



**Alaska Housing Finance Corporation
Public Housing Division**

Moving To Work Program Annual Report for Fiscal Year 2011

Submitted 10/31/2011
Edited 01/20/2012



Proposed Loussac Place development, Anchorage

This Page Intentionally Left Blank

I. Introduction

A. Table of Contents

B. Overview Goals and Objectives..... 7

II. General Housing Authority Operating Information 8

A. Housing Stock Information 8

Table 1. Number of Public Housing Units by Community.....8

Table 2. Significant Capital Expenditures by Development9

Table 3. MTW Housing Choice Vouchers Authorized..... 10

Table 4. Non-MTW Housing Choice Vouchers Authorized..... 10

Table 5. Other Agency Housing 11

B. Leasing Information, Actual 12

Table 6. MTW Public Housing Units Leased in FY2011 12

Table 7. MTW Housing Choice Voucher Units Leased in FY2011 12

Table 8. Non-MTW Housing Choice Voucher Units Leased in FY2011 13

C. Waiting List Information 14

Table 9. Number and Characteristics of Waiting List Households 14

Table 10. Waiting List Descriptions 17

III. Non-MTW Related Information 19

A. Non-MTW Activities Funded by HUD or Other Federal Funds..... 19

B. Non-MTW Activities 19

IV. Long Term MTW Plan 23

V. Proposed MTW Activities..... 25

2011-1 Simplification of Utility Allowance Schedules..... 25

2011-2 Payment Standard Exemption 25

2011-3 Project-Based Vouchers - Waiver of Tenant-Based Requirement 25

2011-4 Establish a Sponsor-Based Rental Assistance Program..... 25

2011-5 Authorization to Project-Base Section 8 Assistance at Properties

Owned by AHFC and to Exceed 25 Percent Voucher Limit Per Building... 25

VI. Ongoing MTW Activities..... 27

2010-1 Re-Examination of Income 27

2010-2 Income from Assets..... 27

2010-3 Earned Income Disallowance..... 27

2010-4 Rent Simplification 27

2010-5 Housing Quality Standards Inspections..... 27

2010-6 Housing Quality Standards Inspections on AHFC Properties..... 27

2010-7 Project-Based Vouchers	27
2010-8 Live-in Aides	27
2010-9 Prisoner Re-Entry	27
2010-10 Use of HCV Program for Persons with Disabilities	27
2010-11 Project-Based Voucher Assistance in Transitional Housing	27
2010-12 Local Preferences	28
2010-13 Homeownership Program	28
2010-14 AHFC Alternate Forms.....	28
VII. Sources and Uses of Funding	35
Table 11. Planned vs. Actual Sources and Uses of MTW Funds (Capital and Noncapital)	35
Table 12. Planned vs. Actual Sources and Uses of MTW Funds (Operating) ..	35
Table 13. Capital Projects Funded with CFP & RHF Funds	36
Table 14. State and Local Funded Capital Project Activity.....	37
Table 15. Planned vs. Actual Sources of the COCC	39
Table 16. Sources and Uses of MTW Reserve Funds - Fiscal Year 2012	40
VIII. Administrative	40
A. Correction or Elimination of Observed Deficiencies.....	40
B. Agency-Directed Evaluations.....	44
C. Certification	45

Listing of Tables

Table 1. Number of Public Housing Units by Community.....	8
Table 2. Significant Capital Expenditures by Development	9
Table 3. MTW Housing Choice Vouchers Authorized.....	10
Table 4. Non-MTW Housing Choice Vouchers Authorized	10
Table 5. Other Agency Housing.....	11
Table 6. MTW Public Housing Units Leased in FY2011	12
Table 7. MTW Housing Choice Voucher Units Leased in FY2011	12
Table 8. Non-MTW Housing Choice Voucher Units Leased in FY2011	13
Table 9. Number and Characteristics of Waiting List Households.....	14
Table 10. Waiting List Descriptions.....	17
Table 11. Planned vs. Actual Sources and Uses of MTW Funds (Capital and Noncapital).....	35
Table 12. Planned vs. Actual Sources and Uses of MTW Funds (Operating)	35

Table 13. Capital Projects Funded with CFP & RHF Funds36
Table 14. State and Local Funded Capital Project Activity37
Table 15. Planned vs. Actual Sources of the COCC39
Table 16. Sources and Uses of MTW Reserve Funds - Fiscal Year 201240

This Page Intentionally Left Blank

B. Overview Goals and Objectives

This report represents AHFC's MTW Annual Report covering Fiscal Year 2011, i.e., the period from July 1, 2010 through June 30, 2011. During Fiscal Year 2011, AHFC undertook a range of MTW and non-MTW related activities summarized as follows:

- AHFC continued to provide Public Housing and Housing Choice Voucher subsidies for low-income families throughout Alaska. During the course of the year, AHFC achieved an average 99.05 percent lease-up rate in Public Housing and over 96 percent lease-up of its Housing Choice Voucher portfolio for the State of Alaska.
- Many of the initiatives proposed in the 2011 MTW Plan were designed to reduce administrative costs and achieve greater cost efficiencies. In general, these efficiencies are designed to allow staff to assume a greater role by being more proactive when addressing local needs that may be unmet and providing greater support to families seeking economic self-sufficiency.
- During FY2011, AHFC implemented simplified utility allowance schedules for Anchorage, Mat-Su, and Valdez. For Mat-Su and Valdez, AHFC aggregated the different structure utility allowances into one, blended rate. This simplifies shopping for families. In Anchorage, three different utility companies provide services. These schedules were blended into one schedule to simplify the process for both landlords and tenants.
- At the start of the 2011 calendar year, AHFC began a limited program of biennial reexaminations of income for families on fixed income, again, to reduce customer inconvenience, but also staff time given new methods of electronic verifications of earned and unearned income. Staff is researching the impacts of this limited program and discussing methods to expand its implementation without limiting the number of families served.
- Development of the Loussac Manor site in Anchorage advanced. Using a combination of PBV to replace the 60 public housing units, the 2011 Low Income Housing Tax Credit allocation, and up to \$10 million in corporate leverage, AHFC awarded the redevelopment to Cook Inlet Housing Authority. The new site will include a combination of workforce housing and subsidized housing in a mixed income, mixed finance development. Construction of the new development is underway with the first tax-credit units to come on-line in June 2012.

- Two FY2011 initiatives, 2011-3 and 2011-5, were specifically proposed to accommodate Karluk Manor, Anchorage’s first “Housing First” development. An Agreement to Enter into a HAP Contract was signed by AHFC and the developer, Rural Alaska Community Action Program. However, it is now envisioned that subsidy will occur through a ‘greater uses of funds’ opportunity made available under Attachment D of the AHFC Moving To Work Agreement with HUD. The opening of the development is anticipated in late November 2011.
- AHFC selected Yardi as its new Public Housing Division software provider. Staff has been occupied with data clean-up, examination of Yardi methodologies, and the impact of a new housing management system on its existing policies and procedures. “Go Live” is scheduled for October 3, 2011.
- Lastly, AHFC revised its Public Housing Program Residential Lease Agreement to contain both MTW and non-MTW initiatives. The new lease extends the grace period for payment to the seventh day of each month, reduces the nonpayment of rent notice period from 14 days to seven days, adds a late rent fee of \$25, reduces the payment period for maintenance fees to ten business days, and greatly simplifies the overall language and organization.

As appropriate, new policy changes are incorporated into the revised Public Housing Admissions and Continued Occupancy Plan (ACOP) and the HCV Administrative Plan, which are available for review by the public.

II. General Housing Authority Operating Information

A. Housing Stock Information

As of June 30, 2011, AHFC was allocated 4,485 vouchers; 4,275 of those are categorized as MTW. Non-MTW vouchers consist of 95 Veterans Affairs Supportive Housing vouchers and 45 Non-Elderly Disabled Project-Based Displacement vouchers. AHFC also administers 70 Single Room Occupancy Certificates in partnership with Anchorage NeighborWorks.

In addition, AHFC owns and operates 1,262 public housing units, five of those units are HUD-approved non-dwelling units used for resident activities; 1,257 are tenant occupiable units.

Table 1. Number of Public Housing Units by Community

Community	Unit Count 7/01/2010	Unit Count 6/30/2011
Anchorage	508	505

Community	Unit Count 7/01/2010	Unit Count 6/30/2011
Bethel	118	117
Cordova	16	16
Fairbanks	165	165
Juneau	206	206
Ketchikan	73	73
Kodiak	40	40
Nome	34	33
Sitka	43	43
Valdez	7	7
Wasilla / Mat-Su	32	32
Wrangell	20	20
Offline for Resident Programs	5	5
Total Public Housing	1,267	1,262
Percentage Change		-0.39%

Table 2. Significant Capital Expenditures by Development

					Revised 9/26/2011	
AMP Development	Proposed Work	Fund Year	Planned Amount	Percentage of Total	Actual Amount	Percentage of Total
271 Anchorage South	Loussac Manor Relocation; Extraordinary Maint.-Site & Dwelling Upgrades	2008, 2009	86,000.00	3%	25,968.59	1%
247 Anchorage Central	Extraordinary Maintenance-Site & Dwelling Upgrades		25,000.00	1%	0.00	0%
274 Anchorage East	San Roberto redevelopment; Extraordinary Maintenance Projects-Site & Dwelling Upgrades	2007, 2008, 2009, 2010	617,974.00	25%	82,795.02	3%
257 Bethel	Extraordinary Maintenance-Site & Dwelling Upgrades		25,000.00	1%	0.00	0%
275 Fairbanks	Extraordinary Maintenance-Site & Dwelling Upgrades	2009	50,000.00	2%	0.00	0%
277 Juneau	Extraordinary Maintenance-Site & Dwelling Upgrades	2009	50,000.00	2%	0.00	0%
279 Ketchikan	Schoenbar Renovations	2008, 2009	853,568.65	35%	192,302.45	8%
265 Kodiak	Maintenance Vehicle	2008, 2009	30,000.00	1%	0.00	0%
280 Sitka	Extraordinary Maintenance-Site & Dwelling Upgrades		25,000.00	1%	0.00	0%
Total Capital			1,762,542.65		301,066.06	
Non-Capital						
HA-Wide	A&E Fees and Costs - reallocated and expensed at the AMP level as needed	2008, 2009	243,613.63	10%	40,193.15	2%
HA-Wide	Computer network upgrades	2008, 2009	20,000.00	1%	5,353.85	0%
HA-Wide	Management Fee to COCC	2008, 2009	261,253.50	11%	261,583.00	11%
HA-Wide	Transfer to Operations	2010, 2011	182,500.00	7%	182,500.00	7%
Total Non-Capital:			707,367.13		489,630.00	
TOTAL OF ALL PLANNED ACTIVITY:			2,469,909.78		790,696.06	

The Schoenbar Park Major Renovation project was completed in early FY2011. The use of fungibility and other available sources of funds for other planned activities has resulted in an unusually high proportion of FY11's Capital Fund Program activity concentrated on the completion of the Schoenbar renovation. A comprehensive list of AHFC's capital development activities is listed in Tables 10 and 11 in Section VII. Sources and Uses of Funds.

New Public Housing Units

There were no new Public Housing units added during fiscal year 2011.

Public Housing Units Removed

The Loussac Manor development in Anchorage South (AK00100271) was physically demolished in FY2011; the units were approved for demolition on 07/14/2009 and removed from PIC in FY2010. Construction of the new 120-unit Loussac Place has begun.

Two former Turnkey III properties (Bethel and Nome) were added to AHFC's public housing portfolio in a prior year and approved under a *de minimis* demolition application on 09/23/2009 and removed from PIC in FY2010.

Lastly three units at 1021 Boston in Anchorage were approved under a *de minimis* demolition application on 11/08/2010 and removed from PIC in FY2011.

Table 3. MTW Housing Choice Vouchers Authorized

MTW Tenant-Based Vouchers	7/01/2010	6/30/2011
Anchorage	2,371	2,420
Dillingham	0	0
Fairbanks	324	324
Homer	105	105
Juneau	334	334
Ketchikan	95	95
Kodiak	100	100
North Slope Borough	10	10
Petersburg	52	52
Sitka	44	44
Soldotna	299	299
Valdez	45	45
Wasilla/Mat-Su	416	416
Wrangell	31	31
Total Tenant-Based	4,226	4,275
Percentage Change		1.16%

Table 4. Non-MTW Housing Choice Vouchers Authorized

AHFC did not have any changes in the number of non-MTW vouchers authorized in FY2011, although AHFC was waiting for HUD authorization for an additional 25 VASH vouchers.

Non-MTW	Authorized 7/01/2010	Authorized 6/30/2011
VASH	95	95

Non-MTW	Authorized 7/01/2010	Authorized 6/30/2011
Non-elderly Disabled Vouchers for certain Section 8 PBD Actions	45	45
Single Room Occupancy	70	70
HOME Tenant-Based Rental Assistance	0	4
Total Non-MTW	210	214
Percentage Change		1.9%

Project-Based Housing Choice Vouchers

As of the end of the fiscal year, 35 project-based vouchers were assigned to the Karluk Manor. This project's opening has been delayed to November 2011.

After this reporting period, the 35 project-based vouchers were substituted with a sponsor-based funding methodology to better serve the anticipated population. An amendment to the FY2012 MTW Plan was approved by the AHFC Board of Directors on October 26, 2011.

Table 5. Other Agency Housing

AHFC owns six developments fully or partially subsidized under the Multifamily Housing umbrella. Administration of the subsidy contracts is handled directly with HUD, not through a Contract Administrator. In addition, AHFC owns a wholly Market Rate property adjacent to the Public Housing property in Wrangell. All seven properties are managed and maintained by AHFC staff.

As a result of an MTW waiver, AHFC staff now performs HQS inspections for voucher participants who reside at the two market rate developments listed below. Additionally, AHFC intends to opt out of the six-unit Loan Management Set-aside contract at the Alpine Terrace. The expectation is receipt of six tenant-based vouchers for those currently assisted families. This action will improve management efficiencies at the property. It will also enable AHFC to enact a new set of policies regarding income eligibility across all 48 of the units. These changes are anticipated to occur January 1, 2012.

Project Name and Location	Type	Unit Count 06/30/11	Type
Chugach View, Anchorage	Multifamily Housing (assisted)	120	Elderly/ Disabled
Ptarmigan Park, Anchorage	Multifamily Housing (assisted)	17	Family
Alpine Terrace, Anchorage	Market Rate (42) and Multifamily (6 units assisted)	48	Family
Sunset View, Cordova	Multifamily Housing (assisted)	22	Elderly/ Disabled

Project Name and Location	Type	Unit Count 06/30/11	Type
Golden Towers, Fairbanks	Multifamily Housing (assisted)	96	Elderly/Disabled
Glacier View, Seward	Multifamily Housing (assisted)	30	Elderly/Disabled
Etolin Heights II, Wrangell	Market Rate	32	Family
Total Other Housing		365	

B. Leasing Information, Actual

Table 6. MTW Public Housing Units Leased in FY2011

Public Housing	Actual Units as of 7/1/2010	Projected Leased for 6/30/2011	Actual Leased on 6/30/2011
Anchorage	505	501	505
Bethel	112	115	117
Cordova	16	16	16
Fairbanks	156	163	164
Juneau	199	205	198
Ketchikan	72	73	73
Kodiak	40	40	40
Nome	32	33	33
Sitka	43	43	43
Valdez	7	7	7
Wasilla	32	32	32
Wrangell	18	19	19
Total	1,232	1,247	1,248
Overall % Leased			99.05%

Non-MTW Public Housing Units Leased in FY2010

AHFC does not have any non-MTW Public Housing units.

Table 7. MTW Housing Choice Voucher Units Leased in FY2011

Please see the narrative under **Leasing Issues for Public Housing or Housing Choice Vouchers** below.

MTW Tenant-Based Vouchers	Projected Leased 6/30/2011	Admin Eligible 6/01/2011	Average Leased 07/2010-06/2011
Anchorage	2,405	2,265	2,381
Dillingham	0	1	1
Fairbanks	331	291	297
Homer	96	99	100
Juneau	274	308	314
Ketchikan	94	92	93

MTW Tenant-Based Vouchers	Projected Leased 6/30/2011	Admin Eligible 6/01/2011	Average Leased 07/2010-06/2011
Kodiak	99	87	92
North Slope Borough	10	7	7
Petersburg	50	50	46
Sitka	44	44	42
Soldotna	293	294	286
Valdez	45	44	41
Wasilla/Mat-Su	387	386	384
Wrangell	35	30	33
MTW Tenant-Based Total	4,133	3,998	4,116
Percentage of Authorized Vouchers			96.28%
<p>a As of January 1, 2011, AHFC was over-leased and placed a hold on voucher issuance.</p> <p>b The HOME Tenant-Based Rental Assistance coupons are the result of the 2010-9 activity for prisoner re-entry starting.</p>			

Table 8. Non-MTW Housing Choice Voucher Units Leased in FY2011

The Single Room Occupancy certificates are project-based at the Adelaide Building under a cooperative agreement with Anchorage NeighborWorks.

Non-MTW	Planned 7/01/2010	Authorized 6/30/2011	Projected Leased	Actual Leased
VASH	95	95	92	85
Non-elderly Disabled Vouchers for certain Section 8 PBD Actions	45	45	--	44
Single Room Occupancy	70	70	--	70
HOME Tenant-Based Rental Assistance			--	4
Total Non-MTW	210	210		203
Percentage of Authorized				96.67%

Leasing Issues for Public Housing or Housing Choice Vouchers

Housing Choice Vouchers: For the months of January through mid-June 2011, AHFC curtailed voucher issuance as it did not have its 2011 funding numbers from HUD. AHFC made its budget projections based on previous funding levels and its then-current high utilization rate. That estimate established a spending trajectory in excess of available funds. Once HUD budget numbers were released, AHFC adjusted its budget and began leasing in accordance with available funding. Voucher lease-up rates ought to remain fairly stable throughout the calendar year; however, the use of continuing resolutions and late budget approvals by Congress prevent this from happening.

Project-Based Vouchers Committed or in Use

There were no project-based vouchers used in fiscal year 2011. Using the 2009/2010 Special Needs Housing Grant RFP as a vehicle, a tentative

commitment was made to RurAL CAP, Inc. in Anchorage for 35 vouchers for the Karluk Manor project targeting chronic homeless individuals. In that same RFP process, AHFC also committed 10 project based vouchers to the Main Tree development in Homer, Alaska, designed to serve persons with disabilities.

After this reporting period, the 35 Karluk Manor project-based vouchers were substituted with a sponsor-based funding methodology to better serve the anticipated population. An amendment to the FY2012 MTW Plan was approved by the AHFC Board of Directors on October 26, 2011.

In June 2011 AHFC also executed an Agreement to Enter into a HAP Contract with Cook Inlet Housing Authority. That agreement commits 60 project-based vouchers to the 120 unit Loussac Place, currently under construction. The vouchers replace what was previously a public housing development.

C. Waiting List Information

Table 9. Number and Characteristics of Waiting List Households

As of June 30, 2011, there were 6,099 individual applicants on the agency's waiting lists.

	Public Housing	% of Total	HCV	% of Total	Public Housing	% of Total	HCV	% of Total
Anchorage				Bethel				
Total Number of Families ¹	2,196		3,099		60			
Extremely Low Income < 30% ²	1,686	77%	2,479	80%	33	55%		
Very Low Income >30% and <50%	419	19%	589	19%	15	25%		
Low Income >50% and <80%	88	4%	27	1%	10	17%		
Families ³	1,814	83%	2,905	94%	59	98%		
Elderly ⁴	313	14%	202	7%	1	2%		
Disabled Head/Co-head ⁵	495	23%	695	22%	2	3%		
White ⁶	1,081	49%	1,505	49%	3	5%		
Black/African American	372	17%	568	18%	0	0%		
American Indian/Alaska Native	371	17%	597	19%	57	95%		
Asian	209	10%	210	7%	0	0%		
Native Hawaiian/Pacific Islander	163	7%	219	7%	0	0%		
Non-Hispanic ⁷	2,050	93%	2,891	93%	60	100%		
Hispanic	146	7%	208	7%	0	0%		
Cordova				Fairbanks				
Total Number of Families	1				318		541	
Extremely Low Income < 30%	1	100%			234	74%	406	75%
Very Low Income >30% and <50%	0				65	20%	129	24%
Low Income >50% and <80%	0				18	6%	5	1%
Families	1	100%			296	93%	510	94%
Elderly	0				23	7%	31	6%
Disabled Head/Co-head	0				66	21%	105	19%
White	1	100%			208	65%	350	65%
Black/African American	0				32	10%	64	12%

	Public Housing	% of Total	HCV	% of Total	Public Housing	% of Total	HCV	% of Total
American Indian/Alaska Native	0				68	21%	110	20%
Asian	0				5	2%	9	2%
Native Hawaiian/Pacific Islander	0				5	2%	8	1%
Non-Hispanic	1	100%			293	92%	509	94%
Hispanic	0				25	8%	32	6%
				Homer	Juneau			
Total Number of Families			116		359		395	
Extremely Low Income < 30%			82	71%	294	82%	323	82%
Very Low Income >30% and <50%			33	28%	56	16%	65	16%
Low Income >50% and <80%			1	1%	7	2%	6	2%
Families			97	84%	327	91%	295	75%
Elderly			19	16%	38	11%	26	7%
Disabled Head/Co-head			45	39%	131	36%	106	27%
White			104	90%	183	51%	190	48%
Black/African American			1	2%	14	4%	16	4%
American Indian/Alaska Native			9	8%	135	38%	165	42%
Asian			1	1%	11	3%	11	3%
Native Hawaiian/Pacific Islander			0		16	4%	13	3%
Non-Hispanic			114	98%	341	95%	373	94%
Hispanic			2	2%	18	5%	22	6%
				Ketchikan	Kodiak			
Total Number of Families	108		152		87		69	
Extremely Low Income < 30%	75	69%	107	70%	56	64%	41	59%
Very Low Income >30% and <50%	27	25%	40	26%	22	25%	26	38%
Low Income >50% and <80%	5	5%	3	2%	9	10%	2	3%
Families	86	80%	141	93%	80	92%	63	91%
Elderly	15	14%	11	7%	7	8%	6	9%
Disabled Head/Co-head	56	52%	48	32%	20	23%	11	16%
White	76	70%	103	68%	45	52%	34	49%
Black/African American	5	5%	6	4%	5	6%	3	4%
American Indian/Alaska Native	22	20%	35	23%	7	8%	7	10%
Asian	5	5%	5	3%	25	29%	21	30%
Native Hawaiian/Pacific Islander	0		3	2%	5	6%	4	6%
Non-Hispanic	105	97%	147	97%	80	92%	62	90%
Hispanic	3	3%	5	3%	7	8%	7	10%
				Nome	North Slope Borough			
Total Number of Families	21						6	
Extremely Low Income < 30%	9	43%					5	83%
Very Low Income >30% and <50%	6	29%					1	17%
Low Income >50% and <80%	5	24%					0	
Families	21	100%					6	100%
Elderly	0						0	
Disabled Head/Co-head	1	5%					0	
White	2	10%					0	
Black/African American	0						0	
American Indian/Alaska Native	19	90%					6	100%
Asian	0						0	
Native Hawaiian/Pacific Islander	0						0	
Non-Hispanic	21	100%					6	100%
Hispanic	0						0	

	Public Housing	% of Total	HCV	% of Total	Public Housing	% of Total	HCV	% of Total
Petersburg				Sitka				
Total Number of Families			15		122		79	
Extremely Low Income < 30%			10	67%	94	77%	63	80%
Very Low Income >30% and <50%			5	33%	21	17%	12	15%
Low Income >50% and <80%			0		7	6%	0	
Families			11	73%	104	85%	73	92%
Elderly			1	7%	18	15%	6	8%
Disabled Head/Co-head			3	20%	44	36%	21	27%
White			12	80%	68	56%	5	6%
Black/African American			1	7%	3	2%	3	4%
American Indian/Alaska Native			1	7%	51	42%	32	41%
Asian			1	7%	0		0	
Native Hawaiian/Pacific Islander			0		0		0	
Non-Hispanic			14	93%	121	99%	78	99%
Hispanic			1	7%	1	1%	1	1%
Soldotna				Valdez				
Total Number of Families			250		12		24	
Extremely Low Income < 30%			188	75%	9	75%	20	83%
Very Low Income >30% and <50%			61	24%	2	17%	4	17%
Low Income >50% and <80%			1	1%	1	8%	0	
Families			238	95%	12	100%	23	96%
Elderly			11	4%	0		0	
Disabled Head/Co-head			62	25%	0		2	8%
White			212	85%	11	92%	20	83%
Black/African American			1		0		2	8%
American Indian/Alaska Native			31	12%	1	8%	1	4%
Asian			4	2%	0		1	4%
Native Hawaiian/Pacific Islander			2	1%	0		0	
Non-Hispanic			243	97%	12	100%	23	96%
Hispanic			7	3%	0		1	4%
Wasilla/Mat-Su				Wrangell				
Total Number of Families	75		547		19		33	
Extremely Low Income < 30%	55	73%	409	75%	18	95%	27	82%
Very Low Income >30% and <50%	18	24%	138	25%	0		5	15%
Low Income >50% and <80%	2	3%	0		1	5%	0	
Families	42	56%	468	86%	18	95%	31	94%
Elderly	33	44%	79	14%	1	5%	2	6%
Disabled Head/Co-head	42	56%	137	25%	4	21%	6	18%
White	68	91%	471	86%	14	74%	26	79%
Black/African American	2	3%	15	3%	1	5%	1	3%
American Indian/Alaska Native	4	5%	44	8%	4	21%	6	18%
Asian	1	1%	6	1%	0		0	
Native Hawaiian/Pacific Islander	0		11	2%	0		0	
Non-Hispanic	75	100%	539	99%	19	100%	33	100%
Hispanic	0		8	1%	0		0	
Statewide - Combined								
Total Number of Families ¹	3,378		5,340					
Extremely Low Income < 30%	2,564	76%	4,160	78%				
Very Low Income >30% and <50%	651	19%	1,108	21%				
Low Income >50% and <80%	153	5%	45	1%				

	Public Housing	% of Total	HCV	% of Total	Public Housing	% of Total	HCV	% of Total
Families	2,947	87%	4,954	93%				
Elderly	431	13%	383	7%				
Disabled Head/Co-head	864	26%	1,261	24%				
White	1,760	52%	3,084	58%				
Black/African American	434	13%	682	13%				
American Indian/Alaska Native	739	22%	1,044	20%				
Asian	256	8%	270	5%				
Native Hawaiian/Pacific Islander	189	6%	260	4%				
Non-Hispanic	3,178	94%	5,045	94%				
Hispanic	200	6%	295	6%				

- 1 Applicants can be on more than one wait list within a community and across the state
2 Based on HUD income limits effective 6/6/2011.
3 This number represents households where HOH is not elderly
4 Households with one or more members where HOH is elderly
5 Includes disabled elderly
6 Data represents primary race selected by HOH. Some columns may not total 100 percent due to rounding.
7 Non-Hispanic is the 'default' when no selection is noted on the application—data represents HOH.

Table 10. Waiting List Descriptions

In many small communities with one or two developments, the waiting lists are 'site-based' by default. In larger communities (Anchorage, Fairbanks, and Juneau), the waiting lists are divided by program and/or family type (i.e., Public Housing Family, Public Housing Elder/Disabled, Multifamily projects).

City	Program	Description	Changes in Last FY?
Anchorage	Housing Choice Voucher	Community-wide	Yes, waiting list closed as of 6/1/2011.
Anchorage	Multifamily Housing	Segregated by bedroom size, site-based	No
Anchorage	Public Housing	Segregated by bedroom size, community-wide	No
Anchorage	Senior/Disabled Housing	Multifamily Housing, site-based	No
Anchorage	Senior/Disabled Housing	Public Housing, site-based	Yes, Chugach Manor received approval to be designated as an "elderly" building under its designated housing plan
Anchorage	Unassisted	Site-based	No
Bethel	Public Housing	Segregated by bedroom size, community-wide	No
Cordova	Public Housing	Segregated by bedroom size, community-wide	No
Cordova	Senior/Disabled Housing	Multifamily Housing, site-based	No
Fairbanks	Housing Choice Voucher	Community-wide	No
Fairbanks	Public Housing	Segregated by bedroom size, community-wide	No
Fairbanks	Senior/Disabled Housing	Public Housing, community-wide	No
Fairbanks	Senior/Disabled Housing	Multifamily Housing, site-based	No
Homer	Housing Choice Voucher	Community-wide	No

City	Program	Description	Changes in Last FY?
Juneau	Housing Choice Voucher	Community-wide	No
Juneau	Public Housing	Segregated by bedroom size, community-wide	No
Juneau	Senior/Disabled Housing	Public Housing, site-based	No
Ketchikan	Housing Choice Voucher	Community-wide	No
Ketchikan	Public Housing	Segregated by bedroom size, community-wide	No
Ketchikan	Senior/Disabled Housing	Public Housing, site-based	No
Kodiak	Housing Choice Voucher	Community-wide	No
Kodiak	Public Housing	Segregated by bedroom size, community-wide	No
Nome	Public Housing	Segregated by bedroom size, community-wide	No
North Slope	Housing Choice Voucher	Community-wide	No
Petersburg	Housing Choice Voucher	Community-wide	No
Seward	Senior/Disabled Housing	Multifamily Housing, site-based	No
Sitka	Housing Choice Voucher	Community-wide	No
Sitka	Public Housing	Segregated by bedroom size, community-wide	No
Sitka	Senior/Disabled Housing	Public Housing, site-based	No
Valdez	Housing Choice Voucher	Community-wide	No
Valdez	Public Housing	Segregated by bedroom size, community-wide	No
Wasilla	Housing Choice Voucher	Community-wide	No
Wasilla	Senior/Disabled Housing	Public Housing, site-based	No
Wrangell	Housing Choice Voucher	Community-wide	No
Wrangell	Public Housing	Segregated by bedroom size, community-wide	No
Wrangell	Unassisted Housing	Site-based	No
Statewide	Qualified Medicaid Waiver Voucher	Statewide, monitored through Central Office	No

III. Non-MTW Related Information

A. Non-MTW Activities Funded by HUD or Other Federal Funds

For the non-MTW Activities listed below, no other HUD or other federal funds are used.

B. Non-MTW Activities

These activities do not require statutory or regulatory waivers from HUD.

Non-MTW Activities in FY2011's plan.

Activity	Description	Status
C.2 "No Cash" Policy	Implementation of a policy to no longer accept cash payments.	AHFC surveyed its residents and developed initial policies for implementation. The start was delayed while AHFC's attorney researched lease issues and law. AHFC held implementation of this activity to coincide with issuance of a new Public Housing Program lease agreement. <i>Activity on-going.</i>
C.3 Imposition of a Late Fee	Implementation of a policy to charge a late rent fee.	Staff researched current housing authority policies around the country. A new public housing program lease was approved by AHFC's Board of Directors in August 2011. The new lease contains provisions for a late rent fee, eviction due to repeated late payment of rent, and eviction for excessive tenant balances. The new lease is slated to begin January 1, 2012. Residents will sign the new lease at their annual examination appointment. An addendum for residents to sign with the new rules begins January 1, 2012. <i>Activity on-going.</i>

Non-MTW Activities in prior year's plans.

Activity	Description	Status
B.1 Interim Reexamination Policy	Delayed rent increases due to increases in earned income	Implemented on December 4, 2009 with Numbered Memo 09-33, effective December 7, 2009. Additional guidelines regarding seasonal and sporadic workers implemented on June 1, 2011 with Numbered Memo 11-18. Activity completed; monitoring to continue.
B.2 Self-Certification of Repairs	HCV owners and tenants certify to repairs without AHFC follow-up inspection.	Staff is currently working on these guidelines. Anticipate issuance in Spring 2012.
B.3 Modifications to Housing Quality Standards	Waiver of requirement for mobile home tie-downs.	After further consideration of safety-related issues, AHFC requires mobile home tie-downs. Activity completed in FY2010.
B.4 Mail-in Recertifications	Mail-in recertification procedure for HCV clients.	After completion of the pilot project launched in 2009, implemented statewide on February 26, 2010 with Numbered Memo 10-08 for annuals due May 31, 2010. Activity complete; monitoring to continue.
B.5 Modifications to the Preference System	Explore modifications to current preference system.	Continued reexamination of impact in FY2011. Meetings held with community stakeholders. Review of project-based vouchers for special need populations as part of this research. Activity on-going.
B.6 Implementation of New Information Technology Systems	Procurement of new software for Public Housing and HCV Programs.	Yardi Software package selected. "Go Live" is anticipated for October 3, 2011. Activity on-going.

Activity	Description	Status
B.7 Designated Housing	Designation of certain Public Housing buildings as elderly or disabled only.	<p>Received approval from HUD for designation of Chugach Manor as an elderly facility. In order to accommodate persons with disabilities, AHFC agreed to ascertain if younger persons with disabilities required UFAS units before housing a senior.</p> <p>Staff will continue to monitor this activity and research possible changes to other designated housing plans for senior/disabled buildings.</p> <p>Activity on-going.</p>
B.8 Recognition of Outstanding Performance	Recognition of staff innovations and outstanding performance	<p>Senior Public Housing management publically recognized outstanding employee achievements at its Asset Management workshop in October 2010 and maintenance workshop in April 2011.</p> <p>Activity on-going.</p>

This Page Intentionally Left Blank

IV. Long Term MTW Plan

AHFC has established guiding principles for its MTW activities. These principles augment the three statutory objectives of the MTW program and ensure that AHFC's MTW and non-MTW activities are reflective of AHFC's mission and goals.

1. Reforms in the calculation of family income and rent shall be designed with the purpose of reducing administrative costs, making the program more transparent to the user, and as close to revenue neutral as possible.
2. AHFC shall provide housing assistance to the neediest, eligible populations in each community, with acknowledgement that multiple 'categories' of need exist among extremely low income families.
3. Policy changes shall contribute to the achievement of excellence in asset management and administration of the Housing Choice Voucher program.
4. Capital expenditures shall be dictated by physical needs assessments and the opportunity to maximize housing choice among low-income families.

In FY2010, many of the MTW initiatives and non-MTW initiatives were designed to meet the statutory goal of achieving administrative efficiencies in program operations. AHFC set an ambitious plan for itself in FY2010, its first year. In FY2011, AHFC continued to work on initiatives proposed in the FY2010 plan while adding five new initiatives. Three of those initiatives were designed to aid in completion of FY2010 initiatives.

Our long-term strategy necessary to achieve these goals is outlined below.

1. Secure long-term financial stability for the AHFC Public Housing Division.

HOW: AHFC continues to assess management and personnel policies to maximize operational efficiencies and profitability for its public housing and housing choice voucher portfolios.

Secondly, AHFC and its partners must address a fundamental question about the imbalance in the number of families who require housing assistance versus the limited financial resources available to assist those families. AHFC held meetings with community stakeholders regarding its current preference system. The meetings discussed AHFC's waiting list requirements and management. Community stakeholders were invited to

share their concerns and ideas regarding possible alternatives to the preference system.

AHFC also revised its housing choice voucher program subsidy standards in February 2011. Although it will be a year before the impacts are fully realized, AHFC is hoping that this will help lower AHFC's average HAP and allow AHFC to serve more families from its waiting list with the increased dollars.

2. AHFC must streamline its operations to improve efficiencies and effectiveness in serving the needs of low-income families.

HOW: AHFC has already begun alteration of its operating procedures to take advantage of features available in its new software package. AHFC plans to cease cash collections, allow for direct deposit of vendor checks, institute a streamlined waiting list application, and eliminate paper file copies of electronic information. As staff is able to fully explore its new software in FY2012, we anticipate that additional efficiencies will become apparent.

Second, management staff must continue to view the organization as a dynamic entity with a goal of improving the likelihood that staff sees career path opportunities within the organization.

3. AHFC must address the physical needs of the Anchorage Public Housing portfolio. Predominately scattered sites, four, six, and eight-plex units that were built to poor standards in the late '60s and early '70s, these properties require significant investment to remain viable.

HOW: The Loussac Place project, a replacement for the Loussac Manor Public Housing property, has already begun construction. Likely unique within the AHFC portfolio because of the 2011 Low Income Housing Tax Credit Program set aside and \$10 million in 'soft-second' monies; nevertheless, it is a model for how development can occur.

In FY2011, AHFC received legislative authorization to use the HUD Capital Fund Financing Program for tax-exempt bond financing. This will augment \$2.3 million of corporation receipts and other federal resources to redevelop properties in East Anchorage's Russian Jack neighborhood.

In the last legislative session, AHFC received approval to establish a subsidiary housing entity. This new subsidiary will enter into agreements with syndicators to access other means of financing such as the 4 and 9 percent Low Income Housing Tax Credits. One example: selling a tax-exempt bond for the Russian Jack project mentioned above would enable AHFC to access 4 percent tax credits to build additional Public Housing units - above

the current inventory – than if it were to rely solely on cash receipts. If HUD’s national agenda for ‘transformation of public housing’ succeeds, AHFC, and its housing development subsidiary, will be in a position to access capital by leveraging its assets. This will enable it to obtain the financing to upgrade and expand affordable housing as a development partner.

V. Proposed MTW Activities

Activity Name	Description	Authorization
2011-1 Simplification of Utility Allowance Schedules	Reduce the average shopping time due to simplification of the schedules.	Attachment C, paragraph C.11 and paragraph D.2.a (no change)
2011-2 Payment Standard Exemption	After further research, AHFC withdrew this activity as current regulatory authority is sufficient. Notice of this withdrawal was provided to the AHFC Board of Directors at its June 14, 2010 meeting.	
2011-3 Project-Based Vouchers - Waiver of Tenant-Based Requirement	Waiver of requirement to offer a family tenant-based assistance upon termination.	Attachment C, paragraph D.1.
2011-4 Establish a Sponsor-Based Rental Assistance Program	AHFC, as of June 9, accepted public comment for Board of Director’s approval for an amendment to the MTW Plan which will become Attachment D. The proposed Attachment D is to allow broader uses of funds. This activity was moved to Section VII. Sources and Uses of Funds.	
2011-5 Authorization to Project-Base Section 8 Assistance at Properties Owned by AHFC and to Exceed 25 Percent Voucher Limit Per Building	Project-base vouchers at AHFC-owned properties and exceed the building limit of 25 percent.	Attachment C, paragraphs D.1.e, D.7.a, and D.7.b.

A. Activities in AHFC’s FY2011 Plan Approved by HUD and Implemented during FY2011.

Activity 2011-1 Simplification of Utility Allowance Schedules

Implemented with Numbered Memo 11-04 on January 20, 2011 with an effective date of February 1, 2011.

Due to budgetary concerns, AHFC did not begin actively working its waiting lists until July 1, 2011 when it received notification of its CY2011 funding.

Staff will monitor the impact and report on this activity’s success in the next report.

Metric	Baseline	Benchmark	Outcome
Reduce the average shopping time due to simplification of the schedules.	<ul style="list-style-type: none"> Anchorage - shoppers averaged 47 days. Mat-Su - shoppers averaged 38 days. 	<ul style="list-style-type: none"> Anchorage - reduce shopping time by 5 days. Mat-Su - reduce shopping time by 5 days. 	No measures at this time.

B. Activities in AHFC’s FY2011 Plan Approved by HUD, but Not Implemented during FY2011.

Activity 2011-3 Project-Based Vouchers Waiver

Implementation of this has been delayed due to the delayed start-up of the Karluk Manor, a “Housing First” project. The new planned start is November 2011.

After this reporting period, the 35 Karluk Manor project-based vouchers were substituted with a sponsor-based funding methodology to better serve the anticipated population. An amendment to the FY2012 MTW Plan was approved by the AHFC Board of Directors on October 26, 2011.

Ten (10) PBV have been committed to the Main Tree project in Homer, It is anticipated to open in FY2012.

Activity 2011-5 Project-Based Assistance at AHFC-Owned Properties

- The first projected use of this authority will be upon completion of Loussac Place; 60 PBV have been committed.
- AHFC is opting out of its Multifamily Housing contract for six units at the 48-unit Alpine Terrace development in Anchorage. The opt-out will be effective January 1, 2012.

Further use of this authority will be explained when those developments become available for this option.

Activity on-going.

VI. Ongoing MTW Activities

Activity Name	Description	Authorization
2010-1 Re-Examination of Income	AHFC will reduce the number of reexaminations conducted on elderly/disabled families by transitioning to bi-annual reexaminations	Attachment C, paragraph C.4 and paragraph D.1.c (no change)
2010-2 Income from Assets	AHFC will allow self-certification of assets up to \$10,000 and will exclude the income generated from assets with a net cash value of up to \$10,000.	Attachment C, paragraph C.11 and paragraph D.2.a (no change)
2010-3 Earned Income Disallowance	Eliminate the Earned Income Disallowance	Attachment C, paragraph C.11 and paragraph D.2.a (no change)
2010-4 Rent Simplification	Alternate rent structure	Attachment C, paragraph C.11 and paragraph D.2.a (no change)
2010-5 Housing Quality Standards Inspections	Alternate HQS inspection schedule and increase in quality control inspections.	Attachment C, paragraph D.5 (no change)
2010-6 Housing Quality Standards Inspections on AHFC Properties	AHFC inspection of AHFC-owned units. AHFC determination of rent reasonableness.	Attachment C, paragraph D.2.c and paragraph D.5 (no change)
2010-7 Project-Based Vouchers	Owner management of site-based waiting lists for project-based vouchers.	Attachment C, paragraph D.4 (no change)
2010-8 Live-in Aides	Comparison of families who receive additional subsidy for a traditional live-in aide to families served under this waiver.	Attachment C, paragraph D.4, waiver of 24 CFR 982.316 (no change)
2010-9 Prisoner Re-Entry	Number of families served with HOME funds as part of a tenant-based rental assistance program.	Attachment C, paragraph D.2.d and paragraph D.3.a (no change)
2010-10 Use of HCV Program for Persons with Disabilities	Exploration of alternate methods of providing housing assistance for persons with disabilities.	Attachment C, paragraph D.7 (no change)
2010-11 Project-Based Voucher Assistance in Transitional Housing	Project-base vouchers for no longer than 24 months in transitional housing that serves homeless populations.	Attachment C, paragraph B.4 (no change)

Activity Name	Description	Authorization
2010-12 Local Preferences	Remove a homeless or substandard housing preference from a family that refuses to accept an offer of one or more public housing units.	The FY2010 Plan cited Attachment C, paragraph 7. Staff corrected this citation in the FY2011 Plan. The correct citation is Attachment C, paragraph C.2.
2010-13 Homeownership Program	Offer down payment assistance in lieu of a monthly HAP payment.	The FY2010 Plan cited Attachment C, paragraph 8.a. Staff corrected this citation in the FY2011 Plan. The correct citation is Attachment C, paragraph D.8.a.
2010-14 AHFC Alternate Forms	Create forms (based on HUD forms) to coincide with MTW activities.	Attachment C, paragraph D.1 (no change)

A. Activities in Prior Years' Plans Approved by HUD and Implemented during FY2011.

Activity 2010-1 Income Reexamination

This activity was implemented by staff by Numbered Memo 10-45 on December 7, 2010 and then modified with Numbered Memo 11-08 on January 27, 2011. After consideration, staff implemented this for public housing residents in senior/disabled buildings only.

Staff will continue to monitor for future expansion. Activity ongoing.

Activity 2010-2 Income from Assets

With a full year's worth of data and examinations, this is a successful activity.

Metric	Baseline	Benchmark	Outcome
Overall reduction in amount of time to process asset verifications.	Number of assets requiring verification prior to implementation of activity.	Ten percent reduction in total transaction time to conduct the income and rent computation.	
Public Housing	As of October 2009 Public Housing - Out of 1,294 clients, 1,048 had posted assets totaling \$2,573,524	Transactions were reduced from 1,048 asset verifications to 43. Staff time for an annual is 45 minutes. Total time for exams per year is 930.75 hours (1,241 exams x 45 min/exam ÷ 60 minutes/hour)	As of June 30, 2011 Public Housing - 43 had posted assets of \$1,707,950; a reduction of 83.75 staff hours (1,005 transactions x 5 minutes/transaction ÷ 60 minutes/hour) Overall time saved is 11 percent.
Vouchers	As of October 2009 Vouchers - Out of 4,338 clients, 2,985 had posted assets totaling \$6,716,594	Transactions were reduced from 2,985 to 182. Staff time for an annual is 45 minutes. Total time for exams per year is 3,162.75 hours (4,217 exams x 45 min/exam ÷ 60 minutes/hour)	As of June 30, 2011 Vouchers - 182 had posted assets of \$4,658,410; a reduction of 233.58 staff hours (2,803 transactions x 5 minutes/transaction ÷ 60 minutes/hour) Overall time saved is 13 percent.
A "transaction" is computer posting and verification times combined.			

Activity 2010-3 Earned Income Disallowance

In order to measure the impact of this activity, AHFC also looked at the number of interim reexaminations performed by staff. Through a combination of these two activities, AHFC has enabled more families to participate in savings than were participating under EID, and staff has reduced their time processing both interim examinations and EID transactions.

Metric	Baseline	Benchmark	Outcome
Overall reduction in amount of time to process earned income disallowance transactions.	Number of EID participants decreased as a result of EID process elimination.	Overall reduction of 75 percent of EID transactions.	
Public Housing	As of October 2009 Public Housing - Out of 1,294 clients, 68 clients were active in the EID process.	As of June 30, 2011 Public Housing - 25 clients were still active in the EID process.	Staff hours were reduced from 1,360 (68 clients x 20 hours/client) to 500 (25 clients x 20 hours/client). Only one client is currently utilizing the EID.
Interims	For the year 2009 Public Housing - Out of 1,325 clients, 719 interim examinations were processed.	As of 06/30/2011 Public Housing - 523 interim examinations were processed.	Staff hours have been reduced for processing of interims also as nearly $\frac{3}{4}$ of the year is complete, but only half as many interims have been processed.
Vouchers	As of October 2009 Vouchers - Out of 4,338 clients, 30 clients were active in the EID process.	As of June 30, 2011 Vouchers - 7 clients were still active in the EID process.	Staff hours were reduced from 600 (30 clients x 20 hours/client) to 140 (7 clients x 20 hours/client). No clients are currently utilizing the EID.
Interims	For the year 2009 Vouchers - Out of 4,354 clients, 2,010 interim examinations were processed.	As of 06/30/2011 Vouchers - 1,825 interim examinations were processed.	

A "transaction" is computer posting and verification times combined.

Activity 2010-6 Housing Quality Standards Inspections on AHFC Properties

AHFC inspection of AHFC-owned units. AHFC determination of rent reasonableness. Implemented on April 1, 2011 with Numbered Memo 11-11.

Metric	Baseline	Benchmark	Outcome
Contract inspections have risen to \$150 per inspection.	At this time, affects only 75 unassisted units in Anchorage and Wrangell.	\$11,250 in savings a year (75 units x \$150/inspection).	For 29 units leased under vouchers, this is a savings of \$4,350 per year.

Activity 2010-8 Live-in Aides

Comparison of families who receive additional subsidy for a traditional live-in aide to families served under this waiver.

Metric	Baseline	Benchmark	Outcome
Comparison of families who receive additional subsidy for a traditional live-in aide to families served under this waiver.	Total number of disabled families who receive additional subsidy for a live-in aide.	An additional 25 families per year served by HCV and able to remain in their homes.	PIH Notice 2009-22 revised the guidance issued in PIH Notice 2008-20. PIH Notice 2009-22 supplied the additional authority needed to utilize state-funded live-in aides. As a result, this waiver is no longer necessary. This Activity is complete.

Activity 2010-9 Prisoner Re-Entry

AHFC is hoping to achieve a revised benchmark of 10 new families a year with the expanded selection criteria.

Metric	Baseline	Benchmark	Outcome
Number of families served with HOME funds as part of a tenant-based rental assistance program.	A baseline of zero families as this is a new population to be served.	20 families served during FY2010.	As of 06/30/2011, six (6) families had leased and an additional nine (9) families were in shopping status.

This Page Intentionally Left Blank

B. Activities in Prior Years' Plans Approved by HUD and Not Implemented during FY2011.

Activity 2010-4 Rent Simplification

This activity began with non-MTW activity Interim Reexamination Policy and MTW activities 2010-2 and 2010-3. This activity was delayed due to the purchase of a new software package. Staff is exploring current MTW rent simplification methods already implemented through the software package.

After the end of this reporting period, AHFC went "live" with Yardi Voyager on October 3, 2011. Activity on-going.

Activity 2010-5 Housing Quality Standards Inspections

Staff is preparing a plan for approval by the Board of Directors in Spring 2012.

Activity 2010-7 Project-Based Vouchers

Guidelines addressing administrative hurdles for these diverse developments continue. It is anticipated that this will be implemented with the first development, Main Tree in Homer, which is scheduled to begin operation in February 2012.

Activity 2010-10 Use of HCV Program for Persons with Disabilities

- A statewide waiting list is used for 24 vouchers for Qualified Medicaid Waiver clients.
- Anchorage reserves 20 vouchers for Chronically Mentally Ill individuals referred through Southcentral Foundation.
- Statewide, 96 vouchers are set aside for persons with disabilities.

Monitoring waiting lists continues to ensure AHFC serves those populations with special housing needs. This activity will be tied to Activity 2010-7 and 2010-12.

Activity 2010-11 Project-Based Voucher Assistance in Transitional Housing

Although approval for this activity was given by HUD in 2009, a subsequent review with HUD staff revealed that AHFC had insufficient authorization for this activity.

AHFC is required to submit an Amendment 3 to its current MTW Plan as well as Attachment D. The appropriate documents will be prepared by AHFC when the specific transitional housing project has been identified.

Activity 2010-12 Local Preferences

Due to an older software system, AHFC has not been able to successfully track its applicants and shoppers to determine the impact of this activity. Requisite

policy changes have been made, and an overall plan will be submitted to the Board of Directors for approval in FY2012.

Activity on-going.

Activity 2010-13 Homeownership Program

- Research shows monthly HAP payments for homeownership is not the most efficient use of its limited funds.
- Due to 100 percent leasing, no HCV funds were available for this activity in FY2011.

Further development of this activity is tied to future HCV leasing rates and available funds.

Activity 2010-14 AHFC Alternate Forms

AHFC developed its own Voucher form based on the HUD-52646. HUD approved the use of this form in January 2011.

As the need arises, additional forms will be developed and submitted to HUD for approval. Activity on-going.

VII. Sources and Uses of Funding

Table 11. Planned vs. Actual Sources and Uses of MTW Funds (Capital and Noncapital)

FY2011 PHD Activity - July 1, 2010 through June 30, 2011

	Planned				Actual			
	Sources		Combined	Uses	Sources		Combined	Uses
	Federal	Other			Federal	Other		
CFP - 2011	2,843,793	-	2,843,793	Capital Budget	-	-	-	Capital Budget
CFP - 2006 Through 2010	2,469,910	-	2,469,910	Capital Budget	790,696	-	790,696	Capital Budget
HCV HAP	30,306,446	(759,602)	29,546,844	HAP to Landlords	30,729,568	(747,785)	29,981,783	HAP to Landlords
HCV Admin Fee	3,289,716	759,602	4,049,318	Operating Budget	4,039,491	747,785	4,787,276	Operating Budget
Operating Fund	9,193,129	5,989,977	15,183,106	Operating Budget	10,162,264	6,348,673	16,510,937	Operating Budget
	48,102,994	5,989,977	54,092,971		45,722,019	6,348,673	52,070,692	

Table 12. Planned vs. Actual Sources and Uses of MTW Funds (Operating)

FY2011 PHD & COCC Activity - July 1, 2010 through June 30, 2011

Uses of Funds (Non-Capital)	Planned				Actuals			
	Federal	Other	Combined		Federal	Other	Combined	
Personal Services	9,475,610	2,736,723	12,212,333	Operating Budget	9,760,810	2,373,983	12,134,792	Operating Budget
Travel & Training	110,141	49,500	159,641	Operating Budget	27,301	48,644	75,945	Operating Budget
Contractual	6,279,963	115,896	6,395,859	Operating Budget	5,009,299	121,210	5,130,508	Operating Budget
Supplies & Materials	851,315	41,310	892,625	Operating Budget	817,507	25,200	842,707	Operating Budget
Equipment	87,000	-	87,000	Operating Budget	101,560	8,995	110,555	Operating Budget
Grants	-	-	-	Operating Budget	-	-	-	Operating Budget
Housing Assistance Payments (HAP)	29,546,844	-	29,546,844	Operating Budget	30,009,568	-	30,009,568	Operating Budget
	46,350,872	2,943,429	49,294,301		45,726,043	2,578,032	48,304,075	

Table 13. Capital Projects Funded with CFP & RHF Funds

						Revised 9/26/2011
Fund Name	Total Funding	Expended	Balance	Proposed Work for FY11	Estimated Cost	Actual Cost
Capital Fund Program (CFP) & Replacement Housing Factor (RHF)						
FY 07 CFP (Loussac Manor, NW, BP)*	\$2,640,722.00	\$2,452,242.00	\$188,480.00	Loussac Manor/San Roberto redevelopment	\$188,480.00	\$0.00
FY 08 CFP (Bethel Hts., NW, Loussac, CT)*	\$2,783,264.00	\$1,109,095.79	\$1,674,168.21	Operations, Mgmt Fee, various Amps	\$750,839.28	\$574,199.61
FY 09 CFP (Bethel Hts., BPI & II, Loussac)*	\$2,612,535.00	\$731,760.79	\$1,880,774.21	Scho enbar renovation, Operations, Mgmt Fee	\$1,194,096.00	\$216,496.45
FY 10 CFP (Central Terrace/Loussac Manor)*	\$2,843,793.00	\$0.00	\$2,843,793.00	San Roberto Redevelopment, Operations, Mgmt Fee/Loussac Redevelopment, FIC	\$336,494.50	\$0.00
FY 11 CFP *	\$2,843,793.00	\$0.00	\$2,843,793.00	TBD		
Total: \$13,724,107.00						
		\$4,293,098.58	\$9,431,008.42	Total FY11 Proposed Construction:	\$2,469,909.78	\$790,696.06

Table 14. State and Local Funded Capital Project Activity

Revised 10/14/2011

Fund Name	Total Funding	Expended	Balance	Proposed Work for FY11	Estimated Cost	Actual Cost
FY06 CO Detectors Statewide- Low Rent/Sec 8	\$ 330,000	\$ 270,727	\$ 59,273	Replace plug-in CO detectors w/hard wired	\$ 59,273.00	\$ -
FY06 Statewide Improvements (Bethel windows)	\$ 150,000	\$ 14,891	\$ 135,109	Replace windows and hardware	\$ 135,109.00	\$ -
FY07 Anchorage Rental Reallocation & Dispersal	\$ 1,000,000	\$ -	\$ 1,000,000	Pending Loussac Development		\$ -
FY07 Facility Management Monitoring	\$ 250,000	\$ 38,994	\$ 211,006	Pending completion of software		\$ -
FY07 Statewide Fire Protection System Investigation	\$ 510,000	\$ 460,891	\$ 49,109	Priority sprinkler repairs	\$ 49,109.00	\$ 44,722.30
FY07 Statewide Improvements - Low Rent/Sec 8	\$ 2,000,000	\$ 1,212,806	\$ 787,194			\$ 68,866.57
FY08 Facility Management Monitoring	\$ 250,000	\$ 47,377	\$ 202,623	Develop data base information	\$ 100,000.00	\$ -
FY08 Statewide Improvements - Low Rent/Sec 8	\$ 2,000,000	\$ 438,385	\$ 1,561,615	Bethel HVAC/Heating Fuel System & Driveway Repairs in Valdez	\$ 700,000.00	\$ 220,315.77
FY08 Loussac Manor Renovation & Replacement	\$ 2,336,000	\$ 103,088	\$ 2,232,912	Preliminary planning, demolition & development expense	\$ 2,232,912.00	\$ 1,245,036.14
FY09 Loussac Manor Renovation & Replacement	\$ 2,336,000	\$ -	\$ 2,336,000	Demolition and redevelopment	\$ -	\$ -
FY09 Bethel Community Room & Shop	\$ 2,000,000	\$ 631	\$ 1,999,369	Pending site selection	\$ 350,000.00	\$ 161,159.94
FY09 Statewide ADA Improvements	\$ 500,000	\$ -	\$ 500,000	UFAS compliance	\$ 100,000.00	\$ 184.00
FY09 Statewide Energy Improvements	\$ 500,000	\$ -	\$ 500,000	Energy efficient HVAC/windows/insulation	\$ 150,000.00	\$ -
FY09 Statewide Proj. Improvements - Low Rent/Sec 8	\$ 2,500,000	\$ 127,001	\$ 2,372,999	AMP allocation, Anchorage Foundations, Riverbend Drainage, Birch Park Doors	\$ 985,000.00	\$ 370,959.04
FY10 Statewide Fire Protection System Upgrades	\$ 1,380,000	\$ -	\$ 1,380,000	Mtn. View, Cedar Park Sprinkler systems	\$ 1,100,000.00	\$ 1,051,565.99
FY10 Building System Replacement	\$ 1,000,000	\$ -	\$ 1,000,000	Cedar Park sidewalks/Chugach View Roof	\$ 874,100.00	\$ 475,150.95
FY10 Loussac Manor Redevelopment	\$ 5,656,000	\$ -	\$ 5,656,000	Redevelop Loussac Manor	\$ -	\$ -
FY10 Statewide Security System Upgrades	\$ 300,000	\$ -	\$ 300,000	Golden Towers/Southall Manor/Golden Ages	\$ 246,000.00	\$ 296.00
ARRA Funds (DOE) Weatherization *	\$ 9,000,000	\$ -	\$ 9,000,000	Mechanical systems replacement statewide, air-sealing, insulation and ventilation upgrades	\$ 6,750,000.00	\$ 2,029,163.25
ARRA Funds (HUD) Public Housing *	\$ 3,306,953	\$ 1,195,687	\$ 2,111,266	Anchorage parking, painting, siding	\$ 432,415.00	\$ 769,557.45
FY11 San Roberto Redevelopment Project	\$ 11,081,398	\$ -	\$ 11,081,398	Redevelop San Roberto Street	\$ 11,027,398.00	\$ -
Total:	\$ 48,386,351	\$ 3,910,480	\$ 44,475,871	Total FY11 Proposed Construction:	\$ 25,291,316.00	\$ 6,436,977.40

This Page Intentionally Left Blank

Table 15. Planned vs. Actual Sources of the COCC

The table below summarizes the AHFC Central Office Cost Center Actuals for the Fiscal Year 2011 (July 1, 2010 - June 30, 2011). This chart lists all actual revenue and expenditures for all Central Office Cost Center operations.

REVENUE (Sources)		
	Planned	Actual
Management Fees - PHD Programs	\$2,988,596	\$3,295,830
Management Fees - Non-PHD Programs	\$27,473,319	\$25,709,853
Total Revenue	\$30,461,916	\$29,005,683
EXPENSES (Uses)		
	Planned	Actual
Personal Services	\$22,177,676	\$22,769,000
Travel & Training	\$793,074	\$473,163
Contractual	\$6,073,843	\$6,131,900
Supplies & Materials	\$839,100	\$651,640
Equipment	\$88,100	\$92,526
Grants	\$30,000	\$0
Total Expenses	\$30,001,793	\$30,118,229
Operating Transfers In/(Out)	\$0	\$1,112,546
Net Income (Loss)	\$460,123	\$0

Cost Allocation or Fee-for-Service

AHFC currently uses a fee-for-service approach to collect management fees to fund its management operations. AHFC is not deviating from the 1937 Act.

Planned vs. Actual Use of Single-Fund Flexibility

Funding fungibility has allowed AHFC to utilize funding to meet the administrative requirements of AHFC's MTW Programs. Due to program pro-rations and other factors, HCV Administrative Fee revenue is insufficient to cover expected expenses. AHFC used \$747,785 of the HCV HAP funding to augment the HCV program Administrative Fee revenue funding.

Planned vs. Actual Reserve Balances as of 06/30/2011

In March 2011, AHFC set aside some of the Reserve Balances for Extraordinary Maintenance. This table is from the FY2011 Moving to Work Plan. Please see Table 16 below.

Table 16. Sources and Uses of MTW Reserve Funds – Fiscal Year 2012

OPERATING RESERVE LEVELS @ March 31, 2011		
Low Rent Operating Fund	10,191,823	
Housing Choice Voucher Admin Fee	959,764	
Housing Choice Voucher HAP	1,267,986	
Total Reserves		12,419,573

PLANNED OPERATING RESERVE USES		
FY2012 Low Rent Operating Supplement	1,245,841	
FY2012 Administrative Fee Supplement	906,728	
Extraordinary Maintenance Projects	1,200,000	
2 Mths Admin Fee Expense Reserves	766,667	
1/2 Mths HAP Expense Reserves	1,243,692	
5 Mths Operating Fund Expense Reserves	7,056,645	
Total Planned Uses		12,419,573

VIII. Administrative

A. Correction or Elimination of Observed Deficiencies

AHFC has a Voluntary Compliance Agreement (VCA) with the Department of Fair Housing and Equal Opportunity dated September 29, 2008. Items listed below were reported as corrections in its most recent semi-annual report dated July 27, 2011.

1. Employee Education and Training

In March 2011, the local HUD Office sponsored a two-day session on Fair Housing. The first day was meant for local agencies administering housing programs; the second day was open to the public and in particular, local landlords. Both sessions were attended by AHFC's Section 504/ADA Coordinator and AHFC Public Housing management staff.

In April 2011, AHFC co-sponsored a Fair Housing/Section 504 Training session with the local HUD Community Planning and Development Office. The training session was conducted by Steven Rosenblatt, a nationally recognized expert in the field of Fair Housing regulations and issues. Catherine Stone sent a letter to each member of the AHFC Board of Directors inviting them to attend this event.

AHFC's Section 504/ADA Coordinator and various AHFC staff attended this event.

2. Physical Improvement Plans

AHFC completed housing and non-housing interior space access improvements for Spruce Park family housing in Fairbanks, Birch Park I family housing in Fairbanks, and Birch Park II family housing in Fairbanks. Both exterior and interior access work was completed as well for Park View Manor in Anchorage.

A professional design firm is in the process of providing design work for dwelling units and their associated common areas (non-housing spaces) in Anchorage and Wasilla. This design firm is preparing design documents for units at Chugach Manor and New Willows in Anchorage, and design work is also in progress for Williwa Manor in Wasilla. Bid documents will be advertised in the early spring 2012.

American Recovery and Reinvestment Act (ARRA) stimulus program funds received through HUD CFP have been fully expended for the following work:

- Reconstruct a fire-damaged four-plex at Birch Park II in Fairbanks;
- Replace siding on 30 family housing units at Spruce Park family housing in Fairbanks;
- Level buildings and replace windows and flooring at Bethel Heights family housing in Bethel;
- Replace boilers, pave parking areas, exterior paint, insulate, and install new siding for scattered site family housing in Anchorage.
- Install a covered accessible entry for Seaview Terrace senior/disabled facility in Ketchikan.

AHFC Corporate receipts and Department of Energy ARRA funds continue to be used to address weatherization, energy efficient improvements, and replacement of heating and ventilation systems for public housing throughout the state.

3. Policies and Remediation Plans

PHD issues updates to its policy and procedure manuals through a Numbered Memo process. These numbered memos have the same force and effect as the policy. Numbered memos are stored in each program's applicable manual until the appropriate chapter can be revised and distributed to staff.

During this period, the following updates were issued to AHFC's various policy and procedure manuals:

- Numbered Memo 11-06 - Revisions to AHFC's Housing Choice Voucher Program subsidy standards. AHFC revised its subsidy standards to allow

for the minimum number of bedrooms without causing a family to be overcrowded. Exceptions are available for persons with disabilities and grandparents living with families to share financial resources.

- Numbered Memo 11-07 - Revisions to AHFC's Housing Choice Voucher Program absence policy. The policy restricts absences from the unit in excess of seven (7) consecutive days. Exceptions can be made for employment, medical reasons, or extenuating family circumstances.
- Numbered Memo 11-08 - Public Housing Program Biennial Examination procedure. As a pilot, restricts biennials to disabled families with fixed incomes.
- Numbered Memo 11-09 - EIV inquiry processes. Directs staff to begin using the "Search for former tenant" and "Existing tenant search" functions in EIV. This applies to all assisted housing programs AHFC administers.
- Numbered Memo 11-10 - EIV for New Move-Ins. Distributes Exhibits for all assisted housing programs with the requirement to use EIV. Also instructs staff on how to pull the EIV report for new move-ins. This applies to all assisted housing programs AHFC administers.
- Numbered Memo 11-11 - Inspections on AHFC-Owned Properties. This contains directives on how to implement MTW Activity 2010-6.
- Numbered Memo 11-12 - Inspections. Distributes updated forms and instructions on which forms to use for different inspection types. Also provides direction for notifying tenants of items needing correction. This applies to the Public Housing and Section 8 New Multifamily Housing programs.
- Numbered Memo 11-13 - Deceased Tenant, Exhibit 8-3. Guidance for staff when dealing with residents who pass away while in possession of an AHFC unit. This applies to the Public Housing and Section 8 New Multifamily Housing programs.
- Numbered Memo 11-15 - Closing the Anchorage HCV Waiting List. Notification that the Anchorage Housing Choice Voucher program waiting list closes effective June 1, 2011.
- Numbered Memo 11-16 - HCV Homeownership. Suspends new applications to the homeownership program currently paying monthly payments. AHFC will be developing a down payment option under MTW Activity 2010-13.
- Numbered Memo 11-18 - HCV Income Examination Process, Chapter 4. Distributes revised procedures for conducting Housing Choice Voucher program new move-in, interim, and annual examinations. Includes an exhibit which clarifies the requirement for social security numbers.
- Numbered Memo 11-20 - HCV Termination of Assistance, Chapter 8. Distributes a revised chapter on how to terminate landlord or family participation in the Housing Choice Voucher Program. Clarifies when AHFC will terminate participation for a family evicted by their landlord.

- Numbered Memo 11-21 - HCV Landlord References. Distributes a revised form to staff to use when providing landlord references for Housing Choice Voucher program participants. Ensures consistency in information provided.

4. Results of Reviews

The AHFC Internal Audit Department audited five Public Housing Division program areas. Audits were conducted in Anchorage, Fairbanks, and Juneau. These audits include reviews of AHFC policies and procedures and compliance with same.

AHFC has a full-time person now responsible for the Public Housing Division quality control process. The new quality control position is responsible for conducting annual reviews of each Public Housing, Section 8 New Multifamily Housing, and Housing Choice Voucher program site and reporting those findings to management. Staff continues to conduct quarterly reviews in compliance with the current policy.

AHFC is in the process of converting to a new software system. Employee training is scheduled to begin the latter part of August and early September. As part of this process, AHFC is conducting exhaustive reviews of its electronic data and tenant files. The new software will enable AHFC to electronically track and report tenant data not currently available to staff. Specific features will be discussed in future reports as AHFC learns and implements them.

5. On-going Monitoring of Applications/Waiting List, Admissions and Occupancy, Transfer, Reasonable Accommodations, and Pet and Assistance Animal Policies

Revisions to these policies are noted above in Section A.3.

6. VCA Compliance Requirements Completed During this Reporting Period

Administrative Office Accessibility Plan - AHFC received approval in the Alaska legislative session (Spring 2010) to purchase its Administrative Office headquarters building at 4300 Boniface Parkway, Anchorage. The purchase has been concluded, and AHFC is moving forward with its Accessibility Plan and required modifications. A contract amendment has been awarded to BCE consulting engineers to survey the newly purchased structure and provide a comprehensive assessment of the building to be used to upgrade the building accessibility to comply with the VCA.

B. Agency-Directed Evaluations

This is a listing of activities AHFC staff participated in during the FY2011 plan year. Each of these activities involved sharing Moving to Work strategies with staff, community partners, and the public.

- Various - Northwest/Pacific Moving to Work agency teleconferences. Various meetings throughout the year to discuss moving to work strategies.
- September 2010 - State of Alaska Access 2010 Conference. Conference addressing policies and operational procedures for reasonable accommodation and modifications for persons with disabilities.
- October 2010 - Asset Management Training through HUD Technical Assistance. All AHFC asset management staff attended this training conducted by Econometrica, Inc.
- November 2010 - Attended a presentation by Catholic Social Services for their Refugee Assistance and Immigration Services program.
- December 2010 - Attended Alaska Council on the Homeless meeting. Provided information about our MTW Activity for Prisoner Re-entry.
- January 2011 - Attended the VA Homeless Summit at the VA Domiciliary in Anchorage. A chance to talk about various programs available to assist veterans including the VASH program.
- February 2011 - Hired Quadel Consultants to review AHFC's Anchorage Housing Choice Voucher Program operations and processes. AHFC is looking for efficiencies and methodologies to increase staff efficiency and productivity.
- March 2011 - Partnered with Best Beginnings, a nonprofit group that promotes Dolly Parton's Imagination Library. AHFC volunteered its staff time to promote literacy among its families with young children by sending informational letters to families at each annual and new move-in examination.
- April 2011 - Section 504/ADA Coordinator conducted fair housing refresher training for staff.
- April 2011 - Attended the MTW Conference in Oakland, CA.
- May 2011 - MTW staff conducted the annual review of AHFC's plan, activities, and status.

- May 2011 - Conducted numerous press interviews regarding the closing of the Anchorage Housing Choice Voucher program waiting list.
- May 2011 - Attended the EIV training through the web.
- June 2011 - Attended the Coalition on Homelessness chaired by the Alaska Mental Health Trust Authority.

AHFC has scheduled its annual workshop training for all program staff in November 2011.

C. Certification

Alaska Housing Finance Corporation (AHFC) certifies:

1. At least 75 percent of the families assisted by the Agency are very low-income families;
2. We continue to assist substantially the same total number of eligible low-income families as would have been served had the amounts not been combined;
3. A comparable mix of families (by family size) is served, as would have been provided had the amounts not been used under the demonstration.

This Page Intentionally Left Blank