



# **Housing Authority of the City of Reno**

## **FY 2018 Moving to Work Annual Plan**



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## **About**

Founded in October 1943, the Housing Authority of the City of Reno (RHA) owns and manages 751 units of Public Housing in eight different locations in the City of Reno and City of Sparks. Through the use of the Neighborhood Stabilization Programs (NSP) and other funding, RHA acquired and manages over 160 scattered site rental properties specifically targeted for low income households. RHA also provides housing subsidies to more than 2,500 low income families in Reno, Sparks, and Washoe County through various rental assistance programs.

## **Mission**

Provide fair, sustainable, quality housing in diverse neighborhoods throughout Reno, Sparks and Washoe County that offers a stable foundation for low-income families to pursue economic opportunities, become self-sufficient and improve their quality of life. In doing so, RHA will continue to cultivate strong community partnerships, promote fiscal responsibility, and administer all of its programs and activities in an efficient, ethical, and professional manner.

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## **I. Introduction**

### **What is MTW?**

Moving to Work (MTW) is a demonstration program, established by Congress in 1996, that offers a limited number of “high performing” Public Housing Authorities (PHAs) the opportunity to propose and test innovative, locally-designed approaches to administering housing programs and self-sufficiency strategies. The program also permits PHAs to combine federal funds from the Public Housing (PH) operating fund, Capital Fund Program (CFP) and Housing Choice Voucher (HCV) program into a single, agency-wide funding source known as a “block grant.” It is important to note that the MTW designation does not provide PHAs with additional funding from HUD, but rather allows each agency to use their funding in a more flexible manner.

With the U.S. Department of Housing and Urban Development's (HUD) approval, PHAs participating in the MTW program are allowed to waive certain statutes and regulations in the United States Housing Act of 1937 to explore different and creative ways to improve their housing programs. These policy changes allow PHAs to address challenges for low-income families that are unique to their local needs. In doing so, each of the activities proposed and implemented must address at least one of three MTW statutory objectives:

- Increase housing choices for low-income families.
- Give incentives to families with children where the head of household is working, is seeking work, or is preparing for work by participating in job training, educational programs, or programs that assist people to obtain employment and become economically self-sufficient.
- Reduce costs and achieve greater cost effectiveness in federal expenditures.

After a national competition was held in 2012, RHA was selected and designated as one of four new MTW agencies in 2013. The MTW agreement between RHA and HUD was executed on June 27, 2013, and established RHA as a MTW agency through RHA's Fiscal Year (FY) 2018. On April 14, 2016, RHA received notice that pursuant to Section 239 of Title II, Division L of the Consolidated Appropriations Act, 2016, RHA's current MTW agreement with HUD was extended through the end of FY 2028. This is true for all 39 PHAs currently participating in the MTW program. The Act also authorized HUD to expand the MTW demonstration program by an additional 100 PHAs over a seven year period.

### **FY 2018 MTW Annual Plan overview**

FY 2018 (i.e. the period from July 1, 2017 through June 30, 2018) will be RHA's fifth year as a MTW agency. Each year RHA is required to adopt a MTW Annual Plan for HUD's approval in advance of the start of the fiscal year. This plan, which is organized according to HUD's requirements as outlined in Form 50900, explains both the proposed MTW activities for the coming year, and provides an update on current MTW activities that have already received approval from HUD. For the purpose of this plan, a “MTW activity” is defined as any activity that requires MTW flexibility to be utilized in order to waive statutory or regulatory requirements.

The MTW Annual Plan is intended to provide PH residents, HCV participants, local officials, the public and HUD with pertinent information on each of RHA's proposed and implemented activities. It also provides stakeholders with details on RHA's operating budget and capital improvement plans.



As part of RHA's planning process, staff began discussing the FY 2018 MTW Annual Plan, including each of the proposed/amended activities and capital improvement plans, during Resident Advisory Board and Resident Council meetings in December 2016 and January 2017 respectively. Public review and comment was solicited prior to consideration and approval by RHA's Board of Commissioners on March 28, 2017. Finally, the FY 2018 MTW Annual Plan, as approved by the Board of Commissioners, was submitted to HUD on March 30, 2017.<sup>1</sup>

### **Overview of RHA's annual goals and objectives**

During the first four years as a MTW agency, RHA implemented activities intended to simplify the administration of both the PH and HCV programs. These activities include, but are not limited to, triennial recertifications for elderly/disabled participants on fixed incomes, the complete disregard of earned income for certain PH household members and the elimination of the HUD-mandated Earned Income Disallowance (EID) for both programs. RHA also implemented two key activities as part of its participation in MTW: (1) a Rent Reform Controlled Study within the HCV program and (2) a Mobility Demonstration for PH residents.

Throughout RHA's participation in the MTW demonstration, staff have continued to seek innovative activities to propose that are designed to streamline resident requirements and increase the overall efficiency of the agency. To identify ways that approved MTW activities might be improved upon, activities continue to be monitored following full implementation.

### ***RHA's proposed/amended FY 2018 MTW activities***

In FY 2018, RHA is proposing the following MTW activity:

- Creation of a Landlord Incentive Program that allows for additional Housing Assistance Payments (HAP) under certain conditions.

In addition, RHA is amending the following activities in FY 2018 which were previously approved by HUD:

- Simplified medical deductions:  
The income tiers and associated deductions related to this activity will be amended. Participants will be required to self-certify actual out of pocket medical expenses and whether or not those expenses include Medicare premiums or supplements.
- Triennial recertifications for elderly/disabled participants on fixed incomes:  
True triennial recertifications will be implemented resulting in COLA increases being processed every third year.

### ***Short-term MTW goals and objectives***

RHA continues to work to ensure that all implemented and proposed activities are being successfully and accurately administered. RHA recently began a software conversion that has taken longer to implement than expected. RHA's Administration Suite, the last portion of this conversion process, is anticipated to be completed and fully functional in the coming year. RHA's investment in this new software system is expected to provide increased efficiencies in operations, allow the agency to meet

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<sup>1</sup> Additional details on RHA's public process can be found in Section VI of this plan and the accompanying attachments.



all of its federal reporting requirements and, over time, allow for easy tracking and monitoring of RHA's MTW activities.

In FY 2015, RHA simplified the HCV utility allowance schedule for all units (Activity 2015-01) based on structure type and authorized voucher bedroom size. This simplified schedule allows HCV participants to know exactly what they will receive and encourages them to seek energy efficient units that match their voucher size. Recently, RHA, in contract with The Nelrod Company, completed a review of current utility rates and usage to determine whether or not RHA's simplified utility allowance schedule was reflective of current market conditions. In FY 2018, RHA staff will seek approval from the Board of Commissioners to update the schedule based on The Nelrod Company's review.

RHA's application to participate in MTW identified the agency's commitment in using single fund flexibility to make improvements at each of the agency's PH complexes as long as these improvements resulted in energy savings and/or water conservation. In FY 2017, RHA proposed to install nine tankless water heaters within the laundry facilities and community rooms at several of RHA's PH complexes. Upon further review of the proposed sites, staff found that the installation of a tankless water heater at some locations would prove to be cost prohibitive. RHA will use the remaining funding identified in the FY 2017 MTW Annual Plan to continue to install tankless water heaters, however, these water heaters will now be installed within some of the PH dwelling units.

#### ***Long-term MTW goals and objectives***

Reno, Sparks and Washoe County, like other communities around the U.S., have members of its population who are experiencing homelessness. RHA continues to be committed to collaborating with local community organizations to explore different ways to overcome homelessness in our jurisdiction. In addition to establishing a local preference several years ago for homelessness on the application for admission to RHA's housing programs, RHA works closely with the local Department of Veterans Affairs (VA) office to combat homelessness among veterans in our community through the HUD-VA Supportive Housing (VASH) Program.

On May 11, 2016, an amendment to the FY 2016 MTW Annual Plan was approved by HUD to establish an MTW activity to expand RHA's use of PBVs. This expansion allows for PBVs to be awarded to privately owned properties (Activity 2016-08) within our community after undergoing a competitive process. These PBVs are assigned to existing affordable housing units where the owner commits to providing services and assistance to homeless individuals and families in Washoe County. RHA has partnered with several local nonprofit community partners to provide ongoing case management services to the homeless individuals/families leased up under this activity. By coupling stable housing with case management, RHA strives to give these individuals/families the resources and skills they need to prevent homelessness in the future.

RHA remains committed to expanding self-sufficiency opportunities through the use of the Family Self-Sufficiency (FSS) Lite Program (Activity 2014-04). RHA's two FSS Coordinators continue to work with FSS Lite Program participants to provide the necessary guidance and support to achieve higher education goals, explore career placement opportunities and/or strive towards economic advancement. Assisting these families in achieving their economic goals and enabling them to become self-sufficient and move off of the program will ultimately permit additional low-income families to be housed. This approach continues to be a key goal of the FSS Lite Program.





RHA's Mobility Demonstration (Activity 2014-02) was implemented after HUD's approval of the FY 2014 MTW Annual Plan. The program offers qualified PH families, who otherwise lack mobility options, the opportunity to move to low poverty neighborhoods throughout Reno, Sparks and Washoe County. RHA initially planned to purchase up to 50 properties using non-MTW funds for this program, but as the local housing market strengthens, the amount of available inventory has become extremely limited. This reduction in inventory forced RHA to reduce the number of properties that will be utilized for this program to 40. To date, 36 properties have been made available for the program and 38 former PH families have been given the opportunity to live in low poverty neighborhoods, 29 of whom are still active in the program.

In addition to the Mobility Demonstration, a Rent Reform Controlled Study (Activity 2014-03) was also implemented by RHA in FY 2014. To date, 161 families with children, who collectively make up a control group and a study group, are leased up under this activity. Both groups have five year time limited vouchers, however, the fashion in which the rent is calculated varies. The control group uses the standard HUD rent calculation requirement and the study group's rent is based on a predetermined TTP schedule.

RHA continues to work with the University of Nevada, Reno (UNR) to document the outcomes of both the Mobility Demonstration and Rent Reform Controlled Study. UNR, in partnership with RHA, developed a questionnaire that continues to be administered to participants in both programs on an annual basis. This questionnaire is designed to track the overall progress of participants over the course of their participation in the program. Information residents provide through the survey include family history, job training, income, neighborhood, and overall satisfaction of their children's education, friends and surroundings.

With dwindling federal funding to address necessary repairs and improvements needed at PH properties across the country, single fund flexibility has proven to be vital in the improvement and conservation of RHA's PH complexes. RHA will continue to use the flexibility allowed for in Section B of Attachment C of the Standard MTW Agreement to make additional improvements to these properties, specifically those focused on energy and water savings, to ensure long-term viability.

Utilizing the flexibilities available through MTW to expand housing choice, streamline agency operations and develop creative solutions to meet the needs of low-income families in our community remains a long-term goal of RHA. New initiatives that further both the MTW statutory objectives and RHA's strategic plan will be explored and proposed. In future years, RHA may consider establishing a simplified child care deduction for RHA's working families, increasing HCV Payment Standards within certain low poverty neighborhoods to encourage mobility, and implementing a shallow subsidy for group home settings that serve at-risk populations.

### ***Non-MTW goals and objectives***

Non-MTW goals and objectives are defined by HUD as those activities that do not require MTW authority or flexibility to implement. In addition to its planned short-term and long-term goals and objectives, RHA will:

- Meet the goals as outlined in the approved strategic plan which include increasing RHA's housing portfolio through the development of affordable housing units, collaborating with





community partners, advancing the education and economic opportunities of all program participants and the continued utilization of MTW flexibilities that assist RHA in addressing the needs of the local community.

- Continue necessary physical needs improvements that will preserve, maintain and enhance each of RHA's eight PH complexes.
- Update the five year plan for capital improvement expenditures.
- Continue the full integration of RHA's new software system to better manage all of the agency's operations and programs.



## II. General Housing Authority Operating Information

RHA currently owns and manages 751 units of PH in eight different locations in the City of Reno and the City of Sparks for eligible low-income families, the elderly and persons with disabilities. Utilizing NSP and other funding sources, RHA acquired over 160 scattered site properties throughout the local area. The majority of these scattered site rental properties are allocated specifically for very low-income households.

In addition to these PH and scattered site units, RHA owns nine unaided multi-family housing properties. These nine properties provide an additional 332 housing units. Working with a private property manager, RHA continues to lease each of these properties at levels that are lower than HUD's Fair Market Rents (FMRs) for Washoe County.

RHA also operates a number of rental assistance programs that were created under Section 8 of the 1974 Federal Housing and Community Development Act. Through these programs, RHA provides housing subsidies to more than 2,500 low-income families and individuals living in privately owned housing in Reno, Sparks and Washoe County.

This section includes RHA's general housing stock, lease-up, and wait list information.

### II.1. Housing Stock Information

RHA will not be adding any new PH units in FY 2018.

#### 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
PIC Dev. # /AMP											
PIC Dev. Name	0	0	0	0	0	0	0	0	N/A	0	0
PIC Dev. Name											
<b>Total Public Housing Units to be Added</b>								<b>0</b>			
* <b>Select Population Type from:</b> Elderly, Disabled, General, Elderly/Disabled, Other											
If Other, please describe: N/A											

RHA will not be removing any PH units in FY 2018.

#### 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
PIC Dev. # /AMP		
PIC Dev. Name	0	N/A
<b>Total Number of Units to be Removed</b>	<b>0</b>	

**C. New Housing Choice Vouchers to be Project Based during the Fiscal Year**

<b>Property Name</b>	<b>Anticipated Number of New Vouchers to be Project Based *</b>	<b>Description of Project</b>
Mobility Demonstration and opportunity properties	3	PH tenants in good standing are being allowed to move to RHA's scattered site rental properties on a two-year PBV. RHA has assigned a total of 37 PBVs to these units (34 Mobility Demonstration and 3 opportunity properties) with plans to assign additional PBVs as properties are acquired or repurposed from other RHA programs.
Single Family Home Project Based Vouchers	3	RHA has a number of single family homes acquired under NSP2 and other programs which will be shifted to PBVs as they become vacant. A total of 16 PBVs have currently been assigned. RHA plans to assign additional PBVs as properties are acquired or become vacant.
Yorkshire Terrace	3	RHA has assigned 14 PBVs to units at Yorkshire Terrace, RHA's 30 unit LIHTC property. This has been quite effective on overall lease up at the property. RHA plans to expand this to include more units as they become vacant.
Partnerships	1	RHA has formalized agreements with several nonprofit community partners to provide affordable housing to their clients. RHA works with each nonprofit partner to provide housing while the nonprofit partner provides case management services. Currently 11 units have been assigned PBVs, five of which are being used to house seniors who are, or may soon become, homeless. RHA may expand this activity further based on the ongoing need of the community partners.
Privately owned properties	25	Privately owned properties are being assigned PBVs through a competitive process in exchange for their commitment to provide affordable housing to individuals and/or families who are experiencing homelessness. Currently 25 PBVs have been issued to private landlords and an additional 25 will be assigned.
Anticipated Total New Vouchers to be Project Based	<b>35</b>	Anticipated Total Number of Project Based Vouchers Committed at the End of the Fiscal Year
		<b>138</b>
		Anticipated Total Number of Project Based Vouchers Leased Up or Issued to a Potential Tenant at the End of the Fiscal Year
		<b>130</b>

\* New refers to tenant based vouchers that are being project based for the first time. The count should only include agreements in which a HAP agreement will be in place by the end of the year.



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

RHA plans to continue purchasing single family homes, apartments, and condos for use with PBVs. Scattered site properties located in low poverty neighborhoods, either currently owned or yet to be acquired, may be identified for use in RHA's Mobility Demonstration. All other properties acquired will be used to provide additional housing choices for low-income families through RHA's opportunity and single family home PBVs.

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

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

In FY 2016, RHA received \$915,990 in CFP funds to carry out necessary capital improvements at its PH communities. Although the amount of funding RHA will receive from HUD for FY 2017 and FY 2018 has not yet been announced, RHA has budgeted based on the expectation that similar funding amounts will be received during these two years.

RHA is planning to work on the following capital projects in FY 2018. These planned capital improvements are based on funding availability and may change based on the safety needs of RHA's PH residents:

- **Concrete replacement – expected FY 2015 expenditure: \$25,000.**  
Areas of the sidewalks at Mineral Manor have begun to lift causing a tripping hazard. These areas will be replaced.
- **Main office HVAC – expected FY 2015 and FY 2016 expenditure: \$140,000.**  
Due to the amount of maintenance required to maintain the HVAC system at RHA's main office, it will be replaced.
- **Main office HVAC structural evaluation – expected FY 2015 and FY 2016 expenditure: \$38,800.**  
In preparing for the installation of a new HVAC system at RHA's main office, a structural evaluation will be conducted to determine if the building can support it.
- **Water heater replacement – expected FY 2016 expenditure: \$100,000.**  
Several of the water heaters in use at Mineral Manor will be replaced.
- **Drain line replacement – expected FY 2016 expenditure: \$425,000.**  
Several of the drain lines beneath the buildings at Essex Manor have begun to leak. These lines will be replaced throughout the complex.
- **Kitchen cabinet replacement – expected FY 2016 expenditure: \$30,000.**  
The kitchen cabinets in the accessible units at Essex Manor will be replaced.
- **Boiler room replacement – expected FY 2017 expenditure: \$300,000.**  
Due to the increased amount of maintenance on the boiler room at Silverada Manor, it will be replaced.
- **Appliance replacement – expected FY 2018 expenditure: \$20,500.**  
Several of the appliances in use at Mineral Manor are aging and will be replaced.



- **Security improvements – expected FY 2018 expenditure: \$65,000.**  
Security system equipment, including cameras and recording devices, are being updated at Tom Sawyer Village and McGraw Court as it becomes outdated and inoperable.
- **Electrical system upgrades – expected FY 2018 expenditure: \$75,000.**  
Due to the age of the complex and the outdated infrastructure, portions of the electrical system at Silverada Manor will be updated.
- **Laundry upgrades – expected FY 2018 expenditure: \$40,000.**  
The laundry rooms at Silverada Manor will be upgraded.
- **Concrete replacement – expected FY 2018 expenditure: \$80,000.**  
Areas of the sidewalks at Essex Manor have begun to lift causing a tripping hazard. These areas will be replaced.
- **Stair modifications – expected FY 2018 expenditure: \$30,000.**  
The stairs at Myra Birch Manor will be modified.

**II.2. Leasing Information****A. Planned Number of Households Served at the End of the Fiscal Year**

<b>MTW Households to be Served Through:</b>	<b>Planned Number of Households to be Served*</b>	<b>Planned Number of Unit Months Occupied/Leased***</b>
Federal MTW Public Housing Units to be Leased	751 <sup>2</sup>	9,012
Federal MTW Voucher (HCV) Units to be Utilized	2,519 <sup>3</sup>	30,228
Number of Units to be Occupied/Leased through Local, Non-Traditional, MTW Funded, Property-Based Assistance Programs **	0	0
Number of Units to be Occupied/Leased through Local, Non-Traditional, MTW Funded, Tenant-Based Assistance Programs **	0	0
<b>Total Households Projected to be Served</b>	<b>3,270</b>	<b>39,240</b>

\* 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 units/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.

In addition to serving MTW households, RHA uses federal and non-federal funds to assist other households through the following non-MTW programs:

<b>Non-MTW Programs</b>	<b>Number</b>
VASH	278 <sup>4</sup>
Scattered Site Properties	136 <sup>5</sup>
RHA Unaided Units	26
Tax Credit	30
<b>Total # of non-MTW program households</b>	<b>470</b>

<sup>2</sup> RHA has 751 ACC units. Lease up is not anticipated to drop below 97% of the MTW baseline of 745.

<sup>3</sup> RHA has 2,519 ACC Housing Choice Vouchers. Lease up is not anticipated to drop below 90% of the MTW baseline of 2,382. Local conditions that may impact lease up include rising rents within the Reno, Sparks, and Washoe County rental market and the reopening of the waiting list.

<sup>4</sup> Although VASH is a non-MTW program, they elect to participate in many of RHA's MTW activities.

<sup>5</sup> This is in addition to the 28 scattered site properties managed by RHA currently identified for the Mobility Demonstration and includes 18 NSP1 and NSP2 properties managed by an outside property management firm.



## **B. Reporting Compliance with Statutory MTW Requirements**

RHA is in compliance with all MTW reporting requirements.

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

Reno, Sparks and Washoe County has experienced a strengthening local housing market due in part to announcements of major expansions and relocations by several companies to the region. With limited inventory and the anticipation of a population influx, the need for additional housing stock has begun to tighten the community's rental market and, in some cases, has made it harder for RHA's HCV participants to find units to lease.

RHA continues to see the increased wariness of private landlords to rent to HCV participants. This is often made worse by the ongoing stigma within the local community regarding HCV participants and affordable multifamily properties in general. In response to the decline in the number of landlords willing to rent to HCV program participants, RHA adjusted its payment standards and conducted a survey of current HCV landlords to explore possible incentives to increase their participation. Based on survey results, RHA has proposed a Landlord Incentive Program for HUD's consideration within this plan.

In contrary, RHA's Asset Management staff have experienced an increase in vacancies coupled with longer leasing times at its PH family sites. Recent leasing issues are due in part to particular preferences being requested, which if not provided, often result in the tenant's refusal to lease a unit. These preferences include the size of the unit available and being offered, the location of the property or the lack of desired amenities. Compounding the longer leasing times are the normal vacancy issues that delay the turn of the unit including tenant damage and the disposal of personal property in accordance with Nevada Revised Statutes.

RHA continues to select applicants off the wait list on the basis of preferences as set forth in the Admissions and Continued Occupancy (ACOP) for Public Housing for referral to these vacant PH units. To help facilitate the processing of additional applicants and ultimately increase the number of referrals to these units, all PH waiting lists were opened on May 17, 2016.



**II.3. Wait List Information**

The following table reflects RHA's wait list information as of March 23, 2017.

**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
Federal MTW Public Housing Units	Community-Wide Family Public Housing	1,155	Open	N/A
Federal MTW Public Housing Units	Site-Based Stead Manor Family Public Housing	664	Open	N/A
Federal MTW Public Housing Units	Community-Wide Elderly and Disabled Housing	952	Open	N/A
Federal MTW Housing Choice Voucher Program	Community-Wide	969	Open	N/A
Federal MTW Housing Choice Voucher Program	Community-Wide Mod Rehab and SRO	20	Closed	No
Federal MTW Housing Choice Voucher Units	Site-Based Project-Based units owned by RHA	912	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.

There are no changes to the organization structure of the wait list, however, after the implementation of Activity 2016-02 (Redefine near-elderly person), applicants who are at least 55 years of age but below the age of 62, are treated as "elderly" and allowed to be placed on RHA's Community-Wide Elderly & Disabled Housing wait list.



### III. Proposed MTW Activities: HUD approval requested

This section describes RHA's proposed MTW activities for the coming year. Information is included on which MTW statutory objective(s) will be achieved, the anticipated impact of the proposed activity on the stated objective(s) and the anticipated schedules for achieving the stated objective(s). It also details specific waivers to be used along with data collection and evaluation criteria, if applicable.

In FY 2018, RHA is proposing the following MTW activity:

#### 2018-01: Landlord Incentive Program

A. *Description:*

As the housing market in Reno, Sparks and Washoe County strengthens, private landlords have become increasingly wary of renting to HCV participants due in part to the ongoing stigma within the community regarding HCV participants and affordable multifamily properties. This reluctance is made worse by the myriad of additional regulations and inspection requirements that must be adhered to prior to leasing to a family participating in the HCV program. Complicating matters further is that, in some cases, proper notification of a family's intent to move is not always provided which can result in the landlord having to pay back a portion of the HAP that they have already received.

On October 28, 2016, RHA conducted a survey of HCV landlords in an effort to identify what incentives the agency could offer to not only ensure their continued participation, but also increase it. Compiling what current landlords felt were the barriers to their continued participation in the HCV program served as a starting point for staff to discuss and identify ways RHA could improve landlord retention and build future participation. As of January 19, 2017, 49% of survey respondents indicated that the establishment of a damage claim fund would serve as an incentive for their continued participation. Moreover, 39% noted vacancy loss payments as another possible incentive.

Utilizing this information, RHA is proposing the establishment a Landlord Incentive Program. This program will allow landlords to receive their contracted HAP payment through the end of the month for units occupied by HCV participants vacating under these conditions: (1) deceased tenant, (2) eviction, (3) skip, or (4) a family responsibility violation. Because these conditions are of no fault or cause of the landlord, RHA will provide the contracted HAP payment automatically through the end of the month. Furthermore, a HAP payment equal to one additional month may be made for these same units regardless of the actual move-out date of the participant, if requested in writing by the landlord. Landlords can then utilize the additional HAP toward damages incurred within the unit or as compensation for a vacancy loss.

Current market conditions have resulted in private and tax credit properties carrying wait lists to fill new vacancies at their properties. In an effort to ensure that landlords are able to maintain equal housing opportunities and follow their existing procedures, RHA will not require landlords to rent to another voucher holder in order to qualify for this incentive.

**B. *How does this achieve one or more of the statutory objectives?***

This activity is expected to increase housing choices for low-income families by providing an incentive for landlord participation within the HCV program.

**C. *Identify and discuss the anticipated impact of the proposed MTW activity on the stated objective:***

The 2010 Profile of General Population and Housing Characteristics compiled by the U.S. Census Bureau found that 41.5% of Washoe County's 163,445 occupied housing units were renter-occupied. According to zillow.com, based on data compiled through November 30, 2016, the median price to rent in Washoe County was \$1,495 (\$906 for a one bedroom unit and \$1,795 for a four-bedroom unit).<sup>6</sup> Johnson Perkins Griffin, LLC's 3<sup>rd</sup> Quarter 2016 Apartment Survey reported that the average price of rent for an apartment or townhouse in Reno/Sparks was \$1,054, up \$25 from the 2<sup>nd</sup> Quarter 2016.

According to the Northern Nevada Regional Growth Study 2015-2019 prepared by RCG Economics LLC under contract with the Economic Planning Indicator Committee, "the vacancy rate (approximately 12% as of 2013, based on data from the U.S. Census Bureau) remains relatively high compared to historical averages." The immediate demands for housing will "likely lean towards absorbing the existing vacant housing stock rather than the need for new homes." However, based on the Washoe County Consensus Forecast 2014-2034, "total population in Washoe County is projected to grow from 442,123 in 2014 to 563,777 in 2034." This population growth is due in part to announcements of major expansions and relocations by several companies, including Tesla Motors in 2014, which will be located less than a 15-minute drive east of the Reno/Sparks area.

This anticipated growth coupled with the need for additional housing stock has already begun to tighten Washoe County's rental market. The increased demand for rental units has resulted in fewer landlords who are willing to participate in the HCV program. This is compounded by the fact that the area's market rent has surpassed HUD's FMRs and RHA's corresponding payment standard. All of these factors combined have made it harder for HCV participants to find affordable housing units.

On average, HCV voucher holders took 69 days to find and lease a unit between October 2016 and December 2016. This gap between voucher issuance and unit lease up is expected to grow as Washoe County's rental market continues to tighten.

Between December 1, 2015 and November 30, 2016, RHA experienced 614 move outs within its HCV program for the following reasons:

Move Out Reason	Number
Moved to Other Section 8 Unit	270
Porting Out to Other PHA	41
End of Participation: Termination – Fraud	1
End of Participation: No Longer Eligible	24
End of Participation: Voluntary Move Out	147
End of Participation: Absorbed Port	5

<sup>6</sup> HUD's FY 2017 FMR for a one bedroom unit in Washoe County is \$706 (down 0.7% from FY 2016) and \$1,621 for four-bedroom unit (down 0.2% from FY 2016).



End of Participation: Family Responsibility Violation	55
End of Participation: Deceased	58
End of Participation: Skipped	7
End of Participation: Eviction	6

Based on the criteria set forth in RHA's proposed Landlord Incentive Plan, 126 of these move outs would have been eligible for an additional HAP payment at a cost of approximately \$67,241.

Implementation of this activity is anticipated to facilitate lease ups and increase landlord participation resulting in an increase in housing choices for low-income families. As private landlords will be provided with additional assurances should they rent to one of RHA's HCV participants that they otherwise would not have access to, this activity is also expected to help retain landlord participation within the HCV program.

**D. *Provide the anticipated schedules for achieving the stated objective:***

This activity will be implemented within 60 days of HUD's approval of this plan. Once approved, RHA will notify current and potential landlords of the new activity. Notification will include each of the steps that must be taken to request and ensure receipt of the additional HAP payment as proposed. In instances where the HCV participant resides in an agency-owned property and RHA is the landlord, the same incentive program will apply.

It is important to note that if carrying out this activity requires modifications to RHA's software system, a delay in final implementation may be experienced.

**Activity Metrics:**

<b>2018-01 HC #2: Units of Housing Preserved</b>		
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
Number of new housing units preserved for households at or below 80% AMI that would otherwise not be available (increase).	Housing units preserved prior to implementation of the activity (number).	Expected housing units preserved after implementation of the activity (number).
Number of housing units preserved for households at or below 80% AMI.	19	31 <sup>7</sup>

**Data source from which metric data will be compiled:**

The data collected for the number of landlords eligible to receive the amount of the additional HAP payments will be compiled from and maintained within RHA's internal software system.

<sup>7</sup> Of the 126 move outs that would have been eligible to receive this proposed incentive, 19 of these landlords leased their units to another HCV participant. As RHA implements this incentive, this number is expected to increase by 25%.



Authorization(s) that provide RHA the flexibility to conduct the activity:

*Note: all references to authorizations are to the section and paragraph citation of Attachment C of the Standard MTW Agreement.*

In order for RHA to create a Landlord Incentive Program, the following authorizations are needed:

D. Authorizations Related to Section 8 Housing Choice Vouchers Only

D.1. *Operational Policies and Procedures*

D.1.a. The Agency is authorized to determine the term and content of Housing Assistance Payment (HAP) contracts to owners during the term of the MTW demonstration. However, any revised HAP contract must include language noting that the funding for the contract is subject to the availability of Appropriations. *This authorization waives certain provisions of Sections 8(o)(7) of the 1937 Act and 24 CFR §982.162.*

D.1.d. The Agency is authorized to determine a damage claim and/or vacancy loss policy and payment policy for occupied units that differs from the policy requirements currently mandated in the 1937 Act and its implementing regulations. Damage and vacancy authority are subject to state and local laws. *This authorization waives certain provisions of Section 8(o)(9) of the 1937 Act and 24 CFR §982.311.*

Need/Justification for MTW Flexibility:

The authorizations cited allow RHA to pay an additional amount of HAP to HCV landlords as an incentive for their continued participation in the program. Furthermore, the authorizations allow RHA to insert additional language into the HAP contract for an additional one-time payment provision, if needed. These additional HAP payments can be used at the discretion of landlord and easily cover either a vacancy loss payment or damage claim.



#### IV. Approved MTW Activities: HUD approval previously granted

##### A. Implemented Activities

The activities discussed in this section have previously been approved by HUD and implemented by RHA. The following tables provide an overview of each of the approved MTW activities including the year it was implemented, the primary statutory objective(s) the activity is intended to impact and the Authorization(s) cited.

Approved MTW activities				
Activity #	Fiscal Year Implemented	Activity Name	Statutory Objective(s)	Authorization(s)
2014-01	2014	Assignment of PBVs to RHA Owned/Controlled Units without competitive process	Reduce costs and achieve greater cost effectiveness.	Attachment C Section D.2.b. and Section D.7.a.
2014-02	2014	Mobility Demonstration	Increase housing choices for low-income families.	Attachment C Section D.1.b., Section D.4., Section D.7.a., and Section E.
2014-03	2014	Rent Reform Controlled Study	Create incentives for families to work, seek work or prepare for work <u>and</u> reduce costs and achieve greater cost effectiveness.	Attachment C Section D.1.b., Section D.1.c., Section D.2.a., and Section D.4.
2014-04	2014	Expand self-sufficiency activities	Create incentives for families to work, seek work or prepare for work.	Attachment C Section E.
2014-05	2014	Simplify rent calculations and increase the minimum rent	Reduce costs and achieve greater cost effectiveness.	Attachment C Section C.4., Section C.11, Section D.2.a., and Section D.3.b.
2014-06	2014	Triennial recertifications for elderly/disabled participants on fixed incomes	Reduce costs and achieve greater cost effectiveness.	Attachment C Section C.4. and Section D.1.c.
2014-08	2014	Partner with local nonprofit to provide special needs housing	Increase housing choices for low-income families and reduce costs and achieve greater cost effectiveness.	Attachment C Section B.4., Section D.1.b., and Section D.7.a.



Activity #	Fiscal Year Implemented	Activity Name	Statutory Objective(s)	Authorization(s)
2015-01	2015	Elimination of all negative rents and simplification of HCV Utility Allowances	Reduce costs and achieve greater cost effectiveness.	Attachment C Section D.2.a. and Section C.11.
2015-02	2015	Allow RHA to inspect its own HCV units	Reduce costs and achieve greater cost effectiveness.	Attachment C Section C.9.a. and Section D.5.
2015-03	2015	Eliminate Caps on PBV allocations and allow for assignment of PBVs to 100% of RHA-owned, non-Public Housing properties	Reduce costs and achieve greater cost effectiveness <u>and</u> Increase housing choices for low-income families.	Attachment C Section D.1.e. and D.7.a.
2016-01	2016	Simplification of medical deductions	Reduce costs and achieve greater cost effectiveness.	Attachment C Section C.11. and Section D.2.a.
2016-02	2016	Redefine near-elderly person	Increase housing choices for low-income families.	Attachment C Section C.2.
2016-04	2016	Allow HCV participants to lease units that exceed the 40% rent burden	Increase housing choices for low-income families.	Attachment C Section D.2.a.
2016-05	2016	Eliminate Earned Income Disallowance (EID)	Reduce costs and achieve greater cost effectiveness.	Attachment C Section C.11. and Section D.2.a.
2016-06	2016	Disregard earned income of PH household members, age 18-20, who are not the head of household or co-head	Create incentives for families to work, seek work or prepare for work.	Attachment C Section C.11.
2016-07	2016	Implement a \$75 fee for each additional HQS inspection when more than two inspections are required	Reduce costs and achieve greater cost effectiveness.	Attachment C Section D.1.a.
2016-08	2016	Expand Project Based Voucher Program	Increase housing choices for low-income families.	Attachment C Section B.4., D.1.e., and D.7.b.





Activity #	Fiscal Year Implemented	Activity Name	Statutory Objective(s)	Authorization(s)
2017-01	2017	Increase verified application data for HCV applicants	Reduce costs and achieve greater cost effectiveness <u>and</u> increase housing choices for low-income families.	Attachment C Section D.3.a.
2017-02	2017	Asset threshold to determine eligibility for admission	Increase housing choices for low-income families.	Attachment C Section C.2., D.3.a., D.3.b., and D.4.



## **2014-01: Assign PBVs to RHA owned/controlled units without a competitive process**

### **Description:**

RHA owns a number of single family homes, duplexes and condominiums throughout Reno, Sparks, and Washoe County that were acquired utilizing various funding sources. In an effort to expand housing choice for low-income households, RHA received approval from HUD in FY 2014 to assign PBVs to several of these RHA owned/controlled scattered site units without going through a competitive process.

On November 20, 2013, RHA submitted a Technical Amendment to its FY 2014 MTW Annual Plan which allowed for initial contract rents at or below applicable low HOME rents, to be set by RHA rather than contracting with a state-certified appraiser and a HUD-approved independent agency. This Technical Amendment was approved on December 31, 2013.

### **Status:**

This activity was approved and implemented in FY 2014 to reduce costs through the elimination of the requirements of the competitive process before a PBV can be assigned to an agency owned property. It has reduced costs even further by allowing RHA staff to set rents at the applicable low HOME rents, which are below market rents, rather than using a state-certified appraiser and a HUD-approved independent agency.

Along with reducing the overall costs to the agency, the assignment of PBVs to RHA owned/controlled units without a competitive process has effectively increased the housing choices for many of RHA's low-income families. To date, 74 RHA owned units have gone through HUD's approval process and successfully had a PBV assigned. RHA removed the PBV on one of these units, but has identified two additional units where the assignment of a PBV would successfully increase housing choice.

RHA staff continue to evaluate additional agency-owned properties as they become vacant to determine whether or not the assignment of a PBV can help fulfill the needs of program participants and the community. Although the local housing market has strengthened over the last year resulting in a significant reduction in the amount of inventory available to purchase, RHA remains committed to acquiring additional scattered site units if the property can be used effectively within RHA's housing programs.

RHA plans to continue to utilize this flexibility to reduce costs and increase housing choice for RHA participants in FY 2018.

### **Anticipated changes/modifications to activity:**

RHA does not anticipate any changes/modifications to this activity.

### **Metric/baseline/benchmark changes:**

RHA does not anticipate any metric/baseline/benchmark changes in FY 2018.

### **Authorization changes?**

RHA does not anticipate any Attachment C authorization changes.



## 2014-02: Mobility Demonstration

### **Description:**

RHA's Mobility Demonstration enables select low-income PH families with children to move to deconcentrated neighborhoods where opportunities are more abundant within the surrounding area. Utilizing the flexibilities offered through Activity 2014-01, RHA assigns PBVs to agency-owned single family homes, duplexes and condominiums located within low-poverty census tracts. PH families with children, who are currently in good standing and who meet the established requirements to participate in the program, are offered the opportunity to move into these PBV properties based on a pool of eligible households and the family's approved voucher size. RHA anticipates that this activity will continue to (1) provide mobility options for families with children living in PH who otherwise lack mobility options, (2) enable families to move to neighborhoods with lower crime rates, (3) improve the poverty level of the surrounding area for these families, and (4) yield a valuable demonstration to augment current knowledge regarding the impact of increased mobility and living in more poverty deconcentrated neighborhoods.

In order to determine whether moving from a high poverty census tract to a low poverty census tract ultimately changes the outcomes for these families, UNR continues to conduct a longitudinal study. A questionnaire is being administered to Mobility Demonstration participants on an annual basis that has been designed to collect the ongoing data needed for UNR and RHA to evaluate the overall progress of participants. Examples of some of the information being collected include family history, job training, income, and satisfaction with their current neighborhood and their children's education, friends and surroundings.

### **Status:**

This activity was implemented in FY 2014 and will continue in FY 2018. To date, 38 PH families with children have moved to properties located in low-poverty census tracts. As of January 31, 2017, five of these Mobility Demonstration families became completely self-sufficient and moved off of housing assistance. Currently, two additional families are paying full rent and are expected to transition off of assistance.

RHA's FSS Lite Program (Activity 2014-04) remains available to all Mobility Demonstration families. Should a tenant be unemployed at the time of lease up or become unemployed at any time during their participation in the Mobility Demonstration, they are given 120 days to obtain employment. If employment is not secured within 120 days, they are required to participate in the FSS Lite Program unless they are otherwise determined to be exempt. RHA has established a criteria for exemption based on the same criteria for exemption from Community Service for PH residents. To date, 20 Mobility Demonstration households have signed an agreement to take full advantage of the FSS Lite Program of which 16 are currently active.

### **Anticipated changes/modifications to activity:**

RHA does not anticipate any changes/modifications to this activity.

### **Metric/baseline/benchmark changes:**

RHA does not anticipate any metric/baseline/benchmark changes in FY 2018.

### **Authorization changes?**

RHA does not anticipate any Attachment C authorization changes.



## 2014-03: Rent Reform Controlled Study

### Description:

This activity's main objective is to rigorously promote self-sufficiency through a rent reform program that provides strong incentives to adult household members to seek and obtain employment. The Rent Reform Controlled Study is being tested by bringing families with children off of the HCV wait list, assigning them to one of two groups of participants based on when their name is pulled from the wait list, and issuing them vouchers limited to five years. This activity does include elderly/disabled families with children.

For half of the families participating in the study, rent is calculated as a standard HCV subject to the same policies and procedures as all other HCV participants. This group, also known as the control group, has rents set using 30% of adjusted monthly income, RHA's current HCV policy.

The Rent Reform Study is designed to test two of the strongest incentives for HCV participants to become self-sufficient: (1) the ability to increase income without it affecting rent and (2) the knowledge that their housing assistance will end after five years. These two incentives are given to the study group participants, the other half of the Rent Reform Study. Participants in this group have rents set in advance which do not change based on income or household size. Rents for the study group only change if the required bedroom size of the unit changes due to additional members being added to the household which then require the family to move to a larger unit. As a result, the disincentive for obtaining new income is removed as these families are allowed to keep any increase in earned income without worrying that 30% of this increased income will be calculated by RHA for rent.

For the first two years, rent has been set for the study group at 95% of the average Total Tenant Payment (TTP) with no negative rents. After the second year, the family's rent automatically increases to 105% of the same measure, again with no negative rents. This rent level remains in effect until the family has been on the program for five full years.

UNR continues to conduct a longitudinal study of families participating in the Rent Reform Controlled Study to identify any differences between the two groups. A questionnaire has been developed that will be administered to participants on an annual basis to provide RHA and UNR with the data needed to evaluate the progress of participants. Examples of some of the information being tracked include family history, job training, income, neighborhood and overall satisfaction of their children's education, friends and surroundings.

### Status:

This activity was implemented in FY 2014 and will continue in FY 2018. To date, 209 families have leased up under this activity of which 161 are still on the program. RHA is no longer issuing vouchers related to this activity, however, as of January 10, 2017, there were 23 vouchers issued to families who had not leased up. This included 13 control group vouchers and 10 study group vouchers.

Participants of the Rent Reform Controlled Study are required to meet with a FSS Coordinator on an annual basis, at minimum, to learn what valuable community resources are readily available to assist them in meeting their self-sufficiency goals. During this meeting, they are encouraged to join and take advantage of the FSS Lite Program (Activity 2014-04) along with several other



community events and partnerships available to assist them. To date, 107 Rent Reform households have signed an agreement to take full advantage of the FSS Lite Program of which 90 are currently active.

While several families have joined the FSS Lite Program and are taking advantage of the opportunities provided to assist them in becoming self-sufficient, several families have refused to participate or seek any guidance in preparing for the loss of their housing assistance. RHA established a hardship policy in its FY 2014 MTW Annual Plan for participants of the Rent Reform Controlled Study based on a participant's inability to pay rent. Rent Reform participants are continuously reminded that the hardship policy in place is very limited. All hardship requests will only be reviewed by the established committee in accordance with the criteria set forth in RHA's internal hardship procedure for the Rent Reform Controlled Study. This criteria includes a signed contract with and ongoing participation in the FSS Lite Program.

**Anticipated changes/modifications to activity:**

RHA does not anticipate any changes/modifications to this activity.

**Metric/baseline/benchmark changes:**

RHA does not anticipate any metric/baseline/benchmark changes in FY 2018.

**Authorization changes?**

RHA does not anticipate any Attachment C authorization changes.

#### **2014-04: Expand self-sufficiency activities**

**Description:**

The FSS Lite Program, similar to the traditional FSS Program without an interest-bearing escrow account, was proposed and implemented in FY 2014. Upon implementation, the FSS Lite Program, designed to promote resident self-sufficiency through streamlined FSS service delivery, became mandatory for PH residents who are delinquent in completing their Community Service hours. Mobility Demonstration households who are unemployed without a qualifying exemption are also required to participate in the FSS Lite Program and Rent Reform Controlled Study participants are encouraged to take advantage of the program as they prepare for the end of their housing assistance after five years.

By utilizing single fund flexibility, RHA expanded the FSS Lite Program in FY 2015 and established a Self-Sufficiency Fund. The Self-Sufficiency Fund is designed to cover specific costs associated with self-sufficiency activities and is used whenever possible to assist program participants in achieving their self-sufficiency goals. Although the activity has yet to be implemented, in FY 2016, RHA expanded the FSS Lite Program to include all non-elderly/non-disabled HCV participants leased up with a five-year time limited voucher. With HUD's approval to redesign the traditional FSS Program in FY 2016, the Self-Sufficiency Fund became available to all FSS Program participants.

In FY 2017, RHA re-proposed this activity to allow for the establishment of one-time and/or ongoing rent credits to serve as an incentive to FSS Lite Program participants to complete the



goals identified in their Individual Training and Services Plans (ITSPs), as well as, increase participation in the FSS Lite Program overall. Each rent credit will be paid out of HAP funds and is designed to provide a financial incentive to FSS Lite Program participants, head of household or co-head, who have signed an FSS Lite agreement and successfully accomplish one of the pre-determined self-sufficiency goals identified in their ITSP.

To qualify for the rent credits related to consistent employment, the head of household or co-head must have a signed FSS Lite agreement and maintained same source employment, working no less than 32 hours/week. Per RHA's ACOP for Public Housing and Administrative Plan for Section 8 Housing Choice Voucher, Project Based Voucher, and Moderate Rehabilitation (S8 Admin Plan), a change in employment which is part-time to part-time or full-time to full-time, is termed same source. Furthermore, the length of time for consistent employment will be based on the hire date(s) verified by RHA staff. A loss of employment occurs once the participant is not employed with the same source of employment for more than 30 days.

Households currently receiving an earned income exclusion (i.e. the disregard of earned income of PH household members, age 18-20, who are not the head of household or co-head) are not eligible to receive rent credits.

**Status:**

This activity was implemented in FY 2014 and will continue in FY 2018. To date, 164 Rent Reform Controlled Study, Mobility Demonstration, Community Service and Traditional FSS participants have active agreements in place to participate in the FSS Lite Program.

**Anticipated changes/modifications to activity:**

RHA does not anticipate any changes/modifications to this activity.

**Metric/baseline/benchmark changes:**

RHA does not anticipate any additional metric/baseline/benchmark changes in FY 2018.

**Authorization changes?**

RHA does not anticipate any Attachment C authorization changes.

**2014-05: Simplify rent calculations and increase the minimum rent**

**Description:**

In order to reduce costs and achieve greater cost effectiveness, RHA began excluding all educational financial aid from income calculations and allowing self-certification of assets under \$10,000.

The full amount of student financial assistance paid directly to the student or to the educational institution is now excluded from income calculations for HCV participants. RHA's HCV participants can now benefit from being able to attend an institution of higher education without being penalized with an increase in rent due to any financial assistance that they may secure. Furthermore, households with assets less than \$10,000 can now submit a self-certification as to the value of the asset and the amount of expected income. At the time of application, applicants are



asked to provide a well-documented baseline asset value. RHA staff only calculate income on assets if the value of the assets total more than \$10,000.

In FY 2014, RHA also raised the minimum rent from \$50 to \$75 to not only save significant HCV and PH operating subsidy, but provide an incentive to participants to seek employment due to the higher participant contribution to rent.

**Status:**

This activity was implemented in FY 2014 and will continue in FY 2018.

**Anticipated changes/modifications to activity:**

RHA does not anticipate any changes/modifications to this activity.

**Metric/baseline/benchmark changes:**

RHA does not anticipate any additional metric/baseline/benchmark changes in FY 2018.

**Authorization changes?**

RHA does not anticipate any Attachment C authorization changes.

**2014-06: Triennial recertifications for elderly/disabled participants on fixed incomes**

**Description:**

HUD regulations require that a household's income be recertified for program eligibility and rent calculations on an annual basis. In FY 2014, RHA received approval to conduct recertifications for elderly and disabled PH residents and HCV participants with stable income on a biennial basis rather than annually. In FY 2015, RHA revised the activity to allow for recertifications on a triennial schedule for this same population.

Per CFR §5.403, an elderly family means a family whose head, spouse, or sole member is a person who is at least 62 years of age. It may include two or more persons who are at least 62 years of age living together, or one or more persons who are at least 62 years of age. Furthermore, a disabled family is defined as a family whose head, spouse, or sole member is a person with disabilities. It may include two or more persons with disabilities living together, or one or more persons with disabilities living with one or more live-in aides.

Stable income sources include and are limited to: Social Security benefits, Supplemental Security Income (SSI), Social Security Disability (SSD), and pensions. There can be no earned income in the household.

If a PH resident or HCV participant meets both the elderly or disabled definition and the stable income definition, RHA performs the household's recertification on a triennial schedule rather than on an annual schedule. If the household does not meet the requirements for a triennial recertification, they remain under the regular recertification process.

Any elderly/disabled household with additional income sources other than the above-defined stable income sources, or households with minors (even if the head of household is elderly or





disabled), will not be considered to have only stable income; these households will be required to have annual recertifications.

**Status:**

This activity was approved and implemented in FY 2014 and expanded upon in FY 2015.

In FY 2017, RHA received approval to create its own local form in lieu of using HUD Form 9886 to allow for a different expiration date. RHA also received approval to create any additional local forms deemed necessary to accommodate the triennial reexamination schedule.

This activity will continue in FY 2018.

**Anticipated changes/modifications to activity:**

In FY 2015, elderly and disabled PH residents and HCV participants on fixed incomes began having recertifications on a triennial schedule rather than annually. For those years when a triennial recertification is not processed, RHA automatically increases tenant rent based on any Cost of Living (COLA) increase. During the years when a triennial recertification is not carried out, PH residents and HCV participants are asked to fill out the paperwork necessary to conduct a "mini annual" which is mailed in and processed by RHA staff.

As the annual income for these elderly/disabled families due to a COLA increase does not change with such significance that an annual review is warranted, the additional amount of rent received by RHA is completely negligible. Therefore, RHA proposes to allow for "true" triennial recertifications for this population which will result in all COLA increases being processed every third year. Furthermore, changes to the payment standard will only be processed during the household's scheduled triennial recertification.

**Metric/baseline/benchmark changes:**

RHA does not anticipate any additional metric/baseline/benchmark changes in FY 2018.

**Authorization changes?**

RHA does not anticipate any Attachment C authorization changes.

**2014-08: Partner with local nonprofit to provide special needs housing**

**Description:**

RHA is providing PBV units to clients of its nonprofit partners including CAAW, Casa de Vida, Washoe County Department of Social Services, Safe Embrace and Northern Nevada HOPES. These PBVs are for two years and each of the nonprofit partners provide supportive services.

**Status:**

This activity was implemented in FY 2014 and will continue in FY 2018. To date, 11 units have been identified under this activity and 10 are leased. In FY 2017, RHA expanded the partnering agencies to include Northern Nevada Adult Mental Health Services (NNAMHS).

The number of referrals from RHA's partnering agencies continues to be slow. As a result, some of the units earmarked for use in this program have since been leased up utilizing RHA's existing



PBV wait list rather than continuing to allow the unit to sit vacant. RHA staff continue to communicate regularly with identified partnering agencies to ensure that their high risk clients are successfully leased up if/when units become available.

**Anticipated changes/modifications to activity:**

RHA does not anticipate any changes/modifications to this activity.

**Metric/baseline/benchmark changes:**

RHA does not anticipate any metric/baseline/benchmark changes in FY 2018.

**Authorization changes?**

RHA does not anticipate any Attachment C authorization changes.

**2015-01: Elimination of all negative rents and simplification of HCV Utility Allowances**

**Description:**

RHA's PH residents and HCV participants no longer receive negative rents due to utility allowances. Furthermore, RHA simplified the HCV utility allowances for all units by creating a flat utility allowance schedule based on structure type and authorized voucher bedroom size.

Negative rents:

Due to HUD's rules regarding the calculation of income, PHAs may pay a utility reimbursement to the participant if the utility allowance (for tenant-paid utilities) exceeds the amount of the total tenant payment. Prior to implementation, less than 10% of RHA's PH residents and HCV participants were receiving utility allowance reimbursements. RHA staff determined that the majority of these families did have enough income to cover utilities; however, based on HUD's rules regarding calculation of income, their income was excluded and they received a check every month for utility reimbursement payments.

Utility allowance simplification:

Prior to FY 2015, RHA had a simplified utility allowance schedule for designated multifamily complexes with energy efficient systems (EES) only. After the FY 2015 MTW Annual Plan was approved, RHA simplified HCV utility allowances for all other units by creating a flat utility allowance based on structure type and authorized voucher bedroom size. The new allowances, as shown in the following table, are designed to cover the full cost of apartment utilities, but a lesser percentage proportionally for participants who choose single family homes, duplexes and mobile homes.

HCV Utility Allowances					
Structure Type	0-BR	1-BR	2-BR	3-BR	4-BR+
EES	N/A	\$56	\$72	\$87	\$107
Apartment	\$50	\$70	\$88	\$107	\$124
House/Duplex	\$92	\$113	\$138	\$162	\$185
Mobile	N/A	\$123	\$131	\$149	\$162



The new simplified utility allowances allow HCV participants to know exactly what amount they will receive and encourages them to seek out units based on their authorized voucher size, water conservation and energy efficiencies. Implementation of the standardized schedule has also saved a significant amount of staff time and alleviated errors within the calculations.

**Status:**

This activity was implemented in FY 2015 and will continue in FY 2018.

**Anticipated changes/modifications to activity:**

Recently, RHA contracted with The Nelrod Company to review current utility rates and usage to determine whether or not RHA's simplified utility allowance schedule was reflective of current market conditions. RHA staff will seek approval from the Board of Commissioners to update the schedule based on The Nelrod Company's review.

RHA does not anticipate any additional changes/modifications to this activity.

**Metric/baseline/benchmark changes:**

RHA does not anticipate any metric/baseline/benchmark changes in FY 2018.

**Authorization changes?**

RHA does not anticipate any Attachment C authorization changes.

## **2015-02: Allow RHA to inspect its own HCV units**

**Description:**

RHA owns a significant number of units which previously had to be inspected by third party contractors due to HUD's established rules. Per CFR §983.59, a unit that is owned by the PHA that administers the HCV program (including a unit owned by an entity substantially controlled by the PHA) may not be inspected for HQS compliance by PHA staff. The PHA must obtain the services of a HUD approved independent entity to perform HQS inspections, which often results in longer lead times for a unit to become available for a tenant.

In FY 2015, RHA received approval for its staff to begin conducting inspections on all HCV and PBV units rather than using a third party contractor, regardless of ownership or property management status, including properties that are owned or managed by RHA.

**Status:**

This activity was implemented in FY 2015 and will continue in FY 2018. Prior to implementation, RHA was required to hire outside inspectors to conduct inspections of RHA owned units. Scheduling these inspections with third party contractors often slowed down occupancy, which, over time, cost RHA more due to amount of vacancy loss. Implementation of this activity has allowed staff to inspect RHA owned units saving both money and staff time.

**Anticipated changes/modifications to activity:**

RHA does not anticipate any changes/modifications to this activity.



**Metric/baseline/benchmark changes:**

RHA does not anticipate any metric/baseline/benchmark changes in FY 2018.

**Authorization changes?**

RHA does not anticipate any Attachment C authorization changes.

**2015-03: Eliminate caps on PBV allocations and allow for assignment of PBVs to 100% of RHA-owned, non-Public Housing properties**

**Description:**

Previously titled "Assign PBVs to up to 100% of units in non-Public Housing RHA-owned properties," this activity was re-proposed and retitled in FY 2017 to expand upon RHA's previous approval. Per 24 CFR §983.56, PBV assistance for units in a project cannot exceed more than 25% of the number of dwelling units (assisted or unassisted) in the project. In addition, 24 CFR §983.6 specifies that PHAs are limited to project-basing up to 20% of the amount of budget authority allocated to the PHA by HUD in the PHA voucher program.

Upon approval of the FY 2015 MTW Annual Plan, RHA received approval to remove the 25% cap on the number of PBVs that could be allocated to a non-Public Housing RHA-owned property. This has proven to be beneficial in leasing up units at Yorkshire Terrace, which has traditionally been difficult to fill due to LIHTC income restrictions. Another RHA-owned property, Idlewild Townhouse Apartments, has been extremely popular with Mobility Demonstration participants and additional units at this complex may be converted to PBVs as they become vacant.

In FY 2017, RHA received approval to expand this activity and eliminate the 20% limit on the amount of voucher funding that may be utilized under the PBV program.

**Status:**

This activity was implemented in FY 2015 and will continue in FY 2018.

**Anticipated changes/modifications to activity:**

RHA does not anticipate any changes/modifications to this activity.

**Metric/baseline/benchmark changes:**

RHA does not anticipate any metric/baseline/benchmark changes in FY 2018.

**Authorization changes?**

RHA does not anticipate any Attachment C authorization changes.

**2016-01: Simplification of medical deductions**

**Description:**

Under HUD's rule, if the head, co-head/spouse, or sole member of an assisted household is elderly (62 years of age or older), handicapped or disabled, the entire household may claim, as a deduction, medical expenses that are in excess of three percent (3%) of their annual income as



long as the expenses are not compensated for or covered by insurance. As RHA staff must verify all deductions from income, elderly and disabled households who claim medical deductions spend a substantial amount of time gathering the required documentation that often times is information they may deem too private to share.

Rather than use third party verifications and require residents to provide receipts showing out of pocket medical expenses, RHA established and implemented a simplified medical deduction based entirely on the household's gross income. RHA anticipated an overall cost savings to the agency as the amount of staff time spent to verify all medical deductions would be significantly reduced. Implementation of this activity resulted in the process becoming simplified and easier for PH residents and HCV participants to understand.

**Status:**

This activity was implemented in FY 2016 and will continue in FY 2018.

In FY 2016, RHA began executing the following seven simplified medical deductions based on the household's total gross income:

Gross Annual Income Range	Proposed Annual Medical Deduction
\$1 - \$5,499	\$20
\$5,500 - \$7,199	\$150
\$7,200 - \$10,899	\$175
\$10,900 - \$14,499	\$450
\$14,500 - \$16,999	\$750
\$17,000 - \$20,699	\$1,050
\$20,700 +	\$1,200

These simplified medical deductions applied to all elderly and disabled households regardless of whether or not their portion of total medical expenses exceed 3% of their annual income.

**Anticipated changes/modifications to activity:**

With the announcement of an increase in Medicare premiums for 2017, RHA staff began to review the seven income tiers established in the FY 2016 MTW Annual Plan to determine their overall viability for program participants. Through discussions with staff, PH residents and HCV participants, RHA proposes to amend this activity in FY 2018 to restructure and further simplify the income tiers and associated deductions.

The following income tiers/deductions are proposed based on the household's total gross income:

Gross Annual Income Range	Proposed Annual Medical Deduction
\$1 - \$12,199	\$0
\$12,200 - \$16,289	\$1,425
\$16,290 +	\$2,530



The amended income tiers are based on income guidelines provided by the State Health Insurance Assistance Program (SHIP) in relation to 2017 Medicare coverage. In reviewing the data available, staff's estimation is that participants within the first income tier will have their Medicare premiums, co-pays and deductions completely covered throughout the year. While unreimbursed prescription costs may be incurred by some participants, those costs will likely not exceed the percentage of annual income that must be met prior to receiving the deduction based on HUD's formula. This will be especially true if/when provisions within the Housing Opportunity through Modernization Act of 2016 (HOTMA) affecting the deduction of medical expenses becomes effective.

RHA is amending this activity further by requiring participants to self-certify actual expenses rather than allowing all participants to simply receive the simplified medical deduction regardless of whether or not the household incurs the expense. This self-certification will include whether or not the household has actual out of pocket medical expenses and if those expenses incurred include Medicare premiums or supplements.

A hardship policy was established in RHA's FY 2016 MTW Annual Plan in the event a participant wished to have their portion of rent calculated based on unreimbursed medical expenses contrary to this activity. Pursuant to the hardship policy, a three person committee was established by RHA to review all requests for hardship. Prior to being considered for a hardship and referred to the established committee, participants are required to meet all of the criteria set forth in RHA's MTW Annual Plan and internal hardship procedure. Once the hardship is submitted, the three person committee will review all of the detailed expenses provided and determine whether the requested hardship is warranted. If any part of the established criteria is not met, a hardship will not be granted.

**Metric/baseline/benchmark changes:**

RHA does not anticipate any metric/baseline/benchmark changes in FY 2018.

**Authorization changes?**

RHA does not anticipate any Attachment C authorization changes.

## **2016-02: Redefine near-elderly person**

**Description:**

In FY 2016, RHA implemented a change to the near-elderly definition for its PH program to limit it to persons who are at least 55 years of age but below the age of 62. These newly defined households were treated as "elderly" to allow for their admission from the waiting list to one of RHA's senior PH complexes. RHA anticipates that this activity will increase the number of eligible families for referral to these PH units without raising concerns with current residents regarding potential lifestyle conflicts.

**Status:**

This activity was implemented in FY 2016 and will continue in FY 2018.



By redefining near-elderly and allowing these households to be treated as “elderly” for admission to RHA’s senior PH complexes, the affordable housing opportunities for these individuals is expected to increase substantially. Implementation of this policy change does not qualify the near-elderly family for the Elderly/Disabled Allowance, triennial recertification schedule or Simplified Medical Deduction.

**Anticipated changes/modifications to activity:**

RHA does not anticipate any changes/modifications to this activity.

**Metric/baseline/benchmark changes:**

RHA does not anticipate any metric/baseline/benchmark changes in FY 2018.

**Authorization changes?**

RHA does not anticipate any Attachment C authorization changes.

**2016-04: Allow HCV participants to lease units that exceed the 40% rent burden**

**Description:**

Under HUD’s rules, the HCV program limits tenant rent plus utilities to no more than 40% of monthly adjusted income when the family first receives voucher assistance in a particular unit. Once a family is on the program they are permitted to go higher if the family stays in place. In some cases, tenancy is not approved because the tenant’s portion of rent exceeds the maximum 40% rent burden by a relatively small amount.

In FY 2016, RHA began allowing HCV participants, at their option, to lease units that exceed the 40% maximum rent burden. However, the maximum initial rent burden cannot exceed 50% of monthly adjusted income at the time of approving tenancy and executing a HAP contract. RHA anticipates that implementation of this activity will offer HCV participants a choice of housing in accordance with their individual financial circumstances. This new policy allows participants to choose housing that is more costly than otherwise permitted under HUD regulations should they opt to live in lower poverty neighborhoods with better schools and employment opportunities.

**Status:**

This activity was implemented in FY 2016 and will continue in FY 2018. To date, four HCV households have opted to lease units that exceed the 40% rent burden.

**Anticipated changes/modifications to activity:**

RHA does not anticipate any changes/modifications to this activity.

**Metric/baseline/benchmark changes:**

RHA does not anticipate any metric/baseline/benchmark changes in FY 2018.

**Authorization changes?**

RHA does not anticipate any Attachment C authorization changes.





## **2016-05: Eliminate Earned Income Disallowance (EID)**

### **Description:**

Earned Income Disallowance (EID) allows eligible tenants in the PH and HCV programs to increase their incomes through employment without triggering rent increases. The resulting income increase is fully excluded for 12 months and 50% excluded for an additional 12 months. Under the "Streamlining Administrative Regulations for Public Housing, Housing Choice Voucher, Multifamily Housing, and Community Planning and Development Programs" published on March 8, 2016, the duration for this exclusion of wages was revised from 48 months to 24 months. However, each eligible family member may be in a different exclusion phase or month count, which remains burdensome for PHA staff to track.

### **Status:**

This activity was implemented in FY 2016 and will continue in FY 2018.

In FY 2016, RHA eliminated the HUD-mandated EID from the calculation of rent. Following the approval of the FY 2016 MTW Annual Plan on August 25, 2015, RHA stopped enrolling new households in EID. In order to alleviate the impact that this may have on rent calculations for some PH residents and HCV participants, existing EID participants were allowed to keep their benefits for one year following plan approval; after which time, they had their EID benefits eliminated upon their first annual recertification or immediately following the termination of employment income.

### **Anticipated changes/modifications to activity:**

RHA does not anticipate any changes/modifications to this activity.

### **Metric/baseline/benchmark changes:**

RHA does not anticipate any metric/baseline/benchmark changes in FY 2018.

### **Authorization changes?**

RHA does not anticipate any Attachment C authorization changes.

## **2016-06: Disregard earned income of PH household members, age 18-20, who are not the head of household or co-head**

### **Description:**

HUD regulations for PH residents require that earned income of adult children, between the ages of 18 and 20, be factored into the household's rent. In many cases where an adult child works, the head of household has no control over the child's willingness to contribute to the rent. In some cases, this increased rent burden may place the family at risk for being terminated from the program if the head of household is unable to pay their portion of the increased rent.

In FY 2016, RHA began providing these adult children, ages 18-20 who live in PH and are not the head of household or co-head, an incentive to pursue employment and become economically self-sufficient by revising the definition of countable income. This revision excludes all earned income for these young adults when determining rent for the entire household.



RHA anticipates that this activity will create an incentive for young people in the PH program to seek and maintain work as doing so will not increase the amount of rent paid by the family.

**Status:**

This activity was implemented in FY 2016 and will continue in FY 2018. Currently, RHA is disregarding the earned income of 18 PH household members, between the ages of 18-20 who are not the head of household or co-head.

**Anticipated changes/modifications to activity:**

RHA does not anticipate any changes/modifications to this activity.

**Metric/baseline/benchmark changes:**

RHA does not anticipate any metric/baseline/benchmark changes in FY 2018.

**Authorization changes?**

RHA does not anticipate any Attachment C authorization changes.

**2016-07: Implement a \$75 fee for each additional HQS inspection when more than two inspections are required**

**Description:**

Currently RHA is required to conduct a re-inspection on units that fail an annual HQS inspection to ensure that the owner/manager has corrected the noted violations. If the unit fails HQS, the owner/manager is notified in writing of the deficiencies and repairs that need to be made within 30 days. If the owner/manager does not take the required corrective action within the specified time period, RHA can abate the HAP beginning 30 days from the date of the first inspection until the required work is totally complete. Frequently, a third inspection is required to verify the completion of the noted deficiencies.

To encourage owners/managers to correct the noted violations quickly and provide RHA's clients with safer living conditions, RHA began to assess a \$75 fee for each additional HQS inspection. This fee commences when more than two HQS inspections are required due to the owner/manager's failure to complete the necessary repairs. The fee for the inspection does not remove the abatement of the subsidy, but rather seeks to cover the administrative costs of conducting a third inspection that would not have been required had the owner/manager corrected the noted violations in a timely manner. The owner/manager cannot pass this fee on to the tenant.

Owners/managers frequently request extensions to complete the necessary repairs prior to the third inspection, and RHA anticipates that this will continue. However, upon implementation of this activity, extensions are no longer granted for more than 30 days following the date of the second inspection except under certain circumstances which are approved by RHA.

**Status:**

This activity was implemented in FY 2016 and will be ongoing in FY 2018.



**Anticipated changes/modifications to activity:**

RHA does not anticipate any changes/modifications to this activity.

**Metric/baseline/benchmark changes:**

RHA does not anticipate any metric/baseline/benchmark changes in FY 2018.

**Authorization changes?**

RHA does not anticipate any Attachment C authorization changes.

**2016-08: Expand Project Based Voucher Program**

**Description:**

RHA allocates PBVs to RHA-owned units which are utilized in several of RHA's housing programs and to assist RHA's local nonprofit partners in housing high risk families who have immediate housing needs. On May 11, 2016, RHA received approval to amend its FY 2016 MTW Annual Plan to allow for the expansion of its PBV program.

This expansion allows for the allocation of up to 50 PBVs to privately owned properties in exchange for the owner's commitment to provide affordable housing to individuals and/or families who are experiencing homelessness. In order to implement the activity effectively, RHA also received approval to remove the 25% per building cap established in 24 CFR §983.56 for all PBVs assigned under this activity.

**Status:**

This activity was implemented in FY 2016 and will be ongoing in FY 2018.

Through a competitive process, RHA assigned 25 PBVs to privately owned units in FY 2017. An additional 25 PBVs will be awarded in FY 2018 utilizing this same process.

**Anticipated changes/modifications to activity:**

RHA does not anticipate any changes/modifications to this activity.

**Metric/baseline/benchmark changes:**

RHA does not anticipate any metric/baseline/benchmark changes in FY2018.

**Authorization changes?**

RHA does not anticipate any Attachment C authorization changes.

**2017-01: Increase verified application data for HCV applicants**

**Description:**

RHA's S8 Admin Plan and federal regulations require that information submitted by each applicant be verified by staff to ensure that the data provided by the applicant that was used to determine eligibility, priority status, HAP to be paid and voucher size is true and complete. The S8 Admin Plan stipulates that RHA will verify this information through four methods of



verification acceptable to HUD in the following order of preference: (1) Upfront Income Verification using HUD's Enterprise Income Verification System, (2) Upfront Income Verification using non-HUD system, (3) Third Party Verification dated within the 60-day period preceding RHA's request date, and (4) Certification/Self-Declaration.

Per CFR §982.201(e), RHA must receive information verifying that an applicant is eligible for the HCV program within the period of 60 days prior to the issuance of a voucher to the applicant. Information not subject to change (i.e.: date and place of birth) does not need to be re-verified. Information that is subject to change, which was verified more than 60 days prior, must be re-verified close to certification of the applicant's file. If there is a delay after the file has been certified and referred to the HCV program that would cause an applicant to not lease up, the voucher will be suspended while the information is re-verified. If changes are reported late, the file will be referred back to the Admissions staff to obtain written verification and to determine their effect on eligibility, rent and unit size.

The amount of time RHA staff spend following-up and tracking third-party verification requests is significant and often results in information that is no more reliable than the documents provided by the applicants directly. To streamline the admissions process, reduce the amount of time required by staff, and decrease the time necessary to build a qualified applicant pool, RHA received approval to extend the length of time that all verified application data related to income is deemed valid for the HCV program to 120 days. Furthermore, this activity also allows stable income verifications, such as pensions and Social Security award letters, to be valid for the current year.

Once verification has been received and a voucher has been issued, the verification will continue to be valid if dated within 120 days of the date of the issuance of a voucher at the briefing session, provided that there have been no changes in the source or amount of income. Should the family's source or amount of income change between the date reported and the date of the briefing session, verification of the change will be required. If there is reason to believe that the verification is no longer valid, updated verifications will be required.

**Status:**

This activity was implemented in FY 2017 and will be ongoing in FY 2018.

**Anticipated changes/modifications to activity:**

RHA does not anticipate any changes/modifications to this activity.

**Metric/baseline/benchmark changes:**

RHA does not anticipate any metric/baseline/benchmark changes in FY2018.

**Authorization changes?**

RHA does not anticipate any Attachment C authorization changes.



## **2017-02: Asset threshold to determine eligibility for admission**

### **Description:**

Under 24 CFR §5.609, annual income is defined to include amounts derived (during the 12-month period) from assets to which any member of the family has access. Income resulting from any assets held by the family must be calculated and included when determining program eligibility and rent portions. However, under HUD's current guidelines, there is no limit on the amount of assets a family may have access to prior to determination of eligibility.

In order to serve those applicants who are most in financial need, RHA received approval to establish an asset threshold when determining eligibility for admission to its housing programs. Should an applicant have combined assets with a cash value of more than \$50,000, or ownership interest in a suitable dwelling unit which they have a legal right to reside in, they are now determined to be ineligible for admission.

### **Status:**

This activity was implemented in FY 2017 and will be ongoing in FY 2018.

### **Anticipated changes/modifications to activity:**

RHA does not anticipate any changes/modifications to this activity.

### **Metric/baseline/benchmark changes:**

RHA does not anticipate any metric/baseline/benchmark changes in FY 2018.

### **Authorization changes?**

RHA does not anticipate any Attachment C authorization changes.

**B. Not yet implemented activities**

The activities discussed in this section have previously been approved by HUD, but not yet implemented by RHA. The following table provides an overview of each of the approved MTW activities that have not yet been implemented including the year it was identified, the primary statutory objective(s) the activity is intended to impact and the Authorization(s) cited.

MTW activities approved but not yet implemented				
Activity #	Plan Year Approved	Activity Name	Statutory Objective(s)	Authorization(s)
2016-03	2016	Time limited vouchers and redesign of traditional FSS Program	Create incentives for families to work, seek work or prepare for work <u>and</u> reduce costs and achieve greater cost effectiveness <u>and</u> increase housing choices for low-income families.	Attachment C Section D.1.b., Section D.1.c., Section D.2.d., and Section E.  Attachment D Use of MTW Funds

**2016-03: Time limited vouchers and redesign of traditional FSS Program****Description:**

In FY 2016, RHA proposed and received approval to establish a five-year time limit for all new non-elderly/non-disabled applicants participating in the HCV program with the goal of promoting self-sufficiency and increasing housing opportunities. Furthermore, to better serve existing HCV and PH FSS participants and all new non-elderly/non-disabled HCV participants with time limited vouchers, RHA received approval to redesign the traditional HCV and PH FSS Program.

**Time limited vouchers:**

In an effort to assist more families in need and promote self-sufficiency, work-able non-elderly/non-disabled households receiving subsidies will be given an impetus to become self-sufficient and cycle off of the program through the implementation of five-year time limited vouchers. Prior to being issued a time limited voucher, all new non-elderly/non-disabled applicants will be required to attend an in depth, eight hours financial literacy class conducted by the FGC. Should a family choose not to participate in the class, they will be removed from the HCV wait list entirely and will need to reapply.

In addition to the mandatory financial literacy class, all new non-elderly/non-disabled HCV participants will meet with an FSS Coordinator within three months of lease up to create an ITSP. The ITSP will outline the family's goals to achieve self-sufficiency within five years. All time limited voucher holders will also be required to meet annually, at minimum, with an FSS Coordinator to review the ITSP and track their progress.

**Redesign of traditional FSS Program:**

In order to better serve existing HCV and PH FSS participants and all new non-elderly/non-disabled HCV participants with time limited vouchers, the traditional HCV and PH FSS Program



will be redesigned. The redesign will eliminate the escrow accrual for all new HCV participants while allowing PH FSS participants to continue to participate in FSS with the traditional escrow accrual; however, upon successful completion of the FSS Program, the PH resident will only receive their escrow balance upon forfeiture of their housing assistance. Should the family choose to forfeit the balance of the accrued escrow, they will be allowed to maintain their PH unit. All current/existing HCV and PH FSS participants will be allowed to continue their escrow accrual through the expiration of their FSS contracts and maintain housing assistance under current FSS Program guidelines.

**Update on implementation:**

In FY 2014, RHA began issuing vouchers limited to five years as part of a Rent Reform Controlled Study (Activity 2014-03) within the HCV program. RHA continues to work with UNR to evaluate the continuing effects and changing statuses of families participating in the Rent Reform Controlled Study. Several of the participants leased up under the Study Group have transitioned into their third year on the program, at which time, they experienced their first rent increase. To properly gauge whether increases in income that do not affect a household's rent and whether or not limiting vouchers to five years is incentive enough for families to become self-sufficient, implementation of this activity on all non-elderly/non-disabled HCV participants has been postponed.

**Timeline for implementation:**

An exact date for implementation of this activity is not known at this time.



**C. Activities on hold**

Not applicable. RHA does not have any activities on hold.

**D. Closed Activities**

The activities discussed in this section have previously been approved by HUD, but closed by RHA. The following table provides an overview of each of the approved MTW activities that have been closed by RHA including the year it was identified and implemented, the primary statutory objective(s) the activity was intended to impact and the Authorization(s) cited.

Closed MTW activities					
Activity #	Fiscal Year Implemented	Fiscal Year Closed	Activity Name	Statutory Objective(s)	Authorization(s)
2014-07	2014	2017	Alternate HQS verification policy	Reduce costs and achieve greater cost effectiveness.	Attachment C Section D.5.
2015-04	2015	2018	Required Savings Plan for Earned Income Disallowance (EID) PH clients	Create incentives for families to work, seek work or prepare for work.	Attachment C Section E.

**2014-07: Alternate HQS verification policy****Description:**

HCV units that pass the HQS inspection on the first visit will not be inspected until two years following the passed inspection, as long as both the landlord and HCV participant sign a certification that the unit is in good repair. If the landlord and HCV participant do not each certify or agree on the condition of the unit, an annual HQS inspection is conducted. The year following a successful self-certification, RHA will conduct a standard HQS inspection. This activity was originally implemented in FY 2014.

**Reason for close out:**

As HUD is now allowing for Biennial HQS Inspections through Section 220 of the 2014 Appropriations Act, this activity was closed out in FY 2017 and will no longer be reported on.

**2015-04: Required Savings Plan for Earned Income Disallowance (EID) PH clients****Description:**

EID allows eligible residents in the PH program to increase their incomes through employment without triggering rent increases. When any assisted participant in the PH program, who is unemployed or under-employed, obtains a job or increases their wages, they are eligible for the EID benefit.

While the goal of EID is to motivate people who qualify for the program to accept employment, PH EID participants are often unable to maintain steady employment and frequently have issues



once the EID period runs out because they have not learned how to effectively manage their money. To encourage PH residents to think more about their finances and ultimately prepare for the end of the EID period, in FY 2015 RHA began requiring all EID PH residents to participate in a savings plan through the Financial Guidance Center (FGC). Participation in the program required a \$50 per month minimum deposit into one of two identified savings options. Those PH residents who choose not to participate in the savings plan, opted out of EID.

**Reason for close out:**

RHA received approval through Activity 2016-05 to eliminate the HUD-mandated EID from the calculation of rent. In order to alleviate the impact that this would have on rent calculations for some PH residents and HCV participants, EID participants were allowed to keep their benefits for one year following plan approval. After this initial year, all participants will have their EID benefits eliminated upon their first annual recertification or immediately following the termination of employment income.

As these participants will have all been phased off of the EID program by the beginning of FY 2018, this activity will be closed out and no longer reported on.



## V. Sources and Uses of Funds

This section includes summary budget information for FY 2018 including planned sources and uses for MTW funds. It is important to note that the Sources and Uses of MTW Funds as reported in RHA's FY 2017 MTW Annual Plan was based on the consolidated FDS submission which included Washoe Affordable Housing Corporation, Business Activities and other non-MTW programs. All non-MTW programs have been excluded from the FY 2018 MTW Annual Plan.

Based on the agency's FY 2016 Audited FDS submission, RHA predicts that expenses will be \$819k greater than revenue during the plan year for all MTW-related programs combined. In order to offset the deficit, RHA plans to use surplus funds from Business Activities, Washoe Affordable Component Unit and COCC. Additionally, RHA may request to use some HUD Held Reserves in order to combat rising rents within the local community.

### A. MTW Plan - Sources and Uses of MTW Funds

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

*PHAs shall provide the estimated sources and amounts of MTW funding by FDS line item.*

Sources		
FDS Line Item	FDS Line Item Name	Dollar Amount
70500 (70300+70400)	Total Tenant Revenue	\$2,308,603
70600	HUD PHA Operating Grants	\$20,546,183
70610	Capital Grants	\$528,527
70700 (70710+70720+70730+70740+70750)	Total Fee Revenue	\$0
71100+72000	Interest Income	\$10,883
71600	Gain or Loss on Sale of Capital Assets	\$14,345
71200+71300+71310+71400+71500	Other Income	\$18,282
<b>70000</b>	<b>Total Revenue</b>	<b>\$23,426,823</b>

**Estimated Uses of MTW Funding for the Fiscal Year***PHAs shall provide the estimated uses and amounts of MTW spending by FDS line item.***Uses**

<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	\$3,608,697
91300+91310+92000	Management Fee Expense	\$1,275,101
91810	Allocated Overhead	\$0
92500 (92100+92200+92300+92400)	Total Tenant Services	\$265,782
93000 (93100+93600+93200+93300+93400+93800)	Total Utilities	\$563,768
93500+93700	Labor	\$0
94000 (94100+94200+94300+94500)	Total Ordinary Maintenance	\$1,841,729
95000 (95100+95200+95300+95500)	Total Protective Services	\$0
96100 (96110+96120+96130+96140)	Total Insurance Premiums	\$131,911
96000 (96200+96210+96300+96400+96500+96600+96800)	Total Other General Expenses	\$219,780
96700 (96710+96720+96730)	Total Interest Expense and Amortization Cost	\$0
97100+97200	Total Extraordinary Maintenance	\$0
97300+97350	Housing Assistance Payments + HAP Portability-In	\$15,203,954
97400	Depreciation Expense	\$1,135,393
97500+97600+97700+97800	All Other Expenses	\$0
<b>90000</b>	<b>Total Expenses</b>	<b>\$24,246,115</b>



### Describe the Activities that Will Use Only MTW Single Fund Flexibility

- Rent credits will be provided as an incentive to FSS Lite Program participants who sign an FSS Lite agreement and accomplish one of the predetermined self-sufficiency goals identified in their ITSP. The approximate cost for this incentive in the coming year is \$20,000 which will be covered using single fund flexibility.
- RHA continues to work with UNR to conduct ongoing data analysis of the Mobility Demonstration and Rent Reform Controlled Study participants. The cost of this agreement is \$12,000 per year.
- To assist RHA's FSS Coordinators, up to three UNR interns will be hired to provide self-sufficiency centered services at an approximate cost of \$48,494.
- A Landlord Incentive Program will be established to improve landlord retention and build future participation. The approximate cost for this incentive program in the coming year is \$70,000.

### B. Local Asset Management Plan (LAMP)

#### Local Asset Management Plan

Is the PHA allocating costs within statute?

**Yes**

or

**No**

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

**Yes**

or

**No**

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

Has the PHA provided a LAMP in the appendix?

**Yes**

or

**No**

RHA is not implementing a LAMP.



## **VI. Administrative**

### **Attachment A:**

Certifications of Compliance signed by the Chairman of the Board of Commissioners and Board Resolution 17-03-03 RH approving the content and submission of the FY 2018 MTW Annual Plan.

### **Attachment B:**

The FY 2018 MTW Annual Plan was made available for public review on RHA's website beginning February 3, 2017. The plan remained available for review and comment until the Board of Commissioners approval on March 28, 2017.

### **Attachment C:**

An invitation for public review and comment was included in the Housing Reporter, RHA's tenant newsletter. This edition of the newsletter, announcing the availability of RHA's plan for review and comment as well as the date of the scheduled public hearing, was mailed to all PH residents, HCV participants and other local officials on January 27, 2017.

### **Attachment D:**

The FY 2018 MTW Annual Plan was advertised in the Reno Gazette Journal on January 27, 2017 and February 3, 2017. This advertisement also announced/included the date of RHA's public hearing. A public hearing to discuss the plan and receive comments was held on March 6, 2017 at 6:00 PM in Silverada Manor's Community Room. No comments were received prior to the public hearing, which was attended only by RHA staff.

### **Attachment E:**

The FY 2018 MTW Annual Plan was discussed at multiple Resident Advisory Board and Resident Council meetings beginning in December 2016. The plan continued to be discussed at all meetings of the Resident Councils through March 2017.

### **Attachment F:**

The Annual Statement/Performance and Evaluation Report (HUD 50075.1) for MTW and non-MTW Capital Fund grants for each grant that has unexpended amounts, including estimates for the plan year.

### **Attachment G:**

The Capital Fund Program/Five-Year Action Plan (HUD 50075.2) for future MTW and non-MTW Capital Fund grants through RHA's FY 2021.

### **Attachment H:**

Certification of Consistency with the Consolidated Plan.

### **Attachment I:**

UNR Evaluation Overview



## Attachment A: Certifications of Compliance signed by Board Chairman

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

Form 50900: Elements for the Annual MTW Plan and Annual MTW Report	
Attachment B	
Certifications of Compliance	
<b>Annual Moving to Work Plan Certifications of Compliance</b>	<b>U.S. Department of Housing and Urban Development Office of Public and Indian Housing</b>
<b>Certifications of Compliance with Regulations: 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>July 1, 2017</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>	

Attachment B  
31





## Attachment A: Certifications of Compliance signed by Board Chairman (continued)

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.

Housing Authority of the City of Reno

NV001

PHA Name

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)

Dick Scott

Chairman, Board of Commissioners

Name of Authorized Official

Title



3/28/17

Signature

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.



## Attachment A: Board Resolution 17-03-03 RH

### HOUSING AUTHORITY OF THE CITY OF RENO RESOLUTION 17-03-03 RH

A RESOLUTION APPROVING THE CONTENT AND SUBMISSION OF THE AUTHORITY'S FY 2018 MOVING TO WORK ANNUAL PLAN AND CERTIFICATIONS OF COMPLIANCE TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD)

WHEREAS, the Housing Authority of the City of Reno's Moving to Work (MTW) agreement was signed by Sandra B. Henriquez, Assistant Secretary of the U.S. Department of Housing and Urban Development (HUD) on June 27, 2013, and

WHEREAS, the U.S. Department of Housing and Urban Development requires an annual submission of a Moving to Work plan and Certifications of Compliance;

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Commissioners of the Housing Authority of the City of Reno as follows:


1. That the Board of Commissioners hereby authorizes and directs the Executive Director to submit the Authority's FY 2018 Moving to Work Plan and Certifications of Compliance.
2. That the Housing Authority of the City of Reno (RHA) 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 RHA conducted a public hearing to discuss the Plan and invited public comment.
3. That RHA took into consideration public and resident comments (including those of its Resident Advisory Board and Resident Councils) before approval of the Plan by the Board of Commissioners in order to incorporate any public comments into the Annual MTW Plan.
4. That RHA certifies that the Board of Commissioners 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.
5. That RHA 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.
6. That the Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which RHA is located.
7. That 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 RHA's jurisdiction and a description of the manner in which the RHA Plan is consistent with the applicable Consolidated Plan.
8. That RHA 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 RHA's involvement and maintain records reflecting these analyses and actions.
9. That RHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. That RHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement Standards and Requirements for Accessibility by the Physically Handicapped.
11. That RHA 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.

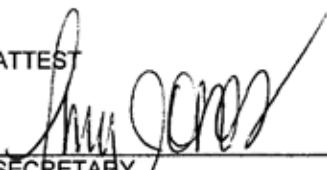


**Attachment A:** Board Resolution 17-03-03 RH (continued)

12. That RHA will comply with requirements with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.
13. That RHA 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.
14. That RHA 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.
15. That RHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.1059(a).
16. That RHA 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, RHA 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.
17. That with respect to Public Housing RHA 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.
18. That RHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
19. That RHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.
20. That RHA 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).
21. That RHA 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.
22. That 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 RHA and at all other times and locations identified by RHA in its Plan and will continue to be made available at least at the primary business office of RHA.
23. This Resolution is to be effective upon the date of its adoption.

ADOPTED THIS 28 DAY OF March, 2017.

  
CHAIRPERSON

ATTEST  
  
SECRETARY





## Attachment B: FY 2018 Plan posted on RHA's website beginning February 3, 2017

2/3/2017

Reno Housing Authority



February 3, 2017

RENO HOUSING AUTHORITY | Serving Reno, Sparks, and Washoe County

### HOME

### ABOUT RHA

### BOARD MEETINGS

### PUBLIC HOUSING

### RENTAL ASSISTANCE

### MTW

### EMPLOYMENT

### RENTAL PROPERTIES

### YORKSHIRE TERRACE

### SECTION 3

### NSP2

### NEWS REPORTS

### RFP

### XERISCAPING

### LINKS

Reno Housing Authority  
1525 East Ninth Street  
Reno, Nevada 89512

office: 775.329.3630  
fax: 775.786.1712  
tddy: 775.331.5138 ext. 204

## Our History

Public Housing in this country was established by the U.S. Housing Act of 1937. The purpose of the Act was to provide homes for those of low and moderate income and to provide jobs for the unemployed. The Housing Authority of the City of Reno ("Reno Housing Authority" or "RHA"), was founded six years later, in October 1943, as a municipal corporation under Nevada Revised Statute 315. Since its founding, RHA has also been appointed as the Public Housing Authority for the City of Sparks and Washoe County.



## Current Operations

RHA currently owns and manages 764 units of Public Housing (475 for families) in eight different locations in the City of Reno and Sparks under the Public Housing programs and, through the use of the Neighborhood Stabilization Programs and other funding, owns over 100 rental properties specifically targeted for low income households. RHA also provides housing subsidies to more than 2,500 low income families in Reno, Sparks, and Washoe County through Rental Assistance programs.



Comuníquese con la Autoridad de Viviendas de Reno al (775)329-3630 en caso de que necesite una forma diferente de comunicación que no sea verbal o por escrito en inglés.

## FY 2018 Moving to Work Annual Plan is available for public review and comment

RHA's FY 2018 MTW Annual Plan for the period July 1, 2017 - June 30, 2018 is available for public review and comment from February 3, 2017 through March 27, 2017 at RHA's Administrative Office, 1525 E. Ninth St., Reno, NV 89512 and on the website [here](#). An overview of the FY 2018 proposed activities can be found [here](#). Comments on the draft fifth year MTW Annual Plan must be received by close of business day on Monday, March 27, 2017.

A Public Hearing to answer questions and receive comments will be held Monday, March 6, 2017 at 6:00 p.m. at Silverada Manor's Community Room, 1400 Silverada Blvd., Reno, NV 89512.

## Wait-List Announcement

RHA is pleased to announce the opening of the following wait lists:

- Public Housing Family Complex wait-lists for 2, 3, and 4 bedrooms; Stead Manor wait-list; Senior Complex wait-lists for 0, 1, and 2 bedrooms; and Project Based Voucher wait-lists for 3 and 4 bedrooms effective May 17, 2016.
- Project Based Voucher wait-list for 1 bedroom effective September 19, 2016.

To apply, please fill out [this application](#) (prints on legal size paper) and return it to RHA's Admissions Office at 1525 East 9th St., Reno, NV 89512.

<http://www.renoha.org/>

1/2



## Attachment B: FY 2018 Plan posted on RHA's website beginning February 3, 2017

2/3/2017

Reno Housing Authority

### RHA is a HUD "High Performer"

The United States Department of Housing and Urban Development (HUD) has developed rating systems to measure the performance of housing authorities across the country.

HUD's Real Estate Assessment Center (REAC) performs physical inspections of rental housing that is owned, insured or subsidized by HUD. RHA's most recent REAC inspections in September and October of 2014 received extremely high scores. These scores are out of a possible 100 points.

Tom Sawyer Village	97
John McGraw Court	99
Mineral Manor	95
Myra Birch Manor	97

Hawk View Apartments	91
Essex Manor	97
Stead Manor	95
Silverada Manor	96

### Section 504 Notice of Nondiscrimination

It is the policy and intention of the Housing Authority of the City of Reno to comply in all of its policies and procedures affecting all of its programs and activities, including employment and housing, with all federal, state, and local regulations, prohibiting discrimination on the basis of race, color, sex, sexual orientation, national origin, religion, age, family status or disabilities. As part of this compliance RHA has a reasonable accommodation/reasonable modification policy for persons with disabilities. RHA will not directly or through contractual licensing or other arrangements permit or engage in such discrimination in its federally assisted programs and activities.

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## Attachment B: FY 2018 Plan posted on RHA's website beginning February 3, 2017

2/3/2017

Reno Housing Authority



February 3, 2017



RENO HOUSING AUTHORITY | Serving Reno, Sparks, and Washoe County

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tddy: 775.331.5138 ext. 204

### Moving to Work

The Housing Authority of the City of Reno (RHA) is one of 39 housing authorities across the country participating in the U.S. Department of Housing and Urban Development's (HUD) Moving to Work (MTW) program. MTW allows agencies to propose and test innovative, locally-designed approaches to administering housing programs and self-sufficiency strategies. Using MTW flexibility, RHA proposes and implements alternatives to certain federal regulations which are spelled out in an agreement between HUD and the agency.

The MTW program has three primary objectives:

- Reduce costs and achieve greater cost-effectiveness in federal expenditures
- Give incentives to families to become economically self-sufficient
- Increase housing choices for low-income families

Each year, as part of its MTW agreement, RHA proposes activities planned for the following year and implements them after receiving HUD's approval.

At the end of the fiscal year, RHA is required to submit an annual report to HUD. The report details RHA's accomplishments in the areas of housing choice, self-sufficiency and cost effectiveness, and follows the required outline and format established in Attachment B of RHA's executed MTW agreement with HUD.

### FY 2018 MTW Annual Plan is available for public review and comment

RHA's FY 2018 MTW Annual Plan for the period July 1, 2017 - June 30, 2018 is available for public review and comment from February 3, 2017 through March 27, 2017 at RHA's Administrative Office, 1525 E. Ninth St., Reno, NV 89512 and on the website [here](#). An overview of the FY 2018 proposed activities can be found [here](#). Comments on the draft fifth year MTW Annual Plan must be received by close of business day on Monday, March 27, 2017.

A Public Hearing to answer questions and receive comments will be held Monday, March 6, 2017 at 6:00 p.m. at Silverada Manor's Community Room, 1400 Silverada Blvd., Reno, NV 89512.

### FY 2017 MTW Annual Plan

RHA's FY 2017 MTW Annual Plan was approved by HUD on July 5, 2016. It is available for public review at RHA's Administrative Office, 1525 E. Ninth St., Reno, NV 89512 or on the website [here](#). An overview of the FY 2017 approved activities can be found [here](#).

### FY 2016 MTW Annual Plan Amendment

RHA's 2016 MTW Annual Plan Amendment was approved by HUD on May 11, 2016. It is available for public review at RHA's Administrative Office or on the website [here](#). A brief overview of the approved FY 2016 activities can be found [here](#).

RHA's 2016 MTW Annual Report was submitted to HUD on September 27, 2016. It is available for public review at RHA's Administrative Office or on the website [here](#).

### FY 2015 MTW Annual Plan and Annual Report

RHA's 2015 MTW Annual Plan was approved by HUD on August 6, 2014. It is available for public review at RHA's Administrative Office or on the website [here](#).

<http://www.rencha.org/index.php?id=MTW>

1/2



## Attachment B: FY 2018 Plan posted on RHA's website beginning February 3, 2017

2/3/2017

Reno Housing Authority

RHA's 2015 MTW Annual Report was submitted to HUD on September 30, 2015. It is available for public review at RHA's Administrative Office or on the website [here](#).

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### **RHA's Initial MTW Plan and Annual Report**

RHA's initial MTW Plan, approved by HUD on July 25, 2013, is available for public review at RHA's Administrative Office or on the website [here](#).

RHA's FY 2014 MTW Report is available for public review at RHA's main office or on the website [here](#).

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### Section 504 Notice of Nondiscrimination

It is the policy and intention of the Housing Authority of the City of Reno to comply in all of its policies and procedures affecting all of its programs and activities, including employment and housing, with all federal, state, and local regulations, prohibiting discrimination on the basis of race, color, sex, sexual orientation, national origin, religion, age, family status or disabilities. As part of this compliance RHA has a reasonable accommodation/reasonable modification policy for persons with disabilities. RHA will not directly or through contractual licensing or other arrangements permit or engage in such discrimination in its federally assisted programs and activities.

© 2017 Housing Authority of the City of Reno





## Attachment C: Excerpt from Housing Reporter, RHA's tenant newsletter (Winter 2016/2017)

# RHA'S MTW Plan Available for Public Comment

## Moving to Work (MTW) Demonstration Program Plan for Fiscal Year 2018



RHA's Moving to Work Plan for Fiscal Year (FY) 2018 is being reviewed and discussed at meetings of the Resident Advisory Board and all of the Resident Councils. It is available for public review at RHA's Administrative Offices at 1525 E. 9th Street or on RHA's website at [www.renoha.org](http://www.renoha.org).

### Planning for MTW

With HUD's approval, RHA staff have implemented a number of waivers designed to address at least one of the following MTW statutory objectives (1) reduce costs and achieve greater cost effectiveness in federal expenditures; (2) give incentives to families to obtain employment and become economically self-sufficient; and (3) increase housing choices for low-income families.

In FY 2018, RHA will be entering its fifth year as an MTW Agency. During the first four years, RHA implemented activities intended to simplify the administration of the Public Housing (PH) and Housing

Choice Voucher (HCV) programs. These activities include, but are not limited to, the simplification of utility allowances for HCV participants, triennial re-certifications for elderly/disabled participants on fixed incomes and the complete disregard of earned income for certain PH household members. RHA also implemented two key activities as part of its participation in MTW: (1) a Rent Reform Controlled Study within the HCV program and (2) a Mobility Demonstration for PH residents.

### Invitation for Public Comment on Draft FY 2018 MTW Plan

RHA invites residents and other interested parties to submit comments on its FY 2018 MTW Annual Plan for consideration prior to its adoption.

### Public comments should be submitted by *March 27, 2017*.

All written comments should be submitted so that they arrive at the RHA's Administrative Offices no

later than March 27, 2017. Comments should be mailed or hand delivered to:

**Kim Anhalt**  
MTW Coordinator  
Reno Housing Authority  
1525 East 9th Street  
Reno, NV 89512-3012

Comments may also be faxed to (775) 786-1712 or emailed to [kanhalt@renoha.org](mailto:kanhalt@renoha.org).

A public hearing regarding the proposed plan will be held at 6:00pm on Monday, March 6, 2017 at 1400 Silverada Boulevard in Reno. Written and oral comments on the MTW Plan will be accepted then or any time prior to consideration and adoption of the final MTW Plan during the regular meeting of RHA's Board of Commissioners on March 28, 2017.

Please direct any questions regarding the MTW Plan process to Deputy Executive Director Mishon Hurst or MTW Coordinator Kim Anhalt. Both can be reached at (775) 329-3630.



## Attachment D: Proof of Publication in Reno Gazette Journal

**RENO NEWSPAPERS INC**  
**Publishers of**  
**Reno Gazette-Journal**  
**955 Kuenzli St - P.O. Box 22,000 - Reno, NV 89520 - 775.788.6200**  
**Legal Advertising Office 775.788.6394**

RENO HOUSING AUTHORITY  
 1525 E 9<sup>TH</sup> STREET  
 RENO NV 89512

Customer Acct# REN-337409  
 PO# MTW DEMONSTRATION  
 Ad# 0001886131  
 Legal Ad Cost: \$203.00

**RECEIVED**  
**FEB - 8 2017**  
**RENO HOUSING AUTHORITY**

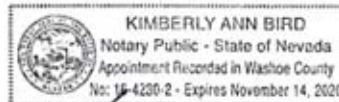
STATE OF NEVADA  
 COUNTY OF WASHOE

Being first duly sworn, deposes and says: That as the legal clerk of the Reno Gazette-Journal, a daily newspaper of general circulation published in Reno, Washoe County, State of Nevada, that the notice referenced below has published in each regular and entire issue of said newspaper between the date: 01/27/2017 - 02/03/2017, for exact publication dates please see last line of Proof of Publication below.

Subscribed and sworn to before me

Signed: \_\_\_\_\_

*Telicia*



**The Housing Authority of the City of Reno (RHA) is required to submit an Annual Plan for HUDs approval as part of its participation in HUDs Moving to Work (MTW)**

Publish Dates:  
 01/27/17, 02/03/17

*Kimberly Bird*

The Housing Authority of the City of Reno (RHA) is required to submit an Annual Plan for HUD's approval as part of its participation in HUD's Moving to Work (MTW) Demonstration Program. RHA's FY 2018 MTW Annual Plan for the period July 1, 2017 - June 30, 2018 will be available for public review and comment from February 3 - March 28, 2017 at RHA's Administrative Office, 1525 E. Ninth St, Reno, NV 89512 or on RHA's website at [www.renoha.org](http://www.renoha.org). Copies of the FY 2018 MTW Annual Plan may also be obtained by contacting Kim Anhalt, MTW Coordinator at (775) 329-3630; TDD/Y (775) 331-5126 ext. 204 or by email at [kimahl@renoha.org](mailto:kimahl@renoha.org). Comments on RHA's draft FY 2018 MTW Annual Plan must be received by close of business on Monday, March 27, 2017. A Public Hearing to answer questions and receive comments will be held at 4:00 PM on Monday, March 6, 2017 in Silverado Manor's Community Room, 1400 Silverado Blvd., Reno, NV 89512.

No 1886131

Jan 27, Feb 3, 2017

O: Kim  
 Chron

**Attachment E:** Resident Advisory Board meeting of December 19, 2016

**RESIDENT ADVISORY BOARD  
SIGN-IN SHEET  
December 19, 2016**

#	Name	Address	Telephone	e-mail address
1	✓ <i>Michael Conley</i>	<i>3626 Tommygo Dr Apt 11</i>	<i>384-6019</i>	
2	✓ <i>Shanell Williams</i>	<i>9341 Crystalline Drive</i>	<i>737-6111</i>	
3	✓ <i>Paul Carter</i>	<i>2570 E. Sawyer Dr Reno</i>	<i>775-251-3325</i>	
4	✓ <i>FRANK ROSEHA</i>	<i>3124 Dr. St. K. Church Dr</i>	<i>775-391-1117</i>	
5	✓ <i>MARY KELSE</i>	<i>IN FILE</i>	<i>ON FILE</i>	<i>NONE</i>
6	✓ <i>Lauren Hoffer</i>	<i>5080 Bravo Ave.</i>	<i>622-4792</i>	<i>no</i>
7	<i>Susan F Durkee</i>	<i>1810 Idlewild #36</i>	<i>233-5526</i>	<i>φ</i>
8	✓ <i>Ashmun Griffiths</i>	<i>111015 Camel Rock Dr</i>	<i>224-1253</i>	
9	✓ <i>Emily Eiler</i>	<i>9517 Black Canyon Dr.</i>	<i>843-6079</i>	
10	✓ <i>Timothy Hines</i>	<i>3777 Northstone Lane #1009 Reno, NV</i>	<i>420-0942</i>	
11	✓ <i>Ana Sanchez</i>	<i>739 Cardyle of Reno Dr #4506</i>	<i>(775) 3791020</i>	
12	✓ <i>Carol Jackson</i>	<i>1438 Silverado Blvd.</i>	<i>959-9448</i>	
13	<i>Angie Daniels</i>	<i>1376 Silverado Blvd</i>	<i>W40-1063</i>	<i>φ</i>
14				
15				
16				

RICINFORESADV0012.2013SIGNIN.FRM



**Attachment E:** Resident Advisory Board meeting of January 19, 2017

**RESIDENT ADVISORY BOARD  
SIGN-IN SHEET  
January 19, 2017**

#	Name	Address	Telephone	e-mail address
1	Glenn Sargent	Don Brown #7803	356 3879	glennsargent2016@gmail.com
2	Barbara Williams	4488 Silverado Blvd	359-2268	N/A
3	Marlene Conley	2670 Ten Square Dr NW	384-6019	
4	Carol Coker	28407 Sawyer Dr & B	291-3305	
5	Sheeta Wolfe	9841 Crystal Lake Drive	737-6111	
6	Frank Rose	3124 Bristol Branch	391-1117	
7	Lauren Holtzer	5080 Bravo Ave	622-4792	
8	Olivia Sanchez	739 Carlyle Ct 89506	(725) 3791020	
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RICINFORESADV2012 2013 SIGNIN.FRM





**Attachment E:** Silverada Manor Resident Council meeting of January 10, 2017

JAN 10, 2017

Silverada KC  
Meeting

Darbara Williams  
Shari Fedele

Shari Fedele

Gladys M. Rushing

Shari Lee

SANDY LEVIT

Karen J. Evans (Karl's sister)

Karl Evans

Shari Lee

Delores Keckler

Lan-Dee Parker

Melba D Price

Larry Joseph

Patricia Brown



**Attachment E:** Essex Manor Resident Council meeting of January 10, 2017

Meeting Sign-In Sheet

Resident Council:

Date: 1/10/17

☐ Stead Manor ☐ Hawk View ☒ Essex Manor ☐ Mineral Manor ☐ Myra Birch

	NAME	ADDRESS	PHONE NUMBER	DO YOU NEED COMMUNITY SERVICE HOURS (YES OR NO)
1	Stacy Phillips	740 Suffolk Ave.	378-7760	Yes
2	Shannan Smith	771 Devon Dr.	1086-3777	NO
3	Ana Sanchez	739 Calhoun	3791020	NO.
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Staff:				





**Attachment E:** Mineral Manor Resident Council meeting of January 11, 2017

**Resident Council Meeting Sign-In Sheet**

**Resident Council:** Mineral Manor

**Date:** 1/11/17

	NAME	ADDRESS	PHONE NUMBER	DO YOU NEED COMMUNITY SERVICE HOURS (YES OR NO)
1	Jessica Dellon	1970 Andesite	357 8250	yes
2	Brenda Green	1855 E 9th	432-1077	no
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**RHA Staff:** \_\_\_\_\_

**Attachment E:** Myra Birch Manor Resident Council meeting of January 12, 2017

## Meeting Sign-In Sheet

Resident Council:

Date: 1/12/17

☒ Stead Manor
 ☒ Hawk View
 ☒ Essex Manor
 ☒ Mineral Manor
 ☒ Myra Birch

	NAME	ADDRESS	PHONE NUMBER	DO YOU NEED COMMUNITY SERVICE HOURS (YES OR NO)
1	VALDRIE SMITH	3584 MAZZONE AVE APT H	384-6912	NO
2	Graham Cetta	3584 Carlos Ln	351-6334	NC
3	Shane Campagnola	3575 MAZZONE ①	530 8639	NO
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Staff:				



## RESIDENT COUNCIL MEETING SIGN-IN

DATE: 1/12/17

\* CR – Community Service Credit

**Attachment E:** Hawk View Apartments Resident Council meeting of February 2, 2017

<b>Resident Council Sign-In Sheet</b>				
Complex: <u>Hawk View</u> Date: <u>2/2</u>				
#	Name	Address	Phone Number	Community Service (Y or N)
1	Noreen L Bardon			
2	<del>Stephanie Bardon</del>		775-578-6055	N
3	Renee McWilliams	1524 Steelwood Ln #4	(775) 229-6387	N
4	Shanel Sanchez	2527 Tripp Dr #4	775-851-3072	NO
5	Angelica Perez	1520 Steelwood Ln #2	775 420 00 22	NO
6	Andrew McCurdy	2535 TRIPP	775-225-7629	No
7	DIANA TOLLIVER	1504 STEELWOOD LN. #2	702-773-8367	NO
8	Wladvaldo Benito	1620 Steelwood Ln #3	775-378-0527	No
9	DAVID KOCHER	1504 Steelwood		
10		Ln Apt 1	240-1141	No
11	Damar Ibanez	1544 Steelwood Ln	823-0758	NO
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**Attachment E:** Stead Manor Resident Council meeting of February 7, 2017**Resident Council Meeting Sign-In Sheet**Resident Council: SteadDate: 2/7/17

	NAME	ADDRESS	PHONE NUMBER	DO YOU NEED COMMUNITY SERVICE HOURS (YES OR NO)
1	Stephanie Davis	4912 Bravo Ave	247-4922	NO
2	Lauren Holtzer	5080 Bravo Ave	622-4792	NO
3	Jen			
4	Laini Misco	4912 Bravo Ave	379-6347	NO
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RHA Staff: Cathy, Amy, Oscar



**Attachment E:** Mineral Manor Resident Council meeting of February 8, 2017

**Resident Council Meeting Sign-In Sheet**

**Resident Council:** Mineral

**Date:** 2/8/17

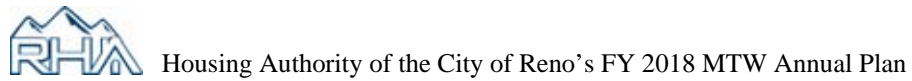
	NAME	ADDRESS	PHONE NUMBER	DO YOU NEED COMMUNITY SERVICE HOURS (YES OR NO)
1	Heade Choate	810 Borite	673-1378	N
2	George Clark	1845 Andesite Ave	221-7351	N
3	Levine Clark	1845 Andesite Ave	221-7351	N
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**RHA Staff:** \_\_\_\_\_









**Attachment E:** Myra Birch Manor Resident Council meeting of February 9, 2017

## RESIDENT COUNCIL MEETING SIGN-IN

RESIDENT COUNCIL: Myra Birch Manor

DATE: Feb. 9<sup>th</sup> 2017

[illegible]

\* CR – Community Service Credit

**Attachment E:** Silverada Manor Resident Council meeting of February 14, 2017**RESIDENT COUNCIL MEETING SIGN-IN**RESIDENT COUNCIL: Silverada ManorDATE: Feb 14, 2017

Name	Address	Telephone #	CS*
Jennifer Mitchell-Koppin	1416 Silverada Blvd	287-1691	
Sharon Fedele	1430 Silverada	686-9174	
Andrea Parker	1514 Silverada Blvd		
Melba Price	1528		
Arthur Woodhouse	2639 Canville Dr.	384-2484	
Rhonda Woodhouse	2639 Canville Dr.	384-2484	
Nobbie Santore	1482 Silverada	622-8638	
Sandy L. Sewin	1428 Silverada	815-5417	
AUNETTE BISCHOFF	1340 SILVERADA BLVD	355-5897	
Jeanne Spence	2641 Canville	388-1290	
Beri Duchesne	2647 Canville	358-0153	
Jessie Foster	2643 Canville		
Will Stogan	1485 Silverada	984-6127	
Sharon Lott	1414 Silverada	331-8425	
15 Gladys Kushing	2631 Canville Dr.		

\* CR - Community Service Credit

**Attachment E:** Essex Manor Resident Council meeting of February 14, 2017

## Meeting Sign-In Sheet

Resident Council:

Date: 2/14/17
☐ Stead Manor
 ☐ Hawk View
 ☒ Essex Manor
 ☐ Mineral Manor
 ☐ Myra Birch

	NAME	ADDRESS	PHONE NUMBER	DO YOU NEED COMMUNITY SERVICE HOURS (YES OR NO)
1	Ana Sainchy	739 Carlyle Ct	379 1020	NO
2	Stacy Phillips	740 Suffolk Cir.	378-7757	YES
3	Yvonne Wilsm	790 Devon Dr	409-4344	NO
4	Corey Pickens	↓ ↓	↓	
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Staff:				



**Attachment E:** Hawk View Apartments Resident Council meeting of March 2, 2017

<b>Resident Council Sign- In Sheet</b>				
Complex: <u>HAWK VIEW</u> Date: <u>3/2/17</u>				
#	Name	Address	Phone Number	Community Service (Y or N)
1	Renee McMillan	1524 Steelwood Ln #4	775-224-6387	NO
2	Noreen L Bardon	1544 Steelwood #3	775 303 9027	NO
3	Chanel Sanchez	2527 Tripp #4	(775) 351-3672	NO
4	Stephanie Bardon	1544 Steelwood #3	775-315-6035	NO
5	Angelica Perez	1520 Steelwood Ln #2	775 420 0022	NO
6	DIANA TOLLIVER	1504 STEELWOOD LN #2	702-773-8367	NO
7	Cladualda Benitez	1520 Steelwood #3	775-378-0507	NO
8	Juan Rivera-Benitez	1520 Steelwood Lane #3	775-954-8681	NO
9	Dumar Come	1544 Steelwood Ln #2	775-223-0758	NO
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**Attachment E:** Stead Manor Resident Council meeting of March 7, 2017**Resident Council Meeting Sign-In Sheet****Resident Council:** Stead**Date:** 3/7/17

	NAME	ADDRESS	PHONE NUMBER	DO YOU NEED COMMUNITY SERVICE HOURS (YES OR NO)
1	Stephanie Davis	4912 BRAVO AVE	247-4922	NO
2	Keward Gordon	5086 Cocoa Ave Reno	560-0070	NO
3	Neamouli Mickle	4960 Cocoa Ave	240-5502	NO
4	Lauren Hoffer	5080 Bravo Ave	622-4792	NO
5	Lulu Drisall	4912 COCOA AVE	379-6347	NO
6	Norma Garcia	4966 Bravo Ave	2505016	NO
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**RHA Staff:** \_\_\_\_\_



## RESIDENT COUNCIL MEETING SIGN-IN

DATE: March 9<sup>th</sup> 2017

\* CR – Community Service Credit



**Attachment F:** 2014 CFP (NV39-P001-50114) as of September 13, 2016 (page 1 of 4)

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>Grant Type and Number</b> Capital Fund Program Grant No: NV39P00150114 Replacement Housing Factor Grant No: Date of CFP:		<b>FFY of Grant: 2014</b> <b>FFY of Grant Approval:</b>	
<b>PHA Name: Housing Authority of the City of Reno</b>					
<b>Type of Grant</b> <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending: Summary by Development Account		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (revision no 5) <input type="checkbox"/> Final Performance and Evaluation Report	
<b>Line</b>		<b>Original</b>	<b>Revised<sup>1</sup></b>	<b>Obligated</b>	<b>Total Actual Cost<sup>1</sup> Expended</b>
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>2</sup>				
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)	87,806	87,806		
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	790,257	790,257		
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.

**Attachment F:** 2014 CFP (NV39-P001-50114) as of September 13, 2016 (page 2 of 4)

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

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

Part I: Summary		FFY of Grant: 2014 FFY of Grant Approval:			
PHA Name: Housing Authority of the City of Reno	Grant Type and Number Capital Fund Program Grant No: NV39P00150114 Replacement Housing Factor Grant No: Date of CFP:				
Type of Grant <input 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"/> Summary by Development Account	<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 5 ) <input type="checkbox"/> Final Performance and Evaluation Report			
Line		Total Estimated Cost Original	Revised <sup>2</sup>	Obligated	Total Actual Cost <sup>1</sup> Expended
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant: (sum of lines 2 - 19)				
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
Signature of Executive Director		Date 9/15/16		Signature of Public Housing Director	
				Date	

<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.

**Attachment F:** 2014 CFP (NV39-P001-50114) as of September 13, 2016 (page 3 of 4)

ANNUAL STATEMENT/ PERFORMANCE AND EVALUATION REPORT Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages									
PHA Name: Housing Authority of the City of Reno			Grant Type and Number Capital Fund Program Grant No: NV39P00150114 Replacement Housing Factor Grant No:			Federal FY of Grant: 2014			
Development Name	General Description Proposed Work Categories	Develop. Account Number	Total Estimated Cost			Total Actual Cost		Status of Proposed Work	
			Original	Difference	Revised	Funds Obligated	Funds Expended		
NV39-P001-001 MINERAL MANOR	Security improvements		0	21,960	21,960	0	0		
	PROJECT TOTAL	4%	0	21,960	21,960	0	0		
	Electrical Upgrades Water Heater replacements Landscape Improvements	1492 1492 1492	200,000 80,000 56,625	(177,610) 153,120 125	22,390 233,120 56,750	22,390 233,120 56,750	22,390 233,120 56,750	COMPLETED COMPLETED COMPLETED	
NV39-P001-002 TOM SAWYER	PROJECT TOTAL		336,625	(24,365)	312,260	312,260	312,260		
NV39-P001-003 SILVERADA MANOR	Hydronic Repairs	1492	180,000	(126,265)	53,735	53,735	53,735	COMPLETED	
	PROJECT TOTAL	9%	180,000	(126,265)	53,735	53,735	53,735		
	Appliance Replacement	1492	10,000	(10,000)	0	0	0		
NV39-P001-006 STEAD MANOR	PROJECT TOTAL		10,000	(10,000)	0	0	0		
NV39-P001-007 HAWK VIEW APARTMENTS	Appliance Replacement	1492	10,000	(4,357)	5,643	5,643	5,643	COMPLETED	
	PROJECT TOTAL	1%	10,000	(4,357)	5,643	5,643	5,643		
	Appliance Replacement Landscape Improvements Security Camera Improvements	1492 1492 1492	5,000 150,000 15,000	643 (9,365) 2,412	5,643 140,635 17,412	5,643 140,635 17,412	5,643 140,635 17,412	COMPLETED COMPLETED COMPLETED	



## Page | 82 of 108

PROJECT TOTAL		29%	170,000	(6,310)	163,690	163,690	
NV39-P001-010 MYRA BIRCH MANOR	Appliance Replacement	1492					COMPLETED
			5,000	8,481	13,481	13,481	
NV39-P001-018 McGRAW COURT	PROJECT TOTAL	2%	5,000	8,481	13,481	13,481	
		100%					
	PROJECT TOTAL						
	PHYSICAL IMPROVEMENTS TOTAL	1492	711,625	(140,856)	570,769	548,809	
		1492					
						0	0
	General Description Proposed Work Item Number	Develop Account Number	Total Estimated Cost	Total Actual Cost	Status of Proposed Work		
	Fees and Costs	1492 1430	Original	Difference	Revised	Funds Obligated	Funds Expended
NV39-P001-PHA WIDE			100,000		100,000	100,000	
	Fees & Costs Total		100,000	0	100,000	100,000	
	Administration	1410	87,806		87,806	87,806	
NV39-P001-PHA WIDE							
	Administration Total		87,806	0	87,806	87,806	
	Management Improvements	1492 1408					
	Upgrade Computer Systems		97,000	(20,000)	77,000	28,260	28,260
	Management Improvements Total		97,000	(20,000)	77,000	28,260	28,260
NV39-P001-PHA WIDE	Non Dwelling Equipment	1492					
	Computers / Telecommunications		16,000	23,488	39,488	39,488	0
	Non Dwelling Equipment Total		16,000	23,488	39,488	39,488	0
	Other Costs	1492	3,000	0	3,000	3,000	3,000
NV39-P001-PHA WIDE	Audit Costs						
	Other Costs Total		3,000	0	3,000	3,000	3,000
	Total Costs		1,015,431	(137,368)	878,063	807,363	767,875



**Attachment F:** 2015 CFP (NV39-P001-50115) as of November 2, 2016 (page 1 of 4)

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		Grant Type and Number		FFY of Grant: 2015	
PHIA Name: Housing Authority of the City of Reno		Capital Fund Program Grant No: NV39-P001-50115		FFY of Grant Approval:	
Date of CFP:		Replacement Housing Factor Grant No:			
Type of Grant		Summary by Development Account		Total Actual Cost <sup>1</sup>	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Reserve for Disasters/Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 3) <input type="checkbox"/> Final Performance and Evaluation Report			
Line		Original	Revised <sup>2</sup>	Obligated	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)	89,400	89,400	89,400	89,400
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	805,235	805,235	692,106	641,744
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.

**Attachment F:** 2015 CFP (NV39-P001-50115) as of November 2, 2016 (page 2 of 4)

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

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

Part I: Summary		Grant Type and Number Capital Fund Program Grant No: NV39-P001-50115 Replacement Housing Factor Grant No: Date of CFP:		FFY of Grant: 2015 FFY of Grant Approval:	
Type of Grant		Type of Grant		Type of Grant	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 4)	
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance and Evaluation Report	
Summary by Development Account		Summary by Development Account		Summary by Development Account	
Line		Original	Revised <sup>2</sup>	Obligated	Total Actual Cost <sup>1</sup>
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant: (sum of lines 2 - 19)	894,635	894,635	781,506	731,144
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		Signature of Public Housing Director		Date	
				11/2/16	

<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.



**Attachment F:** 2015 CFP (NV39-P001-50115) as of November 2, 2016 (page 3 of 4)

ANNUAL STATEMENT/ PERFORMANCE AND EVALUATION REPORT Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages									
PHA Name: Housing Authority of the City of Reno				Grant Type and Number Capital Fund Program Grant No: NV39P00150115 Replacement Housing Factor Grant No:			Federal FY of Grant: 2015		
Development Number Name	General Description Proposed Work Categories	Develop. Account Number	Total Estimated Cost	Original	Difference	Revised	Total Actual Cost Funds Obligated	Funds Expanded	Status of Proposed Work
NV39-P001-001 MINERAL MANOR	Andesite Street Reslurry Exterior light upgrade Concrete Repairs	1492 1492 1492	20,000 0 0	20,000 12,269 0	0 0 25,000	20,000 0 25,000	19,740 12,269 0	0 12,269 0	Completed
NV39-P001-002 TOM SAWYER	PROJECT TOTAL		32,269	32,269	25,000	57,269	32,009	12,269	
NV39-P001-003 SILVERADA MANOR	PROJECT TOTAL		0	0	0	0	0	0	
NV39-P001-006 STEAD MANOR	Hydronic Repairs	1492	0	0	0	0	0	0	
NV39-P001-007 HAWK VIEW APARTMENTS	PROJECT TOTAL		0	0	0	0	0	0	
NV39-P001-008 ESSEX MANOR	Appliance Replacement	1492	0	0	0	0	0	0	
NV39-P001-009 ESSEX MANOR	PROJECT TOTAL		0	0	0	0	0	0	
NV39-P001-010 HAWK VIEW APARTMENTS	Exterior Venting	1492	25,000	25,000	(25,000)	0	0	0	
NV39-P001-011 HAWK VIEW APARTMENTS	PROJECT TOTAL		25,000	25,000	(25,000)	0	0	0	
NV39-P001-012 HAWK VIEW APARTMENTS	Kitchen Cabinet Replacement Drain Line Replacement Exterior Lighting Upgrade	1492 1492 1492	528,527 34,439 0	528,527 34,439 0	- - -	528,527 34,439 0	528,527 33,905 0	528,527 3,282 0	COMPLETED

**Attachment F:** 2015 CFP (NV39-P001-50115) as of November 2, 2016 (page 4 of 4)

Development No. Name	PROJECT TOTAL	Develop. Account Number	98%	Total Estimated Cost			Total Actual Cost		Status of Proposed Work
				Original	Difference	Revised	Funds Obligated	Funds Expended	
NV39-P001-010 MYRA BIRCH MANOR	PROJECT TOTAL	1492		562,966	0	562,966	562,432	531,809	
	Appliance Replacement				0	0	0	0	
NV39-P001-018 McGRAW COURT	PROJECT TOTAL			0	0	0	0	0	
	PROJECT TOTAL								
	PHYSICAL IMPROVEMENTS TOTAL	1492		620,235	0	620,235	594,441	544,078	
							19,740	0	
		1492		620,235	0	620,235	574,701	544,078	
	General Description Proposed Work Item	Develop. Account Number		Original	Difference	Revised	Funds Obligated	Funds Expended	Status of Proposed Work
NV39-P001-PHA WIDE	FEES AND COSTS	1492 1430		100,000		100,000	94,666	94,666	
	FEES & COSTS TOTAL			100,000	0	100,000	94,666	94,666	
NV39-P001-PHA WIDE	ADMINISTRATION	1410		89,400		89,400	89,400	89,400	
	ADMINISTRATION TOTAL			89,400	0	89,400	89,400	89,400	
	MANAGEMENT IMPROVEMENTS	1492 1408		11,000		11,000			
	Upgrade Computer Systems				0	0			
	MANAGEMENT IMPROVEMENTS TOTAL			11,000	0	11,000	0	0	
NV39-P001-PHA WIDE	NON DWELLING EQUIPMENT	1492		71,000	0	71,000	0	0	
	NON DWELLING EQUIPMENT TOTAL			71,000	0	71,000	0	0	
NV39-P001-PHA WIDE	OTHER COSTS	1492 1411		3,000	0	3,000	3,000	3,000	
	Audit Costs								
	OTHER COSTS TOTAL			3,000	0	3,000	3,000	3,000	
	TOTAL COSTS			894,635	0	894,635	781,506	731,144	

**Attachment F:** 2016 CFP (NV01P001501-16) as of December 21, 2016 (page 1 of 4)

**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>Grant Type and Number</b>		<b>FY of Grant: 2016</b>	
<b>PHA Name: Housing Authority of the City of Reno</b>		<b>Capital Fund Program Grant No: NV01P001501-16</b>		<b>FY of Grant Approval:</b>	
<b>Date of CFP:</b>		<b>Replacement Housing Factor Grant No:</b>			
<b>Type of Grant</b> <input 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"/> Summary by Development Account					
<b>Line</b>	<b>Description</b>	<b>Original</b>	<b>Revised<sup>2</sup></b>	<b>Obligated</b>	<b>Total Actual Cost<sup>1</sup> Expended</b>
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)	\$ 91,559	\$ 91,559		
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				
16	1495.1 Relocation Costs	\$824,431	\$824,431		
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.

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form HUD-50075.1 (07/2014)

**Attachment F:** 2016 CFP (NV01P001501-16) as of December 21, 2016 (page 2 of 4)

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		Grant Type and Number Capital Fund Program Grant No: NV01P001501-16 Replacement Housing Factor Grant No: Date of CFP:		FFY of Grant: 2016 FFY of Grant Approval:			
PHA Name: Housing Authority of the City of Reno		Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Reserve for Disasters/Emergencies		X Revised Annual Statement (revision no: 2 ) <input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost	Original	Revised <sup>1</sup>	Obligated	Total Actual Cost <sup>1</sup>	Expended
18a	1501 Collateralization or Debt Service paid by the PHA						
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment						
19	1502 Contingency (may not exceed 8% of line 20)						
20	Amount of Annual Grant: (sum of lines 2 - 19)						
21	Amount of line 20 Related to LBP Activities		\$915,990	\$915,990			
22	Amount of line 20 Related to Section 504 Activities						
23	Amount of line 20 Related to Security - Soft Costs						
24	Amount of line 20 Related to Security - Hard Costs						
25	Amount of line 20 Related to Energy Conservation Measures						
Signature of Executive Director		Date 1/26/17		Signature of Public Housing Director		Date	

<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.



**Attachment F:** 2016 CFP (NV01P001501-16) as of December 21, 2016 (page 3 of 4)

ANNUAL STATEMENT/ PERFORMANCE AND EVALUATION REPORT Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages										Exhibit 161208-A	
PHA Name: Housing Authority of the City of Reno			Grant Type and Number Capital Fund Program Grant No: NV01P001501-16 Replacement Housing Factor Grant No:			Federal FY of Grant: 2016 Obligation Date: 4/12/2018					
Development Number Name	General Description Proposed Work Categories	Develop. Account Number	Total Estimated Cost			Total Actual Cost		Status of Proposed Work			
			Original	Difference	Revised	Funds Obligated	Funds Expended				
NV39-P001-001 MINERAL MANOR	Water Heater Replacement	1492	60,000	43,173	103,173	0	0	0			
	PROJECT TOTAL		60,000	43,173	103,173	0	0	0			
NV39-P001-002 TOM SAWYER											
	PROJECT TOTAL		0	0	0	0	0	0			
NV39-P001-003 SILVERADA MANOR	Appliance Replacement Landscape Improvements	1492 1492	33,000 50,831	(33,000) (22,673)	0 28,258	0 28,258	0	0			
	PROJECT TOTAL		83,931	(55,673)	28,258	28,258	0	0			
NV39-P001-006 STEAD MANOR	Exterior Painting	1492	150,000	0	150,000	0	0	0			
	PROJECT TOTAL		150,000	0	150,000	0	0	0			
NV39-P001-007 HAWK VIEW APARTMENTS	Exterior Painting	1492	275,000	0	275,000	0	0	0			
	PROJECT TOTAL		275,000	0	275,000	0	0	0			
NV39-P001-009 ESSEX MANOR	Cabinets in Accessible Units	1492	30,000	33,000	63,000	-	-	-			
	PROJECT TOTAL		30,000	33,000	63,000	0	0	0			

**Attachment F:** 2016 CFP (NV01P001501-16) as of December 21, 2016 (page 4 of 4)

Development No/ Name	General Description Proposed Work Item	Develop. Account Number	Total Estimated Cost			Total Actual Cost		Status of Proposed Work
			Original	Difference	Revised	Funds Obligated	Funds Expended	
NV39-P001-010 MYRA BIRCH MANOR	PROJECT TOTAL		0	0	0	0	0	
NV39-P001-018 McGRAW COURT	Appliance Replacement	1492	20,500	(20,500)				
	PROJECT TOTAL		20,500	(20,500)	0	0	0	
	PHYSICAL IMPROVEMENTS TOTAL	1492	619,431	0	619,431	28,258	0	
						Percent Obligated	Percent Expended	
						5%	0%	
Development No/ Name	General Description Proposed Work Item	Develop. Account Number	Total Estimated Cost			Total Actual Cost		Status of Proposed Work
			Original	Difference	Revised	Funds Obligated	Funds Expended	
NV39-P001-PHA WIDE	FEES AND COSTS		100,000		100,000	0	0	
	FEES & COSTS TOTAL		100,000	0	100,000	0	0	
NV39-P001-PHA WIDE	ADMINISTRATION	1410	91,559		91,559	0	0	
	ADMINISTRATION TOTAL		91,559	0	91,559	0	0	
	MANAGEMENT IMPROVEMENTS	1492	31,000		31,000	0	0	
	ADMINISTRATION TOTAL		91,559	0	91,559	0	0	
NV39-P001-PHA WIDE	MANAGEMENT IMPROVEMENTS TOTAL	1492	31,000	0	31,000	0	0	
	NON DWELLING EQUIPMENT		71,000		71,000	0	0	
	NON DWELLING EQUIPMENT TOTAL		71,000	0	71,000	0	0	
NV39-P001-PHA WIDE	OTHER COSTS	1492	3,000	0	3,000	0	0	
	Audit Costs		3,000	0	3,000	0	0	
	OTHER COSTS TOTAL		3,000	0	3,000	0	0	
TOTAL COSTS			915,990	0	915,990	28,258	0	
TOTAL ADMIN		1410	91,559		91,559	0	0	
TOTAL MTW		1492	824,431		824,431	28,258	0	



**Attachment F:** 2017 Capital Fund Program (CFP) (NV01P001501-17) as of January 25, 2017<sup>8</sup>

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>Grant Type and Number</b> Capital Fund Program Grant No: NV01P001501-17 Replacement Housing Factor Grant No: Date of CFP:		<b>FY of Grant: 2017</b> <b>FY of Grant Approval:</b>	
<b>PHA Name: Housing Authority of the City of Reno</b>		<b>Reserve for Disasters/Emergencies</b> <input 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	
<b>Type of Grant</b> <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<b>Summary by Development Account</b>		<b>Total Actual Cost<sup>1</sup></b>	
<b>Line</b>		<b>Original</b>	<b>Revised<sup>2</sup></b>	<b>Obligated</b>	<b>Expended</b>
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)	\$85,600			
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	\$770,400			
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> RITF funds shall be included here.

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form HUD-50075.1 (07/2014)

<sup>8</sup> This is an approximation for planning purposes only; the amount of CFP funds that RHA will receive from HUD has not been announced.

**Attachment F:** 2017 Capital Fund Program (CFP) (NV01P001501-17) as of January 25, 2017<sup>9</sup>

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		FFY of Grant: 2017 FFY of Grant Approval:	
PIHA Name: Housing Authority of the City of Reno	Grant Type and Number Capital Fund Program Grant No: NV01P001501-17 Replacement Housing Factor Grant No: Date of CFP:	FFY of Grant: 2017 FFY of Grant Approval:	
Type of Grant	Original Annual Statement	Revised Annual Statement (revision no: )	
<input type="checkbox"/> Original	<input type="checkbox"/> Reserve for Disasters/Emergencies	<input type="checkbox"/> Final Performance and Evaluation Report	
Performance and Evaluation Report for Period Ending:		Total Estimated Cost	
Summary by Development Account	Original	Revised <sup>2</sup>	Total Actual Cost <sup>3</sup>
Line		Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PIHA		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant: (sum of lines 2 - 19)	\$856,000	
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		Signature of Public Housing Director	
Date		Date	

<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> PIHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.

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form HUD-50075.1 (07/2014)

<sup>9</sup> This is an approximation for planning purposes only; the amount of CFP funds that RHA will receive from HUD has not been announced.

**Attachment F:** 2017 Capital Fund Program (CFP) (NV01P001501-17) as of January 25, 2017<sup>10</sup>

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

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

Part II: Supporting Pages			Federal FFY of Grant: 2017			
PHA Name: Housing Authority of the City of Reno		Grant Type and Number Capital Fund Program Grant No: NV01P001501-17 CFPP (Yes/ No): Replacement Housing Factor Grant No:		Status of Work		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost	Total Actual Cost	
				Original	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>
NV39-P001-003; SILVERADA MANOR	Boiler Room Replacement		100%	\$300,000		
NV39-P001-006; STEAD MANOR	Security Improvements Concrete Replacement		25% 40%	\$31,000 \$60,000		
NV39-P001-009; ESSEX MANOR	Playground Rehabilitation Thermostat Replacement		100% 100%	\$80,000 \$10,000		
NV39-P001-010; MYRA BIRCH MANOR	Asphalt Repairs and Sealing Concrete Replacement Landscape Improvements		75% 50% 50%	\$15,000 \$35,000 \$35,000		

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

<sup>2</sup> To be completed for the Performance and Evaluation Report.

<sup>10</sup> This is an approximation for planning purposes only; the amount of CFP funds that RHA will receive from HUD has not been announced.



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

[illegible]

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

<sup>2</sup> To be completed for the Performance and Evaluation Report.

form HUD-50075.1 (07/2014)

<sup>11</sup> This is an approximation for planning purposes only; the amount of CFP funds that RHA will receive from HUD has not been announced.

[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.





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

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

[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.

**Attachment G: Capital Fund Program/Five Year Action Plan through FY 2021****Capital Fund Program—Five-Year Action Plan**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 08/30/2011

<b>Part I: Summary</b>		<b>Original 5-Year Plan</b>				<b>Revision No: 1</b>
PHA Name/Number Housing Authority of the City of Reno NV/001		Locality (City/County & State) Reno/Washoe County, NV				
A.	Development Number and Name	Work Statement for Year 1 FFY 2017	Work Statement for Year 2 FFY 2018	Work Statement for Year 3 FFY 2019	Work Statement for Year 4 FFY 2020	Work Statement for Year 5 FFY 2021
B.	Physical Improvements Subtotal	Annual Statement	\$625,500	\$590,000	\$628,000	\$16,534,954
C.	Management Improvements		\$31,000	\$47,000	\$47,000	\$200,000
D.	PHA-Wide Non-dwelling Structures and Equipment		\$16,000	\$54,000	\$54,000	\$100,000
E.	Administration		\$86,000	\$86,000	\$86,000	\$200,000
F.	Other		\$103,000	\$103,000	\$103,000	\$698,000
G.	Operations					
H.	Demolition					
I.	Development					
J.	Capital Fund Financing – Debt Service					
K.	Total CFP Funds		\$861,500	\$880,000	\$918,000	\$17,732,954
L.	Total Non-CFP Funds					
M.	Grand Total		\$861,500	\$880,000	\$918,000	\$17,732,954

**Attachment G: Capital Fund Program/Five Year Action Plan through FY 2021****Capital Fund Program—Five-Year Action Plan**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
ONIB No. 2577-0226  
Expires 4/30/20011

<b>Part I: Summary (Continuation)</b>					
PHIA Name/Number Housing Authority of the City of Reno/NV001	Locality (City/County & State) Reno/Washoe County, NV	<b>Original 5-Year Plan</b>			
Development Number and Name	Work Statement for Year 1 FFY 2017 Annual Statement	Work Statement for Year 2 FFY 2018	Work Statement for Year 3 FFY 2019	Work Statement for Year 4 FFY 2020	Work Statement for Year 5 FFY 2021
NV39-P001-001: MINERAL MANOR		\$20,500	\$100,000	\$20,000	\$4,280,000
NV39-P001-002: TOM SAYWER VILLAGE		\$30,000	0	\$45,000	\$2,282,900
NV39-P001-003: SILVERADA MANOR		\$115,000	\$75,000	\$33,000	\$2,903,000
NV39-P001-006: STEAD MANOR		\$230,000	0	0	\$1,560,500
NV39-P001-007: HAWK VIEW APTS.		\$85,000	\$275,000	\$100,000	\$2,312,000
NV39-P001-009: ESSEX MANOR		\$80,000	0	\$370,000	\$1,960,054
NV39-P001-010: MYRA BIRCH MANOR		\$30,000	\$55,000	0	\$647,500
NV39-P001-018: McGRAW COURT		\$35,000	\$85,000	\$60,000	\$589,000

**Attachment G: Capital Fund Program/Five Year Action Plan through FY 2021****Capital Fund Program—Five-Year Action Plan**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 4/30/20011

Part II: Supporting Pages – Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY 2017	Work Statement for Year 2 FFY 2018			Work Statement for Year 3 FFY 2019		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	NV39-P001-001: <b>MINERAL MANOR</b>			NV39-P001-001: <b>MINERAL MANOR</b>		
	Appliance Replacement	50%	\$20,500	Bathroom Exhaust Fans	100%	\$100,000
	NV39-P001-002: <b>TOM SAWYER VILLAGE</b>			NV39-P001-003: <b>SILVERADA MANOR</b>		
	Security Improvements	25%	\$30,000	Accessible Unit Kitchen Remodel	100%	\$75,000
	NV39-P001-003: <b>SILVERADA MANOR</b>			NV39-P001-007: <b>HAWK VIEW APARTMENTS</b>		
	Electrical System Upgrades	40%	\$75,000	Exterior Painting	100%	\$275,000
	Laundry Upgrades	100%	\$40,000	NV39-P001-010: <b>MYRA BIRCH MANOR</b>		
	NV39-P001-006: <b>STEAD MANOR</b>			Exterior Painting	55%	\$55,000
	Playground Rehabilitation	100%	\$80,000	NV39-P001-018: <b>McGRAW COURT</b>		
	Exterior Painting	100%	\$150,000	Asphalt Repairs & Sealing	100%	\$85,000
	NV39-P001-007: <b>HAWK VIEW APARTMENTS</b>					
	Asphalt Repairs & Sealing	100%	\$85,000			
	NV39-P001-009: <b>ESSEX MANOR</b>					
	Concrete Replacement	30%	\$80,000			
	NV39-P001-010: <b>MYRA BIRCH MANOR</b>					
Stair Modifications	100%	\$30,000				
NV39-P001-018: <b>McGRAW COURT</b>						
Security Improvements	100%	\$35,000				
	Subtotal of Estimated Cost			Subtotal of Estimated Cost		
			\$625,500			\$590,000

**Attachment G: Capital Fund Program/Five Year Action Plan through FY 2021****Capital Fund Program—Five-Year Action Plan**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 4/30/20011

Work Statement for Year 1 FFY 2017	Work Statement for Year 4 FFY 2020			Work Statement for Year 5 FFY 2021		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	NV39-P001-001: <b>MINERAL MANOR</b>			NV39-P001-001: <b>MINERAL MANOR</b>		
	Lighting Upgrades	100%	\$20,000	Accessible Entry	100%	\$40,000
	NV39-P001-002: <b>TOM SAWYER VILLAGE</b>			Andesite Street Repavement	75%	\$220,000
	Angle Stops	100%	\$45,000	Angle Stop Replacement	100%	\$70,000
	NV39-P001-003: <b>SILVERADA MANOR</b>			Appliance Replacement	25%	\$30,000
	Appliance Replacement	40%	\$33,000	Asphalt Repairs & Sealing	60%	\$20,000
	NV39-P001-007: <b>HAWK VIEW APARTMENTS</b>			Bathroom Remodel	100%	\$750,000
	Parking Lot Improvements	100%	\$100,000	Childcare Center Exterior Paint	100%	\$8,000
	NV39-P001-009: <b>ESSEX MANOR</b>			Childcare Center HVAC	100%	\$75,000
	HVAC Community Building Replacement	100%	\$300,000	Concrete Repairs	35%	\$70,000
	Under Building Drainage	35%	\$70,000	Exterior Door Replacement	100%	\$864,000
	NV39-P001-018: <b>McGRAW COURT</b>			Exterior Painting	100%	\$150,000
	Exterior Painting	100%	\$60,000	Ground Electrical Circuits	100%	\$150,000
				Interior Water Conservation	100%	\$60,000
				Landscape Improvements	40%	\$350,000
				Main Office Interior Paint	100%	\$50,000
				Rain Gutter Installation	100%	\$30,000
	Subtotal of Estimated Cost		\$628,000	Subtotal of Estimated Cost		\$2,937,000



**Attachment G: Capital Fund Program/Five Year Action Plan through FY 2021****Capital Fund Program—Five-Year Action Plan**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 4/30/20011

Work Statement for Year 1 FFY 2017	Work Statement for Year 5 FFY 2021			Work Statement for Year 5 FFY 2021		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	<b>NV39-P001-001: MINERAL MANOR</b>			<b>NV39-P001-002: TOM SAWYER VILLAGE</b>		
	Roof Coating	100%	\$5,000	Security Improvements	25%	\$30,000
	Roof Replacement – COCC	100%	\$80,000	Sewer Line Repairs	100%	\$500,000
	Security Improvements	25%	\$30,000	Shower Faucet Upgrades	100%	\$100,000
	Sewer Line Repairs	100%	\$150,000	Shut Off Valve Replacement	100%	\$35,000
	Siding Replacement	100%	\$728,000	Thermostat Replacement	100%	\$10,000
	Tree Trimming	35%	\$50,000	Tree Trimming	40%	\$50,000
	Water Heater Replacement	90%	\$300,000	Wall Insulation	100%	\$350,000
	<b>NV39-P001-002: TOM SAWYER VILLAGE</b>			<b>NV39-P001-003: SILVERADA MANOR</b>		
	Air Conditioning Units	100%	\$600,000	Accessible Showers/Tubs	100%	\$450,000
	Appliance Replacement	50%	\$30,000	Appliance Replacement	25%	\$25,000
	Asphalt Repairs & Sealing	60%	\$35,000	Asphalt Repairs & Sealing	90%	\$10,000
	Bathroom Vanity Replacement	100%	\$20,000	Attic Insulation	100%	\$38,000
	Cable Outlet Installation	100%	\$25,500	Broadleaf Repavement	100%	\$250,000
	Community Building Upgrades	10%	\$30,000	Carpet Installation	65%	\$100,000
	Concrete Replacement	40%	\$200,000	Concrete Replacement	40%	\$280,000
	Exterior Painting	30%	\$60,000	Condensing Grill Cover Modification	100%	\$12,000
	Landscape Improvements	40%	\$35,000	Electrical Outlet on Porch Installation	100%	\$15,000
	Parking Lot Repairs	20%	\$42,400	Entry Door Replacement	100%	\$66,000
	Parking Lot Light Upgrades	100%	\$115,000	Exterior Painting	31%	\$35,000
	Roof Coating	100%	\$15,000	Garbage Room Upgrade	100%	\$96,000
	Subtotal of Estimated Cost		\$ 2,550,900	Subtotal of Estimated Cost		\$ 2,452,000

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**Attachment G: Capital Fund Program/Five Year Action Plan through FY 2021****Capital Fund Program—Five-Year Action Plan**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 4/30/20011

Work Statement for Year 1 FFY 2017	Work Statement for Year 5 FFY 2021			Work Statement for Year 5 FFY 2021		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	<b>NV39-P001-003: SILVERADA MANOR</b>			<b>NV39-P001-006: STEAD MANOR</b>		
	Interior Door Replacement	80%	\$126,000	Floor Replacement	45%	\$400,000
	Kitchen Remodel	90%	\$550,000	Landscape Improvements	20%	\$35,000
	Kitchen Sink Replacement	100%	\$35,000	Mechanical Room Repairs	100%	\$26,000
	Landscape Improvements	40%	\$20,000	Security Improvements	25%	\$25,000
	Parking Lot Repairs	20%	\$30,000	Sewer Line Replacement	100%	\$150,000
	Security Improvements	30%	\$35,000	Shade Structure Upgrade	100%	\$28,000
	Sewer Line Replacement	75%	\$400,000	Tree Trimming	35%	\$80,000
	Soffit Support Installation	100%	\$100,000	Water Heater Replacement (tankless)	100%	\$180,000
	Solar Installation	90%	\$120,000	<b>NV39-P001-007: HAWK VIEW APARTMENTS</b>		
	Tree Trimming	35%	\$50,000	Appliance Replacement	40%	\$32,000
	Water Conservation	100%	\$60,000	Asphalt Repairs	10%	\$80,000
	<b>NV39-P001-006 STEAD MANOR</b>			Bathroom Exhaust Fans	100%	\$60,000
	Air Conditioning Installation	100%	\$270,000	Bathroom Upgrades	75%	\$75,000
	Appliance Replacement	75%	\$25,500	Bathroom Ceiling Fan Installation	100%	\$65,000
	Asphalt Repairs & Sealing	100%	\$10,000	Bedroom Lights Installation	100%	\$40,000
	Bathroom Door Upgrades (Pocket)	60%	\$45,000	Brick Veneer Repair	100%	\$300,000
	Bathroom Exhaust Fans	100%	\$46,000	Concrete Repairs	100%	\$100,000
	Brick Replacement	100%	\$125,000	Exterior Venting	50%	\$25,000
	Concrete Repairs	50%	\$100,000	Flooring Replacement	100%	\$400,000
	Exterior Lighting Upgrades	100%	\$15,000	Irrigation Repairs	100%	\$70,000
	Subtotal of Estimated Cost		\$ 2,162,500	Subtotal of Estimated Cost		\$ 2,171,000

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**Attachment G: Capital Fund Program/Five Year Action Plan through FY 2021****Capital Fund Program—Five-Year Action Plan**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 4/30/20011

Work Statement for Year 1 FFY 2017	Work Statement for Year 5 FFY 2021			Work Statement for Year FFY	
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity
See Annual Statement	<b>NV39-P001-007; HAWK VIEW APARTMENTS</b>			<b>NV39-P001-009; ESSEX MANOR</b>	
	Landscape Improvements	100%	\$100,000	Lock Replacement – Storage Rooms	100%
	Laundry Room Rehabilitation	100%	\$35,000	Parking Lot Replacement	100%
	Retaining Wall Replacement	100%	\$200,000	Roof Coating	100%
	Security Improvements	25%	\$30,000	Screen Door Repairs	100%
	Sewer Line Repair	100%	\$300,000	Security Improvements	100%
	Sidewalk Replacement	100%	\$280,000	Sewer Line Repair	100%
	Tree Trimming	35%	\$50,000	Tree Trimming	35%
	Water Heater Replacement	30%	\$70,000	Water Heater Replacement	20%
	<b>NV39-P001-009; ESSEX MANOR</b>			<b>NV39-P001-010; MYRA BIRCH MANOR</b>	
	Appliance Replacement	40%	\$24,000	Appliance Replacement	50%
	Asphalt Repairs & Sealing	100%	\$35,000	Asphalt Repair	100%
	Bedroom Ceiling Fan Installation	100%	\$65,000	Concrete Replacement	35%
	Bedroom Lights Installation	100%	\$50,000	Dumpster Enclosures	100%
	Concrete Replacement	50%	\$160,000	Flooring Replacement	60%
	Exterior Door Replacement	25%	\$30,000	Landscape Improvements	50%
	Exterior Lighting Upgrades	28%	\$14,054	Living Room Ceiling Fan Installation	100%
	Exterior Painting	100%	\$140,000	Playground Improvements	50%
	Floor Replacement	55%	\$95,000	Security Improvements	100%
	Interior Door Modifications	5%	\$10,000	Sewer Line Repair	100%
	Landscape Improvements	62%	\$250,000	Tree Trimming	80%
	<b>Subtotal of Estimated Cost</b>		<b>\$ 1,938,054</b>	<b>Subtotal of Estimated Cost</b>	<b>\$ 1,704,500</b>

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**Attachment G: Capital Fund Program/Five Year Action Plan through FY 2021**

## Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 4/30/2001

[illegible]



U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 4/30/2001

### Capital Fund Program—Five-Year Action Plan

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## Attachment H: Certification of Consistency with the Consolidated Plan

OMB Approval No. 2506-0112 (Exp. 6/30/2017)

### Certification of Consistency with the Consolidated Plan

U.S. Department of Housing  
and Urban Development

I certify that the proposed activities/projects in the application are consistent with the jurisdiction's current, approved Consolidated Plan.  
(Type or clearly print the following information:)

Applicant Name: Housing Authority of the City of Reno

Project Name: Moving to Work Demonstration Program

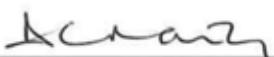
Location of the Project: Reno, Sparks and Washoe County, Nevada

Name of the Federal  
Program to which the  
applicant is applying: Moving to Work Demonstration Program

Name of  
Certifying Jurisdiction: Washoe County HOME Consortium (WCHC)

Certifying Official  
of the Jurisdiction  
Name: Des Craig

Title: Senior Planner: Community Housing, City of Reno; Manager: WCHC

Signature: 

Date: 2.22.17



## **Attachment I: UNR Evaluation Overview**

Prepared by Professor Kimberly Rollins, Department of Economics, University of Nevada, Reno  
[krollins@unr.edu](mailto:krollins@unr.edu); (775) 784-1677).

**Objectives:** The main objective is to develop a set of metrics that can be used to determine whether five years of experimental housing treatments has altered the outcomes of families living in these homes. The experiments are Rent Reform (RR) and Mobility (MOB). These metrics to be designed to quantify measureable changes between various categories of household members in the treatment groups, relative to control groups, that can be statistically attributable to the housing treatments and compared to other similar housing experiments in other locations.

**Methods:** The first step is to design and implement a questionnaire that would gather the data necessary to calculate these metrics for RHA participants. The second step is to conduct statistical analysis of differences in the metrics after five years to determine which version of each metric performs well and to demonstrate use of the metrics in an assessment of outcomes from the RHA housing experiments.

**Experimental Design:** Panel data from four groups are to be collected over a period of five years. These four groups are RR treatment and RR control, MOB treatment and MOB control. Differences between treatment and controls at the end of five years will be evaluated to determine whether there are statistically relevant differences that can be attributed to the housing experiments. There is no ability to incorporate systematic controls by including balance between treatment and control groups in terms of family size, structure, level of education, and other such variables that could affect outcomes. To the extent possible with a small sample of convenience (about 280, with 100 in each RR group and 40 in each MOB group) we will attempt to control for such effects in the regressions by including the questionnaires data that could control for such effects.

**Timeline:** The research is to be conducted over a five-year period. The data set that will be used for the final analysis (the data that describes differences between treatment and control groups after five years for the two experimental housing programs) will be produced in the last year. A year-by-year overview of activities leading up to the fifth year analysis is provided below:

- Year 1: (a) Develop categories of outcomes for families that could be affected by the two experimental programs. These categories will consider outcomes relevant for adults and children of different age groups and will consider backgrounds that could influence likelihood of achieving outcomes. (b) Design a questionnaire that captures a variety of factors that could serve as metrics for quantitative measurement of change in these categories over time between the treatment and control groups. The questionnaire is to be implemented in person by RHA staff, one-on-one in a private setting with each resident. The questionnaire is to be developed using Qualtrics internet software (licensed through UNR). No identifying information is included in the data; a five-digit code is used to distinguish among households for annual repeated data entry. Data will be updated each year – with new families added to treatments and controls as families leave the programs. (c) Pretest a draft version of the questionnaire with a small sample of



## **Attachment I: UNR Evaluation Overview (continued)**

residents, review experience from the pretest, make necessary changes, final version is to be based on repeat of pretesting/reviews and changes. Pretesting is to include ease of data entry, wording, flow, etc. (d) The first year data will be entered into the final version of the questionnaire for all participating households.

- Year 2: Implement questionnaire for year two, adding new families as needed. Review academic literature of similar studies for development of the metrics and categories using questionnaire data.
- Year 3: Using data and review of literature, start to design range of metrics from combinations of variables collected in the questionnaire. Eventually, a final set will be chosen from this broad set. Graduate students in a social psychology class at UNR will be aiding in this task, as part of their training.
- Year 4: Using data and review of literature, continue to redesign range of metrics from combinations of variables collected in the questionnaire. Eventually, a final set will be chosen from this broad set. Graduate students in a social psychology class at UNR will be aiding in this task, as part of their training.
- Year 5: Analyze differences between treatment and controls for the two programs. Choose final set of metrics in consultation with RHA staff. Write report. Potentially write up manuscript for academic publication.