Updating the Admissions and Continued Occupancy Plan, Administrative Plan, and FY2023 Moving To Work Annual Plan

February – March 2023
Introductions

Brenda Donald, Executive Director
Lorry Bonds, Senior VP and General Counsel
Jenna Cevasco, Chief of Staff
LaShawn Douglas, Director, Resident Engagement and Outreach
Nona Eath, Senior VP, Property Management Operations
Hammere Gebreyes, Interim Senior VP, Housing Choice Voucher Program
Hanna Koerner, Senior Policy Advisor
Andrea Powell, Deputy General Counsel
Agenda

I. Background & Approach
II. Policy Overview
III. Significant Amendment to the FY2023 MTW Annual Plan
IV. Logistics
Background & Approach
### DCHA's 4 Governing Documents

<table>
<thead>
<tr>
<th>Document</th>
<th>Details</th>
</tr>
</thead>
</table>
| MTW Annual Plan                               | • Outlines operating plans  
• Requests & provides updates regarding MTW flexibilities             |
| Admissions & Continued Occupancy Plan (ACOP)  | • Outlines Public Housing policies                                      |
| Administrative Plan                           | • Outlines Voucher Program policies                                     |
| Title 14 of the DCMR                          | • Codifies ACOP and Admin Plan policies into local regulations          |
Why is DCHA Updating Policies?

The Agency has reviewed and updated its policies to accomplish the following:

• Align with all HUD regulations, except where MTW flexibilities have been authorized;
  • 34 of HUD’s findings relate to revisions in the ACOP, Administrative Plan, and/or MTW Plan.
• Incorporate industry best practices from Housing Authorities across the country; and
• State policies in plain language, so they are widely understood.
Public Process Overview

DCHA goes through a prescribed process to allow for public and stakeholder input and engagement before the plans are finalized.

- **Draft Plans**: January – February 2023
- **Intent to Publish**: February 2023
- **Public Notice / Initial BOC Briefing**: February 2023
- **Publish Public Notice**: February 14, 2023
- **BOC Consideration / Approval to Submit to HUD**: April 2023
- **Incorporate Comments into Plan**: March 2023
- **Public Engagement**: February – March 2023
- **Execute Certifications**: April 2023
- **Submit to HUD**: April 2023
- **Receive HUD Approval/Comments**: (3-6mo)
Public Engagement & Key Stakeholders

Stakeholder Meetings
- February 13: BOC Education Symposium
- February 28: Citywide Advisory Board
- March 6: Public Hearing
- March: Public Housing Sites
• DCHA’s proposed ACOP, Admin Plan and FY2023 MTW Annual Plan amendment are available on DCHA’s website at http://www.dchousing.org/mtw2/.

• Public comment period is open through Thursday, March 16th for the MTW Plan Amendment and Friday, March 31st for the ACOP & Administrative Plan.

• Submit written comments via email at mtw@dchousing.org.

• Or mail written comments to:
  Hanna Koerner
  c/o DCHA
  1133 N Capitol St. NE, Suite 200
  Washington, DC 20002
Policy Overview
These policies govern how DCHA administers its program.

While this presentation provides a summary of policies contained in these documents, the full policy documents should be consulted for additional detail.
DCHA is committed to providing quality affordable housing to extremely low-through moderate-income households, fostering sustainable communities, and cultivating opportunities for residents to improve their lives.
Waiting List
How do I get onto the list for assistance?

Key Policy Changes
• Waitlist maintenance process.
• There will not be preference categories.
• Public Housing is moving to a site-based lottery system waiting list.
• Voucher applicants will be selected based on date and time of application.
• Voucher waitlist will begin collecting information about interest in PBV sites.
Waiting List

- Maintaining the Waiting List: Families must inform DCHA of changes in family composition and/or contact information.

- Any waiting list reopening will be publicized in advance (at least 10 business days).
- DCHA will not use preferences for selection.
- DCHA will notify the family when it is selected.

DCHA sends letters to everyone on the waiting list to verify contact information.

- Family responds within 15 business days
  - Family remains on waiting list

- Family does not respond
  - Family removed from waiting list

Public Housing Waitlist

- Site-based lottery system.
- DCHA will match the characteristics of available units to the applicants on the waiting list.
# Waiting List

<table>
<thead>
<tr>
<th><strong>Rationale</strong></th>
<th><strong>Current policy</strong></th>
<th><strong>Proposed policy</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Our eligibility and match process must be more efficient, so people can be housed quickly</td>
<td>One waiting list with the option to select three categories each with their own preferences: - Public Housing: working family, emergency - HCVP/Mod Rehab: homeless, sub-standard housing, involuntarily displaced, rent burdened</td>
<td>No preferences</td>
</tr>
<tr>
<td>Since preferences were established, DC has invested substantially in housing solutions for people experiencing homelessness – this ensures low-income residents can access housing outside the homeless services system</td>
<td></td>
<td>For HCVP, applicants will be selected by date and time</td>
</tr>
<tr>
<td>When we understand people’s neighborhood preferences in advance, our eligibility and match process is more efficient</td>
<td>One waiting list for all public housing sites</td>
<td>One waiting list for each public housing site (site-based waiting lists) with a lottery system</td>
</tr>
<tr>
<td>Equity</td>
<td></td>
<td>With safeguards and appeals processes in place, those who do not respond to the Agency’s outreach to confirm interest or update their information within 15 business days will be removed from the waiting list</td>
</tr>
<tr>
<td>Our eligibility and match process must be more efficient, so people can be housed quickly</td>
<td>Applicants remain on the waiting list in an inactive status, even when they do not respond to DCHA’s outreach; if at any later date, they complete an update with the agency, they are restored to their active status with their original date and time</td>
<td></td>
</tr>
<tr>
<td>HUD requires the agency maintain the waiting list</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Eligibility

Am I eligible for assistance?

Key Policy Changes

• No notable changes in eligibility.
Eligibility Criteria & Denial of Admission

Basic Eligibility Criteria

• To be income-eligible, a family must be a low-income family
  - Voucher
    <50% of Area Median Income
  - Public Housing
    <80% of Area Median Income

• At least one member is a citizen, national, or eligible noncitizen
• Social Security Numbers assigned to each household member
• Signed Release of Information forms

Additional Suitability Factors

• Drug-related criminal activity
• Violent criminal activity
• The family’s previous behavior and suitability for tenancy
Eligibility Determinations

DCHA will notify a family in writing of their eligibility within 10 business days of the determination.

Screenings:
- Income verification
- Criminal background
- National sex offender database
- Landlord references

Verified during Interview:
- Family size
- Family composition
- Total family income
- ID & Social Security Numbers
- Citizenship/immigration status

All Adult Members of the Household Attend Eligibility Interview*

Selection from Waitlist

*Applicants who fail to attend two scheduled interviews without notifying DCHA/DCHA approval will be removed from the waiting list.
Required Eligibility Documentation

For all adults in the household:

- Photo ID (driver’s license or photo ID)
- Birth certificate or Passport (with permanent resident card if not a United States Passport)
- Social security card
- Bank statement to show cash assets
- Employment information (one of the following):
  - Last 6 consecutive pay stubs from your employer;
  - Recent offer letter from employer;
  - Letter from your employer stating your hire date, hours, pay rate, frequency of pay, and the employer’s contact information;
- If you’re self employed, most recent tax return if you’re self employed (include 1099, 1040, EIC, Schedule C)
- If you’re unemployed, last 2 months of unemployment payments or worker’s compensation statements
- If you receive Social Security or SSI payments, a statement from the last 60 days
- If you receive veteran payments, a statement from the last 60 days
- If you receive any pension or retirement payments, statements from the last 60 days
- If you or your spouse is 62 years old and/or disabled, medical/dental receipts or copies of repayment agreements from medical providers over the last 12 months
- Proof of assets that equal $5000 or more for ALL members of the household combined.

For all children in the household:

- Birth certificate
- Social security card
- If you receive child support, statements from the last 2 months
- If you pay a child care provider, the last 4 receipts
- Proof of assets that equal $5000 or more for ALL members of the household combined.
Initial Lease-Up

How do I get into a unit?

Key Policy Changes

- Rent reasonableness policy.
- Initial voucher term of 120 days.
- Minimum rent for Public Housing.
- Choice of income-based or flat rent for public housing.
Step 1. Mandatory Briefing
- Learn how many bedrooms & how much assistance household is qualified to receive.

Step 2. Find a Suitable Unit
- Family’s responsibility to find unit and be approved through landlord’s application process.

Step 3. Submit Request for Tenancy Approval and Proposed Lease
- Unless granted an extension, family has 120 days from voucher issuance to submit.

Step 4. Verify Owner Qualification to Participate in the Voucher Program
- Legal ownership and background are verified.

Step 5. Housing Quality Standards Inspection & Rent Reasonableness Test
- Unit must meet minimum health and safety standards
**Public Housing: Initial Lease-Up**

**Step 1. Unit Offer(s)**
- DCHA will offer two units within the selected development(s). If both are refused, they will be removed from the waiting list.

**Step 2. Lease Orientation**
- Learn about the community and families’ responsibilities.

**Step 3. Execute Lease**
- All adult members of the household sign the lease.

**Step 4. Security Deposit**
- Pay security deposit equal to total tenant payment at time of admission to be held for the period the family occupies the unit.

**Step 4. Initial Inspection**
- Head of Household or Spouse/Cohead must attend inspection and sign the inspection form.

**Step 5. Move In**
Generally, DCHA will assign one bedroom for each two persons.

<table>
<thead>
<tr>
<th>Bedroom Size</th>
<th>Housing Choice Voucher Persons in Household (minimum-maximum)</th>
<th>Public Housing Persons in Household (minimum-maximum)</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>n/a</td>
<td>1-1</td>
</tr>
<tr>
<td>1</td>
<td>1-2</td>
<td>1-2</td>
</tr>
<tr>
<td>2</td>
<td>2-4</td>
<td>2-4</td>
</tr>
<tr>
<td>3</td>
<td>3-6</td>
<td>3-6</td>
</tr>
<tr>
<td>4</td>
<td>4-8</td>
<td>4-8</td>
</tr>
<tr>
<td>5</td>
<td>6-10</td>
<td>6-10</td>
</tr>
<tr>
<td>6</td>
<td>n/a</td>
<td>8-12</td>
</tr>
</tbody>
</table>
Voucher: Setting Rent Amount

DCHA calculates the Housing Assistance Payment (HAP) using the lesser of rents indicated through two measures.

**Payment Standard**

The maximum monthly assistance payment for a family as determined by DCHA. Based on city wide market standards and what the Agency can afford.

**Rent Reasonableness**

Comparable rents for the unit based on similar unassisted units. This is to ensure that the rent is reasonable.

This will be accomplished using an industry-standard third-party database.

OR
Total Tenant Payment is the highest of three measures – one is selected.

1. **10% Total Monthly Income**
2. **30% Adjusted Monthly Income**
3. **$0 Minimum Rent Voucher** (Voucher Program) or **$50 Minimum Rent Public Housing** (Public Housing)

**Option for Voucher Families**
If the rent to the property owner plus utilities is higher than the Payment Standard/Rent Reasonableness, families may pay the difference up to 40% of their adjusted monthly income.

**Option for Public Housing Families**
At recertification, families elect whether to pay income-based or flat rents. Income-based rents are described above. Flat rents are set at 80% of the current FMR/SAFMR.
In addition to rent, participants and residents could incur other housing costs, including the items below.

**Voucher Program**
- Utilities beyond the utility allowance;
- Refer to lease for additional fees which could include late fees, amenity fees, pet deposits/rent, and others.

**Public Housing**
- Late fees
- Pet security
- Excess utility fees
- Maintenance charges

OR
## Initial Lease Up

<table>
<thead>
<tr>
<th>Rationale</th>
<th>Current policy</th>
<th>Proposed policy</th>
</tr>
</thead>
<tbody>
<tr>
<td>HUD requirement to complete unit-by-unit analysis</td>
<td>Contract rents must be no more than the approved rent (posted on our website) and landlords are required to confirm the rent is comparable to other similar market rate units</td>
<td><strong>Payment standards</strong> will be set after an annual market analysis</td>
</tr>
<tr>
<td>Assurance that the agency’s resources are allocated appropriately</td>
<td></td>
<td>A <strong>rent reasonableness</strong> determination will be completed on a unit-by-unit basis to compare rents to similar unassisted units</td>
</tr>
<tr>
<td>Resources will be allocated to families with active leases – and incentivize families to actively search for their new home</td>
<td>The initial term of the voucher or the amount of time families have to find a unit is 180 days</td>
<td>The <strong>initial term of the voucher</strong> or the amount of time families have to find a unit will be 120 days</td>
</tr>
<tr>
<td>HUD requirement to have a minimum rent</td>
<td>There is no minimum rent in public housing</td>
<td>The <strong>minimum rent</strong> for public housing will be set at $50 per month.</td>
</tr>
<tr>
<td>Consistent with other PHAs</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Encourages self-sufficiency and increases resident investment in their community</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HUD requirement to provide choice of income-based or flat rent</td>
<td>DCHA calculates both rent options and charges the rent that is most advantageous for the resident</td>
<td>Public Housing residents will have the choice of income-based or flat rent. Flat rents will be 80% of FMR.</td>
</tr>
</tbody>
</table>
Continued Participation

How do I keep my assistance?

Key Policy Changes
• Align programs & policies with HUD regulations.
Family Responsibilities

- Complete recertifications (biennial or triennial).
- Report changes in income, assets, and family composition.
- Allow access to unit for inspection.
- Allow access to unit for repairs.
- Maintain unit in accordance with Housing Quality Standards.
- Follow conduct requirements.
- Comply with the terms of the lease.
Family Responsibilities

**Guest Stay Maximums**

**Voucher Program**
30 consecutive days or 90 cumulative days during any 12-month period.*

**Public Housing**
10 consecutive days or 30 cumulative days during any 12-month period. Notify DCHA when overnight guest will stay more than 3 days.

**No Longer A Family Member**

**Voucher Program**
Expected to be absent more than 120 consecutive days (separate policy for students).

**Public Housing**
Expected to be absent more than 60 consecutive days.

*In addition to DCHA responsibilities, tenant has obligations in their lease – the most stringent rule applies.
If a family's adjusted income exceeds the 120% of Area Median Income (AMI) at a recertification, a two-year grace period begins. After the two-year grace period:

- DCHA is opting not to terminate over-income residents.
- Over-income families experiencing a decrease in income may request an interim re-examination. If they fall below the over-income limit, they are entitled to a new two-year grace period.

DCHA will continue offering the choice between income-based or flat rent.

Once alternative rent requirements for over-income families become legally effective, DCHA will charge the higher of the applicable fair market rent (FMR) or the amount of monthly subsidy for the unit.
Public Housing Transfer Priority

Transfers will be processed in the following order:

1. Emergency transfers (hazardous maintenance conditions, VAWA)
2. High-priority transfers (verified medical condition, threat of harm or criminal activity, and reasonable accommodation)
3. Transfers to make accessible units available
4. Demolition, renovation, etc.
5. Occupancy standards
6. Other DCHA-required transfers
7. Other tenant-requested transfers (see next slide)
### Public Housing Transfer Priority

<table>
<thead>
<tr>
<th>Residents will receive one transfer offer.</th>
<th>Tenant-Requested Transfers</th>
</tr>
</thead>
<tbody>
<tr>
<td>When the transfer is...</td>
<td>• DCHA will consider transfer requests for the following reasons:</td>
</tr>
<tr>
<td></td>
<td>• Serious or life-threatening medical condition</td>
</tr>
<tr>
<td></td>
<td>• Threat of physical harm or criminal activity</td>
</tr>
<tr>
<td></td>
<td>• Reasonable accommodation</td>
</tr>
<tr>
<td></td>
<td>• Kinship Care or court ordered custody transfer to a different unit size</td>
</tr>
<tr>
<td></td>
<td>• Location closer to employment</td>
</tr>
<tr>
<td>Required by DCHA</td>
<td>• DCHA will only consider requests from residents in good standing, except in cases of reasonable accommodation.</td>
</tr>
<tr>
<td>Lease termination</td>
<td></td>
</tr>
<tr>
<td>Requested by the Resident</td>
<td></td>
</tr>
<tr>
<td>Removal from the transfer list (Family must wait 12 months to re-apply for a transfer)</td>
<td></td>
</tr>
<tr>
<td><strong>Pets</strong></td>
<td><strong>Community Service</strong></td>
</tr>
<tr>
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<td>------------------------</td>
</tr>
<tr>
<td>• Service animals and support animals are excluded from the pet policy.</td>
<td>• Residents must complete 96 hours of community service and/or economic self-sufficiency programming per year (average of 8 hours per month).</td>
</tr>
<tr>
<td>• As of January 2024, new pets will only be registered at elderly/disabled properties.</td>
<td>• Exemptions include:</td>
</tr>
<tr>
<td>• Pets must be common household pets.</td>
<td>• Elderly or disabled or their primary caretaker</td>
</tr>
<tr>
<td>• Pets must be registered with DCHA annually.</td>
<td>• Employed at least 30 hours per week</td>
</tr>
<tr>
<td>• A pet deposit is required.</td>
<td>• Public benefits recipients in good standing</td>
</tr>
<tr>
<td>• Owners must adhere to cleanliness, noise, and pet care standards.</td>
<td>• Leases will not be renewed for residents in noncompliance unless the tenant enters a work-out agreement or the resident no longer resides in the unit.</td>
</tr>
</tbody>
</table>
Voucher Moves

• Generally, families are eligible to move after initial lease term and once per 12-month period.

• Allowable moves
  - Family has given notice to terminate in accordance with the lease;
  - Family and the owner mutually agree to terminate the lease;
  - Owner has given the family a notice to vacate or commenced an action to evict the family;
  - Domestic violence, dating violence, sexual assault, or stalking;
  - DCHA has terminated the HAP contract for the family’s unit for the owner’s breach;
  - DCHA determines the family’s unit does not meet the HQS space standards.

*If a family does not locate a new unit, the family may remain in its current unit if the owner and DCHA approve. Otherwise, the family will lose its assistance.

• To move into/out of DC with voucher assistance, portability policies apply.
## Continued Participation

<table>
<thead>
<tr>
<th>Rationale</th>
<th>Current policy</th>
<th>Proposed policy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Align with other PHAs</td>
<td>Elderly-only and mixed population properties may have pets</td>
<td>Effective 1/2024, DCHA will only allow non-service or assistance animals in elderly/disabled buildings. Residents w/ pets prior to January 2024 may keep their pet if the animal has been registered appropriately. Owners must adhere to cleanliness, noise, and pet care standards. Pet leases and fees will be enforced. The registration must be renewed annually, and the resident must pay a pet deposit.</td>
</tr>
<tr>
<td>Reduce wear and tear on units</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Service animals and support animals are exempt from this policy.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Aligning with HUD regulations</td>
<td>A family may be over-income for 24 months before they are terminated</td>
<td>Residents that are over-income (120% of AMI) for more than 24 months will be charged the higher of FMR or the amount of monthly subsidy for the unit once alternative rent requirements for over-income families become legally effective. Until then, DCHA will continue offering the choice of income-based or flat rent.</td>
</tr>
<tr>
<td>Opting not to terminate residents</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Aligning with HUD regulations</td>
<td>Residents are required to perform eight hours of community service and/or economic self-sufficiency per month unless exempt</td>
<td>Not a change in policy, change is practice</td>
</tr>
<tr>
<td>Aligning with HUD regulations</td>
<td>There is no specific policy for debt owed</td>
<td>Family has the option to enter into a repayment agreement</td>
</tr>
</tbody>
</table>
Termination

When would I lose my assistance?

Key Policy Changes

- Voucher assistance terminates after 180 days of zero HAP.
- Threats to and abuse of staff are grounds for termination from public housing.
Termination

HUD-Mandated Terminations
- Failure to sign any consent form required for any reexamination.
- Failure to document citizenship or immigration status.
- Failure to disclose and document social security numbers.
- Failure to accept a lease revision.
- Methamphetamine conviction for manufacture/production on DCHA's premises.
- Lifetime registered sex offender at time of admission.
- Noncompliance with community service requirements (public housing only).
- Death of sole family member.

DCHA Terminations
- DCHA may terminate tenancy if the family is absent >180 days or abandons the unit.
**Program-Specific Termination**

**Voucher Program**
- If HAP = zero for 180 days, assistance is terminated.
- Insufficient program funding.

**Public Housing Program**
- DCHA may terminate tenancy if he/she/they:
  - commit a crime,
  - are a source of danger to other residents or staff, including threatening or abusive behavior,
  - cause damage to people or property,
  - create a nuisance,
  - breach DCHA rules,
  - are chronically delinquent in the payment of rent (6 late payments within 12-month period), or
  - violate the lease in any other manner.

OR
Alternatives to Termination

DCHA will consider mitigating factors including requiring the tenant to exclude a household member in order to continue to reside in the assisted unit.

If a family owes amounts to the DCHA, the DCHA will require the family to repay the full amount or enter a repayment agreement within 30 days of receiving notice of the amount owed.
## Termination

<table>
<thead>
<tr>
<th>Rationale</th>
<th>Current policy</th>
<th>Proposed policy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aligning with HUD regulations – DCHA does not have the authority to implement its current policy</td>
<td>DCHA terminates a participant’s HAP after one year of zero HAP assistance</td>
<td>DCHA will terminate a HAP after 180 days of zero HAP assistance</td>
</tr>
<tr>
<td>Resident and staff safety are imperative to a healthy community</td>
<td>No policy</td>
<td>Threatening and/or abusive language towards staff are grounds for termination</td>
</tr>
</tbody>
</table>
Fair Housing

What additional protections do I have access to?

Key Policy Changes
• No notable changes in fair housing.
Fair Housing

Non-Discrimination

- DCHA recognizes federal and local protected classes.

Persons with Disabilities

- DCHA uses its Reasonable Accommodation policies to ensure persons with disabilities have full access to programs and services.

Language Access

- DCHA uses a language line for telephone interpreter services.
- DCHA will provide written translations of vital documents for each eligible LEP language group that constitutes 3 percent or 500 persons, whichever is less.
Reasonable Accommodations

- Accommodation for a person with a disability to have an equal opportunity to use and enjoy a dwelling, including public and common use spaces.
- Accommodation must be reasonable, meaning it does not impose an undue financial or administrative burden on DCHA and it does not cause a fundamental alteration in the nature of DCHA's program.
- There must be an identifiable relationship between the requested accommodation and the individual's disability.

**Request**
- Family requests an accommodation, preferably using a reasonable accommodation request form.

**Verify**
- DCHA confirms disability and how the request will assist the individual.

**Consider**
- DCHA considers whether the request is reasonable.

**Respond**
- Decision to approve or deny rendered in writing within 20 days of application.

**Implement**
- DCHA implements approved accommodations.
Grievances & Appeals

What if I don’t agree with the decision?

Key Policy Changes
• Updated terminology to align with HUD’s regulations.
Qualified Events

- When DCHA makes a decision that has a negative impact on a family, the family may be entitled to appeal the decision.

- Informal hearings are used solely to dispute adverse decisions regarding admission/denial of assistance.

- Public housing residents are entitled to grieve PHA actions, inactions, or policies which adversely affect their rights, duties, welfare, or status. DCHA will not offer grievance hearings for lease terminations involving:

1. Criminal activity that threatens the health, safety, or right to peaceful enjoyment of the premises of other residents or employees.

2. Violent or drug-related criminal activity on or off the premises.

3. Any criminal activity resulting in felony conviction of a household member.
Significant Amendment to the FY2023 MTW Annual Plan
What is MTW?

Moving To Work (MTW) is a demonstration program for public housing authorities that provides designated agencies the opportunity to design and test innovative, locally-designed strategies that meet at least one of the following objectives:

• Use federal dollars more efficiently and effectively;
• Encourage residents/participants to obtain employment and become self-sufficient; and
• Increase housing choices for low-income families.
What is Gained by MTW Designation?

- Gives flexibility to be exempted from many existing public housing and voucher rules/regulations.
- Provides more flexibility with how MTW agencies use their Federal funds.

*Special Purpose Vouchers are not included during their initial term, though some may be included upon renewal.
Annual Plan & Report

Each MTW agency must prepare and submit an annual plan (July) and report (December) to HUD each year that includes the following components:
Intent

1. To align policies outlined in the ACOP, Admin Plan & MTW Plan.
2. To incorporate comments from HUD communicated via the 2022 HUD Review.
3. Addition of Capper Senior I to list of potential RAD sites.
## Alignment with ACOP/Administrative Plan

<table>
<thead>
<tr>
<th>Update</th>
<th>Rationale</th>
</tr>
</thead>
<tbody>
<tr>
<td>Waiting List Projections, Policies and Planned Changes</td>
<td>Reflect current waitlist numbers and align with the policies outlined in the ACOP and Administrative Plan.</td>
</tr>
<tr>
<td>Rent Reasonableness (Initiative 8)</td>
<td>Status updated to reflect the policies outlined in the ACOP and Administrative Plan and comments from the 2022 HUD Review.</td>
</tr>
<tr>
<td>3rd Inspection Fee update from $75 to $100 (Initiative 17)</td>
<td>Align with the policies outlined in the Administrative Plan.</td>
</tr>
<tr>
<td>Utility Rates (Initiative 24)</td>
<td>DCHA is analyzing and updating the utility allowance schedule.</td>
</tr>
<tr>
<td>Summary of ACOP/Admin Plan Policies</td>
<td>Included policy overview appendix for public awareness.</td>
</tr>
<tr>
<td>Initiative</td>
<td>Update</td>
</tr>
<tr>
<td>------------</td>
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</tr>
<tr>
<td>Initiative 2: Designation of Elderly-Only Properties</td>
<td></td>
</tr>
<tr>
<td>Initiative 5: Modification to Market-Based Rents</td>
<td></td>
</tr>
<tr>
<td>Initiative 16: Requirement to Correct Minor HQS Unit Condition Discrepancies—Tenant/Landlord Self-Certification</td>
<td></td>
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<tr>
<td>Initiative 34: Virtual Housing Quality Standards (HQS) Inspections</td>
<td></td>
</tr>
</tbody>
</table>
## Development Plans

<table>
<thead>
<tr>
<th>Update</th>
<th>Rationale</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capper Senior I</td>
<td>DCHA intends to apply for a RAD CHAP for the 162 units at Capper Senior I in FY2023 with anticipated conversion in FY2024. The property was newly constructed in FY2020 and does not require additional financing or renovation.</td>
</tr>
</tbody>
</table>
### Other Updates

<table>
<thead>
<tr>
<th>Update</th>
<th>Impact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Energy Performance Contract (EPC) Evaluation</td>
<td>DCHA conducted an evaluation of its EPC to assess the program given changes to the fiscal environment.</td>
</tr>
<tr>
<td>Units Occupied by Police Officers and Employees</td>
<td>Specifies the number of units occupied by police and employees at DCHA properties.</td>
</tr>
</tbody>
</table>
Logistics
Key Dates

Public Review, Comment & Stakeholder Meetings

*February 14th – March 16th for MTW*

*February 14th – March 31st for ACOP & Administrative Plan*

Board of Commissioners Consideration for Submission to HUD

*April BOC meeting*
Viewing Plans & Submitting Comments

• DCHA’s proposed ACOP, Admin Plan and FY2023 MTW Annual Plan amendment are available on DCHA’s website at http://www.dchousing.org/mtw2/.

• Public comment period is open through Thursday, March 16th for the MTW Plan Amendment and Friday, March 31st for the ACOP & Administrative Plan.

• Submit written comments via email at mtw@dchousing.org.

• Or, mail written comments to:
  Hanna Koerner
  c/o DCHA
  300 7th St. SW
  Washington, DC 20024
Questions & Answers