Making an IMPACT…

2013 Moving to Work Plan

Adrianne Todman
Executive Director
October 12, 2012

DISTRICT OF COLUMBIA HOUSING AUTHORITY

1133 North Capitol Street, NE

Washington DC 20002

Phone: 202-535-1000

Email: info@dchousing.org

Website: www.dchousing.org

District of Columbia Housing Authority Board of Commissioners

Pedro Alfonso, Chairman

Terri Thompson, Vice Chair

Jennifer Reed, Representative, Housing Advocates

Ken Grossinger, Representative, Labor

Victor Hoskins, DC Deputy Mayor for Planning and Economic Development

Frank Lancaster, Representative, Senior and Disabled Properties

Clarence Mobley

M. Bernadette Tolson

Aquarius Vann-Ghasri, Representative, Family Properties

Marie Whitfield, At-Large Resident Representative

This Moving to Work (MTW) Annual Plan is prepared in accordance with the "Amended and Restated Moving to Work Agreement" between the U.S. Department of Housing and Urban Development and District of Columbia Housing Authority. This agreement was signed by both parties in September, 2009 and extends the MTW program until the end of the Housing Authority's 2018 Fiscal Year. The required elements of the Annual MTW Report are detailed in HUD Form 50900 published July 24, 2008 (OMB Control Number: 2577-0216 Expiration Date: 8/31/2011).

Table of Contents

Section I. Introduction 1

A. Overview 1

B. Goals and Objectives 1

C. New MTW Activities 2

D. Ongoing MTW Activities 2

Section II. General Agency Operating Information 4

A. Housing Stock Information 4

1. Number of Public Housing Units 4
2. Significant Capital Expenditures by Development 6
3. New Public Housing Units 6
4. Public Housing Units Removed 6
5. Number of MTW HCV Authorized 7
6. Number of Non-MTW HCV Authorized 8
7. Vouchers to be Project Based in Plan Year 8

B. Leasing Information 8

1. Number of Public Housing Units Leased 8
2. Number of Non-MTW Public Housing Units Leased 8
3. Number of MTW HCV Units Leased 8
4. Number of Non-MTW HCV Units Leased 8
5. Description of any issues related to leasing of Public Housing or HCV units 9
6. Project-based Vouchers Committed or In Use 9

C. Waiting List Information 9

1. Anticipated Changes in Waiting Lists 9
2. Anticipated Changes in the Number of Families on the waiting list(s) and/or Opening and Closing of waiting list(s). 9

Section III. Non-MTW Related Housing Authority Information (Optional) 11

Section IV. Long-term MTW Plan (Optional) 12

Section V. Proposed MTW Activities 13

Initiative 25: Simplified Utility Allowance Schedule 13

Section VI. Ongoing MTW Activities: HUD Approval Previously Granted 17

Initiative 1: Modifications to DCHA's Project-Based Voucher Program (formerly 1.1.04, 1.5.05 & 1.9.06) 20

Initiative 2: Designation of Elderly Only Properties (formerly 1.3.04) 21

Initiative 3: Modifications to HCV Homeownership Program (formerly 1.4.04) 22
Initiative 4: Simplified Certification and Multi-Year Income Recertification (formerly 2.1.04) 24
Initiative 5: Modifications to Market-Based Rents (formerly 2.2.04) 25
Initiative 6: Modifications to Pet Policy (formerly 2.3.04 & 2.5.05) 26
Initiative 7: DCHA Subsidiary to Act as Energy Services Company (formerly 4.1.04) 26
Initiative 8: Modifications to Methods for Setting Total Tenant Payments and Determining HCV Market Rents and Promoting Deconcentration (formerly 1.6.05 & 3.8.10) 27
Initiative 9: Streamlined Operating Subsidy Only (OPERA) Protocol-- Operating Assistance for Rental Housing (formerly 3.3.05) 28
Initiative 10: Supporting Grandfamilies (formerly 3.4.05) 28
Initiative 11: Streamlining Resident Community Service (formerly 3.5.05) ..... **Error! Bookmark not defined.**
Initiative 12: Applicant Intake Site Designation/ Revised Site-Based Waiting List Policies and Procedures (formerly 1.10.06 & 2.5.04) 29
Initiative 13: Rent Simplification and Collections (formerly 3.5.06) 29
Initiative 14: Enhanced Public Housing Lease Enforcement Operations (formerly 2.6.07) 30
Initiative 15: 3.6.08 Streamlining the Transition from Project-Based to Tenant-Based Vouchers 30
Initiative 16: Reform Housing Quality Standards (formerly 3.7.08) 31
Initiative 17: Requirement to Correct Minor HQS Unit Condition Discrepancies—Tenant/Landlord Self-Certification (formerly 2.7.11) 31
Initiative 18: Change in Abatement Process, including Assessment of a Re-inspection Fee as an incentive to Maintain Acceptable Housing Quality Standards in Voucher Assisted Units (formerly 2.8.11) 32
Initiative 19: Creation of Local Authorization and Release of Information Form with an Extended Expiration to Support the Biennial Recertification Process (formerly 3.9.11) 32
Initiative 20: Establishment of Resident Driven Community Based Programs to Improve Customer Service and Foster Greater Resident Empowerment (formerly 4.5.11) 33
Initiative 21: Enhance Neighborhood Services within Public Housing Communities (formerly 2.9.12) 35
Initiative 22: DCHA Local Mixed Subsidy Program (formerly 2.10.12) 36
Initiative 23: Housing Public Housing Residents in Service-Rich Environments (formerly 3.9.12) 37
Initiative 24: Encourage the Integration of Public Housing Units into Overall HOPE VI Communities (formerly 3.10.12) 37
Section VII. Sources and Uses of Funding 39
A. Sources and Uses of MTW Funds 39
B. Sources and Uses of Non-MTW Funds 41
C. Sources and Uses of the COCC 42

D. Cost allocation or Fee-for-Service Approach 42
E. Use of Single-Fund Flexibility 42
Section VIII. Administrative 43
A. Board of Commissioners Authorization Resolution 43
B. Agency-Directed Evaluations of the Demonstration 55
Appendix A: Local Asset Management Program 56

Section I. Introduction

A. Overview

The District of Columbia Housing Authority (DCHA) is an independent public agency that provides housing assistance to almost ten percent of the city's population. As a landlord, property manager, voucher administrator, and real estate developer, DCHA is a key player in the provision, preservation and production of affordable housing in the District of Columbia. The Agency's local leadership role and its innovative approaches to sustaining its mission have made DCHA a national leader in its field.

DCHA is participating in a federal demonstration program titled Moving to Work (MTW). The program allows participating agencies to design and test innovative approaches to local housing and policy issues. MTW also allows the agencies to combine funding awarded by the US Department of Housing and Urban Development (HUD) into one single budget with the flexibility to fund services and initiatives that may have been delayed or not undertaken at all due to funding gaps or other limitations.

Moving forward, DCHA will continue to look to identify innovative and practical ways in which the Agency utilizes its MTW regulatory flexibility and financial fungibility to better serve our clients.

B. Goals and Objectives

DCHA's MTW Plan is guided by the principals set forth by the Agency's Mission Statement and Strategic Goals. In addition, the MTW activities advance at least one of the three MTW Statutory Objectives.

Mission Statement

The District of Columbia Housing Authority provides quality affordable housing to extremely low-through moderate-income households, fosters sustainable communities, and cultivates opportunities for residents to improve their lives.

DCHA's Strategic Goals

Goal A: Create opportunities, through collaboration and partnerships, to improve the quality of life for DCHA residents.

Goal B: Increase access to quality affordable housing.

Goal C: Provide livable housing to support healthy and sustainable communities.

Goal D: Foster a collaborative work environment that is outcome driven and meets highest expectations of the affordable housing industry.

Goal E: Effectively communicate DCHA's accomplishments and advocate for its mission.

MTW Statutory Objectives

1. Reduce cost and achieve greater costs effectiveness in federal expenditures;

2. 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; and

3. Increase housing choices for low-income families.

C. New MTW Activities

In fiscal year 2013 (FY2013), DCHA proposes one new MTW Activity.

1. Simplified Utility Allowance Schedule

D. Ongoing MTW Activities

The following outlines DCHA's Ongoing MTW Activities. A brief update on the status of each is provided in Section VI of this plan. Note that for simplification purposes, the numbering of the MTW Activities has changed since FY2012.

Table I.1 Summary of Ongoing MTW Activities/Initiatives

New Number	Old Number	Activity	Yr. Identified	Yr. Implemented
1	1.1.04 1.5.05 1.9.06	Modifications to DCHA's Project-Based Voucher Program	FY2004, FY2005 & FY2006	FY2004, FY2005 & FY2006
2	1.3.04	Designation of Elderly-Only Properties	FY2004	FY2004
3	1.4.04	Modifications to HCV Homeownership Program	FY2004	FY2004
4	2.1.04	Simplified Certification and Multi-Year Income Recertification	FY2004	FY2004
5	2.2.04	Modifications to Market-Based Rents	FY2004	FY2004
6	2.3.04 2.5.05	Modifications to Pet Policy	FY2004 & FY2005	FY2004 & FY2005
7	4.1.04	DCHA Subsidiary to Act as Energy Services Company	FY2004	FY2004
8	1.6.05 3.8.10	Modifications to Methods for Setting Total Tenant Payments and Determining HCV Market Rents and Promoting Deconcentration	FY2005 & FY2010	FY2005 & FY2010
9	3.3.05	Streamlined Operating Subsidy Only (OPERA) Protocol--Operating Assistance for Rental Housing	FY2005	Not Yet Implemented
10	3.4.05	Supporting Grandfamilies	FY2005	FY2005
11	3.5.05	Streamlining Resident Community Service	FY2005	FY2005
12	1.10.06 2.5.04	Applicant Intake Site Designation/ Revised Site-Based Waiting List Policies and Procedures	FY2004	FY2005
13	3.5.06	Rent Simplification and Collections	FY2006	FY2006
14	2.6.07	Enhanced Public Housing Lease Enforcement Operations	FY2007	On Hold
15	3.6.08	Streamlining the Transition from Project-Based to Tenant-Based Vouchers	FY2008	FY2009

New Number	Old Number	Activity	Yr. Identified	Yr. Implemented
16	3.7.08	Reform Housing Quality Standards	FY2008	Not Yet Implemented
17	2.7.11	Requirement to Correct Minor HQS Unit Condition Discrepancies—Tenant/Landlord Self-Certification	FY2011	FY2012
18	2.8.11	Change in Abatement Process, including Assessment of a Re-inspection Fee as an Incentive to Maintain Acceptable Housing Quality Standards (HQS) in Voucher Assisted Units	FY2011	FY2012
19	3.9.11	Creation of Local Authorization and Release of Information Form with an Extended Expiration to Support the Biennial Recertification Process	FY2011	FY2012
20	4.5.11	Establishment of Resident Driven Community Based Programs to Improve Customer Service and Foster Greater Resident Empowerment	FY2011	Not Yet Implemented
21	2.9.12	Enhance Neighborhood Services within Public Housing Communities	FY2012	FY2012
22	2.10.12	DCHA Local Mixed Subsidy Program	FY2012	FY2012
23	3.9.12	Housing Public Housing Residents in Service-Rich Environments	FY2012	Not Yet Implemented
24	3.10.12	Encourage the Integration of Public Housing Units into Overall Hope VI Communities	FY2012	Not Yet Implemented

Section II. General Agency Operating Information

A. Housing Stock Information

1. Number of Public Housing Units

DCHA's Public Housing inventory, including approved non-dwelling units, consists of 8,187 units at the beginning of FY2013.

Table II.1 Public Housing Units (by AMP/Development #) at the Beginning of FY2013

AMP or Development Number	Development Name	ACC Units
DC001005370	The Avenue	27
DC001003090	Barry Farm	444
DC001002220	Benning	285
DC001005270	Capital Quarters	39
DC001005230	Capitol Gateway	61
DC001005220	Capper Senior I	162
DC001005250	Capper Senior II	139
DC001003363	Carroll Apartments	96
DC001001600	Claridge Towers	343
DC001001950	Colorado/Columbia	44
DC001001460	Edgewood Terrace	89
DC001003850	Elvans Road	22
DC001005280	Fairlawn Marshall	30
DC001001640	Fort Lincoln	120
DC001001370	Garfield Family	53
DC001001371	Garfield Senior	229
DC001005350	Gibson Plaza	53
DC001005290	Glenncrest	61
DC001004210	Greenleaf Sr/Family	457
DC001001680	Harvard Towers	194
DC001005200	Henson Ridge	68
DC001003530	Highland Dwellings/Addition	233
DC001003300	Hopkins Apartments	158
DC001001620	Horizon House	124
DC001001700	James Apartments	141

AMP or Development Number	Development Name	ACC Units
DC001001030	James Creek	242
DC001001650	Judiciary House	272
DC001001080	Kelly Miller Dwellings	160
DC001005190	Kenilworth	290
DC001004361	Kentucky Courts	118
DC001005210	Kentucky Courts II	12
DC001002400	Langston Addition	36
DC001002250	Langston Terrace	274
DC001001391	LeDroit	124
DC001002130	Lincoln/Richardson	630
DC0010005320	Matthews Memorial	35
DC001001440	Montana Terrace	65
DC001005240	Oxford Manor	30
DC001001340	Park Morton	188
DC001004430	Potomac Gardens	352
DC001001690	Regency House	160
DC001005300	Sheridan Station	45
DC001001290	Sibley Family	83
DC001001291	Sibley Senior	224
DC001005242	St Martins	50
DC001002230	Stoddert/Ft. Dupont	357
DC001004240	Syphax	174
DC001005410	Victory Square	35
DC001003105	Wheeler Creek Family	48
DC001003104	Wheeler Creek Sr	100
DC001003361	Woodland Terrace	376
DC0010000009	Scattered Sites	10
DC001000081	Scattered Sites	13
DC001000082	Scattered Sites	8
DC001001830	Scattered Sites	4
TOTAL		8,187

2. Significant Capital Expenditures by Development

DCHA does not have any planned capital expenditures at the development level that will exceed 30% of the Agency's total budgeted capital expenditures for FY2013. (See page39 for DCHA's FY2013 Capital Fund budget.) While no single development will receive capital improvements accounting for more than 30% of total Capital Funds, debt service on DCHA's 2005 Capital Fund Financing Program bond is $6.1 million per year, which accounts for more than 30% of FY2013 Capital Funds.

3. New Public Housing Units

DCHA expects to add 76 units to the Agency's Public Housing inventory in FY2013 in three properties. Completion of two of the properties (Capper Carrollsburg and Parkside) were projected to add 66 Public Housing units in FY2012 but were delayed until FY2013. Sheridan Station Phase III is the newest phase to DCHA's Sheridan Terrace HOPE VI. See Table II.2 below.

Table II.2 New Public Housing Units to be Added in FY2013

AMP Name and Number	Bedroom Size							Total Units	Population Type	Fully Accessible	Adaptable
	0	1	2	3	4	5	6+				
Capper Carrollsburg	0	0	3	14	7	0	0	24	General	9	24
Parkside Addition	0	10	24	8	0	0	0	42	General	10	42
Sheridan Station Phase III	0	0	5	5	0	0	0	10	General	0	10
Total	0	10	32	27	7	0	0	76		19	76

4. Public Housing Units Removed

DCHA is continuing to identify opportunities to improve the quality of its housing inventory available to low-income families, and to provide opportunities for homeownership to Public Housing residents and other Public Housing-eligible households. The Agency is being proactive by updating its long range planning exercise and looking into possible alternative scenarios to address the redevelopment and modernization needs of its Public Housing sites. During FY2013, DCHA will continue to review and study various funding alternatives and redevelopment opportunities. DCHA plans to apply for demolition and/or disposition of some of its Public Housing in order to leverage funds to proceed with its redevelopment plans.

The ability to move forward on these plans depends on a variety of factors including economic conditions and the availability of financing. Funding will be sought through a myriad of sources including, but not limited to, Choice Neighborhood Initiatives (CNI), Low Income Tax Credits, Historic Tax Credits, New Market Tax Credits, tax-exempt bonds, FHA financing, and private financing. It is hoped that some of these factors will align to permit proceeding on a number of properties during FY2013.

Based on a thoughtful process of assessing viable planning projects, up to 1,260 units are being considered for potential disposition/demolition. However, demolition timetables and the list of disposition/demolition candidate properties will be determined as planning and development

evolve. The following narrative provides a snapshot of the development activities DCHA is exploring.

In the past, DCHA has successfully utilized HOPE VI to redevelop many of its most distressed Public Housing sites. DCHA continues to consider HOPE VI as a valuable Public Housing redevelopment financing tool; however, in its absence from the HUD budget, DCHA will pursue CNI funding aggressively. In FY2012, DCHA received a CNI Planning Grant and submitted an Implementation Grant application for the neighborhood surrounding Kenilworth Courts. Additionally, DCHA submitted a CNI Planning Grant application for the Barry Farm/Wade Apartments neighborhood. As demonstrated in the CNI applications, the units at both Kenilworth and Barry Farms/Wade are obsolete. If these applications result in award, disposition/demolition would take place in order to redevelop the site(s). Kenilworth consists of 290 units and Barry Farm/Wade Apartments have 444 units.

Depending on the availability of HOPE VI and/or CNI funding and the requirements of the NOFA(s) in FY2013, DCHA may submit applications for one or both of the following developments: Highland Addition (119 units) or Barry Farm/Wade Apartments (444 units). If awarded, disposition/demolition, based on obsolescence, would take place in order to redevelop the site. Given the uncertainty of future appropriations for HOPE VI, DCHA will continue to explore alternative funding for the redevelopment of these sites.

The District of Columbia has a renewed commitment to affordable housing and the District's New Communities Initiative. Although District funding for the New Communities Initiative is limited, DCHA continues to engage public housing residents, community stakeholders, developers, and others in long-range planning for Park Morton (174 units), Sursum Corda (28 units) and Kelly Miller (121 units) that may require disposition/demolition of some or all of the units to facilitate the redevelopment the sites. Leasing or transferring the developments to other entities would be a more cost-effective way for the development to be used for low-income or mixed-income housing, because that entities will have access to funds not available to the PHA.

DCHA has plans to demolish 33 vacant and functionally obsolete units at Lincoln Heights. The abandoned buildings have become eyesores to the neighborhood and are attracting a criminal element.

DCHA has applied to HUD for the approval of the disposition of 51 scattered site public housing units. DCHA struggles, like many large Public Housing Authorities, with the inefficiencies inherent in the management of its scattered site portfolio. The disposition is part of DCHA's ongoing efforts to replace Public Housing units that are inefficient to operate with more efficient Public Housing stock, to provide homeownership opportunities and to generate funds to produce new affordable units.

5. Number of MTW HCV Authorized

The number of MTW housing choice vouchers (HCV) authorized grew from 12,752 at the end of FY2011 to 12,838 at the end of FY2012. The growth represents a 0.6% increase and is due to the conversion of 32 non-MTW vouchers to MTW vouchers and the receipt and subsequent conversion to MTW of 54 replacement vouchers.

Table II.3 MTW HCV Authorized Vouchers—End of FY2012

Program	Authorized Vouchers
MTW Vouchers	12,838

6. Number of Non-MTW HCV Authorized

The number of non-MTW vouchers authorized rose from 907 at the end of FY2011 to 1,025 at the end of FY2012. This 13.0% increase was due to the award of 150 new Veterans Affairs Supportive Housing (VASH) vouchers and the conversion of 32 non-MTW vouchers to MTW vouchers. Table II.4 provides the details of the types of vouchers in the non-MTW inventory.

Table II.4 Non- MTW HCV Authorized Vouchers—End of FY2012

Program	Authorized Vouchers
Multicultural	81
VASH	744
Non-elderly disabled	200
Non-MTW Vouchers	1,025

7. Vouchers to be Project Based in Plan Year

DCHA has plans to project base five MTW vouchers in FY2013.

Table II.5 HCV Units to be Project-based in FY2013

AMP Name and Number	Bedroom Size							Total Units	Population Type
	0	1	2	3	4	5	6+		
Bates Street Townhomes Cooperative (Mi Casa)	0	0	2	0	3	0	0	5	General
Total	0	0	2	0	3	0	0	5	

B. Leasing Information

1. Number of Public Housing Units Leased

DCHA anticipates that 7,500 Public Housing units will be leased during FY2013.

2. Number of Non-MTW Public Housing Units Leased

All of DCHA's Public Housing units are MTW units.

3. Number of MTW HCV Units Leased

DCHA projects that 10,500 MTW Vouchers will be leased in FY2013.

4. Number of Non-MTW HCV Units Leased

DCHA projects that 975 non-MTW Vouchers will be leased in FY2013.

5. Description of any issues related to leasing of Public Housing or HCV units

Public Housing— DCHA does NOT anticipate any difficulties in leasing Public Housing units in FY2013. The Office of Capital Projects is continuing to work diligently to bring uninhabitable units that are offline for modernization back online. When units are ready for occupancy, DCHA has no difficulty leasing units.

Housing Choice Voucher— DCHA does NOT anticipate any difficulties in leasing HCV units in FY2013. DCHA's ability to lease additional HCV units is limited by funding. The average monthly cost to utilize an HCV in the District of Columbia is approximately $62 more than the funds DCHA receives from HUD. Additionally, using DCHA's single fund flexibility, some voucher funds are being used to fund public safety initiatives, resident services, and the continued modernization of DCHA's public housing. With both the VASH and non-elderly disabled vouchers, lease-ups have been slower than anticipated because of the difficulty housing these special populations and slow referrals. However, with continued improvements in the processes and enhanced partnerships, DCHA expects to see increased lease-up rates.

6. Project-based Vouchers Committed or In Use

DCHA had 1,427 MTW project-based vouchers and 126 non-MTW project-based vouchers at the start of FY2013.

Table II.6 Project-based vouchers committed or in use

Program	Committed or In Use (End of FY2011)
MTW HCV Project-based Vouchers	1,427
Non-MTW HCV Project Based Vouchers	126
TOTAL	**1,553**

C. Waiting List Information

1. Anticipated Changes in Waiting Lists

During FY2013, DCHA will continue its conversion to centrally managed site-based waiting lists for conventional Public Housing in FY2012 under ongoing Initiative 12 - Application Intake Site Designation/ Revised Site-Based Waiting List Policies and Procedures. Through the conversion process DCHA will verify continued interest.

2. Anticipated Changes in the Number of Families on the waiting list(s) and/or Opening and Closing of waiting list(s).

As part of the re-engineering of the waiting lists and the conversion to centrally managed site-based waiting lists, DCHA is considering multiple options to improve the management and predictability of the waiting list. This will include an updating of the households on the list and various options to make the Housing Authority intake process more customer friendly. The number of families coming off the waiting lists is dwarfed by the volume of those on the lists,

and DCHA expects no significant change to the number of families on the waiting list(s), despite the fact that DCHA continues to serve families from the waiting lists. The verification of continued interest may result in a slight reduction to the size of the lists. In no way will the reduction reflect a declining need for affordable housing in the District of Columbia.

Section III. Non-MTW Related Housing Authority Information (Optional)

In order to focus its efforts on complying with the required reporting elements outlined in the Attachment B of the Restated and Amended MTW Agreement, the Agency has chosen to exercise the option not to provide information related to this area.

Section IV. Long-term MTW Plan (Optional)

In FY2012, DCHA's Board of Commissioners adopted a new Mission Statement and new Strategic Goals, reflecting the Agency's renewed focus on residents in addition to the traditional focus on the physical assets of the Housing Authority. The activities undertaken under MTW will align with this new direction. DCHA is building on a solid foundation and the Agency has an ambitious agenda for the years remaining under the MTW Agreement.

The flexibility and regulatory relief of MTW has never been more important to the 35 MTW agencies. The great recession has disproportionally affected the most vulnerable in our community and magnified the critical affordable housing issue facing this country. The Federal Government's deficit-cutting actions have resulted in funding shortfalls for all housing authorities. DCHA will meet these challenges and continue to innovate and find effective ways to serve the District of Columbia and its low-income families, seniors, veterans, and disabled people. In this uncertain economy, DCHA is committed to preserving a precious resource for District residents: a place to call home.

DCHA will continue to utilize MTW flexibility to create a more streamlined organization for efficient operation and improved access to programs and services. The Agency is aggressively seeking non-traditional partnerships with community organizations and for-profit businesses to help improve the lives of low-income residents—especially the children.

Section V. Proposed MTW Activities

Table V.1 Summary of Proposed MTW Activities: HUD Approval Requested

Objective/Initiative		Statutory Objective	Authorization
25	Simplified Utility Allowance Schedule	• Reduce cost and achieve greater cost effectiveness in federal expenditures	Attachment C, Section D2(b)

Initiative 25: **Simplified Utility Allowance Schedule**

Description

DCHA is proposing to simplify the calculation of utility allowances for Housing Choice Voucher participants. The current utility allowance is based on the dwelling type, the number of bedrooms, the services paid by the tenant and the fuel type. DCHA will implement a simplified utility allowance schedule based on the bedroom size, heating fuel, and whether the tenant is responsible for paying the water and sewer bill to simplify the rent calculations.

The policy will be implemented in all new HCV contracts and at the time of recertifications (either biennial or interim) for current participants. The simplified utility allowance schedule will be updated annually, but applied to HCV participants at the time of recertifications. In addition, the DCHA will simplify the definition of bedrooms used in the assignment of utility allowances. Currently, utility allowances are assigned to households based on the actual size of the physical unit. DCHA will simplify the definition to be the lower of the voucher size or physical unit bedrooms when defining bedrooms for the assignment of utility allowances. This will follow the same definition used for the assignment of payment standards for HCV participants.

This initiative will improve administrative efficiency due to the decrease in time spent computing the correct utility allowance, verifying through inspections and documenting carefully on the Housing Assistance Payment (HAP) Contract. It will also help voucher participants in their unit search since it will give them an exact amount of rental assistance available. Participants can elect to go on DCHA's website to pull the maximum approved contract rent for the unit they have chosen, and then apply the new utility allowance formula to get the gross rent. This gross rent can be used to enable the family to calculate the tenant share of rent. With the simplified utility allowance, DCHA will be able to implement plans for a "Rent Portion Estimator" that utilizes real family income, unit and utility details, and 50058 calculations to allow the family to plug in variables for potential new moves that would give the family a close approximate of what their portion of rent would be if they moved into that unit.

Based on current utility rates the proposed schedule is below:

Bedroom Size	0	1	2	3	4	5	6
Baseline	89	120	152	183	239	280	322
Electric or oil heat add-on	48	64	80	96	140	159	183
Water & sewer add-on	28	57	84	112	141	196	225

Anticipated Impact(s)

From a cost savings/efficiency perspective, this activity will reduce administrative burden for the Agency by decreasing the time spent on utility allowance calculations.

From a direct cost (HAP expenditure) perspective, the utility allowance levels were set to be revenue neutral. That is, the total monthly utility allowance is expected to be virtually unchanged from the current policy. Because DCHA expects to grant some hardship waivers initially, the new policy is likely to be slightly more expensive to DCHA during the first several years of transition. These costs will be off-set by the increased efficiencies.

From the perspective of increasing housing choices for low-income households, the activity will reduce reluctance of landlords to participate in the program. Owners are provided a maximum contract rent (factoring in average utility allowances). There are many cases where the actual utility allowance would impact the owner receiving the maximum (for instance if all utilities are electric making the gross rent too high for subsidy approval). By utilizing this simplified methodology; owners can now get a real sense of what they would be able to receive upfront – eliminating any confusion after RFTA submission. Additional benefits of the activity are a reduction of confusion for voucher participants, increased participant awareness to find more energy-efficient units, consistent with HUD's greening initiatives, and a shorter lease-up period. In addition it will help residents in their apartment search since the amount of subsidy will be clearly defined.

The impact of the proposed policy change on HCV participants is varied – some will see no change, some will see a utility allowance increase, while others will experience a utility allowance decrease. The magnitude of those changes will also vary.

Based on data from early May, 2012, the following table summarizes the percentage of clients positively and negatively impacted:

Bedroom Size	No Utility Allowance, No Change	Increase	Decrease	No Change
0	81%	8%	11%	0%
1	22%	31%	40%	8%
2	17%	25%	49%	9%
3	14%	20%	61%	5%
4	8%	56%	28%	4%
5+	8%	48%	34%	7%
Total	21%	27%	45%	7%

While 45% of participants will experience a decrease in their utility allowance (and therefore a corresponding decrease in rental assistance), less than 9% will experience a larger than $25 per month decrease and less than 1% will see a larger than $100 per month decrease. Based on preliminary analysis, some of those experiencing the largest impacts will not be due to the change in policy but due to the clean-up of errors in the current calculation of utility allowance.

DCHA does not anticipate any protected classes to be adversely affected by this activity. Individual choice of structure type is the factor that most affects the utility allowance change, with those choosing to live in single-family detached structures most likely to have the largest impact.

A hardship policy has been established for participants who are negatively impacted and will be reviewed on a case by case basis.

Metrics

Metrics	Baseline (FY2012)	Benchmark	Data Source
Number of staff hours in briefings to describe Utility Allowance calculation (minutes spent per briefing times number of briefings)	30 minutes per briefing times 8 briefings per month = 48 hours per year	Reduction of 50% by the end FY2013 (or the end of the year in which the initiative is initiated)	HCV
Number of staff hours processing utility allowances (seconds per utility allowance calculation times number of calculations)	40 seconds * 9,415 recerts = 105 hours per year	Reduction of 50% by the end FY2013 (or the end of the year in which the initiative is initiated)	HCV
Total allowance paid annually by HCV program	$23,921,148	Annual increase in line with inflation every year after initial implementation	HCV
Hardship Waivers Requested	0	150 per year for three year transition	HCV
Hardship Waivers Granted	0	75% of those requested	HCV

Rent Reform Information

1. Agency's Board of Approval of Policy: Before implementing the simplified utility allowance, the Board will approve the updated required local regulations. The approval of the initiative was part of the approval of the 2013 MTW Plan.

2. Impact Analysis: See discussion of impact above.

3. Annual reevaluation of rent reform initiative: A re-evaluation of this policy will be completed on an annual basis.

4. Hardship case criteria: Any family whose utility allowance changes by more than $25 AND the change is more than 10% of the household's adjusted monthly income may request a hardship waiver. To qualify for the waiver, the head of household must provide documentation that their average utility bills for the past six months exceeded their simplified utility allowance. A

household who meets these criteria will be provided a six month utility allowance waiver and the utility allowance will be set at the lower of the previous utility allowance or their average utility bills from the past six months. The household will be provided an emergency transfer voucher. At the end of six months, if the household has not moved, the simplified utility allowance will be applied.

5. Transition period: To transition participants to the simplified utility allowance schedule, DCHA will provide advance notice to affected families and advise them of their right to request a hardship claim. The simplified utility allowance scheduled will be used in the rent calculation at a family's next recertification, interim recertification, or move after adequate advance notice has been provided.

6. Documentation of public hearing (may be same as Annual Plan hearing): In addition to the 2013 MTW Plan Public Hearing, before implementing the simplified utility allowance schedule, a public hearing may need to be held on the updated local regulations.

Section VI. Ongoing MTW Activities: HUD Approval Previously Granted

The following outlines DCHA's Ongoing MTW Activities. Note that for simplification purposes, the numbering of the MTW Activities has changed since FY2012.

Table VI.1 Summary of MTW Activities/Initiatives

New Number	Old Number	Activity	Statutory Objective	Yr. Identified	Yr. Implemented
1	1.1.04 1.5.05 1.9.06	Modifications to DCHA's Project-Based Voucher Program	• Increase housing choices for low-income families	FY2004, FY2005 & FY2006	FY2004, FY2005 & FY2006
2	1.3.04	Designation of Elderly-Only Properties	• Reduce cost and achieve greater cost effectiveness	FY2004	FY2004
3	1.4.04	Modifications to HCV Homeownership Program	• Reduce cost and achieve greater cost effectiveness • Increase housing choices for low-income families	FY2004	FY2004
4	2.1.04	Simplified Certification and Multi-Year Income Recertification	• Reduce cost and achieve greater cost effectiveness • Encourage families to obtain employment and become economically self sufficient	FY2004	FY2004
5	2.2.04	Modifications to Market-Based Rents	• Reduce cost and achieve greater cost effectiveness • Encourage families to obtain employment and become economically self sufficient	FY2004	FY2004
6	2.3.04 2.5.05	Modifications to Pet Policy	• Reduce cost and achieve greater cost effectiveness	FY2004 & FY2005	FY2004 & FY2005
7	4.1.04	DCHA Subsidiary to Act as Energy Services Company	• Reduce cost and achieve greater cost effectiveness	FY2004	FY2004
8	1.6.05 3.8.10	Modifications to Methods for Setting Total Tenant Payments and Determining HCV Market Rents and Promoting Deconcentration	• Reduce cost and achieve greater cost effectiveness • Increase housing choices for low-income families	FY2005 & FY2010	FY2005 & FY2010
9	3.3.05	Streamlined Operating Subsidy Only (OPERA) Protocol-- Operating Assistance for Rental Housing	• Reduce cost and achieve greater cost effectiveness in federal expenditures • Increase housing choices for low-income families	FY2005	Not Yet Implemented
10	3.4.05	Supporting Grandfamilies	• Encourage families to obtain employment and become economically self sufficient	FY2005	FY2005

New Number	Old Number	Activity	Statutory Objective	Yr. Identified	Yr. Implemented
1211	1.10.06 2.5.04	Applicant Intake Site Designation/ Revised Site-Based Waiting List Policies and Procedures	• Reduce cost and achieve greater cost effectiveness • Increase housing choices for low-income families	FY2004	FY2005
12	3.5.06	Rent Simplification and Collections	• Reduce cost and achieve greater cost effectiveness	FY2006	FY2006
13	2.6.07	Enhanced Public Housing Lease Enforcement Operations	• Increase housing choices for low-income families	FY2007	On Hold
14	3.6.08	Streamlining the Transition from Project-Based to Tenant-Based Vouchers	• Reduce cost and achieve greater cost effectiveness	FY2008	FY2009
15	3.7.08	Reform Housing Quality Standards	• Reduce cost and achieve greater cost effectiveness	FY2008	Not Yet Implemented
16	2.7.11	Requirement to Correct Minor HQS Unit Condition Discrepancies—Tenant/Landlord Self-Certification	• Reduce cost and achieve greater cost effectiveness	FY2011	FY2012
17	2.8.11	Change in Abatement Process, including Assessment of a Re-inspection Fee as an Incentive to Maintain Acceptable Housing Quality Standards (HQS) in Voucher Assisted Units	• Reduce cost and achieve greater cost effectiveness	FY2011	FY2012
18	3.9.11	Creation of Local Authorization and Release of Information Form with an Extended Expiration to Support the Biennial Recertification Process	• Reduce cost and achieve greater cost effectiveness	FY2011	FY2012
19	4.5.11[1]	Establishment of Resident Driven Community Based Programs to Improve Customer Service and Foster Greater Resident Empowerment	• Reduce cost and achieve greater cost effectiveness	FY2011	Not Yet Implemented
21	2.9.12	Enhance Neighborhood Services within Public Housing Communities	▪ Encourage families to obtain employment and become economically self-sufficient	FY2012	FY2012

[1] Initiative 4.5.11 Establishment of Resident Driven Community Based Programs to Improve Customer Service and Greater Resident Empowerment was originally numbered 4.3.11 in the FY2011 MTW Plan and FY2012 MTW Plan. In the FY2011 MTW Report the number was changed to recognize the previous use of 4.3.05 and 4.4.06 and to avoid confusion between the other initiatives.

New Number	Old Number	Activity	Statutory Objective	Yr. Identified	Yr. Implemented
22	2.10.12	DCHA Local Mixed Subsidy Program	• Increase housing choices for low-income families • Reduce cost and achieve greater cost effectiveness	FY2012	FY2012
23	3.9.12	Housing Public Housing Residents in Service-Rich Environments	• Increase housing choices for low-income families • Encourage families to obtain employment and become economically self-sufficient • Reduce cost and achieve greater cost effectiveness in federal expenditures	FY2012	Not Yet Implemented
24	3.10.12	Encourage the Integration of Public Housing Units into Overall Hope VI Communities	• Increase housing choices for low-income families	FY2012	Not Yet Implemented
Closed Out Activities					
N/A	1.2.04	Locally Defined Site and Neighborhood Standards	• Increase housing choices for low-income families	FY2004	Implemented FY2004, Closed Out FY2011
N/A	2.4.04	Special Occupancy for Service Providers	• Reduce cost and achieve greater cost effectiveness	FY2004	Never Implemented Closed Out FY2005
N/A	3.1.04	Voluntary Resident Community Service	• Reduce cost and achieve greater cost effectiveness	FY2004	Never Implemented Closed Out FY2004
N/A	3.2.04	Resident Satisfaction Assessment	• Reduce cost and achieve greater cost effectiveness	FY2004	Implemented FY2004 Closed Out FY2004
N/A	1.7.05	Security Deposit Guarantee Program	• Increase housing choices for low-income families	FY2005	Never Implemented, Closed Out FY2010
N/A	1.8.05	Modification to HCV Inspections Scheduling	• Reduce cost and achieve greater cost effectiveness	FY2005	Never Implemented Closed Out FY2006
N/A	3.3.05	Streamlining Resident Community Service	• Reduce cost and achieve greater cost effectiveness in federal expenditures	FY2005	Implemented FY2005 Closed Out FY2012

New Number	Old Number	Activity	Statutory Objective	Yr. Identified	Yr. Implemented
N/A	4.2.05	Revolving Loan Fund for HCV Landlords	• Increase housing choices for low-income families	FY2005	Never Implemented Closed Out FY2009
N/A	4.3.05	Flexible Funding	• Reduce cost and achieve greater cost effectiveness	FY2005	Implemented FY2005 Closed Out FY2010
N/A	4.4.06	Reformulation of HUD Forms	• Reduce cost and achieve greater cost effectiveness	FY2006	Implemented FY2006 Closed Out FY2010
N/A	1.11.08	Maximizing Public Housing Subsidies	• Reduce cost and achieve greater cost effectiveness • Increase housing choices for low-income families	FY2008	Never Implemented Closed Out FY2008

Initiative 1: **Modifications to DCHA's Project-Based Voucher Program (formerly 1.1.04, 1.5.05 & 1.9.06)**

Description

In order to increase housing choices for low-income families, as part of its Partnership Program, DCHA modified existing project-based voucher (PBV) rules and regulations. Specifically, the changes:

- Allow a longer HAP contract term—from 10 to 15 years.
- Increase the threshold of units that can be project-based at a single building from 25% to 100%.
- Increase the percentage of DCHA's total voucher allocation that can be project-based to greater than 20%..
- Allow the owners of PBV units to establish site-based waiting lists.
- Allow applicants on the Public Housing waiting list who are determined to be eligible for accessible units meeting Uniform Federal Accessibility Standards (UFAS) to be eligible for UFAS PBV units that are subsidized through the Partnership Program.
- Allow Public Housing residents with a right of return to a HOPE VI development to have preference in returning to PBV units that are subsidized through the Partnership Program.
- Create a UFAS Loan Program to assist landlords in converting existing units to UFAS units or create new UFAS units that are subsidized through the Partnership Program and thus creating more housing choices for the disabled and their families.

Prior to FY2013, utilizing an approval issued in FY2004, DCHA also accepted unsolicited proposals for PBVs when a Request for Proposal (RFP) has not been issued. However, during the review of the FY2013 MTW Plan, the MTW Office advised DCHA that MTW flexibility under the Amended and Restated MTW Agreement allows for the competitive process to be waived when awarding PBVs only if the property is owned by the PHA. Thus, DCHA has removed this provision and is discontinuing the practice.

Status
Implemented and Ongoing.

DCHA does not anticipate any changes, modifications, or additions to Attachment C authorizations at this time.

DCHA is not currently using an outside evaluator(s) for any of the Agency MTW initiatives.

Initiative 2: **Designation of Elderly-Only Properties (formerly 1.3.04)**

Description
DCHA established a local review, comment and approval process designating properties as Elderly-Only. This replaced the requirement for HUD review of proposed Elderly-Only designation of Public Housing properties with a local review, broad community input and approval by the Board of Commissioners.

In addition, under this initiative, designation of Elderly-Only properties automatically renews from year to year indefinitely from the date of the designation unless otherwise rescinded or modified by the Board of Commissioners.

As is required locally, implementation of this initiative included adoption of local regulations outlining the process. These regulations can be found at Title 14 of the District of Columbia Municipal Regulations Section 6115 and are summarized below:

1. Staff reviews of resident and applicant needs and requests, market conditions and resource availability.
2. If review findings support an Elderly-Only designation of a DCHA property(ies), staff makes a recommendation to the Board of Commissioners.
3. The Board of Commissioners considers staff recommendations in committee.
4. Upon committee approval, the proposed Elderly-Only designation is published as part of the Board agenda for consideration at a Board of Commissioners' meeting.
5. The Board of Commissioners either accept or reject the designation after receiving comments from the public.
6. If the Board of Commissioners accepts the staff recommendation, the name of the new designated Elderly-Only property is published it the DC Register.
7. The designation continues from year to year indefinitely from the date of the designation.

In FY2004, the following conventional sites were designated as Elderly-Only: Knox Hill, Regency House, Arthur Capper Senior I and Carroll Apartments. That same year Elderly-Only existing designations were

extended for units at Wheeler Creek as part of a HOPE VI project and the redeveloped Edgewood Terrace.

In FY2007, Elderly-Only units were designated at Henson Ridge as part of a HOPE VI project.

In the FY 2011 MTW Plan, it was anticipated that units at Mathews Memorial would be designated as Elderly-Only. However, during FY2011, it was determined that the Elderly-Only designation was not necessary for Matthews Memorial. While there will be units in the overall site that are designated Elderly-Only, as referenced in the DCHA MTW 2012 Plan, the 35 units for which DCHA is providing Public Housing subsidy will be family units.

To date, DCHA has designated seven properties in whole or in part as Elderly-Only.

Status
Implemented and Ongoing.

DCHA does not anticipate any changes, modifications, or additions to Attachment C authorizations at this time.

DCHA is not currently using an outside evaluator(s) for any of the Agency MTW initiatives.

Initiative 3: **Modifications to HCV Homeownership Program (formerly 1.4.04)**

Description
As part of DCHA's efforts to develop new housing opportunities for low-income families that promote self-sufficiency, the Agency explored and implemented various modifications to its HVCP Homeownership Program (HOAP), as regulated by HUD, that make it:

- more attractive to financial institutions and DCHA participants/residents,
- more user-friendly to DCHA participants interested in homeownership,
- more cost efficient to administer, and
- more realistic in promoting long-term homeownership success.

The result was the establishment of the following policies utilizing MTW flexibility:

1. The minimum down payment was set at 3% with no minimum required from the family's personal resources
2. A recapture mechanism was established that allows for the recapture of a portion of the homeownership (mortgage payments) assistance if the family leaves the property in the first 10 years
3. The employment requirement was increased from one year to at least two years
4. Portability is no longer permitted under the Homeownership program.

5. A termination clause was included providing for the termination of a household from the program if the household income falls below the minimum amount required for more than 12 months.

In addition to the above HOAP policy changes, DCHA created a homeownership component in HOAP for Public Housing residents as part of the Agency's second phase of implementation for this initiative. The Achieving Your Best Life Rewards (AYBL) Program was created to encourage and support upward mobility of Public Housing residents by facilitating the provision and utilization of necessary incentives and supportive services with homeownership as a goal.

The most important feature that distinguishes this program from Public Housing self-sufficiency/homeownership programs offered elsewhere is that this program is place-based. All of the neighbors in the community will have similar motivations and will work towards the same goals. It is the intent that this model will foster an environment in which participating families support and learn from each other while working toward the end goal of homeownership. The first development to be designated as a ABYL Reward Property was Elvans Road.

It is expected that after five years, participating residents will have the down payment for the purchase of a home through the assistance of a Savings Escrow Account. If the family has successfully completed homeownership preparation, identified a home, and received a mortgage commitment, participating residents will be issued a homeownership voucher through HOAP.

A result of a review of existing federal requirements for Public Housing Authorities (PHAs) administering homeownership/self-sufficiency programs, lessons learned from the experiences of clients participating in the existing program, and the realities of the financial markets, DCHA utilized its MTW authority to create AYBL with the intent to increase the chances for acquiring financing and for long-term homeownership success for program participants. The following outlines key program elements for which MTW authority was utilized:

Eligibility: To be eligible for AYBL, unless the lessee(s) or spouse is elderly or disabled, the lessee and spouse must have a combined earned income sufficient to be able to afford a house with voucher assistance within five years. Currently, the minimum requirement for entry into the program is $35,000 in earned income.

Transfer into Rewards Properties: AYBL-eligible families are relocated to designated Public Housing communities—referred to as Rewards Properties. These communities will have undergone major modernization prior to the initial occupancy by AYBL eligible families; the modernization should make the units easy for the residents to maintain.

Rent, Utilities and Savings and Maintenance Escrows: The payments required of the AYBL participants have been established to reflect the budgeting required of a homeowner. However, in place of the mortgage payment, the resident will pay into Savings Escrow and Maintenance Escrow accounts. Home maintenance costs will be reflected in the required Maintenance Escrow payment. Utility costs will be charged to reflect the reality of homeownership. Non-elderly or non-disabled AYBL residents will pay rent based on their unearned income with the expectation that this income source will cease as their earned income increases.

Rent: AYBL participants will pay 30% of their unearned income as traditional rent. Elderly and disabled families will be able to use unearned income to qualify for the program and pay into the escrow accounts rather than rent.

Savings Escrow Account: A major incentive of the program is that a portion of the family's earned income (28%), which is excluded from income in the calculation of rent, will be placed in a Savings Escrow account for the down-payment on a home. Account funds will be released to the AYBL participant when the family has a contract on a home, has a mortgage commitment and is ready to close on a purchase. Interim account disbursements will be considered, with DCHA approval, if needed to complete a task(s) in their Individual Training and Service Plan (ITSP).

Maintenance Escrow Account: As part of their homeownership training, AYBL families will be responsible for the upkeep of their unit with technical assistance provided by DCHA. To pay for unit maintenance costs, AYBL families will pay 2% of their earned income into a Maintenance Escrow account. The Maintenance Escrow account will be available to cover maintenance costs.

Elderly and disabled families will be able to use unearned income in the determination of eligibility and to pay into the Savings and Maintenance escrow accounts.

Homeownership Preparation: In addition to AYBL participants participating in homeownership training, home maintenance training, money management, credit repair and similar activities identified during the Needs Assessment process, they are responsible for the maintenance of their unit and for paying the utilities.

Program Term: It is expected that over the course of the five years of participation in the program, the residents will be able to increase their earned income to at least $45,000; so that, when combined with a HOAP voucher and the five years of Savings Escrow funds the participant is able to purchase a home. If after five years, the family is not successful and thus not ready to buy a home, they will be required to transfer to another conventional Public Housing unit and the escrow account balances will be forfeited to DCHA.

The local regulations governing AYBL were approved by the Board of Commissioners and published in FY2011 after working closely with the housing advocate community and in accordance with the local public review process. In addition, recruitment, eligibility screening and the first families moved into Elvans Road during the latter part of FY2011. As of the close of FY2011, seven families were admitted to AYBL.

Status
Implemented and Ongoing.

DCHA does not anticipate any changes, modifications, or additions to Attachment C authorizations at this time.

DCHA is not currently using an outside evaluator(s) for any of the Agency MTW initiatives.

Initiative 4: **Simplified Certification and Multi-Year Income Recertification (formerly 2.1.04)**

Description

This initiative has two parts—Simplified Certification and Multi-year Recertification, both designed to make the income and eligibility determination process more efficient and cost effective. The initiative has a double benefit. First, saving staffing costs so that scarce resources can be used where they bring more benefit to DCHA's customers. Second, providing greater convenience, as well as incentives for self-sufficiency to residents of DCHA properties and applicants for housing or assistance provided through DCHA.

Simplified Certification

At final determination of eligibility, as applicants are pulled from the waiting lists and forwarded to HCV or Public Housing for lease-up, DCHA extended the length of time to 180 days that the verified application data is deemed valid. This has reduced the amount of duplicative work required of eligibility staff in DCHA's Client Placement Division as well as reduce the time necessary to build a qualified applicant pool.

Multi-year Recertification (Biennial Recertification)

In FY2007, DCHA began conducting re-certifications for HCV participants every two years, instead of annually. In conjunction with this change, DCHA adopted local rules for the HCV program that provide work incentives for all participants. Specifically, any increase in earned income in the amount of $10,000 or less will not result in an increase in rent until the family's next scheduled biennial recertification. However, a family may request an interim recertification and reduction of rent as a result of a reduction in income. These revised procedures provide a lifetime incentive to residents and voucher holders to increase income by removing the current limitation on eligibility for the earned income disregard.

Status

Implemented and Ongoing.

The biennial recertification initiative has been fully implemented for the HCV program. The process to implement biennial recertifications in the Public Housing program began in FY2012 and will continue to full implementation in FY2013.

DCHA does not anticipate any changes, modifications, or additions to Attachment C authorizations at this time.

DCHA is not currently using an outside evaluator(s) for any of the Agency MTW initiatives.

Initiative 5: **Modifications to Market-Based Rents (formerly 2.2.04)**

Description

The local regulations developed under this initiative simplify the process of providing a work incentive to Public Housing residents. The regulation discontinues the HUD requirements that DCHA:

- Provide all residents information about the market-based and income-based rents associated with the unit in question; and
- Obtain written documentation of their choice of rent calculation method

Instead, DCHA calculates a resident's income-based rent, compares it to the market-based rent from a periodically updated rent schedule and automatically charges the resident the lower of the two rent options.

If a family's income decreases between recertifications, residents, regardless of the method used for calculating their rent, may request an interim recertification and the rent charged will be the lower of the two rent calculation options, automatically. There is no longer the requirement that the resident demonstrate a particular hardship to return to income-based rent from market-based rent. In addition, DCHA has removed the provision outlined in earlier plans and reports that families on market-based rent will recertify every three (3) years. Instead, these families currently recertify annually and will be included in the Public Housing biennial recertification process once implemented.

Status
Implemented and Ongoing.

DCHA does not anticipate any changes, modifications, or additions to Attachment C authorizations at this time.

DCHA is not currently using an outside evaluator(s) for any of the Agency MTW initiatives.

Initiative 6: **Modifications to Pet Policy (formerly 2.3.04 & 2.5.05)**

Description
In FY2004, DCHA adopted a local policy that only allows pets as a reasonable accommodation for families with a disabled member(s) requiring a pet. In FY2005, DCHA created a new policy governing the ownership of pets on DCHA properties. Based on public input and the realities of managing large subsidized rental communities, DCHA adopted regulations that limit pet ownership to those residents in both senior and family developments who are in need of service animals with a grandfather provision for those residents in senior buildings who had a pet prior to the effective date of the regulation.

Status
Implemented and Ongoing.

DCHA does not anticipate any changes, modifications, or additions to Attachment C authorizations at this time.

DCHA is not currently using an outside evaluator(s) for any of the Agency MTW initiatives.

Initiative 7: **DCHA Subsidiary to Act as Energy Services Company (formerly 4.1.04)**

Description
In 2007, following HUD's approval of DCHA's Energy Capital Improvement Plan, DCHA closed an Equipment Lease/Purchase Agreement in the amount of $26,024,925. DCHA used Construction Services Administration, LLC (CSA), a wholly owned subsidiary of DCHA, as its Energy Services Company (ESCo). DCHA used HUD provisions allowing, for the purposes of energy subsidy calculation, a frozen base of consumption costs plus actual consumption costs savings to amortize private financing of a comprehensive DCHA energy management program. The frozen base method of operating subsidy calculation was used for some aspects of the program in conjunction with an add-on for energy

conservation related debt service for other aspects of DCHA's comprehensive energy conservation program.

Using its MTW Authority, DCHA may, without prior HUD approval, modify the current energy performance contract (EPC) or enter into new performance contracts with Energy Service Companies (ESCos), also called Energy Service Agreements (ESAs), and determine the terms and conditions of EPCs, provided that, with respect to each contract, (i) the term does not exceed 20 years and (ii) the Agency maintains adequate file demonstrating EPC performance. DCHA or its agents or subsidiaries may also function as its own ESCo, provided that any financing complies with requirements (i) through (ii) of this paragraph. HUD will honor the terms and conditions of such contracts during and beyond the term of DCHA's MTW Agreement.

DCHA has also received approval to pledge its reserves or other funds for use during the term of the MTW demonstration to guarantee the payment of debt service in the event the energy savings are not adequate to cover debt service costs.

Status
Implemented and Ongoing.

DCHA does not anticipate any changes, modifications, or additions to Attachment C authorizations at this time.

DCHA is not currently using an outside evaluator(s) for any of the Agency MTW initiatives.

Initiative 8: **Modifications to Methods for Setting Total Tenant Payments and Determining HCV Market Rents and Promoting Deconcentration (formerly 1.6.05 & 3.8.10)**

Description
As part of DCHA's ongoing efforts to maximize the resources available for DCHA's customers and to reduce the administrative cost of making these resources available, DCHA

1. modified the process for making rent reasonableness determinations;
2. established a new method for reviewing rent increase requests and payment standards;
3. established administrative adjustments that improved the efficiency of payments to landlords; and
4. limited moves so that the new lease can only start on the first of a month, thereby avoiding overlapping leases and duplicative payments.

DCHA explored options to enhance the housing authority's ability to encourage voucher participants to exercise their choice in housing, especially related to moving into neighborhoods with low levels of poverty. Recognizing that using one city-wide fair market rent (FMR) encouraged voucher holders to reside in low-cost, high-poverty neighborhoods, DCHA devised a method for establishing Payment Standards and reasonable rent determinations that are in line with existing market rents. This method allowed DCHA to approve contract rents that are in line with existing market rents that are based on thorough and ongoing analyses of the District of Columbia rental market. By creating the in-house capacity to analyze rents annually, with monthly assessments of changes in the District of Columbia

submarkets, DCHA has the increased flexibility to be more responsive to changes in established submarkets, while setting Payment Standards that mirror area rents.

Status
Implemented and Ongoing.

DCHA does not anticipate any changes, modifications, or additions to Attachment C authorizations at this time.

DCHA is not currently using an outside evaluator(s) for any of the Agency MTW initiatives.

Initiative 9: **Streamlined Operating Subsidy Only (OPERA) Protocol-- Operating Assistance for Rental Housing (formerly 3.3.05)**

Description
DCHA requested and received approval for a Streamlined Operating Subsidy Only (OPERA) Protocol as part of the FY2008 MTW Plan process. The first project approved under this initiative was Barnaby House; however, market conditions prohibited this project from being completed.

In addition to streamlined approval of Operating Subsidy Only mixed-finance transactions, OPERA also modifies HUD's requirement that the Agency record a Declaration of Trust in first position for properties receiving Public Housing subsidies; provides relief from the 10-year use restriction contained in Section 9(a)(3) of the U.S. Housing Act of 1937; and approves the form of project documents including an operating agreement entitled "Agreement Regarding Participation in the Operating Assistance for Rental Housing Program" and an Annual Contributions Contract amendment entitled "Operating Assistance Amendment to Consolidated Annual Contributions Contract".

DCHA continues to explore methods to further encourage owners of privately-owned and financed housing to include Public Housing units in new or rehabbed properties.

Status
Not Yet Implemented.

Although OPERA was an approved initiative under DCHA's original MTW Agreement, language necessary to continue the use of the authority was not included in the negotiated Restated and Amended MTW Agreement executed in September 2010. As such, DCHA has been working with HUD to amend Attachment D of the new MTW Agreement so that this initiative can be reinstated as part of the Agency's ongoing activities. Once finalized, DCHA will move forward with implementation of activities related to this initiative.

Initiative 10: **Supporting Grandfamilies (formerly 3.4.05)**

Description
Increasingly, grandparents have become the legal guardians or primary caregivers for their grandchildren. This trend is evident in many of DCHA's households. DCHA has explored ways to use or modify Public Housing or voucher policies as resources to help provide support for such families. To date, DCHA has implemented a policy to exclude from the calculation of income the receipt of a local stipend that the District of Columbia provides to grandparents as caregivers of their grandchildren.

Status
Implemented and Ongoing.

DCHA does not anticipate any changes, modifications, or additions to Attachment C authorizations at this time.

DCHA is not currently using an outside evaluator(s) for any of the Agency MTW initiatives.

Initiative 11: **Applicant Intake Site Designation/ Revised Site-Based Waiting List Policies and Procedures (formerly 1.10.06 & 2.5.04)**

Description
DCHA undertook the implementation of site-based waiting lists in a phased approach. First, DCHA implemented site-based waiting lists for Mixed Finance and Special Purpose sites. These site-based waiting lists are managed at the sites by the third party owner/manager of the Mixed Finance and Special Purpose sites. Special Purpose sites are those supportive service intense sites that serve special needs populations or residents who have self-selected to pursue the goal of self-sufficiency. The site-based waiting lists at special purpose properties have eligibility and screening criteria that are site specific. The waiting list can be either for initial occupancy or transfer waiting lists from other Public Housing properties.

The next phase of this initiative is to implement centrally managed site-based waiting lists at DCHA's conventional Public Housing sites. To implement the site-based waiting lists at conventional Public Housing, in FY2011 DCHA completed a multi-phase review and purge its Public Housing waiting list. In FY2012, DCHA will complete the implementation.

Status

Implemented and Ongoing.

DCHA does not anticipate any changes, modifications, or additions to Attachment C authorizations at this time.

DCHA is not currently using an outside evaluator(s) for any of the Agency MTW initiatives.

Initiative 12: **Rent Simplification and Collections (formerly 3.5.06)**

Description
DCHA explored various ways to simplify the rent calculation and collections models. As part of its exploration, DCHA looked at self certification of assets and excluding local stipends for grandparents. The goal of this initiative was to build on existing rent simplification models to design a model that simplifies the calculation process and lessens the burden of rent calculations for the neediest families.

As Phase 1 of this initiative, DCHA implemented the following as part of DCHA's Rent Simplification strategy:

- Self-certification of Assets less than $15,000, including an increase in the threshold for reporting Assets.

Status

Implemented and Ongoing.

DCHA does not anticipate any changes, modifications, or additions to Attachment C authorizations at this time.

DCHA is not currently using an outside evaluator(s) for any of the Agency MTW initiatives.

Initiative 13: **Enhanced Public Housing Lease Enforcement Operations (formerly 2.6.07)**

Description
DCHA utilized MTW regulatory flexibility in the 2008 revised Public Housing dwelling lease to include provisions that allow the incorporation by reference of property-specific community rules developed and adopted by the individual Resident Councils. The resulting lease, local regulations, policies and procedures are designed to give greater control of its properties to residents who are committed to a community's wellbeing and improve the effectiveness of its lease enforcement efforts.

Status
On Hold.

DCHA has worked with individual Resident Councils to establish property-specific community rules. No Resident Council, however, has availed itself of the option to establish property-specific community rules. DCHA still remains committed to providing the residents the flexibility in this MTW initiative. While it has not been implemented, DCHA feels it is premature to close out the initiative at this time and elects to label it "On Hold."

Initiative 14: **3.6.08 Streamlining the Transition from Project-Based to Tenant-Based Vouchers**

Description
The District of Columbia has lost thousands of project-based contracts throughout the past decade due to the "opting out" of private owners whose contracts with HUD were expiring. Like most housing authorities, DCHA plays a key role during the transition phase of a project-based development through the counseling of the households impacted and the issuing of tenant-based vouchers.

In response to the large number of opt-outs, DCHA streamlined the transition of households from a project-based contract to a tenant-based voucher. Given that the affected households are already in a HUD-funded program and had been certified for eligibility, DCHA accepts the eligibility and re-certification data collected by the landlord under the project-based contract.

Status

Implemented and Ongoing.

DCHA does not anticipate any changes, modifications, or additions to Attachment C authorizations at this time.

DCHA is not currently using an outside evaluator(s) for any of the Agency MTW initiatives.

Initiative 15: **Reform Housing Quality Standards (formerly 3.7.08)**

Description

DCHA has been exploring modifying the definitions and content of the housing quality standards to reduce uncertainty as to the nature of a unit's deficiency. The research includes an analysis and comparison of all the various different housing standards across the federal housing programs and local housing programs. It is expected, that the modified standards will better align the standards of the HCV program to other housing programs. If deemed appropriate upon completion of the research, the housing authority intends to modify and standardize inspection standards with the goal of reducing leasing delays, which negatively impacts our clients, and reducing repetitive inspections, which impacts the efficient use of staff time.

Status

Not Yet Implemented.

DCHA anticipates completion of the research in FY2012 with full implementation in FY2013. DCHA will bring any alternate HQS to HUD for review and approval prior to its implementation.

DCHA is not currently using an outside evaluator(s) for any of the Agency MTW initiatives.

Initiative 16: **Requirement to Correct Minor HQS Unit Condition Discrepancies—Tenant/Landlord Self-Certification (formerly 2.7.11)**

Description

Housing Quality Standards (HQS) defines what "major and minor" violations are. Minor violations do not involve health or safety issues and thereby are marked as "Pass with Comments". Although HQS does not require that an agency re-inspect to insure that minor violations identified as "Pass with Comment" are addressed, DCHA wants to mandate that minor violations that are "Passed with Comment" are corrected and confirmed through the use of an Inspection Self-certification form (see Appendix D).

Currently DCHA has a self-certification procedure, but there are no consequences if the tenant or the landlord does not comply with self-certification. Whether or not the minor violations have been corrected, because the unit passed inspection, the landlord can request and receive a rent increase or the tenant can request and be approved for a transfer to a new unit regardless of who caused the violation. In the event that one party does not self-certify, both tenants and landlords can (and often do) request a re-inspection. The self-certification process that has consequences should reduce the number of re-inspection requests and thereby save staff time and reduce administration costs.

DCHA will use its MTW authority to implement the following consequences faced by tenants and/or landlords who fail to sign an Inspection Self-Certification form:

- For tenant caused violations: the tenant will be unable to move with continued assistance.
- For landlord caused violations: the landlord will not be granted a rent increase.

This change is focused on enforcement. As such, the new flexibility does not necessitate any change to the existing self-certification form.

Status
Implemented and Ongoing.

DCHA does not anticipate any changes, modifications, or additions to Attachment C authorizations at this time.

DCHA is not currently using an outside evaluator(s) for any of the Agency MTW initiatives.

Initiative 17: **Change in Abatement Process, including Assessment of a Re-inspection Fee as an incentive to Maintain Acceptable Housing Quality Standards in Voucher Assisted Units (formerly 2.8.11)**

Description
DCHA is required to conduct a re-inspection for units that fail an annual HQS inspection to ensure that the owner has corrected the violations. If the landlord does not correct the violations by the time of the re-inspection, DCHA must abate the landlord's payment and terminate the HAP contract. In FY 2010, DCHA conducted third inspections on over 7% of its HCV units.

Prior to termination of the HAP contract (which is typically 30 days from the abatement), if the owner wants DCHA to come out for a third inspection, DCHA is using its MTW authority to charge the landlord a fee for the third inspection. The current fee for the third inspection is $100.00. The fee for the inspection does not remove the abatement of the subsidy; rather, DCHA is seeking to impose this fee due to the administrative costs of conducting an inspection that is not required. If the unit passes after the third inspection, DCHA will lift the abatement effective the date the unit passed.

Status
Implemented and Ongoing.

DCHA does not anticipate any changes, modifications, or additions to Attachment C authorizations at this time.

DCHA is not currently using an outside evaluator(s) for any of the Agency MTW initiatives.

Initiative 18: **Creation of Local Authorization and Release of Information Form with an Extended Expiration to Support the Biennial Recertification Process (formerly 3.9.11)**

Description
Since DCHA moved to biennial recertifications for HCV, and with future implementation planned for Public Housing, a longer release of information authorization is needed. Currently, income data provided for Public Housing and Housing Choice Voucher program participants through the HUD Enterprise Income Verification (EIV) system is only accessible for 15 months with a signed HUD Form 9886 (HUD 9886). The HUD 9886 is a release of information authorization signed by every adult member of the household. The HUD 9886 gives DCHA the ability to conduct third party verifications of income for up to 15 months from the date the adult members complete the form. If resident/participant data is not accessed within the 15 month period, DCHA will lose the ability to run the third party income data.

DCHA is proposing to develop a local form that gives the Agency the authority to conduct 3rd party verifications of income for each adult member for 36 months instead of 15 months as long as said member remains a part of the household composition of the assisted household. This form will be executed for each adult member of the participating household and will conform with 24 CFR 5.230 as required to access EIV. The packet sent to each participating household at the time of re-certification will contain a reminder that the authorization form was previously signed.

Status
Implemented and Ongoing.

DCHA does not anticipate any changes, modifications, or additions to Attachment C authorizations at this time.

DCHA is not currently using an outside evaluator(s) for any of the Agency MTW initiatives.

Initiative 19: **Establishment of Resident Driven Community Based Programs to Improve Customer Service and Foster Greater Resident Empowerment (formerly 4.5.11)**

Description
In the Housing Authority industry, self-sufficiency is usually defined as obtaining work and gaining financial independence, but DCHA views self-sufficiency more broadly. Self-sufficiency refers to the state of not requiring any outside aid, support, or interaction, for survival; it is therefore a type of personal or *collective* autonomy. When DCHA residents come together and take ownership of community issues, and work together to develop creative solutions to those issues and create better communities, they are achieving a level of empowerment and self-sufficiency. When the solutions call on residents to assist in solving the problems, the implementation of these solutions can also achieve greater cost effectiveness in federal expenditures.

Working with Resident Councils, DCHA proposes to create resident-driven and resident-implemented community-based programs to increase and improve quality of life services at DCHA's properties and achieve greater resident empowerment and self-sufficiency. In exchange for participating in the program by volunteering their time, residents will be rewarded with an income deduction for rent calculation purposes. Participation by each community and/or by each individual will be strictly voluntary. DCHA is proposing to use its MTW authority to implement the income deduction.

The income deduction will be based on a range of hours worked. The chart below offers a preliminary view of how the income deduction will be calculated:

Estimated Hours worked per month	Estimated Income allowance/deduction	Estimated resulting reduction in rent charged
0-4	$32.00	$9.60
4-8	$64.00	$19.20
8-12	$96.00	$28.80
12-16	$108.00	$32.40
16-20	$160.00	$48.00

20-24	$192.00	$57.60
24-32	$256.00	$76.80
32-36	$288.00	$86.40

Under no circumstance will the income deduction result in negative rent.

Resident Councils will identify a need for an increased level of service, particularly quality of life service that typically differentiates between affordable properties and market-rate properties. The service cannot be offered by management within the budget available for the property or is not traditionally provided at Public Housing sites. The Resident Councils will also develop a strategy for organizing residents to meet the need/desire for increased service. Throughout the process, DCHA staff will provide technical assistance to the Resident Councils to help them implement the program and oversee the provision of the service. The implementation of the service will include training volunteers, scheduling volunteers, time tracking and calculation of the income deduction. By participating in the implementation or serving as a day-to-day volunteer, participants are actively engaged in increasing the vibrancy and livability of their community. Additionally some participants, depending on the volunteer activity, may have the opportunity to gain or enhance job and life skills.

One example of a project currently being developed is a greeters program at a building for the elderly and disabled. The building has been retrofitted with a card key system to control access to the building. As part of the resident participation in the planning of the new building access control system and the establishment of the ground rules associated with the card key system, the residents identified several issues that they wanted to help solve. While they wanted the building to be accessible only by card key 24/7, they recognized that it may be difficult for mobility-impaired residents to be able to come to the front door to allow their visitors access. In addition, the residents were concerned that the unsavory elements of the community might disable the system or prop open the door and that visitors may come to the building without having called ahead first to make arrangements for their host or hostess to meet them at the door. The solution that was designed by the residents includes a cadre of volunteer residents manning a desk in the lobby in pairs for four hour shifts for 12 hours a day to monitor entry and assist visitors. The greeters will be trained by the DCHA Office of Public Safety so that they know how to avoid putting themselves in danger and will be provided instant communication to the security booth located a half block away. Residents who volunteer as greeters will receive an income deduction for the purposes of rent calculation commensurate with their level of participation in the greeters program.

Another example of a program expected to be implemented under this initiative is a gardening program in which the residents wish to take responsibility for creating and maintaining more elaborate gardens and lawns at their family property. With this program, designed and overseen by the Resident Council, DCHA staff would help arrange for landscaping training for the residents volunteering for the program and provide materials and equipment. The residents who participate in the program, if they are exempt from the community service requirement or if they have completed the necessary community service hours, would receive an income deduction for the purposes of calculating rent based on their level of participation in the program.

The programs developed under this initiative will be initiated by the most organized and active Resident Councils. These will more than likely be the Resident Councils who are also actively discussing the

establishment of various Community Living Standards under initiative 2.6.07: Enhanced Public Housing Lease Enforcement Operations. However these two initiatives are very different. Initiative 2.6.07 involves lease provisions that apply to every resident of a property, but may be unique to that property. This newly proposed initiative will have a positive impact on all the residents of a community, but participation by any individual will be strictly voluntary.

Status
Not Yet Implemented.

DCHA is developing local regulations for this MTW activity. DCHA anticipates full implementation in FY2013.

Initiative 20: **Enhance Neighborhood Services within Public Housing Communities (formerly 2.9.12)**

Description
As a means to better integrate Public Housing developments into surrounding communities while encouraging self-sufficiency, DCHA will convert public housing dwelling units into non-dwelling units to create space providers of services that help our residents/participants achieve self-sufficiency. These units will be classified as MTW Neighborhood Services Units in PIC. Many of these providers will serve both Public Housing residents and members of the surrounding community, including HCV participants, reducing the isolation that characterizes many Public Housing developments. In addition, the on-site services will augment those available elsewhere in the community so that available resources are used efficiently and residents will be encouraged to leave the community to meet some of their needs.

Working with Resident Councils to identify needs, opportunities and resources, DCHA will provide space to organizations providing the following range of services: occupational skills/job training, GED preparation, after school mentoring and tutoring, parenting training and support, case management and counseling, money management and business development, nutrition classes, health screening, gang intervention and violence prevention. This activity augments workforce development activities already provided to DCHA Public Housing residents and HCV participants. It is expected that these services will result in reductions in drug abuse, crime prevention, healthier communities and a reduction in maintenance and management costs.

DCHA will designate conventional Public Housing units as non-dwelling space based on need, unit configuration, existing services in the area, and availability and interest of service providers. Units will be determined based on the amount of space needed to support the on-site activities. DCHA will carefully consider development/unit designations, weighing the need to maintain available housing opportunities with the importance of families achieving self-sufficiency. Upon approval of this initiative, DCHA will submit requests with descriptions of services to be provided and justifications to the HUD field office to designate specific units as MTW Neighborhood Service Units.

Status
Implemented and Ongoing.

DCHA does not anticipate any changes, modifications, or additions to Attachment C authorizations at this time.

DCHA is not currently using an outside evaluator(s) for any of the Agency MTW initiatives.

Initiative 21: **DCHA Local Mixed Subsidy Program (formerly 2.10.12)**

Description

In order to preserve public housing, DCHA is proposing to use its MTW authority to use housing choice voucher subsidy in combination with Public Housing subsidy to finance and operate newly renovated or constructed properties. Using the MTW authority, all tenants in the newly renovated or constructed properties regardless of the subsidy source will be treated the same—tenants will be given all the rights and responsibilities that DCHA Public Housing residents are afforded.

The first property for which this activity will apply is Highland Dwellings, a conventional Public Housing community consisting of 208 units. The renovation of Highland Dwellings will be financed through tax-exempt bonds and 4% tax credits, along with other public housing funding. In order to pay the debt service on the bonds, 83 units will be subsidized using project based vouchers. The other 125 units will be subsidized through the public housing program. Under this MTW initiative, however, the tenants living in all the units and the units themselves, regardless of the subsidy source will be governed by the policies and procedures that govern DCHA's public housing. At Highland Dwellings, the renovations will be made to vacated units. The former residents of the development will all be given the right to return and be the initial occupants of the newly renovated or newly constructed units with future vacancies filled from the Public Housing waiting list.

The goal of the program is to use voucher budget authority to leverage the financing necessary to fund redevelopment, modernization and routine maintenance at Public Housing developments, while maintaining the stability of the community by continuing to manage the property and residents under one set of rules – public housing rules. This activity meets the MTW statutory objective to reduce cost and achieve greater cost effectiveness in federal expenditures. Examples of Public Housing occupancy policies that will be applied to all residents in a development designated a a Local Mixed Subsidy Program include:

- All residents of the newly renovated property will pay public housing rents. The property will have Market-based Rent Cap schedule established based on data collected as part of the HCV Reasonable Rent determination process and rents will be charged according to Public Housing rent policies; in accordance with these policies, residents whose income-based rent would exceed the Market-based Rent Cap will only pay the Market-based rent; there will be no limitation on the length of time that the resident can remain in tenancy paying the Market-based Rent;

- Residents in good standing who are approved for or are required to transfer, for under -/over-housing issues, for reasonable accommodation requirements, or for public safety issues for example, will be offered units in other Public Housing developments in accordance with the DCHA Public Housing transfer policies; no residents, regardless of the subsidy source on the unit, will be given a tenant-based voucher upon transfer;

- Residents with grievances will have access to DCHA's Public Housing Grievance process;

- The UPCS inspection protocol will be used;

- The Public Housing lease will be used;

- If the property renovation requires relocation of the existing residents, all former residents will have the right to return to the renovated property. After that, Public Housing waiting lists will be used to fill the vacancies at the property; and
- Eligibility and screening criteria will be used as provided for in DCHA Public Housing regulations. No households who have income greater than 80% of the adjusted median income at initial admission will be housed.

As the implementation work is completed, other differences between public housing operating policies and procedures and the HCV Administrative Plan may be found. However, as a rule it will be the public housing rule that will be used rather than HCVP provisions.

Status
Not Yet Implemented.

DCHA is using this activity for the redevelopment of Highland Dwellings. As redevelopment activities take time, DCHA anticipates full implementation in FY2013.

Initiative 22: **Housing Public Housing Residents in Service-Rich Environments (formerly 3.9.12)**

Description
As part of DCHA's efforts to provide service-rich environments for Public Housing residents with special needs, the Agency will contract out the management of a limited number of conventional units to organizations selected for their expertise in providing such services. Moving to and living in these properties will be voluntary.

Using MTW Initiative 1.10.06—Application Intake Site Designation, these units will have site-based, site-managed waiting lists with their own screening and selection criteria.

The properties will also have their own house rules equivalent to DCHA's Community Living Standards that are an addendum to the lease and their own rules for rent calculation.

The organizations will bring additional funding outside of Public Housing that will allow the creation of these service-rich environments.

DCHA is working on developing a new rent policy for the Service-Rich Environments. That policy will be processed as a Plan amendment and vetted publicly.

Status
Not Yet Implemented.

DCHA is developing local regulations for this MTW activity. DCHA anticipates full implementation in FY2013.

Initiative 23: **Encourage the Integration of Public Housing Units into Overall HOPE VI Communities (formerly 3.10.12)**

Description

Many of DCHA's Mixed Finance communities include rental Public Housing units and market rate homeownership units. This often causes disagreements and misunderstandings that can best be resolved by bringing all the residents together in a Community Association.

Currently many or our Mixed Finance properties have Homeowner and Tenant Associations (HOTAs)/Community Associations. They are not as effective as they could be because the dues structure does not provide an adequate operating budget to engage in community building activities. With the implementation of this Activity, a budget will be developed that will allow the HOTAs/Community Associations to become an effective force in equitably governing and unifying the community. A community with a healthy, equitable Community Association is a truly mixed income community, rather than several communities segregated by income level or housing tenancy that exist in physical proximity to each other. When a truly mixed income community is thus created it creates real housing choice for DCHA's low income clientele.

In order to be full-fledged members of the community, Public Housing residents, or their landlords on behalf of the Public Housing residents, must pay HOTA dues to ensure that the community is well maintained and that a forum for discussing and resolving differences is always available.

Similar to the mechanism planned to allow the provision of selected service-rich environments, DCHA is utilizing its authority for rent simplification to ensure that residing in these units is affordable even though the property has greater expenses than is typical in Public Housing. DCHA will adopt local rent calculation regulations that allow the managers of Mixed Finance properties to establish an income based rent and fee structure that ensures that the rents and fees, including HOTA fees, are no more than 30% of adjusted income. Each public housing tenant will be given a HOTA dues allowance similar to a utility allowance, thus reducing the total rent charged so that the cost of the dues will not increase the tenant's housing expenses.

Status
Not Yet Implemented.

DCHA is developing local regulations for this MTW activity. DCHA anticipates implementation at one pilot mixed-income development in FY2013.

Section VII. Sources and Uses of Funding

A. Sources and Uses of MTW Funds

Under MTW, DCHA consolidates the public housing operating subsidy, the capital fund program, and the Section 8 Housing Choice Voucher program funding into a Single Fund Budget. The table below presents DCHA's adopted sources and uses of funds for fiscal year beginning October 1, 2012 and ending September 30, 2013. Because Public Housing Operating Funds continue to be underfunded and the level is inadequate to maintain and operate existing units, DCHA will use $4.1 million from its MTW reserves (see Appropriated Fund Balance in table below) to perform deferred maintenance on some of its traditional properties. In addition, $4.0 million has been appropriated by the District of Columbia government for public safety activities at DCHA sites.

Table VII.1 Sources of MTW Funds

Sources	Preliminary Budget FY 2013
Public Housing Rental Income	$20,747,748
Public Housing Subsidy	48,929,096
Public Housing MTW Capital Funds	11,844,434
HCV Subsidy and Fees	181,710,161
Other Income	92,748
Transferred to MTW from Local Funding	4,000,000
Appropriated Fund Balance	4,100,000
Total Sources:	$271,424,187
Uses	**Preliminary Budget FY 2013**
HCV Housing Assistance Payments	$147,000,000
HCV Administration	6,465,240
Agency Managed Housing Operations	25,119,085
Privately Managed Housing Operations	13,303,406
Utility Payments	22,723,773
Public Housing Rehabilitation Expenses	14,968,168
Debt Service Repayment Expenses	9,267,812
Resident Services Expenses	1,916,334
Protective Services Expenses	7,634,245
Management Fee Expenses	22,908,298
Total Uses:	$271,424,187

Below is the expenditure plan for Capital Funds appropriated in FY2012, but to be expended in FY2013.

DISTRICT OF COLUMBIA HOUSING AUTHORITY

OFFICE OF CAPITAL PROGRAMS

CAPITAL FUNDS AVAILABLE FOR MODERNIZATION

Fiscal Year 2013

Capital Fund Grant, FFY 2012	**Definition**	**14,117,364**
Less: Replacement Housing Factor Funds	For the Acquisition of New Dwelling Units	1,803,969
Less: Annual Debt Service	Repayments (2006 thru 2025) for Borrowing $76 Mil. BOND Funds	6,041,443
Less: Operations 10% - 20% limit	For Operating Income, other	0
Less: Administrative Costs 10% limit	Employee Salaries & Benefits whose work involved with Capital Improvements	1,231,340
Less: Operating - Public Safety & MIP 10% limit	Comprehensive Crime Prevention Security Program	1,231,339
Net Capital Funds Available FY 2012		**3,809,273**

Property Name	**General Description**	**TOTAL COSTS**
Colorado Apartments	Units Rehabilitation completion	600,000
Horizon House	Risers Replacement, Interior Improvements & Unit Rehabilitation	200,000
Judiciary House	Elevator Improvements & Interior Improvements	200,000
Kelly Miller/ LeDroit	Unit Renovation & Mechanical Upgrades	636,000
Langston Terrace	Unit Renovations	837,091
Regency House	Kitchen Upgrades & Interior Improvements	200,000
Front Line Costs at various Properties	Blueprints, Designs, Inspections, Marketing, Planning Fees	600,000
Front Line Costs at various Properties	Mechanical Repairs, Mechanical Upgrades, Emergency Repairs & Replacements	336,182
Front Line Costs at various Properties	Non-Dwelling Equipment	100,000
Front Line Costs at various Properties	Resident Relocation Costs	100,000
Net Capital Funds Available FY 2012		**3,809,273**

B. Sources and Uses of Non-MTW Funds

DCHA receives several sources of non-MTW funds, including federal grants and local funding. The table below presents DCHA's adopted sources and uses of funds for fiscal year beginning October 1, 2012 and ending September 30, 2013.

Table VII.2 Sources of Non-MTW Funds

Sources	Preliminary Budget FY 2013
HOPE VI Funding	$6,808,000
ROSS Grant Funding	54,677
Non-MTW HCV Funding	12,562,000
RHF Funding	9,043,524
Local Funding	43,911,000
Total Sources:	$72,379,201
Uses	**Preliminary Budget FY 2013**
HOPE VI Authorized Activities	$6,808,000
ROSS Grant Authorized Activities	54,677
Non-MTW HCV Program Expenses	2,089,475
RHF Authorized Activities	9,043,524
Local Voucher Housing Assistance Payments	45,739,000
HCV Administration	1,152,900
Local Funding Transferred to MTW	4,000,000
Total Uses:	$68,887,576

C. Sources and Uses of the COCC

DCHA utilizes a Central Office Cost Center (COCC). The table below presents DCHA's adopted sources and uses of funds for fiscal year beginning October 1, 2012 and ending September 30, 2013.

Table VII.3 Sources of COCC Funds

Sources	Preliminary Budget FY 2013
Management Fees	$24,061,198
Interest	80,000
Other Income	4,252,706
Appropriated Fund Balance	407,400
Total Sources:	$ 28,801,304
Uses	**Preliminary Budget FY 2013**
Agency Administration	$31,484,636
General Expenses	916,767
Total Uses:	$32,401,403

D. Cost allocation or Fee-for-Service Approach

DCHA utilizes a Local Asset Management Plan (LAMP) that differs from the requirements of the Housing Act of 1937 Act, as amended. The LAMP is included in Appendix A.

E. Use of Single-Fund Flexibility

Single-Fund Budget Flexibility was used to meet many of the Agency's goals under the MTW Program. In FY2013 as in previous years, DCHA will use grant funds to achieve the following:

- Fund Public Housing Operations
- Modernize conventional public housing and generally address deferred maintenance issues at DCHA's conventional Public Housing sites
- Create and operate workforce training site for Public Housing residents
- Create UFAS units in the private market through DCHA's Partnership Program to accommodate the housing needs of DCHA residents
- Improve customer service, including the creation and maintenance of a Customer Call Center and work-order tracking system
- Purchase and maintain Public Safety equipment and tools to improve the safety and security in and around our communities

Section VIII. Administrative

A. Board of Commissioners Authorization Resolution

DCHA has taken the steps below to ensure a thorough public process in the development and adoption of the MTW Plan.

May 23, 2012: Draft of MTW Plan posted for public comment and input

May 23, 2012: Public notice published in the Washington Post, East of the River newspaper and on the DCHA website announcing the public hearing on June 26, 2012

June 20, 2012: Meeting with HCV Landlords held

June 26, 2012: Public Hearing held

June 28, 2012: Meeting with Housing Advocates held

July 11, 2012: Approval by Board of Commissioners

On the following pages are the following documents:

- DCHA Board of Commissioners Authorization Resolution
- Board of Commissioners Meeting Agenda
- Annual Moving to Work Plan Certifications of Compliance
- Public Meeting Notices
- Advocate Meeting Agenda
- Public Hearing Agenda

In response to the public process, DCHA received written comments from Washington Legal Clinic for the Homeless and the District of Columbia Office of the Deputy Mayor for Planning and Economic Development. There was no public testimony at its June 26, 2012 Public Hearing. During the June 28, 2012 informal meeting with the housing advocates, DCHA discussed the MTW initiative extensively. As a result of the public comment several changes were made to the MTW Plan, including a minor change to the calculation methodology and lowering of the threshold to qualify for the hardship waiver under the newly proposed MTW Initiative 25, and a modification to Section II. A. 4 to better reflect alignment with the city's redevelopment priorities.

DISTRICT OF COLUMBIA HOUSING AUTHORITY

BOARD OF COMMISSIONERS

SIBLEY PLAZA
1140 NORTH CAPITOL STREET, NORTHWEST
WASHINGTON, D.C. 20002

REGULAR MONTHLY MEETING

WEDNESDAY, JULY 11, 2012

1:00 P.M.

A G E N D A

I. CALL TO ORDER *[MOMENT OF SILENCE]*

a. APPROVAL OF MINUTES OF JUNE 13, 2012 BOC MEETING **TAB 1**

II. EXECUTIVE DIRECTOR'S REPORT

III. RESOLUTIONS

PUBLIC COMMENT

A. RESOLUTION 12-18 **TAB 2**

To Approve the Amended Operating Budget for Fiscal Year 2012

1. Description of Resolution
2. Board Action on Resolution

DISTRICT OF COLUMBIA HOUSING AUTHORITY

BOARD OF COMMISSIONERS

SIBLEY PLAZA
1140 NORTH CAPITOL STREET, NORTHWEST
WASHINGTON, D.C. 20002

REGULAR MONTHLY MEETING

WEDNESDAY, JULY 11, 2012

1:00 P.M.

A G E N D A

B. RESOLUTION 12-19 **TAB 3**

Approve the Submission of Disposition Application to
The U.S. Department of Housing and Urban Development
For Montana Terrace

1. Description of Resolution
2. Board Action on Resolution

C. RESOLUTION 12-20 **TAB 4**

To Authorize Memorandum of Understanding(s) Between
The District of Columbia Housing Authority and District of
Columbia Department of Housing and Community Development
To Provide Demolition Services

1. Description of Resolution
2. Board Action on Resolution

DISTRICT OF COLUMBIA HOUSING AUTHORITY

BOARD OF COMMISSIONERS

SIBLEY PLAZA
1140 NORTH CAPITOL STREET, NORTHWEST
WASHINGTON, D.C. 20002

REGULAR MONTHLY MEETING

WEDNESDAY, JULY 11, 2012

1:00 P.M.

A G E N D A

D. RESOLUTION 12-21 **TAB 5**

Approval of the District of Columbia Housing Authority Fiscal Year 2013 Moving to Work Plan

1. Description of Resolution
2. Board Action on Resolution

IV. PUBLIC COMMENT **RESIDENTS**
NON-RESIDENTS

V. ANNOUNCEMENTS

VI. ADJOURNMENT

RESOLUTION 12-21

APPROVAL OF THE DISTRICT OF COLUMBIA HOUSING AUTHORITY FISCAL YEAR 2013 MOVING TO WORK PLAN

WHEREAS, the District of Columbia Housing Authority (DCHA) and the U.S. Department of Housing and Urban Development (HUD) executed the Amended and Restated Moving to Work Agreement (MTW Agreement), effective September 29, 2010, that outlines the terms and conditions of DCHA's continued participation in the MTW Demonstration Program as authorized by federal law; and

WHEREAS, the proposed DCHA 2013 MTW Plan has been prepared in accordance with the requirements of Attachment B of the MTW Agreement; and

WHEREAS, the proposed DCHA 2013 MTW Plan has been made available to the public and discussed at a public hearing on June 26, 2012, provided to resident and participant leadership and reviewed with Housing Choice Voucher landlords and representatives from the local housing advocacy community; and

WHEREAS , the proposed DCHA 2013 MTW Plan has been revised to take into consideration public comments, including comments received at the public hearing, and comments received from landlords and the local housing advocacy community; and

WHEREAS the Board of Commissioners of the District of Columbia Housing Authority is required to certify that the MTW Plan complies with the requirements of the MTW Agreement and that it meets various other federal requirements;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the District of Columbia Housing Authority hereby 1) approves the DCHA MTW 2013 Plan, which plan takes into consideration the comments received by DCHA from the public, and 2) authorizes the Executive Director to submit the DCHA MTW 2013 Plan to HUD.

ADOPTED by the Board of Commissioners and signed in authentication of its passage, the 11th day of July, 2012.

ATTEST:

Adrianne Todman
Executive Director/Secretary

APPROVAL:

Pedro Alfonso
Chairman

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

Lori S. Parris
Interim General Counsel

Annual Moving to Work Plan
Certifications of Compliance

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

Certifications of Compliance with Regulations:
Board Resolution to Accompany the Annual Moving to Work Plan

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 October 1, 2011, 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:

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 and conducted a public hearing to discuss the Plan and invited public comment.

2. The Agency took into consideration public and resident comment 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;

3. 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.

4. The PHA will affirmatively further fair housing by examining their 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.

5. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.

6. 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.

7. 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.

8. The PHA will comply with requirements with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.

9. 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.

10. 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.

11. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).

12. The PHA will provide HUD or the responsible entity any documentation that the Department needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58.

13. 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.

14. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.

15. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.

16. 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.).

17. 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.

18. 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.

District of Columbia Housing Authority	DC001
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)

Adrianne Todman	Executive Director
Name of Authorized Official	Title
	7/17/12
Signature	Date

The Washington Post

CLASSIFIED

eds

WEDNESDAY, MAY 23, 2012

820 Official Notices | 820 Official Notices

DCHA Public Hearing Notice

The District of Columbia Housing Authority (DCHA) is providing notice of a Public Hearing to discuss and solicit comments on the agency's proposed 2013 Moving To Work (MTW) Plan. The hearing date is Tuesday, June 26, 2012, 6:00 p.m. at 1133 North Capitol Street, NE, in the 2nd floor Board Room. The MTW program is a U.S. Department of Housing and Urban Development (HUD) program that allows select public housing authorities to design and implement innovative programs and policies with the intent to 1) reduce costs and improve efficiencies; 2) encourage residents to obtain employment and become economically self-sufficient; and 3) increase housing choices for low-income families. To request a copy of the plan, please contact DCHA Office of Public Affairs (202) 535-1315. Written comments on the proposed plan initiatives can be submitted via e-mail prior by June 22, 2012, to MTW@dchousing.org or by mail to Eileen Neely, Director of Strategic Planning, DCHA 1133 North Capitol Street, NE, Suite 200, Washington, DC 20002. Information on the MTW program is available on the DCHA web-site at www.dchousing.org<http://www.dchousing.org/>.

DISTRICT OF COLUMBIA
HOUSING AUTHORITY

HOME ABOUT CONTACT ONLINE SERVICES ESPAÑOL LANGUAGE

Click To View Properties

DCHousingSolutions.org

DCHA ONLINE BIDDER'S APPLICATION FOR VENDORS

SERVICE

SOLICITATION

DCHA PUBLIC HEARING NOTICE MTW

5/23/2012 10:12:57 AM

Click here to view this PDF file.

RELATED

- DCHA 2013 MTW PLAN

5/23/2012 - DOING BUSINESS WITH DCHA - SOLICITATION

- SOLICITATION NO. 0014-2012 ADMINISTRATIVE HEARING OFFICERS

5/7/2012 - DOING BUSINESS WITH DCHA - SOLICITATION

search

FIND

Log-In
Housing
Properties
Resident Services
Landlords
Development
Doing Business With DCHA
Solicitations
Apply for Housing
Update Housing App
Check Application Date
Your Rights
Employment
News
Publications

Equal Housing Opportunity

About DCHA

© 2012 DC Housing Authority

1133 North Capitol Street N.E. Washington, DC 20002 (202) 535-1000
Hours: Monday - Friday, 8:30 am - 4:30 pm

District of Columbia Housing Authority

MEETING WITH LOCAL ADVOCATES

AGENDA

Thursday, June 28, 2012

Executive Director's Conference Room

3:00 pm

1) DCHA Updates
    a. Federal Budget
    b. Local Budget
    c. Strategic Plan
    d. MTW Plan
    e. Admin Plan
    f. Waiting List

2) HCVP Participant Commissioner

3) Tenant Notice of Intent to Vacate

4) Grade DC initiative

5) Inspection policy when bedbugs are present

District of Columbia Housing Authority

Moving to Work 2013 Plan

Public Hearing
June 26, 2012

Agenda

I. **Welcome**

II. **Hearing Procedures**

III. **Overview of Moving to Work Program**

IV. **Moving to Work Plan**

VI. **Testimony**
   a. Public Housing Residents and Voucher Participants
   b. Non-Residents/General Public

Public Hearing Protocols

- Time Limits: Public Housing Residents and Voucher Participants: 5 minutes
  Non-Residents/General Public: 3 minutes
- Persons testifying must be recognized and must speak into the microphone.
- Persons testifying are encouraged to speak on the proposed amendment to Moving to Work Agreement and Moving to Work 2013 Plan.

B. Agency-Directed Evaluations of the Demonstration

DCHA is not currently using an outside evaluator(s) for the demonstration or any of the Agency MTW initiatives.

Appendix A: Local Asset Management Program

Background and Introduction

The Amended and Restated Moving to Work Agreement, effective September 29, 2010, required DCHA to design and implement a local asset management program for its Public Housing Program and describe such program in its Annual MTW Plan. The term "Public Housing Program" means the operation of properties owned or subsidized by the Agency that are required by the U.S. Housing Act of 1937 to be subject to a Public Housing declaration of trust in favor of HUD. The Agency's local asset management program shall include a description of how it's implementing project-based property management, budgeting, accounting, and financial management and any deviations from HUD's asset management requirements. Under the First Amendment to the MTW Agreement, DCHA agreed to describe its cost accounting plan (cost allocation plan) as part of its local asset management program including how it deviates from the HUD fee for service system.

Project-based approach for Public Housing Program

DCHA maintains a project-based management approach which includes both DCHA-managed properties, as well as privately managed properties, under the Public Housing Program. Project-level budgeting and accounting is maintained for each of these Public Housing properties. In addition, each mixed-income, mixed-finance rental community that contains Agency-assisted units under the Public Housing Program are owned, managed and operated by third party partnerships as established at the time each of the transactions were structured. DCHA maintains a separate budget and accounting for the operating subsidy paid to the owners of these properties as well as any other cost incurred by the Agency on behalf of these properties.

COST ALLOCATION PLAN

Identification of Cost Allocation Approach

DCHA approached its cost allocation plan with consideration to the entire operation of the Agency, rather than a strict focus on only the MTW Program. This cost allocation plan addresses the larger DCHA operation as well as the specific information required related to the MTW Program.

Under the MTW Agreement, the cost accounting options available to the Agency include either a "fee-for-service" methodology or an "indirect cost rate" methodology. DCHA can establish multiple cost objectives or a single cost objective for its MTW Program. DCHA opted to use a fee-for-service methodology and to establish the MTW Program as a single cost objective, as further described below.

Classification of Costs

There is no universal rule for classifying certain costs as either direct or indirect. A cost may be direct with respect to some specific service or function, but indirect with respect to the Federal award or other final cost objective. Therefore, the definitions and guidelines provided in this Cost Allocation Plan are used for determining direct and indirect costs charged to the cost objectives.

Definitions

Cost Objective – Cost objective is a function, organizational subdivision, contract, grant, or other activity for which cost data are needed and for which costs are incurred.

Direct Costs – Direct costs are those that can be identified specifically with a particular final cost objective.

Indirect Costs – Indirect costs are those: (a) incurred for a common or joint purpose benefitting more than one cost objective, and (b) not readily assignable to the cost objective(s) specifically benefitted, without effort disproportionate to the results achieved. After direct costs have been determined and assigned directly to Federal awards and other activities as appropriate, indirect costs are those remaining to be allocated to the cost objectives.

Cost Base – A cost base is the accumulated direct costs (normally either total direct salaries and wages or total direct costs exclusive of any extraordinary or distorting expenditures) used to distribute indirect costs to cost objectives (Federal awards). Generally, the direct cost base selected should result in each award bearing a fair share of the indirect costs in reasonable relation to the benefits received from the costs.

DCHA Cost Objectives

DCHA has identified the following cost objectives:

MTW Program – All associated activities funded under the MTW Single Fund authority are deemed as a ***single cost objective***. The MTW Program cost objective includes: 1) DCHA-owned Public Housing Properties and Public Housing units contained in third party-owned properties, 2) MTW Housing Choice Vouchers, both Project-Based Vouchers (PBV) and Tenant-Based Vouchers, 3) Development Activity funded from MTW, 4) resident services and case management services offered to families served under the MTW program, 5) Capital Funds, and 6) any other activity that is permitted in DCHA's Amended and Restated MTW Agreement.

Revitalization Program – The Revitalization Program includes the development-related activity funded from HOPE VI, Choice Neighborhood Initiatives and other local funds. Generally, DCHA will capture costs by development and will include the ability to track charges to specific funding sources.

Special Purpose (Non-MTW) Tenant-Based and Project-Based Housing Choice Vouchers – Special Purpose Vouchers include, but are not limited to, the Section 8 Moderate Rehab Program, the Veterans Affairs Supportive Housing (VASH) vouchers, Tenant Protection and Opt-Out Vouchers in the first year, and the Multicultural vouchers.

American Recovery and Reinvestment Act (ARRA) Grants – The ARRA grants are one-time grants which will be use for rehabilitation of existing DCHA-owned Public Housing properties, and demolition and development related to the Public Housing-assisted units inside of mixed-income, mixed-finance developments.

Other Federal and State Awards – DCHA may be the recipient of other Federal and Local awards from time to time. Each of these awards will be a separate cost objective as necessary. For example, DCHA has two locally funded voucher programs that are treated as separate programs and therefore, as separate cost objectives.

DCHA Direct Costs

DCHA direct costs are defined in conjunction with the cost objectives defined in this Cost Allocation Plan. As previously mentioned, under OMB Circular A-87, there is no universal rule for classifying costs as either direct or indirect. A cost may be direct with respect to some specific service or function, but indirect with respect to the final cost objective.

MTW Program direct costs include, but are not limited to:

1. All contract costs readily identifiable with delivering housing assistance to low income families under the MTW Program;
2. Housing Assistance Payments (including utility allowances) for tenant-based vouchers and PBV;
3. Portability Administrative Fees;
4. Homeownership voucher funding;
5. Foreclosure and emergency assistance for low income families served under HCV;
6. HCV costs for administering tenant-based vouchers, including inspection activities;
7. Operating costs directly attributable to operating DCHA-owned Public Housing properties, including utility costs and maintenance costs administered centrally;
8. Capital improvement costs at DCHA owned properties;
9. Operating subsidies paid to MIMF properties
10. Operating costs paid related to or on behalf of third party owned properties with Public Housing units including utility charges;
11. The Asset Management Department costs attributable to PBV, DCHA-owned Public Housing properties and third party-owned Public Housing units;
12. Resident Services directly attributable to MTW Program activities;
13. Gap financing in MTW real estate transactions;
14. Acquisition costs funded from MTW funds
15. Demolition, relocation and leasing incentive fees in repositioning DCHA-owned real estate;
16. Homeownership activities for low income families;
17. Office of Capital Programs and Development costs associated with MTW-funded development activity, homeownership initiatives, and PBRA as a development tool, and
18. Any other activities associated with delivering housing assistance to low income families under the MTW Program.

Revitalization Program direct costs include, but are not limited to:

1. Construction costs;
2. Loan and financing for affordable units;
3. Acquisition costs;
4. Land Improvements;
5. Legal expenses;
6. Professional services;
7. Contract cost (case management);
8. Relocation;
9. Extraordinary site work;

10. Demolition; and
11. Other revitalization expenditures (such as homeownership mortgage assistance and down payment assistance).

Special Purpose Housing Choice Tenant-based Vouchers direct costs include, but are not limited to:

1. Housing Assistance Payments (HAP) and
2. Program Administration Costs.

American Recovery and Reinvestment Act (ARRA) Grant direct costs include, but are not limited to:

1. Demolition of DCHA-owned Public Housing properties
2. Rehabilitation of existing DCHA-owned Public Housing properties, and
3. Construction costs including loans and financing related to the Public Housing units inside of mixed-income, mixed-finance developments.

Other Federal and State Awards direct cost include, but are not limited to:

1. Legal expenses;
1. Professional services;
2. Utilities (gas, water, electric, other utilities expense);
3. Real estate taxes;
4. Insurance;
5. Bank charges;
6. Staff training;
7. Interest expense;
8. Contract cost for CDBG; and
9. Any cost identified for which the award is made. Such costs will be determined as DCHA receives awards.

Explanation of Differences

DCHA has the ability to define direct costs differently than the standard definitions published in HUD's Financial Management Guidebook pertaining to the implementation of 24 CFR Part 990.

DCHA is required to describe any differences between the Agency's Local Asset Management Program and HUD's asset management requirements in its Annual MTW Plan in order to facilitate the recording of actual property costs and submission of such cost information to HUD:

1. DCHA determined to implement a cost allocation system that was more comprehensive than HUD's Asset Management System which advocated a fee-for-service approach specific to the properties in the Public Housing Program. HUD's system was limited in focusing only a fee-for-service system at the property level and failed to address DCHA's comprehensive operation which includes other programs and business activities. DCHA's MTW Program is much broader than Public Housing properties and includes activities not found in traditional HUD Programs. This Cost Allocation Plan addressed the entire DCHA operation.

2. DCHA defined its cost objectives at a different level than HUD's System. Specifically, DCHA defined the MTW Program as a cost objective which is consistent with the issuance of the CFDA number for MTW as a Federal program. HUD defined its cost objective at the property level which fails to recognize the overall effort required to deliver the housing resources to Low Income families under the MTW Program. Because the cost objectives are defined differently, direct and indirect costs are defined based on the cost objectives identified in this Cost Allocation Plan.

3. DCHA will use a simple fee system of charging 10% of MTW Program funds to cover the costs of the Central Office Cost Center (COCC). DCHA views the 10% fee as reasonable when compared to the fees earned for administering the Local Voucher Programs. DCHA will account for an allocable share of the "MTW Fee" charges at the property level based upon the size of the property.

4. DCHA will charge a fee to other Federal and Local awards in a manner that is consistent with that allowed for those Federal awards. The fee charged to the Revitalization program will continue to follow the HUD guidelines of 3% of the total cost of the development.

RESOLUTION 12-21

APPROVAL OF THE DISTRICT OF COLUMBIA HOUSING AUTHORITY FISCAL YEAR 2013 MOVING TO WORK PLAN

WHEREAS, the District of Columbia Housing Authority (DCHA) and the U.S. Department of Housing and Urban Development (HUD) executed the Amended and Restated Moving to Work Agreement (MTW Agreement), effective September 29, 2010, that outlines the terms and conditions of DCHA's continued participation in the MTW Demonstration Program as authorized by federal law; and

WHEREAS, the proposed DCHA 2013 MTW Plan has been prepared in accordance with the requirements of Attachment B of the MTW Agreement; and

WHEREAS, the proposed DCHA 2013 MTW Plan has been made available to the public and discussed at a public hearing on June 26, 2012, provided to resident and participant leadership and reviewed with Housing Choice Voucher landlords and representatives from the local housing advocacy community; and

WHEREAS , the proposed DCHA 2013 MTW Plan has been revised to take into consideration public comments, including comments received at the public hearing, and comments received from landlords and the local housing advocacy community; and

WHEREAS the Board of Commissioners of the District of Columbia Housing Authority is required to certify that the MTW Plan complies with the requirements of the MTW Agreement and that it meets various other federal requirements;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the District of Columbia Housing Authority hereby 1) approves the DCHA MTW 2013 Plan, which plan takes into consideration the comments received by DCHA from the public, and 2) authorizes the Executive Director to submit the DCHA MTW 2013 Plan to HUD.

ADOPTED by the Board of Commissioners and signed in authentication of its passage, the 11th day of July, 2012.

ATTEST:

Adrianne Todman
Executive Director/Secretary

APPROVAL:

Pedro Alfonso
Chairman

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

Lori S. Parris
Interim General Counsel

Annual Moving to Work Plan
Certifications of Compliance

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

Certifications of Compliance with Regulations:
Board Resolution to Accompany the Annual Moving to Work Plan

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 October 1, 2011, 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:

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 and conducted a public hearing to discuss the Plan and invited public comment.

2. The Agency took into consideration public and resident comment 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;

3. 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.

4. The PHA will affirmatively further fair housing by examining their 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.

5. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.

6. 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.

7. 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.

8. The PHA will comply with requirements with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.

9. 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.

10. 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.

11. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).

12. The PHA will provide HUD or the responsible entity any documentation that the Department needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58.

13. 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.

14. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.

15. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.

16. 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.).

17. 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.

18. 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.

District of Columbia Housing Authority	DC001
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)

Adrianne Todman	Executive Director
Name of Authorized Official	Title
	7/17/12
Signature	Date