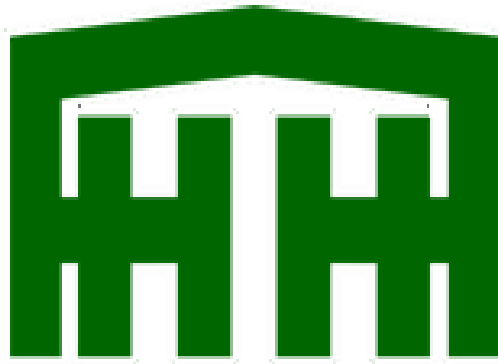


*Holyoke Housing Authority*



*MOVING TO WORK ANNUAL PLAN*

HHA FISCAL YEAR 2017  
(JANUARY 1, 2017 TO DECEMBER 31, 2017)

First Submission to HUD: October 12, 2016  
Second Submission to HUD: December 15, 2016

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## I. Introduction

The Holyoke Housing Authority (“HHA”) entered into a Moving To Work (“MTW”) Agreement with the US Department of Housing and Urban Development (“HUD”) in September 2013. In April 2016, the term of the MTW Agreement was extended from 2018 to 2028.

Created by Congress in 1996, Moving To Work is a demonstration program that permits participating Public Housing Authorities to combine Public Housing Operating Fund, Capital Fund and Housing Choice Voucher Program funding into a single, agency-wide block grant, and to design and test flexible, locally-tailored approaches to administering low-income housing programs. Subject to HUD approval, MTW agencies are allowed to waive some provisions of the US Housing Act of 1937 to promote one or more of the following MTW statutory objectives:

- To reduce cost and achieve greater effectiveness in administering federally funded housing assistance programs;
- To provide incentives to families with children to obtain employment and become economically self-sufficient; and,
- To increase housing choices for eligible low-income families.

HHA’s MTW designation provides an opportunity to develop innovative local solutions to the City of Holyoke’s unique local needs and challenges while promoting MTW’s statutory objectives. HHA believes that MTW designation provides a critically important set of tools that:

- Help to leverage and increase the positive impact of limited federal funding;
- Promote HHA’s long-term objectives to revitalize Holyoke’s public housing portfolio and surrounding neighborhoods including the City’s Arts and Innovation District;
- Provide HHA residents with training and other supportive services so that they can obtain good-paying jobs and/or become first-time homebuyers;
- Improve and streamline administration of both the Public Housing and Housing Choice Voucher programs; and,
- Increase the range and quality of housing choices for low-income households.

As reported in the FY15 plan, the current MTW funding formula has essentially frozen HHA’s HAP funds since 2013, while leasing costs have increased by more than 10%. HHA submitted a proposed amendment to HUD on August 11, 2016 that would allow HHA to transition to a non-MTW funding formula for HCV. HHA is currently awaiting HUD response. The resolution of this issue remains a top priority in FY17.

HHA is required to submit an MTW Annual Plan for HUD approval in advance of each fiscal year. This document, which is organized according to HUD’s requirements, describes HHA’s planned activities under the MTW Demonstration for Fiscal Year 2017, i.e. the period from January 1, 2017 through December 31, 2017.

## **Long-Term MTW Goals and Objectives**

HHA has identified the following goals and objectives for the remaining twelve year term of the MTW Agreement. These long-term plans are expected to evolve over time in response to changing conditions, new opportunities and resident and community feedback:

***Increasing the number of HHA residents who are working or actively engaged in educational or job training programs*** - Through creative partnerships with experienced educational and job training partners, HHA plans to expand the range and quality of training, education and job placement services provided to HCV and Public Housing residents. Programs such as the Career Advancement Program (CAP), implemented in FY15, will offer an incremental income disregard for all clients who have graduated from an approved professional development program and who have obtained employment.

***Increasing High School Graduation Rates and Improving Educational Attainment*** – Holyoke has one of the lowest high school graduation rates in the state. HHA intends to collaborate with the Public School system and others to identify strategies that can be adopted with MTW flexibility to encourage higher graduation rates, support early childhood learning and improve educational attainment among HHA youth. In connection with the CAP initiative, HHA is working with Holyoke Community College regarding educational opportunities for HHA residents. HHA may incorporate additional activities related to increasing educational opportunities for residents in future MTW Plans.

***Supporting sustainable development and community-wide neighborhood revitalization efforts*** – HHA believes that MTW flexibility can help to support and energize the City's ongoing revitalization objectives with an emphasis on the new Arts and Innovation District. This area includes a newly constructed transit hub.

The City has engaged developers and the community in a plan designed to transform the downtown consistent with transit-oriented development and sustainability principles. HHA's Lyman Terrace public housing development is proximate to the district, and its revitalization through the RAD program will reinforce and provide synergy to the activities planned for the Arts and Innovation neighborhood. Through HHA's Neighborhood Revitalization initiative, HHA intends to issue an RFP for PBV units in the Arts & Innovation District by the end of FY17. Other initiatives may be proposed in future Annual Plans.

***Streamlining and reducing the cost of HHA operations*** – In light of ongoing and severe restrictions on federal funding, it is more important than ever to focus efforts on streamlining administration and reducing transaction costs. HHA's MTW vision includes identifying more flexible and cost-effective methods to administer federal housing programs. HHA intends to do this in a manner that is not just less expensive, but that actually results in a better, more transparent and predictable customer experience for our residents and the general public.

***Leveraging non-HUD resources to respond to the housing and related service needs of Holyoke's low-income households*** - HHA's vision for MTW includes ongoing efforts to secure additional non-HUD funding sources to address housing and related service needs. HHA began implementation of the Modified Project-Based Voucher Program in FY16, which allows for HHA to unit-base 100% of the dwelling units in any PBV development. Project-basing of vouchers in the Arts and Innovation District provides another example of how HUD funding can be used to leverage private equity and other development resources.

## **Short-Term MTW Goals and Objectives**

Since September 2013, HHA received HUD approval to proceed with ten (10) MTW activities. As more fully described in Section IV below, full implementation of each of these activities requires substantial upfront planning time to develop policies, procedures, staff training, monitoring systems and other activities to ensure successful efforts. Planned activities for FY17 include:

***Provide training and jobs to residents through the Career Advancement Program (“CAP”)*** in partnership with Holyoke Works, Holyoke Community College, NuestrasRaices and other community partner agencies. HHA implemented the CAP initiative in FY15 and intends to enroll up to 7 additional households during FY17. The unemployed and/or extremely low-income HHA residents will receive training and employment placement assistance through established HHA partner programs. This initiative includes a “rent reform” component, i.e. employment income received by participating residents will be fully excluded from income calculations for the entire first year, and then will be gradually phased in. In FY17, HHA plans to continue recruiting households by highlighting the benefits of CAP and working to find additional community partner agencies.

***Encourage employment and simplify program administration with Biennial Recertification and Streamlined Asset Certification Program*** for Public Housing and Housing Choice Voucher program households. To encourage adults to obtain employment and to simplify program administration, HHA modified its income recertification policy, moving from an annual process to a biennial process. Under the MTW policy, HHA residents are recertified every two years. In tandem, HHA streamlined the recertification process by allowing residents to self-certify assets when the combined gross value of assets is less than \$50,000. These initiatives have been on-going since FY14. Beginning in FY17, HHA will also exclude asset income where the combined market asset value is less than or equal to \$50,000.

***Support neighborhood revitalization and Holyoke's Center City Vision Plan*** through targeting of Project Based Vouchers. The Center City Vision Plan focuses on revitalizing the Arts and Innovation District through a comprehensive transit-oriented redevelopment strategy. The City envisions creating a vibrant, sustainable downtown with a thriving arts and culture component and easy access to regional transit. HHA initially plans to target up to 30 Project Based Vouchers in order to encourage private investment and ensure the continued availability of affordable housing in this newly revitalized community. In FY17, HHA plans to issue an RFP to solicit developers.

## **Non-MTW Goals and Objectives**

Non-MTW activities are defined by HUD as those activities that do not require MTW authority or flexibility to implement. In addition to its planned long and short-term MTW activities, HHA will continue to implement a broad array of housing management, maintenance and supportive services efforts. HHA will continue to effectively manage Mod Rehab and Mod Rehab SRO programs that are not part of the MTW Demonstration. HHA will also continue to operate state-assisted public housing and leasing programs subject to continued state funding.

HHA recently received a Commitment to enter into a Housing Assistance Payment (CHAP) to

convert the public housing development, Lyman Terrace, to project-based voucher assistance under the Rental Assistance Demonstration (“RAD”) program.

In addition to the RAD conversion, HHA may apply for HUD and other competitive funding opportunities and/or take other necessary actions consistent with the table below:

<b>Name and Location</b>	<b>Development Activities</b>	<b>Demo/Dispo Activities</b>	<b>Designated Housing Activities</b>	<b>Conversion Activities</b>	<b>Homeownership Activities</b>
Beaudoin Village 40 Leary Drive	Possible candidate for modernization, ESPC, rehabilitation with capital funds, bond proceeds, MTW, program income, private funds with Choice Neighborhoods and/or LIHTC Application	None	None	Possible conversion of unit/parcels for residential unit reconfiguration and commercial, economic development, management offices, community and supportive services offices, and/or open space	None
Beaudry-Boucher Apartments 68 Cabot Street	Possible candidate for modernization, ESPC, rehabilitation with capital funds, bond proceeds, MTW, program income, private funds with Choice Neighborhoods and/or LIHTC Application	None	HHA monitors its waiting list and may apply for additional designated housing dependent upon need	Possible conversion of unit/parcels for residential unit reconfiguration and commercial, economic development, management offices, community and supportive services offices, and/or open space	None
Coughlin Apartments 300 Walnut Street	Possible candidate for modernization, ESPC, rehabilitation with capital funds, bond proceeds, MTW, program income, private funds with Choice Neighborhoods and/or LIHTC Application	None	HHA monitors its waiting list and may apply for additional designated housing dependent upon need	Possible conversion of unit/parcels for residential unit reconfiguration and commercial, economic development, management offices, community and supportive services offices, and/or open space	None
Falcetti	Possible candidate for	None	HHA intends	Possible	None

<b>Name and Location</b>	<b>Development Activities</b>	<b>Demo/Dispo Activities</b>	<b>Designated Housing Activities</b>	<b>Conversion Activities</b>	<b>Homeownership Activities</b>
Towers Apartments 475 Maple Street	modernization, ESPC, rehabilitation with capital funds, bond proceeds, MTW, program income, private funds with Choice Neighborhoods and/or LIHTC Application		renew the elderly only designated housing plan.	conversion of unit/parcels for residential unit reconfiguration and commercial, economic development, management offices, community and supportive services offices, and/or open space	
Lyman Terrace 5 Hampden Street	Possible candidate for modernization, ESPC, rehabilitation with capital funds, bond proceeds, MTW, program income, private funds with Choice Neighborhoods and/or LIHTC Application	PBV RAD Conversion is anticipated for Lyman Terrace	HHA monitors its waiting list and may apply for additional designated housing dependent upon need	Possible conversion of unit/parcels for residential unit reconfiguration and commercial, economic development, management offices, community and supportive services offices, and/or open space	None
Ramos Units Scattered Site	Possible candidate for modernization, ESPC, rehabilitation with capital funds, bond proceeds, MTW, program income, private funds with Choice Neighborhoods and/or LIHTC Application	None	None	Possible conversion of unit/parcels for residential unit reconfiguration and commercial, economic development, management offices, community and supportive services offices, and/or open space	Possible homeownership component in connection with potential modernization and revitalization
Rosary Towers 21 Bowers Street	Possible candidate for modernization, ESPC, rehabilitation with capital funds, bond proceeds, MTW, program income, private funds with Choice Neighborhoods and/or LIHTC Application	None	HHA monitors its waiting list and may apply for additional designated housing dependent upon need	Possible conversion of unit/parcels for residential unit reconfiguration and commercial, economic development, management	None



Name and Location	Development Activities	Demo/Dispo Activities	Designated Housing Activities	Conversion Activities	Homeownership Activities
				offices, community and supportive services offices, and/or open space.	
Toepfert Apartments 22 North Summer Street	Possible candidate for modernization, ESPC, rehabilitation with capital funds, bond proceeds, MTW, program income, private funds with Choice Neighborhoods and/or LIHTC Application	None	HHA monitors its waiting list and may apply for additional designated housing dependent upon need	Possible conversion of unit/parcels for residential unit reconfiguration and commercial, economic development, management offices, community and supportive services offices, and/or open space	None
Zielinski Apartments 70 Walnut Street	Possible candidate for modernization, ESPC, rehabilitation with capital funds, bond proceeds, MTW, program income, private funds with Choice Neighborhoods and/or LIHTC Application	None	HHA monitors its waiting list and may apply for additional designated housing dependent upon need	Possible conversion of unit/parcels for residential unit reconfiguration and commercial, economic development, management offices, community and supportive services offices, and/or open space	None

## II. General Housing Authority Operating Information

The tables and information in this section are required by HUD Form 50900.

### II.1 Housing Stock Information

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

AMP Name and Number	Bedroom Size							Total Units	Population Type*	# of UFAS Units	
	0	1	2	3	4	5	6 +			Fully Accessible	Adaptable
N/A	0	0	0	0	0	0	0	0	N/A	0	0
N/A	0	0	0	0	0	0	0	0	N/A	0	0
N/A	0	0	0	0	0	0	0	0	N/A	0	0
N/A	0	0	0	0	0	0	0	0	N/A	0	0
N/A	0	0	0	0	0	0	0	0	N/A	0	0

Total Public Housing Units to be Added

0

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

Other Population Type\*\*: N/A

\*\*Description of other population type served. I.e. Veteran, Supportive housing

#### B. Planned Public Housing Units to be Removed During the Fiscal Year

PIC Dev. # / AMP and PIC Dev. Name	Number of Units to be Removed	Explanation for Removal
MA005000001	167*	RAD Conversion
N/A	0	N/A
N/A	0	N/A

Total Number of Units to be Removed

167

\*The number of units to be removed remains unchanged from the FY16 Annual Plan as the conversion of the Lyman Terrace Development has not yet occurred.

### C. New Housing Choice Vouchers to be Project-Based During the Fiscal Year

Property Name	Anticipated Number of New Vouchers to be Project-Based	Description of Project
South Canal	127	4 story building with 8 zero-bedrooms, 45 one-bedroom, 38 two-bedrooms, 25 three-bedrooms, 7 four-bedrooms, and 4 five-bedrooms units for families

Anticipated Total  
New Vouchers to be  
Project-Based

127

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

229

218

\*The number of units to be removed remains unchanged from the FY16 Annual Plan as the South Canal project has not yet been project-based.

### D. Other Changes to the Housing Stock Anticipated During the Fiscal Year

The Housing Authority has applied for and has received a CHAP for the conversion of 167 housing units at our Lyman Terrace Development. It is anticipated that the financial closing for Phase I will occur late in FY16 or early FY17 and for Phase II in late FY17.

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

The following chart provides a summary of planned capital expenditures for HHA's Federal public housing developments during FY17. Actual Expenditures may vary.

Public Housing Development	Planned Improvements	Projected Expenditures for FY 2017
Beaudoin Village	Parking Lot & Play Scape	\$152,190
	Roof Replacement	\$100,000
	Main & Lateral Sewer Cleaning	\$13,000
	Hardwire CO Detectors	\$5,000
	Landscaping/Tree Removal	\$9,999
Rosary Towers	Radio Box & Hardwire CO Detectors	\$10,000
	Kitchen & Accessible Bath Upgrades	\$277,305
Toepfert Apts.	Floor Replacement	\$30,000
	Hardwire CO Detectors	\$3,000
Falcetti Towers	Radio Box & CO Detectors	\$10,000
Coughlin Apts.	Hardwire CO Detectors	\$3,000
Beaudry-Boucher Apts.	Hardwire CO Detectors	\$3,000
Zielinski Apts.	Hardwire CO Detectors	\$3,000
334 Elm St - Churchill Community Room	Hardwire CO Detectors	\$2,000

## II.2 Leasing Information

### A. Planned Number of Households Served at the End of the Fiscal Year

#### MTW Households to be Served Through:

Federal MTW Public Housing Units to be Leased  
 Federal MTW Voucher (HCV) Units to be Utilized  
 Number of Units to be Occupied/Leased through Local, Non-Traditional, MTW Funded, Property-Based Assistance Programs\*\*  
 Number of Units to be Occupied/Leased through Local, Non-Traditional, MTW Funded, Tenant-Based Assistance Programs\*\*

#### Total Households Projected to be Served

Planned Number of Households to be Served*	Planned Number of Unit Months Occupied/Leased***
815	9,780
1,329	15,948
0	0
0	0
2,144	25,728

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

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

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

## B. Reporting Compliance with Statutory MTW Requirements

HHA is not out of compliance with any of the required statutory MTW requirements listed in Section II(C) of the Standard MTW Agreement.

## C. Description of any Anticipated Issues Related to Leasing of Public Housing, Housing Choice Vouchers, and/or Local, Non-Traditional Units and Possible Solutions

Housing Program	Description of Anticipated Leasing Issues and Possible Solutions
Public Housing	Leasing projections may be impacted by the Lyman Terrace leasing schedule.
N/A	N/A
N/A	N/A

## II.3 Wait List

### A. Wait List Information Projected for the Beginning of the Fiscal Year

Housing Program(s)*	Wait List Type**	Number of Households on Wait List	Wait List Open, Partially Open or Closed	Are There Plans to Open the Wait List During the Fiscal Year
Housing Choice Voucher	Statewide	154,167	Open	N/A
Housing Choice Voucher	Statewide with Holyoke Residency	4,129	Open	N/A
Federal Public Housing	Merged (excluding Churchill Homes)	1,602	Closed	Yes – Spring 2017
Federal MTW Public Housing Units	Site-Based	95	Open	N/A

\*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:**

N/A

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

N/A

**If Other Wait List Type, please describe:**

N/A

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

Per federal regulations, HHA will give preference to RAD households that request an HCV tenant-based voucher after their first year of assisted tenancy following conversion. HHA will be prioritizing Lyman Terrace Phase I residents on the waiting list.

### **III. Proposed MTW Activities**

HHA does not proposed any new MTW initiatives for MTW Year Five.

## **IV. Approved MTW Activities**

### **A. Implemented Activities**

#### **Activity 2013-1: Biennial Recertifications**

##### **1. Activity Description**

HHA has used its MTW Authority to recertify clients in both the Housing Choice Voucher Program and the Public Housing Program on a biennial schedule. The documentation requirements for the recertification process are time consuming and burdensome, and generally, tenant rents do not vary greatly from year to year. By moving to a biennial recertification schedule, HHA was able to reallocate staff resources to other program areas and staff has more time to ensure income reviews are accurate and thorough.

Zero-income households and households on minimum rent will continue to be subject to annual or more frequent recertification requirements. Additionally, MTW households will remain subject to all interim reexamination policies outlined in HHA's Administrative Plan and/or ACOP. HHA will continue to allow clients to request interim rent decreases when income changes, and clients will not be required to report changes between regular recertifications unless for a reason required in HHA's Administrative Plan and/or ACOP, i.e. change in household composition. Clients participating in the Career Advancement Program may be subject to additional interim reporting requirements described in the applicable section of the MTW Plan and/or implementing policies/procedures.

In FY15, HHA received approval from HUD to modify the biennial recertification initiative and include a limitation on the number of voluntary interim recertifications a family may complete between biennial recertifications to two (2). Elderly and disabled households are exempt from this provision and will be able to complete an interim recertification at any time.

##### **2. Status**

HHA implemented this activity in FY14. HHA will continue to utilize this flexibility in FY17.

##### **3. Non-Significant Changes or Modifications Since Approval**

HHA does not anticipate making any changes to this activity in FY17.

##### **4. Changes to Baselines, Benchmarks & Metrics**

The benchmarks below have been updated to reflect FY17 activity. The "Average Tenant Rent Share in HCV" baseline under CE#5: Increase in Agency Rental Revenue has been updated due to a calculation error. All baselines and benchmarks under CE#5: Increase in Agency Rental Revenue have been updated to remove decimal places for Plan consistency. HHA will report on outcomes in the MTW Annual Report.

##### **5. Metrics**



<b>CE #1: Agency Cost Savings</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Total cost of task in dollars (decrease).	Recertifications performed in FY13: 1,887  Time per recertification: 105 minutes  Time spent on recertifications in FY13: 3,302 hours  Interims performed in FY13: 1,321  Time per interim: 45 min.  Time spent on interims in FY13: 991 hours  Total time spent on interims and recertifications: 4,293 hours  Average hourly wage for staff: \$23.87  Total cost in FY13: \$102,474	Estimated number of recertifications performed in FY16: 1,290  Time per recertification: 85 minutes  Time spent on recertifications in FY16: 1,827 hours  Estimated number of interims performed in FY16: 1,293  Time per interim: 45 min.  Anticipated time spent on interims: 970  Total time spent on interims and recertifications: 2,797 hours  Average hourly wage for staff: \$24.11  Total cost after implementation of activity: \$67,436		
<b>CE #2: Staff Time Savings</b>				
<b>Unit of</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark</b>

Measurement				Achieved?
Total time to complete the task in staff hours (decrease).	Recertifications performed in FY13: 1,887  Time per recertification: 105 minutes  Time spent on recertifications in FY13: 3,302 hours  Interims performed in FY13: 1,321  Time per interim: 45 minutes  Time spent on interims in FY13: 991 hours  Total time spent on interims and recertifications prior to implementation of activity: 4,293 hours	Estimated number of recertifications performed in FY16: 1,290  Time per recertification: 85 minutes  Time spent on recertifications in FY16: 1,827 hours  Estimated number of interims performed in FY16: 1,293  Time per interim: 45 minutes  Anticipated time spent on interims: 970 hours  Anticipated time spent on interims and recertifications after implementation of activity: 2,797 hours		
<b>CE #5: Increase in Agency Rental Revenue**</b>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Rental revenue in dollars (increase).	Average tenant rent share in HCV: \$347  Average tenant rent share in	Average tenant rent share in HCV: \$350  Average tenant rent share in		

	Public Housing: \$315	Public Housing: \$321		
<i>**HUD is requiring the use of this metric; however, HHA does not believe it is applicable in this context of this MTW activity.</i>				

## Activity 2013-2: Revised Asset Policies

### 1. Activity Description

Holyoke Housing Authority has used its MTW Authority to revise the requirements for the verification, calculation, and inclusion of asset income. Verifying and calculating assets is a time consuming process, and clients rarely have enough assets to impact the final rent determination.

In order to streamline the recertification process, HHA made three revisions to the existing asset policy:

- **Self-Certification of Assets-** Clients are permitted to self-certify asset value and income when the family's combined market asset value is less than or equal to \$50,000. For families whose market value of their assets is greater than \$50,000, asset verification is subject to standard HUD verification requirements. HHA determines asset value using market, rather than cash value.
- **Calculation of Asset Income-** When determining asset income, HHA uses the market value of the combined assets and imputes asset income using HHA's established passbook savings rate.
- **Exclusion of Asset Income-** The first \$500 of asset income is excluded.

### 2. Status

HHA implemented this activity in FY14. HHA will continue to utilize this flexibility in FY17.

### 3. Non-Significant Changes or Modifications Since Approval

Consistent with the self-certification of asset value and income, HHA will exclude the asset income where the combined market asset value is less than or equal to \$50,000. HHA will not make changes to the asset income calculation method for assets greater than \$50,000.

### 4. Changes to Baselines, Benchmarks & Metrics

The benchmarks below have been updated to reflect FY17 activity. All benchmarks under CE#5: Increase in Agency Rental Revenue have been updated to remove decimal places for Plan consistency. HHA will report on outcomes in the MTW Annual Report.

### 5. Metrics

<b>CE #1: Agency Cost Savings</b>				
<b>Unit of Measurement</b>	<b>Baseline*</b>	<b>Benchmark*</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Total cost of task in dollars (decrease).	<p>HCV households with assets: 229</p> <p>PH households with assets: 411</p> <p>Time per asset verification: 20</p> <p>Total time spent verifying assets: 213 hours</p> <p>Average hourly staff wage: \$23.87</p> <p>Total cost to verify assets prior to implementation of activity: \$5,084</p>	<p>HCV households with assets over \$50,000: 1</p> <p>PH households with assets over \$50,000: 1</p> <p>Time per asset verification: 20 minutes</p> <p>Average hourly wage for staff: \$24.11</p> <p>Total cost after implementation of activity: \$16.07</p>		
<i>*All baselines include public housing and HCV clients; however, the Churchill Homes public housing development is managed by a third-party and HHA does not have easy access to the managing company's data systems. As such, the baselines and benchmarks do not currently include the 100 residents at that development. HHA is currently working to integrate the two to systems and will update the baselines and benchmarks accordingly.</i>				
<b>CE #2: Staff Time Savings</b>				
<b>Unit of Measurement</b>	<b>Baseline*</b>	<b>Benchmark*</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Total time to complete the task in staff hours (decrease).	<p>HCV households with assets: 229</p> <p>PH households with assets: 411</p> <p>Time per asset verification: 20</p> <p>Total time spent verifying assets: 213 hours</p>	<p>HCV households with assets over \$50,000: 1</p> <p>PH households with assets over \$50,000: 1</p> <p>Time per asset verification: 20 minutes</p> <p>Total time spent after implementation of activity: 40</p>		

		minutes		
*All baselines include public housing and HCV clients; however, the Churchill Homes public housing development is managed by a third-party and HHA does not have easy access to the managing company's data systems. As such, the baselines and benchmarks do not currently include the 100 residents at that development. HHA is currently working to integrate the two to systems and will update the baselines and benchmarks accordingly.				
<b>CE #3: Decrease in Error Rate of Task Execution</b>				
<b>Unit of Measurement</b>	<b>Baseline*</b>	<b>Benchmark*</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Average error rate in completing a task as a percentage (decrease).	HHA quality control samples demonstrate that 0% of files have asset related errors.	HHA anticipates the number of files with asset related errors will be less than 5%.		
*All baselines include public housing and HCV clients; however, the Churchill Homes public housing development is managed by a third-party and HHA does not have easy access to the managing company's data systems. As such, the baselines and benchmarks do not currently include the 100 residents at that development. HHA is currently working to integrate the two to systems and will update the baselines and benchmarks accordingly.				
<b>CE #5: Increase in Agency Rental Revenue**</b>				
<b>Unit of Measurement</b>	<b>Baseline*</b>	<b>Benchmark*</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Rental revenue in dollars (increase).	Average tenant rent share in HCV: \$350  Average tenant rent share in public housing: \$300	Average tenant rent share in HCV: \$350  Average tenant rent share in public housing: \$310		
*All baselines include public housing and HCV clients; however, the Churchill Homes public housing development is managed by a third-party and HHA does not have easy access to the managing company's data systems. As such, the baselines and benchmarks do not currently include the 100 residents at that development. HHA is currently working to integrate the two to systems and will update the baselines and benchmarks accordingly.				
**HUD is requiring the use of this metric; however, HHA does not believe it is applicable in this context of this MTW activity.				

## Activity 2013-3: Career Advancement Program

### 1. Activity Description

HHA has used its MTW Authority to partner with local non-profit and educational institutions to develop the Career Advancement Program (CAP). The goal of this activity is to encourage HHA clients to improve their long-term employment prospects, to increase the number of HHA clients with earned income, and to increase the savings of program participants.

HHA offers an incremental income disregard for all clients who have graduated from an approved professional development program and who have obtained employment. This disregard will be open to any HHA Public Housing or HCV client who participates in the CAP initiative and completes all of the requirements. All clients must meet eligibility requirements of the partner program they choose, which in some cases may limit participation to clients who are currently unemployed. HHA will divide clients into a control and treatment group for purposes of its rent reform study. The control group will not be eligible for this income disregard.

Once HHA has verified that the client participating in CAP successfully completed an approved job training program, the individual's income disregard will be structured as follows:

- 100% of the individual's earned income less the client's prequalifying earned income will be disregarded for the first twelve months following graduation from the program.
- 75% of the individual's earned income less the client's prequalifying earned income will be disregarded for the second twelve months following graduation from the program.
- 50% of the individual's earned income less the client's prequalifying earned income will be disregarded for the third twelve months following graduation from the program.
- 25% of the individual's earned income less the client's prequalifying earned income will be disregarded for the fourth twelve months following graduation from the program.
- After the final twelve months at the 25% disregard level, the individual's rent and income calculation will be in accordance with standard HHA rent and income calculation policies. There will be no earned income disregard.

### 2. Status

HHA implemented this activity FY15. The program currently has seven participants. HHA has identified thirty eligible families who will be targeted for participation in FY17.

### 3. Non-Significant Changes or Modifications Since Approval

The CAP program as proposed was intended to serve both HHA Public Housing and HCV clients. During the implementation process, it became evident that the structure and environment of HHA Public Housing is more conducive to the success of participants in CAP. On-site supportive services ensure that participants have the resources they need to be successful in the program, and enable simplified tracking of control and treatment groups. Moving forward, the program will only be open to HHA Public Housing residents.

HHA also intends to modify FSS and CAP so that participants can transfer between programs in a beneficial manner. This may include allowing FSS participants to freeze their participation in

the FSS program while they take advantage of CAP educational programs and the income disregard. After completing the educational requirement through CAP, the participant would be permitted to return to the FSS program. This modification would also allow the FSS participant to freeze their escrow account while they were active CAP participants. The goal of this modification is to allow participants the greatest flexibility possible while achieving their educational goals.

Additionally, HHA is establishing the following revised definition for self-sufficiency to ensure consistency in future reporting:

**Control Group**

- Voluntary termination of housing assistance
- Graduation from FSS

**Treatment Group**

- Voluntary termination of housing assistance
- Transition from CAP to FSS
- Successful completion of a CAP educational program resulting in employment

#### 4. Changes to Baselines, Benchmarks & Metrics

The benchmarks below have been updated to reflect FY17 activity. HHA will report on outcomes in the MTW Annual Report.

#### 5. Metrics

<b>SS #1: Increase in Household Income</b>				
<b>Control Group</b>				
<b>Unit of Measurement</b>	<b>Baseline*</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Average earned income of households affected by this policy in dollars (increase).	\$7,875	\$9,418		
<i>*All baselines include only public housing residents, as of January 2016. The Churchill Homes public housing development is managed by a third-party and HHA does not have easy access to the managing company's data systems. As such, the baselines do not currently include the 100 residents at that development. HHA is currently working to integrate the two to systems and will update the baselines accordingly.</i>				
<b>Treatment Group</b>				
<b>Unit of Measurement</b>	<b>Baseline*</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Average earned income of households affected by this policy in dollars	\$7,907	\$9,418		



(increase).				
<i>*All baselines include only public housing residents, as of January 2016. The Churchill Homes public housing development is managed by a third-party and HHA does not have easy access to the managing company's data systems. As such, the baselines do not currently include the 100 residents at that development. HHA is currently working to integrate the two to systems and will update the baselines accordingly.</i>				
<b>SS #2: Increase in Household Savings</b>				
<b>Control Group</b>				
<b>Unit of Measurement</b>	<b>Baseline*</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Average amount of savings/escrow of households affected by this policy in dollars (increase).	\$137	\$137		
<b>Treatment Group</b>				
<b>Unit of Measurement</b>	<b>Baseline*</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Average amount of savings/escrow of households affected by this policy in dollars (increase).	\$604	\$604		
<i>*All baselines include only public housing residents, as of January 2016. The Churchill Homes public housing development is managed by a third-party and HHA does not have easy access to the managing company's data systems. As such, the baselines do not currently include the 100 residents at that development. HHA is currently working to integrate the two to systems and will update the baselines accordingly.</i>				
<b>SS #3: Increase in Positive Outcomes in Employment Status</b>				
<b>Control Group</b>				
<b>Unit of Measurement</b>	<b>Baseline*</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Report the following information separately for each category:	(1) and (2)**: 74; 51%	(1) and (2)**: 88; 64%		
(1) Employed Full- Time	(3) and (4)**:	(3) and (4)**:		
(2) Employed Part- Time	(5): 72; 49%	(5): 50; 36%		
(3) Enrolled in an Educational Program	(6): N/A	(6): N/A		
(4) Enrolled in Job Training Program				
(5) Unemployed				
(6) Other				

Treatment Group				
Unit of Measurement	Baseline*	Benchmark	Outcome	Benchmark Achieved?
Report the following information separately for each category: (1) Employed Full- Time (2) Employed Part- Time (3) Enrolled in an Educational Program (4) Enrolled in Job Training Program (5) Unemployed (6) Other	(1) and (2)**: 78; 52%  (3): 3; 2%  (4): 2; 1%  (5): 73; 48%	(1) and (2)**: 82; 57%  (3) and (4)****:  (5): 61; 43%		
*All baselines include only public housing residents, as of January 2016. The Churchill Homes public housing development is managed by a third-party and HHA does not have easy access to the managing company's data systems. As such, the baselines do not currently include the 100 residents at that development. HHA is currently working to integrate the two to systems and will update the baselines accordingly.				
**HHA does not track full-time and part time employment separately				
***Enrollment in an education program or job training program is not currently tracked.				
SS #4: Households Removed from Temporary Assistance for Needy Families (TANF)				
Control Group				
Unit of Measurement	Baseline*	Benchmark	Outcome	Benchmark Achieved?
Number of households receiving TANF assistance (decrease).	32	24		
Treatment Group				
Unit of Measurement	Baseline*	Benchmark	Outcome	Benchmark Achieved?
Number of households receiving TANF assistance (decrease).	37	29		
*All baselines include only public housing residents, as of January 2016. The Churchill Homes public housing development is managed by a third-party and HHA does not have easy access to the managing company's data systems. As such, the baselines do not currently include the 100 residents at that development. HHA is currently working to integrate the two to systems and will update the baselines accordingly.				
SS #5: Households Assisted by Services that Increase Self-Sufficiency				
Control Group				

Unit of Measurement	Baseline*	Benchmark	Outcome	Benchmark Achieved?
Number of households receiving services aimed to increase self-sufficiency (Increase)	Not tracked	23		
<b>Treatment Group</b>				
Unit of Measurement	Baseline*	Benchmark	Outcome	Benchmark Achieved?
Number of households receiving services aimed to increase self-sufficiency (Increase)	0	29		
<i>*All baselines include only public housing residents, as of January 2016. The Churchill Homes public housing development is managed by a third-party and HHA does not have easy access to the managing company's data systems. As such, the baselines do not currently include the 100 residents at that development. HHA is currently working to integrate the two to systems and will update the baselines accordingly.</i>				
<b>SS #6: Reducing Per Unit Subsidy Cost for Participating Households**</b>				
<b>Control Group</b>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average amount of Section 8 and/or 9 subsidy per household affected by this policy in dollars (decrease).	N/A	N/A		
<b>Treatment Group</b>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average amount of Section 8 and/or 9 subsidy per household affected by this policy in dollars (decrease).	N/A	N/A		
<i>**HUD is requiring the use of this metric; however, HHA does not believe it is applicable in this context of this MTW activity.</i>				
<b>SS #7: Increase in Agency Rental Revenue**</b>				
<b>Control Group</b>				
Unit of Measurement	Baseline*	Benchmark	Outcome	Benchmark Achieved?
PHA rental	\$290	\$290		

revenue in dollars (increase). (TTP)				
<b>Treatment Group</b>				
<b>Unit of Measurement</b>	<b>Baseline*</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
PHA rental revenue in dollars (increase). (TTP)	\$309	\$299***		
*All baselines include only public housing residents, as of January 2016. The Churchill Homes public housing development is managed by a third-party and HHA does not have easy access to the managing company's data systems. As such, the baselines do not currently include the 100 residents at that development. HHA is currently working to integrate the two to systems and will update the baselines accordingly.				
**HUD is requiring the use of this metric; however, HHA does not believe it is applicable in this context of this MTW activity.				
***CAP offers an incremental disregard for clients, thus rental revenue will decrease until participants transition out.				
<b>SS #8: Households Transitioned to Self-Sufficiency</b>				
<b>Control Group</b>				
<b>Unit of Measurement</b>	<b>Baseline*</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Number of Households transitioned to self-sufficiency (increase).	0	2		
<b>Treatment Group</b>				
<b>Unit of Measurement</b>	<b>Baseline*</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Number of Households transitioned to self-sufficiency (increase).	0**	2		
*All baselines include only public housing residents, as of January 2016. The Churchill Homes public housing development is managed by a third-party and HHA does not have easy access to the managing company's data systems. As such, the baselines do not currently include the 100 residents at that development. HHA is currently working to integrate the two to systems and will update the baselines accordingly.				

## Activity 2013-4: Neighborhood Revitalization

### 1. Activity Description

Holyoke Housing Authority used its MTW Authority to set-aside project based vouchers to be targeted at new or renovated developments in Holyoke's Arts & Innovation District. In August 2009, the City of Holyoke began the implementation of the Holyoke Center City Vision Plan, the transit-oriented redevelopment plan for Center City and its surrounding neighborhoods. The revitalization of Holyoke's Arts & Innovation district is an essential component to this plan, and HHA's commitment of thirty project-based units to the area will help ensure that affordable housing is a central component of the area's revitalization.

HHA may waive the requirement limiting the number of PBV units in a project to 25% of the total number of units in that project. Additionally, HHA may allow PBV sites to develop their own tenant selection plans, provided the plans receive HHA approval and are consistent with the goals of the city's transformation plan.

Lastly, HHA will waive or revise the requirement that HHA offer tenant-based rental assistance to clients after one-year of occupancy in the assisted unit. HHA believes this is necessary to ensure the PBVs are serving the intended purpose of revitalizing the Arts & Innovation District and are not being used as a means of obtaining tenant-based vouchers. This limitation will not apply to households seeking to move due to domestic violence under VAWA and/or as a reasonable accommodation for a person with a disability.

The goal of this activity is to promote development in the Art's & Innovation District which will allow low-income households to move to a new or rehabilitated unit in a neighborhood of opportunity. HHA will initially set aside thirty project-based vouchers for this activity; however, this number may be revised in future years depending on the success of this activity. HHA will award project-based contracts as the city's transformation plan progresses and as new units come on line in the area.

### 2. Status

HHA implemented this activity in FY16 and plans to issue an RFP in FY17.

### 3. Non-Significant Changes or Modifications Since Approval

HHA does not anticipate making any changes to this activity in FY17.

### 4. Changes in Baselines, Benchmarks and Metrics

The metrics below have been updated to reflect FY17 activity. HHA will report on outcomes in the MTW Annual Report.

### 5. Metrics

<b>CE #1: Agency Cost Savings**</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Total cost of task in dollars (decrease).	\$0.00	\$0.00	.	.
<i>**HUD is requiring the use of this metric; however, HHA does not believe it is applicable in this context of this MTW activity.</i>				
<b>CE #2: Staff Time Savings**</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Total time to complete the task in staff hours (decrease).	0	0		
<i>**HUD is requiring the use of this metric; however, HHA does not believe it is applicable in this context of this MTW activity.</i>				
<b>HC #4: Displacement Prevention**</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Number of households at or below 80% AMI that would lose assistance or need to move (decrease). If units reach a specific type of household, give that type in this box.	0 units	0 Units – This activity is designed to create units, not prevent displacement.		
<i>**HUD is requiring the use of this metric; however, HHA does not believe it is applicable in this context of this MTW activity.</i>				
<b>HC #5: Increase in Resident Mobility</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase).	0 units	5 Units	.	.

## Activity 2015-2: Rent Reasonableness

### 1. Description of MTW Activity

HHA eliminated the requirement to re-determine reasonable rent if there is a 5% decrease in the published Fair Market Rent (FMR) in effect 60 days before the contract anniversary date as compared to the FMR in effect 1 year before the contract anniversary. HHA continues to complete a reasonable rent determination when a unit is placed under HAP contract for the first time, when an owner requests a contract rent adjustment, and at any other time HHA deems it necessary. As rent increases will continue to be allowed during the lease-prescribed time periods, HHA assumes that owners will request a rent increase within market fluctuations as warranted. Therefore, HHA believes that reasonable rent determinations will continue to be made with regular frequency.

### 2. Status

HHA implemented this activity in FY15. HHA does not anticipate an FMR decrease of greater than 5% in FY17, and thus will not require use of this flexibility in FY17.

### 3. Non-Significant Changes or Modifications Since Approval

HHA does not anticipate making any changes to this activity in FY17.

### 4. Changes to Baselines, Benchmarks & Metrics

There are no changes to the benchmarks for FY17. HHA will report on outcomes in the MTW Annual Report.

## 5. Metrics

<b>CE #1: Agency Cost Savings</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Total cost of task in dollars (decrease).	Number of HCV units leased in FY15: 1,203  Time to complete Reasonable Rent: 15 minutes  Staff Hourly Wage: \$23.87  Cost to re-determine reasonable rent in FY15 if 5% decrease in published FMR: \$7,179	\$0.00		
<b>CE #2: Staff Time Savings</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Total time to complete the task in staff hours (decrease).	Number of HCV units leased in FY15: 1,203  Time to complete Reasonable Rent: 15 minutes  Time spent to re-determine reasonable rent in FY15 if 5% decrease in published FMR: 301 hours	\$0.00		.



## Activity 2015-3: PBV Rent Reasonableness

### 1. Description of MTW Activity

Under this initiative HHA modified the requirement for conducting rent reasonableness for re-determined rents under the Project Based Voucher (PBV) program. Note that no change was implemented to the existing policy for determining initial rents, i.e. initial PBV rents will continue to be determined in conformance with the provisions of 24 CFR 983.301 through 983.305 as applicable.

Under the new policy, re-determined rents to owners of PBV units, *except for certain tax credit units as defined in 983.501(c)*, shall not exceed the lowest of the reasonable rent or the rent requested by owner. This policy change eliminated consideration of the then current Fair Market Rent (FMR) limits when re-determining PBV rents. HHA also eliminated the requirement at 983.303(b) to re-determine the reasonable rents for PBV units whenever there is a five percent or greater decrease in the published FMR in effect sixty days before the contract anniversary as compared with the FMR in effect one year before the contract anniversary.

Affordable housing developers use the PBV commitment to secure project funding and project lenders assume rent trending when underwriting projects; therefore, this policy change helps to ensure the long-term viability and affordability of PBV developments while also promoting housing choice.

### 2. Status

HHA implemented this activity in FY15. HHA does not anticipate an FMR decrease of greater than 5% in FY17, and thus will not require use of this flexibility in FY17.

### 3. Non-Significant Changes or Modifications Since Approval

HHA does not anticipate making any changes to this activity in FY17.

### 4. Changes to Baselines, Benchmarks & Metrics

There are no changes to the benchmarks. HHA will report on outcomes in the MTW Annual Report.

## 5. Metrics

<b>CE #1: Agency Cost Savings</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Total cost of task in dollars (decrease).	<p>Number of PBV developments receiving assistance leased in FY15: 2</p> <p>Time to complete Reasonable Rent: 30 min.</p> <p>Staff Hourly Wage: \$23.87</p> <p>Cost to re-determine reasonable rent in FY15 if 5% decrease in published FMR: \$23.87</p>	\$0.00		
<b>CE #2: Staff Time Savings</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Total time to complete the task in staff hours (decrease).	<p>Number of PBV developments receiving assistance leased in FY15: 2</p> <p>Time to complete Reasonable Rent: 30 min.</p> <p>Time spent to re-determine reasonable rent in FY15 if 5% decrease in published FMR: 1 hour</p>	\$0.00		

## Activity 2015-4: Preservation after Conservation

### 1. Description of MTW Activity

HHA has preserved the long term affordability of expiring use properties by project-basing Enhanced and Tenant Protection vouchers for up to a 15 year extendable term. Households that reside in a preservation eligible project as of the conversion date are be given the choice between an Enhanced or Tenant Protection voucher or a Project-Based Voucher. Prior to the conversion date, HHA meets with tenants to explain the advantages/disadvantages and the impact of an Enhanced Voucher vs. a Project-Based Voucher so the tenants can make informed decisions. When a household opts for an Enhanced or Tenant Protection Voucher, HHA may apply their MTW operating flexibilities (i.e. Biennial Recertification and Inspections; Revised Asset Policies) to the Voucher provided the operating flexibilities do not infringe on the enhanced nature of the Voucher. The only Enhanced Voucher provision which will apply to tenants selecting the Project-Based option is the initial income eligibility requirement.

For tenants that are over-housed as of the conversion date and elect to receive a Project-Based Voucher, HHA may waive the subsidy policy provided there is at least one household member per bedroom. Tenants may also request a reasonable accommodation if applicable.

HHA may waive 24 CFR 983.56 in its entirety including the 25% per building/project which will allow for every eligible household in a preservation eligible project to elect to receive a Project-Based Voucher. Additionally, should a household that elects to receive an Enhanced or Tenant Protection Voucher move from the property, HHA may add the unit to the Project-Based HAP Contract at any time during the term of the HAP Contract.

### 2. Status

HHA implemented this activity in FY15. HHA does not intend to utilize this flexibility in FY17.

### 3. Non-Significant Changes or Modifications Since Approval

HHA does not anticipate making any changes to this activity in FY17.

### 4. Changes in Baselines, Benchmarks and Metrics

The benchmark below has been updated for the FY17 Plan. HHA will report on outcomes in the MTW Annual Report.

## 5. Metrics

<b><i>HC #2: Units of Housing Preserved</i></b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Number of housing units preserved for households at or below 80% AMI that would otherwise not be available (increase).	0 units	0 units		

## Activity 2016-1: Modified Project-Based Voucher Program

### 1. Description of MTW Initiative

Preserving affordable housing and expanding the supply of units continues to be a major objective of HHA. In connection with HHA's Preservation after Conservation MTW Activity and other PBV activities undertaken by HHA, has implemented the following activities:

- HHA may elect to unit-base 100 percent (100%) of the dwelling units in any PBV project or development provided that the development meets the applicable MTW Site and Neighborhood Standards.
- HHA will not provide a mobile tenant-based voucher to PBV participants except when the participant has requested and been granted a reasonable accommodation transfer; or, has requested and been determined eligible for a VAWA transfer; or, has requested and been determined eligible for an emergency transfer. HHA will not permit a family member to be added to a PBV household if the new member would result in the family being under-housed except in the case of birth, court-ordered custody, marriage or live-in aides.
- HHA will allow for units to be added to a PBV HAP Contract at any time during the term of the HAP Contract if HHA determines that such addition will support the goals of promoting neighborhood revitalization, avoiding tenant displacement and/or ensuring long-term affordability. The anniversary and expiration dates of the HAP Contract term for the PBV units originally placed under contract and the new units added to the contract will remain consistent. HHA envisions that this flexibility will be applied infrequently and only as necessary to support the above-listed goals. HHA will follow any applicable non-MTW provisions related to subsidy layering, Field Office approval or other applicable HUD requirements.
- HHA may select its own units to receive project-based assistance without a competitive process. Such units will be subject to subsidy layering requirements. HHA may project-base assistance at properties other than public housing properties owned directly or indirectly by HHA, including those owned by HHA affiliates or instrumentalities. HHA acknowledges the guidance provided by HUD in PIH Notice 2015-15(HA) and will continue to adhere to the requirements set forth in the Notice unless or until HHA receives HUD approval to waive said requirements.

### 2. Status

HAA implemented this activity in FY16. HHA does not intend to utilize this flexibility in FY17.

### 3. Non-Significant Changes or Modifications Since Approval

HAA does not anticipate making any changes to this activity in FY17.

### 4. Changes to Baselines, Benchmarks & Metrics

The benchmarks below have been updated to reflect FY17 activity. HHA will report on outcomes in the MTW Annual Report.

## 5. Metrics

<b>CE #1: Agency Cost Savings**</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Total cost of task in dollars (decrease).	\$0.00	\$0.00	.	.
<i>**HUD is requiring the use of this metric; however, HHA does not believe it is applicable in this context of this MTW activity as this activity is not anticipated to result in cost savings.</i>				
<b>CE #2: Staff Time Savings**</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Total time to complete the task in staff hours (decrease).	0	0		
<i>**HUD is requiring the use of this metric; however, HHA does not believe it is applicable in this context of this MTW activity as this activity is not anticipated to result in staff time savings.</i>				
<b>HC #4: Displacement Prevention**</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Number of households at or below 80% AMI that would lose assistance or need to move (decrease). If units reach a specific type of household, give that type in this box.	0 units	0 Units		
<i>**HUD is requiring the use of this metric; however, HHA does not believe it is applicable in this context of this MTW activity as this activity is not designed as a displacement prevention initiative.</i>				
<b>HC #1: Additional Units of Housing Made Available**</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>

Number of new housing units made available for households at or below 80% AMI as a result of the activity (increase). If units reach a specific type of household, give that type in this box.	0 units	0 units		
<i>** HHA is incorporating this standard metric as a local metric.</i>				

## **B. Not Yet Implemented Activities**

### **Activity 2015-1: Rent Simplification**

#### **1. Description of MTW Activity**

In August of 2015, HHA received approval from HUD to proceed with a Rent Simplification initiative relating to payment standards.

This activity allows for the use of the payment standard in effect at the effective date of the regular recertification regardless of any change in the payment standard.

Delay in implementation was caused by the development of software required to facilitate the payment standard simplification.

#### **2. Status and Timeline**

HHA will train staff and modify policies and procedures in order to implement this activity prior to the end of FY17.

#### **3. Non-Significant Changes or Modifications Since Approval**

Since approval, HHA has modified this activity and will no longer exclude all Full-time student income for household members other than the Head Spouse or Co-Head nor eliminate the adult full time student deduction. HHA analysis demonstrated that the agency cost of programming additional software changes outweighed the overall client and agency benefit.



**C. Activities on Hold – None**

## **D. Closed Out Activities**

### **Activity 2013-5: Biennial HQS Inspections**

#### **1. Activity Description**

Holyoke Housing Authority intended to use its MTW Authority to develop and implement a risk-based HQS inspection schedule in the Housing Choice Voucher Program. Units would continue to be physically inspected annually, unless HHA designated the unit as “low-risk” per the criteria listed below. Units designated as “low-risk” will be moved to a biennial schedule for physical inspections. In the place of the physical inspection, on the off year landlords of “low-risk” units would be required to self-certify that the units meet HQS standards.

#### **2. Reason for Closing Out**

This activity was approved by HUD in HHA’s FY13 Annual Plan, but was not implemented under HHA’s MTW authority. HHA has closed out this activity as an MTW initiative due to the 2014 Appropriations Act which allows HHA to transition to a biennial inspection schedule without MTW authority.

## V. Sources and Uses of Funds

### A. Estimated Sources of MTW Funding for the Fiscal Year

<b>Sources</b>		
<b>FDS Line Item</b>	<b>FDS Line Item Name</b>	<b>Dollar Amount</b>
70500 (70300+70400)	Total Tenant Revenue	2,745,738.00
70600	HUD PHA Operating Grants	13,760,030.00
70610	Capital Grants	2,100,000.00
70700 (70710+70720+70730+70740+70750)	Total Fee Revenue	1,890,500.00
71100+72000	Interest Income	12,000.00
71600	Gain or Loss on Sale of Capital Assets	-
71200+71300+71310+71400+71500	Other Income	175,000.00
<b>70000</b>	<b>Total Revenue</b>	<b>20,683,268.00</b>

### B. Estimated Uses of MTW Funding for the Fiscal Year

<b>Uses</b>		
<b>FDS Line Item</b>	<b>FDS Line Item Name</b>	<b>Dollar Amount</b>
91000 (91100+91200+91400+91500+91600+91700 +91800+91900)	Total Operating – Administrative	2,469,392.00
91300+91310+92000	Management Fee Expense	1,497,650.00
91810	Allocated Overhead	-
92500 (92100+92200+92300+92400)	Total Tenant Services	225,000.00
93000 (93100+93600+93200+93300+93400+93800)	Total Utilities	1,375,200.00
93500+93700	Labor	-
94000 (94100+94200+94300+94500)	Total Ordinary Maintenance	2,192,853.00
95000 (95100+95200+95300+95500)	Total Protective Services	25,000.00
96100 (96110+96120+96130+96140)	Total Insurance Premiums	277,878.00
96000 (96200+96210+96300+96400+96500+96600 +96800)	Total Other General Expenses	167,800.00
96700 (96710+96720+96730)	Total Interest Expense and Amortization Cost	178,500.00
97100+97200	Total Extraordinary Maintenance	250,000.00
97300+97350	Housing Assistance Payments + HAP	9,716,195.00

	<b>Portability-In</b>	
<b>97400</b>	<b>Depreciation Expense</b>	<b>2,287,800.00</b>
<b>97500+97600+97700+97800</b>	<b>All Other Expenses</b>	<b>20,000.00</b>
<b>90000</b>	<b>Total Expenses</b>	<b>20,683,268.00</b>

**C. Describe Activities that will use only MTW Single Fund Flexibility**

- Savings achieved from biennial recertifications and inspections will be reallocated to support services for Moving to Work Initiatives.
- The HHA has budgeted \$20,000 to support the block grant evaluation.

**D. Local Asset Management Plan**

Is the PHA allocating costs within statute?

**Yes**

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

**No**

Has the PHA provided a LAMP in the appendix?

**No**

## VI. Administrative

### A. Resolutions

On October 6, 2016 the Board of Commissioners of Holyoke Housing Authority passed a resolution approving this MTW Plan. This resolution is included in the Appendix A to this plan.

### B. Public Comments

This MTW Plan was made available for public comment on September 1, 2016 through September 30, 2016. The public hearing was held on September 14, 2016 at Falcetti Towers Community Room, 475 Maple Street, Holyoke, Massachusetts. The attendance sheet from the public hearing has been included as Appendix B.

### C. Planned Agency-Directed Evaluations of Demonstration

Dr. Michael Krezmien of the University of Massachusetts-Amherst (UMass) is leading the effort to evaluate the design and implementation of the rent reform study and to conduct a block grant evaluation. Dr. Krezmien's academic career has focused on social and educational inequities and much of his research has focused on populations that are heavily represented in subsidized housing programs, including current programs serving HHA families.

Dr. Krezmien conducted evaluations of the Career Advancement Program, the activity for which HUD requested a controlled study, during FY15. This is described in the FY15 report.

Baselines and benchmarks for control and treatment groups are included in this FY17 Annual Plan above. HHA will report on FY17 CAP evaluation activities as part of the FY17 MTW Annual Report. The following is a summary of projected evaluation-related deliverables and timelines. Timelines are shown by quarter, i.e. Q1 runs from January 1 to March 31, 2017, etc.

<b>FY17 Evaluation Deliverables and Timeline</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>
Complete identification of CAP eligible residents	X	X	X	X
Complete recruitment of participants	X		X	
Follow-up to recruited CAP eligible residents		X		X
Complete enrollment of CAP Participants		X		X
Survey CAP Residents				X
Collect attendance & performance measures from CAP programs			X	X
Collect CAP outcomes from CAP participants				X
Collect income data on CAP eligible participants				X
Conduct Annual Survey				X
Complete report on CAP Activities from prior year	X			

**Detailed Block Grant Evaluation-** As stated in the FY15 Annual Report, Public Housing Operating Fund, Capital Fund, and HCVP HAP funds have all been used for the original program purposes and there have been no internal transfers for other authorized MTW activities.

#### **D. Annual Statement/Performance and Evaluation Report (HUD 50075.1)**

See Appendix C.

Holyoke Housing Authority  
FY17 Moving to Work Annual Plan

VII. Appendix A- Board Resolutions

OMB Control Number: 2577-0216 Expiration Date: 5/31/2016	
Form 50900: Elements for the Annual MTW Plan and Annual MTW Report	
Attachment B	
<b>Certifications of Compliance</b>	
Annual Moving to Work Plan Certifications of Compliance	U.S. Department of Housing and Urban Development Office of Public and Indian Housing
<b>Certifications of Compliance with Regulations:</b> <b>Board Resolution to Accompany the Annual Moving to Work Plan*</b>	
<p>Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the Annual Moving to Work Plan for the PHA fiscal year beginning <u>1/1/17</u>, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:</p> <ol style="list-style-type: none"><li>1. The PHA published a notice that a hearing would be held, that the Plan and all information relevant to the public hearing was available for public inspection for at least 30 days, that there were no less than 15 days between the public hearing and the approval of the Plan by the Board of Commissioners, and that the PHA conducted a public hearing to discuss the Plan and invited public comment.</li><li>2. The PHA took into consideration public and resident comments (including those of its Resident Advisory Board or Boards) before approval of the Plan by the Board of Commissioners or Board of Directors in order to incorporate any public comments into the Annual MTW Plan.</li><li>3. The PHA certifies that the Board of Directors has reviewed and approved the budget for the Capital Fund Program grants contained in the Capital Fund Program Annual Statement/Performance and Evaluation Report, form HUD-50075.1.</li><li>4. The PHA will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.</li><li>5. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.</li><li>6. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.</li><li>7. The PHA will affirmatively further fair housing by examining its programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.</li><li>8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.</li><li>9. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.</li><li>10. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or-Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.</li><li>11. The PHA will comply with requirements with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.</li><li>12. The PHA will comply with requirements with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment and implementing regulations at 49 CFR Part 24.</li></ol>	

Holyoke Housing Authority  
FY17 Moving to Work Annual Plan

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

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

Holyoke  
PHA Name

MA005  
PHA Number/HA Code

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

Theresa Cooper-Gordon  
Name of Authorized Official

Chair  
Title

  
Signature

10-6-2016  
Date

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



Holyoke Housing Authority  
FY17 Moving to Work Annual Plan

**Certification of Consistency with the Consolidated Plan  
and Analysis of Impediments to Fair Housing Choice**

I certify that the proposed Moving to Work Annual Plan for Fiscal Year 2017 is consistent with the City of Holyoke's current, approved Consolidated Plan. I further certify that that an Analysis of Impediments to Fair Housing Choice has been completed and the MTW Annual Plan is consistent with the said analysis.

Applicant Name: Holyoke Housing Authority

Project Name: Moving to Work Annual Plan (FY 2017)


Location: City of Holyoke, Massachusetts

Certifying Jurisdiction: Holyoke, Massachusetts

Certifying Official: Alex B. Morse

Title: Mayor

Signature: 

Date: 09-07-2016

Holyoke Housing Authority  
FY17 Moving to Work Annual Plan



**HOLYOKE HOUSING AUTHORITY**  
AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION AGENCY

ADMINISTRATION BUILDING, 475 MAPLE STREET, HOLYOKE, MASSACHUSETTS 01043  
TELEPHONE (413) 539-2220, FAX (413) 539-2227, T.D.D. 1-800-545-1833 EXT. 510

MATTHEW A. MAINVILLE  
Executive Director  
THERESA COOPER-GORDON  
Chair  
MICHAEL FALCETTI  
Vice Chair  
AARON W. WILSON  
Treasurer  
MARILYN SANABRIA  
Commissioner  
TIMOTHY W. PURINGTON  
Commissioner

REGULAR BOARD MEETING  
THE FOLLOWING IS AN EXTRACT OF  
THE MINUTES OF A MEETING  
OF THE MEMBERS OF THE BOARD OF COMMISSIONERS  
OF THE HOLYOKE HOUSING AUTHORITY  
HELD ON THURSDAY, OCTOBER 6, 2016 AT 6:00PM  
AT 475 MAPLE STREET, HOLYOKE, MA

**HUD Moving to Work 2017 Annual Plan**

The Holyoke Housing Authority is required to submit to HUD an MTW Annual Plan. The Annual Plan Public Meeting has been held. The Annual Plan has been advertised and publicly available on our web page, at the library, as well as our offices here on Maple Street and the Property Managers' offices.

**MOTION  
16-77**

On a motion by Vice Chair Falcetti and seconded by Commissioner Sanabria, the Board voted to approve the 2017 Moving to Work Annual Plan for submittal to HUD for approval. The Board voted in favor of this motion:

Theresa Cooper-Gordon:	Yes	Absent: Aaron W. Wilson
Michael Falcetti:	Yes	Absent: Timothy W. Purington
Marilyn Sanabria:	Yes	
<b>Present and voting:</b>		
Theresa Cooper-Gordon:	Yes	Absent: Aaron W. Wilson
Michael Falcetti:	Yes	Absent: Timothy W. Purington
Marilyn Sanabria:	Yes	

Matthew A. Mainville, Secretary

BEAUDOIN VILLAGE • BEAUDRY-BOUCHER APTS. • P.A. COUGHLIN APTS. • LOUIS B. FALCETTI TOWERS  
LEASED HOUSING • LYMAN TERRACE • ROSARY TOWERS • EDWIN A. SEIBEL APTS. • HENRY J. TOEFFERT APARTMENTS  
JOHN J. ZIELINSKI APARTMENTS • CHAPTER 705 • CHAPTER 887-3 • CHAPTER 167

0-0209 202-11

## VIII. Appendix B – Public Hearing Attendance

412 Holyoke, MA.  
(August 31)

The Holyoke Housing Authority (Authority) is a participant in HUD's Moving Work Demonstration Program (MTW). The draft FY 2017 Moving to Work annual Plan will be available for review from September 1, 2016 to September 30, 2016 at the Authority's Administrative Office, 475 Maple Street, Holyoke, MA 01040; the Authority's Website at: [www.holyokehousing.org](http://www.holyokehousing.org); the Authority's Property Management Offices; and at the Holyoke Public Library, located at 250 Chestnut Street. Copies of the draft FY 2017 Moving to Work Annual Plan may also be obtained by contacting the Authority at 413-539-2202. The Authority's hours of operation are 8:30am to 4:30pm. Written comments on the draft FY 2017 Moving to Work Annual Plan must be addressed to FY 2017 Moving to Work Annual Plan Comments at the Authority's Administrative Office address above and must be received by close of business (4:30pm) on September 30, 2016. A Public Hearing to receive comments on the Plan will be held on Monday, September 14, 2016 at 5:00pm at Falcetti Towers Community Room, 475 Maple Street, Holyoke, MA. Persons with disabilities requiring assistance or alternative formats, or wishing to submit comments in alternative formats, can contact the HHA Director of Housing Opportunities at 413-539-2229; TDD 1-800-545-1833, extension 510. The Holyoke Housing Authority is

**Holyoke**

The Holyoke Housing Authority (Authority) is a participant in HUD's Moving to Work Demonstration Program (MTW). The draft FY 2017 Moving to Work annual Plan will be available for review from September 1, 2016 to September 30, 2016 at the Authority's Administrative Office, 475 Maple Street, Holyoke, MA 01040; the Authority's Website at: [www.holyokehousing.org](http://www.holyokehousing.org); the Authority's Property Management Offices; and at the Holyoke Public Library, located at 250 Chestnut Street. Copies of the draft FY 2017 Moving to Work Annual Plan may also be obtained by contacting the Authority at 413-539-2202. The Authority's hours of operation are 8:30am to 4:30pm. Written comments on the draft FY 2017 Moving to Work Annual Plan must be addressed to FY 2017 Moving to Work Annual Plan Comments at the Authority's Administrative Office address above and must be received by close of business (4:30pm) on September 30, 2016. A Public Hearing to receive comments on the Plan will be held on Monday, September 14, 2016 at 5:00pm at Falcetti Towers Community Room, 475 Maple Street, Holyoke, MA. Persons with disabilities requiring assistance or alternative formats, or wishing to submit comments in alternative formats, can contact the HHA Director of Housing Opportunities at 413-539-2229; TDD 1-800-545-1833, extension 510. The Holyoke Housing Authority is an Equal Opportunity/Affirmative Action Agency. Theresa Gordon, Chair.  
(August 31, September 1)

Holyoke Housing Authority  
FY17 Moving to Work Annual Plan

Moving To Work Public Hearing

September 14, 2016

475 Maple Street, Holyoke, MA

Anne Darcy	Anne Darcy	HHHA
Sita Maccini		HHHA
Donald O Laralle		308
Barbara Laralle		308

Holyoke Housing Authority  
FY17 Moving to Work Annual Plan

IX. Appendix C - Annual Statement/Performance and Evaluation Report (HUD 50075.1)

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

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires: 06/30/2017

Part I: Summary		PHA Name: Holyoke Housing Authority		Grant Type and Number Capital Fund Program Grant No: MA06P005501-17 Replacement Housing Factor Grant No: Date of CFP:		FFY of Grant: 2017 FFY of Grant Approval:	
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:				<input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Original	Total Estimated Cost Revised <sup>2</sup>	Obligated	Total Actual Cost <sup>1</sup> Expended		
1	Total non-CFP Funds						
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>						
3	1408 Management Improvements						
4	1410 Administration (may not exceed 10% of line 21)						
5	1411 Audit						
6	1415 Liquidated Damages						
7	1430 Fees and Costs						
8	1440 Site Acquisition						
9	1450 Site Improvement						
10	1460 Dwelling Structures						
11	1465 1 Dwelling Equipment—Nonexpendable						
12	1470 Non-dwelling Structures						
13	1475 Non-dwelling Equipment						
14	1485 Demolition						
15	1492 Moving to Work Demonstration	1,166,420					
16	1495 1 Relocation Costs						
17	1499 Development Activities <sup>4</sup>						

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.

Holyoke Housing Authority  
FY17 Moving to Work Annual Plan

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

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 06/30/2017

<b>Part I: Summary</b>		<b>FFY of Grant: 2017</b>	
PHA Name: Holyoke Housing Authority		FFY of Grant Approval:	
Grant Type and Number: Capital Fund Program Grant No: MA06P00501-17 Replacement Housing Factor Grant No: Date of CFPP:			
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Final Performance and Evaluation Report	
<input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Summary by Development Account		<input type="checkbox"/> Total Estimated Cost <input type="checkbox"/> Revised <sup>1</sup> <input type="checkbox"/> Total Actual Cost <sup>1</sup>	
Line		Original	Expend
18a	1501 Collateralization or Debt Service paid by the PHA		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant: (sum of lines 7 - 19)	1,166,420	
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
Signature of Executive Director Matthew A. Mainville		Signature of Public Housing Director	
Date August 29, 2016		Date 8/29/2016	

<sup>1</sup> To be completed for the Performance and Evaluation Report  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFPP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 06/30/2017

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement

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

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 06/30/2017

[illegible]

To be completed for the Performance and Evaluation Report



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

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 06/30/2017

<sup>1</sup> Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

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

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 06/30/2017

[illegible]

<sup>1</sup> Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.