4

1. Activity 09-5

Homeownership Matching Grant.

Approved for 2009 Plan, implemented 2009.

2. Description and information on its impact.

This Activity provides a matching grant of up to \$3,000 for down payment assistance to MTW households purchase a home and serves as an incentive for households to achieve economic self-sufficiency. Secondly, when a participant purchases a home it increases housing choice, and it opens up public housing or Section 8 assistance for other income eligible households thus perpetuating the objectives of the MTW program.

In 2013, seven families purchased a home. Five were public housing families and two were Section 8 families. All seven received the full \$3,000 matching grant.

3. Were benchmarks achieved?

Yes, benchmarks were achieved.

4. Were benchmarks or metrics revised?

No, except revisions necessary to comply with new MTW Form 50900 format and required metrics.

5. Has data collection methodology changed?

No.

Self Sufficiency

When citing the statutory objective to “give incentives to families...whose heads of household are either working, seeking work, or are participating in job training educational or other programs to assist in obtaining employment and becoming economically self-sufficient,” include all of the following metrics that apply:

<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 for "self sufficiency" for this metric shall be "purchased home"	2000 - Households purchasing a home = 0 .	Expected households purchasing a home = 3 .	2013 = 7 homes purchased ; 5 were public housing residents and 2 were Section 8.	Yes.

09-5

1. Activity 09-6

Revise Definition of Countable Income: Exclude Earned Income of Adult Children Between the Ages of 18 and 21.

Approved for 2009 Plan, implemented 2009.

2. Description and information on its impact.

Historically the earned income of adult children between the ages of 18 and 24 who are enrolled full-time in school is excluded under the agency's MTW plan, however, for those not in school, the income was counted and the work requirement applied. This Activity provides an exclusion of income for this group while retaining the work requirement. Prior to this Activity, this 18-21 year old population who were not in school frequently placed their family at risk for being terminated when the adult child failed to go to work, or to retain employment after their income was factored into their household's rent. It also resulted in an MTW work requirement violation, with the entire household's housing being placed at risk under the violation. This Activity reduces this risk while continuing to create an incentive and motivation for adult children in the household to work.

This Activity reduces the amount of time staff spends on program enforcement activities, rent recalculations, and reduces the number of housing and program terminations that result through program enforcement.

There were 112 households with adult children 18-21 years old in this category whose income was previously subject to rent calculation action. By not recalculating rent for these households to include income, **\$1,456** was saved and **56** hours staff time was saved.

3. Were benchmarks achieved?

Yes.

4. Were benchmarks or metrics revised?

No, except revisions necessary to comply with new MTW Form 50900 format and required metrics.

5. Has data collection methodology changed?

No.

Cost Effectiveness

When citing the statutory objective to “reduce cost and achieve greater cost effectiveness in federal expenditures,” include all of the following metrics that apply:

CE #1: Agency Cost Savings

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Total cost of eliminating staff time required for rent recalculation for adult children 18-21 income in dollars (decrease).	2009 - Cost of task prior to implementation: 63 x .50 x \$26 per hour (in dollars) = \$819.	Expected cost after implementation of Activity 09-6 (in dollars) = \$0	Cost eliminated by not calculating rent for 112 adult children 18-21: \$1,456.	Yes.

CE #2: Staff Time Savings

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Total time to complete the task in staff hours = (decrease).	Eliminate staff time required for rent recalculation for adult children 18-21 income (in hours) 63 x .50 = 31.5.	Expected staff hours after implementation of Activity 09-6 (in hours) = 0	Time eliminated by not calculating rent for 112 adult children 18-21: 56 hours.	Yes.

Self Sufficiency

When citing the statutory objective to “give incentives to families...whose heads of household are either working, seeking work, or are participating in job training educational or other programs to assist in obtaining employment and becoming economically self-sufficient,” include all of the following metrics that apply:

SS #5: Households Assisted by Services that Increase Self Sufficiency

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households receiving work requirement action services aimed to increase self sufficiency (increase).	2009 - Work requirement actions for failure to meet work requirement = 5 , and 0 resulted in termination or eviction.	Expected households meeting the work requirement: 100%, resulting in no terminations or evictions for failure to meet the work requirements = 0 .	Evictions or termination actions for the 12 households with adult children 18-21 receiving work requirement actions = 0 .	Yes.

09-6

1. Activity 09-6.1

Revise Definition of Countable Income: Count Income under Previously Disallowed 12:12:48 Regulation.

Approved for 2009 Plan, implemented 2009.

2. Description and information on its impact.

In 2009, the LDCHA began to count as income wages from employment for disabled residents, eliminating the income exclusion for disabled public housing and Section 8 tenants under the 12:12:48 month earned income disallowances rule as outlined in 24 CFR §960.255 for public housing and 24 CFR § 5617 for a HCV program. This exclusion has a direct result of increasing the federal housing assistance by disallowing earned income that can be counted toward the household's contribution toward rent. The tracking for this disallowance was extremely burdensome and eliminating this exclusion saves additional processing time per month per household with disallowed income under this regulation.

The estimated count of households with previously disallowed income using the 12:12:48 regulation is 15, which is the number of households voluntarily participating in the MTW rent structure. Cost of tracking task eliminated is **\$7,020**. Total staff hours saved is **270**.

3. Were benchmarks achieved?

Yes.

4. Were benchmarks or metrics revised?

No, except revisions necessary to comply with new MTW Form 50900 format and required metrics.

5. Has data collection methodology changed?

No.

Cost Effectiveness

When citing the statutory objective to “reduce cost and achieve greater cost effectiveness in federal expenditures,” include all of the following metrics that apply:

<i>CE #1: Agency Cost Savings</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Total cost of task in dollars (decrease).	2009 - 19 households x 1.5 hours x 12 months = 342 hrs x \$26. Cost of task prior to implementation of the Activity (in dollars) = \$8,892.	Elimination of 100% of staff cost to calculate the earned income disallowance. Expected cost (in dollars) = \$0.	In 2013, 15 households previously would likely have been eligible resulting in staff cost savings = \$7,020.	Yes.

<i>CE #2: Staff Time Savings</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Total staff time to complete the task in hours (decrease).	2009 - 19 households x 1.5 hours x 12 months. Total amount of staff time dedicated to the task prior to implementation of the Activity (in hours) = 342.	Eliminated 100% of staff hours to calculate the earned income disallowance. Expected staff time (in hours) = 0	In 2013, 15 households previously would likely have been eligible resulting in total staff time eliminated = 270 hours.	Yes.

09-6.1

1. Activity 09-7

Create Housing Stabilization Initiative called "Homeless to Housed".

Approved for 2009 Plan, implemented 2009, Re-Proposed and Approved for 2012 Plan.

2. Description and information on its impact.

This Activity uses funds allocated under the Single Fund budget to provide individual case management for hard to house applicants who are being offered housing assistance, funded through the City of Lawrence HOME Transitional Housing (TH), and households participating in the MTW Jail Re-Entry (JRE) initiative. Housing stabilization case management services reduce the number of lease and program violation incidents as well as reduces evictions, thereby breaking a cycle of homelessness and/or housing instability.

3. Were benchmarks achieved?

No. This Activity was placed on hold in March 2013 due to funding cuts. Prior to being placed on hold, a total of nine individuals, four HOME Transitional Housing (TH) households, four individuals on the HOME TH waiting list, and one individual housed through Jail Re-Entry, received case management.

4. Were benchmarks or metrics revised?

Yes, the revisions necessary to comply with the new MTW Form 50900 format and required metrics, and this Activity will no longer measure the previous metrics including lease violations or evictions but will continue to measure case management services received that increase housing choice.

5. Has data collection methodology changed?

No.

Housing Choice

When citing the statutory objective to “increase housing choices for low-income families,” include all of the following metrics that apply:

<i>HC #7: Households Assisted by Services that Increase Housing Choice</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households receiving services aimed to increase housing choice (increase).	2009 Households receiving this type of service prior to implementation of the Activity = 0 .	TH households in the Plan year without other case management will receive case management and all JRE participants will receive case management.	2013 Households served = 9 .	No.

09-7

1. Activity 09-8

Create a Prisoner Re-Entry Housing Program.

Approved for 2009 Plan, implemented 2009. On hold.

2. Description and information on its impact.

In January 2009 the LDCHA set aside funding for five units of TBRA to be used, in collaboration with the Douglas County Sheriff's Corrections Division, to provide housing assistance for five inmates being released from Douglas County jail under their Jail Re-entry Program. This program provided housing to individuals who otherwise would not be eligible for housing assistance. It permits the individual to have affordable, decent and sanitary housing so that they can focus on attaining their re-entry goals which includes obtaining employment.

There have never been a sufficient number of referrals by Corrections to fill all five TBRA vouchers.

3. Were benchmarks achieved?

Yes. This Activity was placed on hold in 2013 due to funding cuts. In 2013, two existing participants were housed; one has employment, and one has SSI and TANF income.

4. Were benchmarks or metrics revised?

No, except revisions necessary to comply with new MTW Form 50900 format and required metrics.

5. Has data collection methodology changed?

No.

Self Sufficiency

Report the Baseline, Benchmark and Outcome data for each type of employment status for those head(s) of households affected by the self-sufficiency Activity.

<i>SS #: Increase in Positive Outcomes in Employment Status</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number achieving mainstream income or employment.	Head(s) of households prior to implementation of the Activity = 0 .	50% of participants achieving mainstream income / employment.	In 2013, 100% of participants achieved mainstream income or employment. 1 has employment. 1 has SSI and TANF income.	Yes.

09-8

1. Activity 99-1

Combine Public and Section 8 TBRA Programs and Operations.

Approved for 1999 Plan, implemented 1999.

2. Description and information on its impact.

Upon entering the MTW Demonstration the LDCHA combined all its Section 8 vouchers and units of family public housing program into one program with a combined waiting list called General Housing Assistance. In determining eligibility for this combined program the agency adopted the same suitability criteria used in the public housing program. Applicants on the General Housing waiting list are offered the first available form of assistance, either a public housing unit or Section 8 HCV. A waiting list applicant who rejects both an offer of assistance of a voucher and a public housing unit is dropped from the waiting list. Households who accept an offer of assistance are removed from all waiting lists. Once housed a family may transfer between public housing and tenant based rent assistance programs according to the LDCHA Transfer Policy.

This Activity has had the effect of standardizing eligibility criteria, maintaining high occupancy rates in family public housing units, decreasing the waiting time for an affordable housing unit, and streamlining administrative program functions.

3. Were benchmarks achieved?

Yes.

4. Were benchmarks or metrics revised?

Yes. Previously this Activity metric measured unit turnaround time and vacancy rates which are not standard metrics available in the new MTW Form 50900. The new metric adopted for this Activity is CE #5, Increase in Agency Rental Revenue, which was one of the original goals for the LDCHA MTW program in 1999.

5. Has data collection methodology changed?

No.

Cost Effectiveness

When citing the statutory objective to “reduce cost and achieve greater cost effectiveness in federal expenditures,” include all of the following metrics that apply:

<i>CE #5: Increase in Agency Rental Revenue</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Public Housing rental revenue per year in dollars (increase) = \$150,000.	1998 - Rental revenue prior to implementation of the Activity (in dollars) = \$758,485.	Expected Public Housing rental revenue increase of \$150,000 per year (in dollars) = \$908,485.	2013 Public Housing rental revenue was \$1,249,371, an increase of \$490,886.	Yes.

99-1

1. Activity 99-2

Alternative Rent Structure.

Approved for 1999 Plan, implemented 1999.

2. Description and information on its impact.

The LDCHA developed a rent structure that requires all non-elderly, non-disabled adults to pay a significant minimum amount of rent regardless of their income. To reward work, the agency set a maximum, or ceiling, rent for each size house or apartment. To encourage employment advancement the agency established a system of income deductions that increase as hours of work increase. An important component of the LDCHA's MTW rent structure is the feature of Annual Rent. Rent is fixed for one year and does not change, regardless of changes in household income or composition except in instances where a household permanently loses income through death, divorce, or when an income producing adult child moves out of the household.

During 2013, four MTW households were terminated for failure to pay rent, all in public housing. There were no terminations for failure to pay rent in the Section 8 program.

i. Number and results of any hardship requests.

Hardships are granted for loss of income through no fault of the house hold due to "temporary medical condition, loss of employment through reduction in force, or closure."

During 2013, 28 hardships were granted, 13 from public housing and 15 from Section 8. Twenty-three of the hardships were granted for loss of employment and five for medical reasons. A household may remain at the hardship minimum rent for up to 90 days after which they are returned to their previous rent amount.

3. Were benchmarks achieved?

Yes.

4. Were benchmarks or metrics revised?

Yes, revisions necessary to comply with new MTW Form 50900 format and required metrics. The Activity no longer measures average gross income and average tenant rent, and now will measure increase in rental revenue.

5. Has data collection methodology changed?

No.

Self Sufficiency

When citing the statutory objective to “give incentives to families...whose heads of household are either working, seeking work, or are participating in job training educational or other programs to assist in obtaining employment and becoming economically self-sufficient,” include all of the following metrics that apply:

<i>SS #7: Increase in Agency Rental Revenue</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
PHA rental revenue per year in dollars (increase) = \$150,000.	1998 - PHA rental revenue prior to implementation of the Activity (in dollars) = \$758,485.	Expected PHA rental revenue after implementation of the Activity (in dollars) = \$908,485.	2013 Public Housing rental revenue was \$1,249,371, an increase of \$490,886.	Yes.

99-2

1. Activity 99-3

Work Requirement.

Approved for 1999 Plan, implemented 1999.

2. Description and information on its impact. [Provide a description of the Activity and detailed information on its impact. Compare outcomes to baselines and benchmarks, and indicate whether the Activity is on schedule;]

The agency established a work requirement as part of its MTW program. The work requirement mandates that all able-bodied adults age 18 and older work a minimum of 15 hours a week. For a two-adult household with minor children, the work requirement can be met if one adult works 35 hours per week. Enrollment in a post secondary education program or work training program satisfies the work requirement. An adult child in the household is also subject to the work requirement. Failure to meet the work requirement is a major program breach that can lead to termination of housing assistance. A household's housing assistance is suspended and they must pay the full contract rent for their public housing or Section 8 unit if the household fails to meet the work requirement. Households that have their housing assistance suspended are given 30 days to correct the violation before a termination action begins. Termination actions are handled in conformance with the agency's lease policy.

The work requirement mandate has been demonstrated to move households to work and increase self sufficiency. Of the households that participated in the MTW program during the Plan Year there were 41 work requirement enforcement actions: 28 were in Section 8 and 13 in public housing. All households came into compliance.

3. Were benchmarks achieved?

Yes.

4. Were benchmarks or metrics revised?

Yes, revisions necessary to comply with new MTW Form 50900 format and required metrics, and this Activity will no longer measure work requirement actions and compliance but now will measure increase in average earned income and positive outcomes in employment status.

5. Has data collection methodology changed?

No.

Self Sufficiency

When citing the statutory objective to “give incentives to families...whose heads of household are either working, seeking work, or are participating in job training educational or other programs to assist in obtaining employment and becoming economically self-sufficient,” include all of the following metrics that apply:

SS #1: Increase in Household Income

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average earned income of households participating in MTW rent structure affected by this policy in dollars (increase).	<p>2013 - Average earned income of current MTW rent structure participants is \$18,596.</p> <ul style="list-style-type: none"> Data on income did not separate out earned income until 2013. Historical data reflects an average annual change of 2% in gross household income from \$16,434 in 2000 to \$21,060 in 2013. 	<p>Expected increase in total average earned income of MTW Rent Structure participant = \$18,782.</p> <p>1% per year increase in average earned income.</p>	<p>Outcome = \$27,150 (average earned income of 2013 MTW rent structure participants.)</p>	Yes

Additional Comment:

The substantial increase in earned income for 2013 can in part be attributed to extensive hiring by a call center contracted to support the Affordable Care Act and enrollment into the Health Care Marketplace. As these are temporary positions, it is unclear what the long-term economic impact for tenants will be, and if this increase is sustainable.

SS #3: Increase in Positive Outcomes in Employment Status

Report the Baseline, Benchmark and Outcome data for each type of employment status for those head(s) of households affected by the self-sufficiency activity.

Unit of Measurement	Baseline - Public Housing	Benchmark - Public Housing		Outcome	Benchmark Achieved?
Report the following information separately for each category:	Head(s) of households in MTW rent structure prior to implementation of the Activity in 1998:	Expected head(s) of households in MTW rent structure after implementation of the Activity:		2013: 171 Public Housing MTW participants.	
(1) Employed Full-Time (2) Employed Part-Time (1 & 2 Combined) Employed MTW rent structure participants (3) Enrolled in an Educational Program (4) Enrolled in Job Training Program (5) Unemployed (6) Other - Discretionary Exemptions	N/A N/A [Data not available for 1 & 2 separately until 2013] 119 15 N/A 49 N/A	<u>2000</u> N/A N/A 133 33 1 0	<u>Estimated for 2013</u> 100 24 28 22 6 6	<u>2013</u> (1) Employed Full-Time - 95 (2) Employed Part-Time - 29 (3) Enrolled in Educational Program - 25 (4) Enrolled in Job Training Program - 18 (5) Unemployed - 15 (6) Other - Discretionary Exemptions - 7	Yes
(1) Employed Full-Time	Percentage of total work-able households in the MTW rent structure per category prior to implementation of Activity (percent). (1) Data not available	Expected percentage of total work-able households in the MTW rent structure per category after implementation of the Activity (percent). <u>2000</u> (1) 25%		<u>Estimated for 2013</u> (1) 55%	Yes

* Total exceeds 100%, some participants are captured in multiple categories.

(2) Employed Part-Time (1 & 2 Combined) Employed MTW rent structure participants	(2) Data not available (1 & 2) 65%	(2) 25%	(2) 25%	(2) 16%	
(3) Enrolled in an Educational Program	(3) 9%	(3) 20%	(3) 20%	(3) 14%	
(4) Enrolled in Job Training Program	(4) Data not available until 2013	(4) 10%	(4) 10%	(4) 10%	
(5) Unemployed	(5) 27%	(5) 10%	(5) 10%	(5) 8%	
(6) Other - Discretionary Exemptions	(6) 0%	(6) 10%	(6) 10%	(6) 4%	
Unit of Measurement	Baseline - Section 8 HCV	Benchmark - Section 8 HCV		Outcome	Benchmark Achieved?
Report the following information separately for each category:	Head(s) of households in MTW rent structure prior to implementation of the Activity in 1998:	Expected head(s) of households in MTW rent structure after implementation of the Activity:		2013 - 303 Section 8 HCV participants	
		<u>2000</u>	<u>Estimated for 2013</u>	<u>2013</u>	
(1) Employed Full-Time	N/A	N/A	147	(1) Employed Full-Time - 152	Yes
(2) Employed Part-Time	N/A	N/A	79	(2) Employed Part-Time - 94	
(1 & 2) Employed MTW rent structure participants	[Data not available for 1 & 2 separately until 2013] 172	119			
(3) Enrolled in an Educational Program	60	19	55	(3) Enrolled in an Educational Program - 53	
(4) Enrolled in Job Training Program	0	N/A	25	(4) Enrolled in Job Training Program - 26	
(5) Unemployed	63	4	22	(5) Unemployed - 14	
(6) Other - Discretionary Exemptions	0	5	8	(6) Other - Discretionary Exemptions - 11	
		* Total exceeds 100%, some participants are captured in multiple categories.			
	Percentage of total work-able	Expected percentage of total			Yes

	households in the MTW rent structure prior to implementation of Activity (percent).	work-able households in the MTW rent structure after implementation of the Activity (percent).		
		<u>2000</u>	<u>Estimated for 2013</u>	<u>2013</u>
(1) Employed Full-Time	(1) N/A	(1) 25%	(1) 25%	(1) 50%
(2) Employed Part-Time	(2) N/A	(2) 25%	(2) 25%	(2) 31%
(1 & 2) Employed MTW rent structure participants	(1 & 2) 58%			
(3) Enrolled in an Educational Program	(3) 20%	(3) 20%	(3) 20%	(3) 17%
(4) Enrolled in Job Training Program	(4) N/A	(4) 10%	(4) 10%	(4) 8%
(5) Unemployed	(5) 21%	(5) 10%	(5) 10%	(5) 4%
(6) Other - Discretionary Exemptions	(6) 0%	(6) 10%	(6) 10%	(6) 3%

99-3

B. NOT YET IMPEMENTED ACTIVITIES

1. Activity 13-1

Create an Affordable Housing Acquisition and Development Fund. First approved for 2013 Plan.

On May 20, 2013, the Board of Commissioners authorized the use of up to \$1 million for development of a 128-unit low income housing tax credit apartment project in compliance with Activity 13-1, and authorized the LDCHA Executive Director to negotiate a development agreement. Those negotiations were undertaken. However, the tax-exempt interest rates increased which created a funding gap for the project. Efforts are being made to find a solution to cover this gap.

D. CLOSED OUT ACTIVITIES

1. Activity 11-3	Combine the Administrative Plan and the Public Housing ACOP into one policy statement. Combine Section 8 Housing Choice Voucher Administrative Plan and public housing Admissions and Continued Occupancy policy and Methods of Administration to ensure consistent and accurate application of MTW policies under the public housing and Section 8 HCV programs.
2. Approved for 2011 Plan, closed out in 2013.	
3. 2013	
i: Final outcomes:	
	In March of 2013 the LDCHA Board of Commissioners approved the final draft of the Combined Administrative Plan and Public Housing ACOP (Combined Admin-ACOP). The draft was published for public comment for 30 days on the agency website and notice was published in the local paper. The final draft was submitted to the local HUD office for comment. The Board adopted the final Combined Admin-ACOP on August 26, 2013 by Resolution 2013-14.
ii. Statutory exceptions:	
	N/A
iii. Summary Table:	
	N/A
iv. Additional explanations:	
	N/A

1. Activity 10-03

Energy Conservation Improvements.

Approved for 2010 Plan, implemented 2010-2011. Closed out.

2. Approved for 2010 Plan, closed out in 2012.

3. 2012:

i: Final outcomes:

The agency contracted with Siemens Industry Inc. to carry out comprehensive energy improvements under HUD Energy Performance Contracting and financed the improvements over 20 years using \$1.5 million as a long-term loan from the agency MTW reserves. The anticipated guaranteed cumulative annual energy cost savings over the life of the contract based upon the comprehensive audit is \$2,325,566 over the 20 years, which will provide sufficient funding to repay the \$1,570,334 final investment, and over time will reduce cost and achieve greater cost effectiveness in federal expenditures. All of the improvements were completed in December 2011.

ii. Statutory exceptions:

N/A

iii. Summary Table:

<u>Year</u>	<u>Guaranteed Savings</u>	<u>Actual Savings</u>	<u>Increased Savings</u>
July 2011 - June 2012	\$ 48,111	\$ 89,896	\$ 41,785
July 2012 - June 2013	\$ 77,699	\$ 117,141	\$ 39,442

iv. Additional explanations:

Compliance with HUD Energy Performance Contracting requirements will be monitored for the remainder of the saving guarantee period through the local field office.

1. Activity 09-3

Expand Case Management Services to MTW Households with Incomes Below 40% AMI.

Approved for 2009 Plan, implemented 2009. Closed out - absorbed into Activity 10-2.

2. Approved for 2009 Plan, closed out in 2013.

3. 2012:

i. Final outcomes:

This Activity has been absorbed under Activity 10-2. Case Management is on-going and income increases are being tracked under 10-2.

ii. Statutory exceptions:

None.

iii. Summary Table:

2009	4% average increase in AMI
2010	3% average increase in AMI
2011	4.4% average increase in AMI
2012	1.7% average increase in AMI
2013	4% average increase in earned income

iv. Additional explanations:

This Activity previously tracked the increase in Area Median Income (AMI) for households receiving services for a subset of the households receiving services through Activity 10-2. Above are the AMI increases as reported in years 2009-2012 and earned income for 2013. AMI is more difficult to track due to adjustments made each year in Federal standards. This Activity has been absorbed into Activity 10-2 to avoid duplicative reporting and unnecessary recordkeeping, and, due to reporting revisions MTW Form 50900 requirements, this Activity will now report on the increase in income in dollars.

V.3.Report.Sources and Uses of MTW Funds

A. MTW Report: Sources and Uses of MTW Funds

Actual Sources and Uses of MTW Funding for the Fiscal Year

PHAs shall submit their unaudited and audited information in the prescribed FDS format through the Financial Assessment System - PHA (FASPHA), or its successor system

Describe the Activities that Used Only MTW Single Fund Flexibility

LDCHA has no activities that use only Single Fund Flexibility.

V.4.Report.Local Asset Management Plan

B. MTW Report: Local Asset Management Plan

Has the PHA allocated costs within statute during the plan year?

Yes

N/A

Has the PHA implemented a local asset management plan (LAMP)?

N/A

or

No

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

Has the PHA provided a LAMP in the appendix?

N/A

or

No

The LDCHA has 369 public housing units and opted out of the asset management requirement under the 2008, 2009, 2010 and 2011 HUD appropriations Act, and as provided for in 2012 and 2013 Continuing Resolutions. LDCHA elects to opt out of asset management for 2014 pursuant to the FY 2014 Omnibus Appropriations Act. The agency uses a cost allocation system to prorate expenses among the different programs it administers.

V.5.Report.Unspent MTW Funds

C. MTW Report: Commitment of Unspent Funds

In the table below, provide planned commitments or obligations of unspent MTW funds at the end of the PHA's fiscal year.

Account	Planned Expenditure	Obligated Funds	Committed Funds
MTW Initiative	Expanded Resident Services & Homeownership	\$ 0	\$ 58,585
MTW Initiative	Homeless to Housed	\$ 0	\$ 4,315
MTW Initiative	Douglas County Prisoner Re-Entry Program	\$ 0	\$ 4,208
MTW Initiative	Douglas County Housing Inc. Youth Programming	\$ 0	\$ 37,100
MTW Initiative	Acquisition/Development Proposal	\$ 0	\$ 1,000,000
Section 8 HCV	PUC program costs (2 months)	\$ 840,321	\$ 0
Public Housing	25% Routing Operating Budget for FY 2014	\$ 484,990	\$ 0
Public Housing	Tenant Security Deposits at 12/31/13 FYE	\$ 155,106	\$ 0
Public Housing	Accrued PILOT at 12/31/13 FYE	\$ 96,690	\$ 0
Public Housing	Energy Performance Loan Repayment #3 due 1/1/14	\$ 104,023	\$ 0
Total Obligated or Committed Funds:		\$ 1,681,130	\$ 1,104,208

LDCHA issued a RFQ in May 2012 for a development partner and has been working on a development agreement for the construction of a low income housing tax credit project. The LDCHA Board has authorized the use of \$1 million for the project, and negotiations are ongoing. The other MTW Initiatives are approved and already implemented as specifically described in Section IV, and the funds are committed for 2014.

Note: Written notice of a definition of MTW reserves will be forthcoming. Until HUD issues a methodology for defining reserves, including a definition of obligations and commitments, MTW agencies are not required to complete this section.

VI Administrative

Annual MTW Report

A. General description of any HUD reviews, audits or physical inspection issues that require the agency to take action to address the issue;

The Agency had no corrective actions to perform in 2013.

B. Results of latest PHA-directed evaluations of the demonstration, as applicable; and

The LDCHA does not currently have any agency directed evaluations of the MTW Demonstration.

C. Certification that the PHA has met the three statutory requirements of: 1) assuring that at least 75 percent of the families assisted by the Agency are very low-income families; 2) continuing to assist substantially the same total number of eligible low-income families as would have been served had the amounts not been combined; and 3) maintaining a comparable mix of families (by family size) are served, as would have been provided had the amounts not been used under the demonstration.

The Certification of Compliance with the statutory requirements is attached as Appendix I.

Appendices

Appendix I

Certification of Compliance Statement 2013 MTW Annual Report

The Lawrence-Douglas County Housing Authority certifies that it has met the three statutory requirements of:

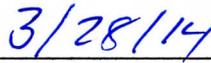
- 1) Assuring that at least 75 percent of the families assisted by the Agency are very low-income families;
- 2) Continuing to assist substantially the same total number of eligible low-income families as would have been served had the amounts not been combined; and
- 3) Maintaining a comparable mix of families (by family size) that are served, as would have been provided had the amounts not been used under the demonstration.

SEAL





Shannon Oury, Executive Director



Date

Appendix II: Alternate Rent Structure

The LDCHA submits Appendix II to provide additional data on its rent structure, which it has maintained for fourteen years and desires to continue to collect and report.

The agency developed a rent structure that requires all non-elderly, non-disabled adults to pay a significant minimum rent regardless of their income. The LDCHA's rent structure goal was intended to move participants to work by making them responsible for paying a meaningful rent, high enough to require work but low enough to be affordable. To reward work, the agency set a maximum, or ceiling, rent for each unit by bedroom size. To encourage employment advancement the agency established a system of income deductions that increase as hours of work increase. The LDCHA's MTW rent structure requires a significant minimum payment regardless of income and caps rent as income rises to encourage upward economic mobility.

In 2013 the minimum and maximum rents for households in the MTW rent structure were:

Bedroom Size	Minimum	Maximum
1 Bedroom	\$ 185	\$ 415
2 Bedroom	\$ 215	\$ 475
3 Bedroom	\$ 255	\$ 545
4 Bedroom	\$ 275	\$ 630
5 Bedroom	\$ 315	\$ 655

Besides household income, the other factor that determines a household's rent payment is a system of income deductions awarded to working households. These include:

- 10% earned income deduction for those working at least 35 hours/week
- \$2,000 medical deduction for those working at least 35 hours/week
- full out-of-pocket dependent care deduction necessary to allow work or school attendance
- utility allowance as an annual income deduction, not as a monthly deduction from rent
- increase in the child dependent deduction to \$840 per child capped at \$1680 per family

Actual monthly rent is determined by:

- annualizing total household income
- subtracting allowable deductions
- multiplying the sum by 30%
- dividing the amount by 12

If the final amount is less than the minimum rent for the bedroom size occupied by the household, the annual rent is increased to the minimum. If it is higher than the maximum rent, it is lowered to the maximum. If it falls between the minimum and maximum, it is set where it falls. Families that receive tenant-based assistance may pay a rent higher than the maximum if they select a unit with a contract rent that exceeds the payment standard.

Application of MTW Rent Structure

The alternative MTW rent policy and work requirement apply to all households in the General Housing program with a non-disabled adult age 50 or younger in the household. Ex-

empt households may elect to participate in the alternate rent policy if they meet the work requirement through employment income.

Annual Rent

An important component of the LDCHA's MTW rent structure is the feature of Annual Rent or Fixed Rent. Rent is fixed for one year and does not change, regardless of changes in household income or composition except in instances where a household permanently loses income through death, divorce, or when an income producing adult child moves out of the household.

Other Approved Rent Reform Elements of the Rent Structure

Section 8 portability is restricted. MTW families may not move outside the LDCHA's jurisdiction unless the family applies for and receives an exception from this rule as a reasonable accommodation for a disability or other good cause, such as to taking a job in a different city. In 2013 LDCHA approved portability for:

6	Reasonable accommodation for persons with disabilities
4	Employment
2	Relocation for education
3	Family obligations
15	Total LDCHA voucher holders

Households porting into the LDCHA's jurisdiction must participate in the MTW program.

Families who have an annual gross income that exceeds 50% of the Area Median Income (AMI) are offered an opportunity to join the homeownership program. Families who do not join the homeownership program may remain in their public housing unit until their gross annual income reaches 80% AMI at which time they become responsible for paying the full contract rent without subsidy. The LDCHA encourages families to leave the housing assistance program when a family's gross annual income reaches 100% AMI.

Families participating in Section 8 voucher must leave the program when their rent obligation equals the full contract rent for their unit for six consecutive months. This is a provision of the Section 8 Housing Assistance Payment contract which serves as a term limit for higher income families. In order to provide consistency across the two types of housing assistance the LDCHA imposes income based rent calculations on families in project based units who have not joined the homeownership program and who have a gross household income of 100% of the AMI. This encourages higher income families that are not interested in purchasing a home to move into the private rental market, thereby opening up units of affordable housing for families at or below 80% of AMI.

Households that have both elderly/disabled members and non-disabled adult members are considered mixed eligibility households and are placed in the MTW rent structure.

Discretionary Exemptions are exemptions from the MTW rent structure and work requirements reserved for older, non-disabled adults who fit the MTW participation criteria. They are adults not yet determined eligible for financial disability assistance who, through their behavior or history demonstrate limited skills level or capacity, and have been determined to be incapable of acquiring or maintaining employment.

Rent Hardship Policy

The LDCHA's Rent Hardship Policy permits a degree of rent relief if the household experiences a loss in employment income or medical illness. Under the policy, a family may be re-certified to the MTW minimum rent based on the nature and amount of the income loss. The rent reduction is for a period not to exceed three months. A family may have a hardship rent reduction only once every 12 months.

If the family's income loss is due to a condition that then qualifies the individual for a disability under ADA, the household's designation is changed from MTW to income-based and they are then recertified under the income-based rent structure.

MTW Rent Impact Analysis

The following analysis looks at the amount of rent MTW participants were paying during Plan Year and compares it to the rent they would have paid if operating under standard federal regulations using the 30% income-based rent model with mandatory income exclusions. This analysis does not take into consideration the impact the "flat rent" option that public housing residents would have in the absence of the MTW Program. This option would cap public housing rent at a fixed ceiling as determined by the agency.

During the plan year, there were:

173	Project-based units
<u>305</u>	<u>Tenant-based vouchers</u>
478	Total households that participated in the MTW rent structure

This evaluation does not draw comparisons between project-based and tenant-based rents because of the effect that local rental market conditions have on tenant-based rents. The MTW rent formula for tenant-based participants includes a maximum subsidy based on the voucher payment standard. Tenant-based participants that rent a unit costing more than the maximum payment standard have an additional rent responsibility.

Public Housing Participants

Included in this analysis are:

56	32%	At the minimum rent for their bedroom size
46	27%	At the maximum rent.
<u>71</u>	<u>41%</u>	<u>Paying a rent equal to 30% of their AGI as determined by MTW factors</u>
173	100%	Public housing households

Higher Rents

Households paying a higher monthly rent under MTW than they would pay under standard federal regulations: **69**, or 40%

This population includes households with income that would have been excluded under other federal statutes. Therefore a conclusion cannot be drawn as to the true impact of the rent structure on this population except to say that these households with income now have a rent obligation where they otherwise did not under standard federal regulations. The rents for this group ranged from an average monthly:

Low: \$16 more in rent for a 1 bedroom unit
 High: \$153 more in rent for a 3 bedroom unit

Lower Rents

Households paying a lower monthly rent under MTW than would under standard income-based formula rents: **102**, or 59%

Their rents ranged from an average monthly:

Low: \$109 less in rent for a 2 bedroom unit
 High: \$308 less in rent for a 4 bedroom unit

The aggregate average MTW rent paid for each bedroom size unit was less than the average that would have been paid under the income-based formula except for 2-bedroom units. The differences are shown below:

Bedroom Size	Avg MTW Rent	Avg Income-based Rent
1 Bedroom	\$ 362	\$ 443
2 Bedroom	\$ 311	\$ 310
3 Bedroom	\$ 404	\$ 498
4 Bedroom	\$ 412	\$ 532

Section 8 Housing Choice Voucher Participants

In the public housing analysis above, the starting and primary element affecting a tenant's rent amount is total household income. This is not the case in tenant-based assistance where rent subsidies are capped at the payment standard and tenants pay the difference between the cap and actual rent charged.

Section 8 Households that participated in the MTW rent structure during the Plan Year:

87	29%	At the minimum rent; and
89	29%	At the maximum rent for their unit size, and
129	42%	Paying 30% of their AGI as determined by MTW factors.
305	100%	Total

Thirty (30) households paid a rent higher than the maximum rent for their bedroom size. The monthly overage ranged from:

Low: \$2 more for a 1 bedroom unit
 High: \$385 more for a 4 bedroom unit.

115	38%	Higher monthly rent under MTW than they would pay under conventional income-based rent formula,
184	60%	Lower monthly rents under the MTW formula and
6	2%	Same monthly rent
305	100%	Total

The aggregate average MTW rent was less than the average that would have been paid under the income-based formula for all bedroom sizes.

Bedroom Size	Avg MTW Rent	Avg Income-based Rent
1 Bedroom	\$ 309	\$ 326
2 Bedroom	\$ 340	\$ 348
3 Bedroom	\$ 391	\$ 411
4 Bedroom	\$ 489	\$ 581

Maximum Rent Households

Households at maximum rent for their bedroom size for both public housing and Section 8 TBRA participants:

135, or 28% of all MTW participants.

Discretionary Exemptions

Discretionary exemptions from the rent structure and work requirement granted:

Public Housing	9
Section 8	34
Total	43

Exemptions include 7 conversion vouchers that could not have MTW flexibilities applied to them during 2013.

Alternate Rent Historic Outcomes

Avg Gross Income / Participants / Homeownership	MTW YEAR	AVG GROSS INCOME	AVG TENANT RENT	AVG HAP TO OWNER	AVG CONTRACT RENT	AVG FAMILY SIZE	MTW RENT PARTICIPANTS	HOME-OWNERSHIP
BASELINE Year 2	2000 - 2001 YR 2	16,434	296	213	622	3	391	
	2001 - 2002 YR 3	16,660	303	223	653	3	401	1
	2002 - 2003 YR 4	17,967	288	375	676	3	517	5
BENCHMARK Increase metrics over time	2003 - 2004 YR 5	19,564	329	378	731	3	492	5
	2004 - 2005 YR 6	19,901	332	403	737	3	479	5
	2005 - 2006 YR 7	19,274	324	436	768	3	450	2
	2006 - 2007 YR 8	20,372	349	422	786	3	456	9
	2007 - 2008 YR 9	21,625	368	439	814	3	440	5
	2008 - 2009 YR 10	20,446	367	499	874	3	426	7
	2010 YR 11	19,776	358	510	872	3	411	7
	2011 YR 12	19,793	355	513	870	3	411	3
	2012 YR 13	21,060	376	350	590	3	477	8
OUTCOME	2013 YR 14	22,558	388	344	598	3	478	7
	OVERALL AVERAGE	19,648	341	393	738	3	448	5

Hardships

Hardships granted:

Public Housing	13
<u>Section 8</u>	<u>15</u>
Total	28

Reasons hardships granted:

Employment Loss	23
<u>Medical</u>	<u>5</u>
Total	28

A household may remain at the hardship minimum rent for up to 90 days after which they are returned to their previous rent amount. Hardship requests are denied when there is no loss of employment income being counted in the calculation of the MTW rent, when the tenant has had a hardship rent reduction in the past 12 months, or when the tenant refuses to complete intensive re-employment activities through Resident Services.