

# PHA Name : Harrisonburg

**PHA Code :** VA014

**MTW Supplement for PHA Fiscal Year Beginning :** (MM/DD/YYYY): 1/1/2022

**PHA Program Type:** Housing Choice Voucher (HCV) only

**MTW Cohort Number:** 1

**MTW Supplement Submission Type:** Annual Submission

## B. MTW Supplement Narrative.

The Harrisonburg Redevelopment and Housing Authority (HRHA) is a progressive agency experienced in providing housing for individuals with extremely low incomes, developing affordable housing, building community and coalitions, and revitalizing neighborhoods. HRHA is a leader in advocating for affordable housing and empowering self-sufficiency for residents. It provides service coordination and/or peer support services at all residential properties it owns and manages.

HRHA's vision for the Moving to Work (MTW) program is to be a proactive, innovative agency that identifies, develops, and implements evidence-based housing policies that address local needs; increase self-sufficiency outcomes for participants; provide greater mobility and access to housing options, including supportive services; and promote efficiency and efficacy throughout service delivery and operations.

HRHA is implementing a rent reform and incentive program that will encourage and support participant self-sufficiency and increase landlord involvement through community-based services and incentives. Higher voucher use and retention, increased landlord participation and retention, and decreased administrative burden will improve cost effectiveness. MTW participation will allow HRHA to better adapt to change and develop local solutions to address housing and self-sufficiency challenges. MTW goals and activities are:

### 1. Improve Program Cost Effectiveness & Reduce Administrative Burden

- Accept partner agencies' inspections to meet Housing Quality Standard (HQS) requirements. Using the Harrisonburg-Rockingham Community Services Board (HRCBS) and its certified HQS inspectors will save staff time by collaborating with a known, qualified agency to conduct inspections. This partnership will increase HRHA efficiency and allow staff to focus on more critical tasks that benefit tenants, to increase strategic initiatives, and to better coordinate efforts.
- Reduce the frequency of household certifications to allow participants to keep more of their income increases. This change also reduces the burden on both participants and Housing Choice Voucher (HCV) specialists in acquiring, submitting, and processing paperwork. Changes include switching to a triennial certification schedule and limiting interim certifications to one annually. This change will save costs as HRHA HCV staff now spend most of their time on monthly interims. It will give tenants a longer time with stable rent to allow for better financial planning and housing security as well as a greater ability to save for life goals. The paperwork burden on voucher holders will lessen if they do not have to submit monthly income and employment changes. HRHA voucher staff will group tenants into a logical certification schedule while still allowing tenants to request interim certification if needed. Improved staff efficiency will allow planning for new initiatives or needed training in existing or new areas of focus.
- Simplify rent calculations:
  - o Increase minimum rent from \$50 to \$100.
  - o Increase total tenant payment to 35 percent of income to correspond to increased elderly/disabled standard deduction.
  - o Increase the elderly/disabled standard deduction and eliminate medical expense deductions. This lowers the tenant payment for the vast majority of participants, saving both time and money for participants and HRHA.
  - o Eliminate child care and medical expense deductions.
  - o Simplify the utility allowance schedule.These simplifications make rent calculations more understandable for tenants. The changes save tenants' time and in many cases lower costs. Decreased staff paperwork allows more time to work with tenants, explore new projects, or participate in training in possible new areas or expanded services. Simplified paperwork also benefits landlords by determining household eligibility more quickly. Higher minimum rent encourages employment. Hardship exceptions are allowed for any participant where these changes create a rent burden.
- Require documentation of assets over \$50,000 only. Reducing documentation saves time for staff and the majority of tenants whose assets are below a level that makes a difference in qualifying for support.
- Eliminate the earned income disallowance and exclude school grants from income. Wage income from dependents 20 and younger will not be included in the rent calculation while it will be counted for household members 21 and older. This change saves staff and tenant time doing repeated calculations that do not significantly change tenants' situations.
- Increase the portability term in Franklin Heights units from one year to two years. This change increases the initial term of housing stability for residents and decreases the administrative burden for staff after initial intake.

### 2. Increase Participant Self-Sufficiency

- Replace the Family Self-Sufficiency (FSS) escrow model with a Goal Rewards Model where participants earn immediate cash incentives for reaching milestones related to income, finance, education, health, employment, and other self-sufficiency goals. Incentives immediately and tangibly reward participants for progress toward self-sufficiency and inspire them to take the next steps. Participants will have the choice to either receive the incentive immediately via check or deposit the amount into an HRHA managed savings account. At this time, increases in income will not be recorded and will not contribute to

increases in escrow. There will be incentives based on maintaining and earning income, however they will not be directly tied to increases in income from start of program. Participants will be able to save faster for life goals while preserving the ability to use savings if necessary because of life events.

- Transition to a participant-driven coaching model that better supports and empowers participants in meeting their goals. This coaching model will give participants more ownership of their path forward while still providing needed guidance. It will increase collaboration and trust between staff and participants to make progress toward goals. These changes shift the agency-participant relationship away from rule enforcement and toward life coaching. FSS staff will help participants clarify program goals based on their needs, abilities, and skills.

- Provide coaching support up to six months after a participant graduates from the FSS program. Continued support provides stability and familiarity during the challenges of transition, increasing participants' chances of success by maintaining a trusted relationship.

### 3. Increase Housing Choice

- Expand landlord recruitment and retention efforts to increase landlord participation by offering:

- o Security deposits up to one month's contract rent, once per tenant

- o Rent for empty units for one month

- o Damage coverage beyond the security deposit up to one month's rent

- o Payment incentives including a referring landlord bonus of \$250; a new landlord signing bonus of \$250; and a new contract bonus of \$250

These incentives will increase retention of current program landlords and attract new landlords by reducing risk of monetary loss. Security deposits will make landlords more willing to hold units for voucher participants. A larger reliable pool of landlords will help HRHA house more families more quickly and possibly reduce its large waiting list.

- Increase minimum 1BR payment standards. Raise 1BR payment standard from current 110 percent of FMR to 120 percent. Raise 1BR accessible unit payment standard to 140 percent for households requiring those features. HRHA will determine if unit qualifies. This change will increase housing choice in local tight rental market, especially for high demand 1BR units and scarce 1BR accessible units. It will also serve as an incentive for current and prospective landlords to participate.

- Provide more help with the housing search, including one-on-one support in locating affordable rentals. Cost will be covered by funding flexibilities. Targeted help will result in faster and better matches of renters to available units. These efforts will fill empty units more quickly, improving long term relationships with landlords. HRHA is considering using funding flexibility to create a dedicated housing locator on staff to customize housing searches more specifically to clients' needs.

- Increase the flexibility to project-base voucher (PBV) rental assistance up to the 50 percent maximum. Flexibility will allow HRHA to expand the number of vouchers available to project base, which will increase the number of housing options and units available for those with extremely low income. This change will allow for increased access for hard to find units, such as accessible one bedroom units. HRHA anticipates it will allow for the development of additional permanent supportive housing units. It will also increase administrative efficiencies and allow tenants to be housed more quickly when appropriate units are available.

- Remove the limits to the number of PBV units in property buildings. Removing these limits will allow HRHA to increase the number of units within a building without HUD approval. This change will increase the number of units available for extremely low income individuals needing deep rental assistance. It will provide for more flexible use of housing units and increased choice for tenants.

- Eliminate the procurement process for HRHA owned units. This change allows HRHA to use project-based vouchers to assist in renovating HRHA owned properties. The elimination reduces development costs and increases efficiencies for HRHA in renovating or developing new units in its tight housing market.

**C. The policies that the MTW agency is using or has used (currently implement, plan to implement in the submission year, plan to discontinue, previously discontinued).**

|   |  |
|---|--|
| <b>1. Tenant Rent Policies</b>  |  |
| f. Minimum Rent (HCV)   | Plan to Implement in the Submission Year |
| h. Total Tenant Payment as a Percentage of Gross Income (HCV)   | Plan to Implement in the Submission Year |
| j. Alternative Utility Allowance (HCV)  | Plan to Implement in the Submission Year |
| n. Utility Reimbursements (HCV)   | Plan to Implement in the Submission Year |
| s. Elimination of Deduction(s) (HCV)  | Plan to Implement in the Submission Year |
| u. Standard Deductions (HCV)  | Plan to Implement in the Submission Year |
| w. Alternative Income Inclusions/Exclusions (HCV)   | Plan to Implement in the Submission Year |
| <b>2. Payment Standards and Rent Reasonableness</b>   |  |
| b. Payment Standards- Fair Market Rents (HCV)   | Plan to Implement in the Submission Year |
| <b>3. Reexaminations</b>  |  |
| b. Alternative Reexamination Schedule for Households (HCV)  | Plan to Implement in the Submission Year |
| d. Self-Certification of Assets (HCV)   | Plan to Implement in the Submission Year |
| <b>4. Landlord Leasing Incentives</b>   |  |
| a. Vacancy Loss (HCV-Tenant-based Assistance)   | Plan to Implement in the Submission Year |
| b. Damage Claims (HCV-Tenant-based Assistance)  | Plan to Implement in the Submission Year |
| <b>5. Housing Quality Standards (HQS)</b>   |  |
| a. Pre-Qualifying Unit Inspections (HCV)  | Plan to Implement in the Submission Year |
| c. Third-Party Requirement (HCV)  | Plan to Implement in the Submission Year |
| <b>6. Short-Term Assistance</b>   |  |
| <b>7. Term-Limited Assistance</b>   |  |
| <b>8. Increase Elderly Age (PH &amp; HCV)</b>   |  |
| <b>9. Project-Based Voucher Program Flexibilities</b>   |  |
| a. Increase PBV Program Cap (HCV)   | Plan to Implement in the Submission Year |
| b. Increase PBV Project Cap (HCV)   | Plan to Implement in the Submission Year |
| c. Elimination of PBV Selection Process for PHA-owned Projects Without Improvement, Development, or Replacement (HCV) | Plan to Implement in the Submission Year |
| h. Limit Portability for PBV Units (HCV)  | Plan to Implement in the Submission Year |
| <b>10. Family Self-Sufficiency Program with MTW Flexibility</b>   |  |
| d.HCV Modify or Eliminate the Contract of Participation (HCV)   | Plan to Implement in the Submission Year |
| e.HCV Policies for Addressing Increases in Family Income (HCV)  | Plan to Implement in the Submission Year |
| <b>11. MTW Self-Sufficiency Program</b>   |  |
| <b>12. Work Requirement</b>   |  |
| <b>13. Use of Public Housing as an Incentive for Economic Progress (PH)</b>   |  |
| <b>14. Moving on Policy</b>   |  |
| <b>15. Acquisition without Prior HUD Approval (PH)</b>  |  |
| <b>16. Deconcentration of Poverty in Public Housing Policy (PH)</b>   |  |
| <b>17. Local, Non-Traditional Activities</b>  |  |

**C. MTW Activities Plan that Harrisonburg Plans to Implement in the Submission Year or Is Currently Implementing**

|   |
|---|
| <b>1.f. - Minimum Rent (HCV)</b>  |
| The minimum rent will be set at \$100 for all households. Along with the total package of tenant rent policy changes, these simplifications make rent calculations more understandable for tenants and still allow hardship exceptions if necessary. Increased minimum rent is offset to some degree by other changes and may encourage employment. The changes save tenant time and in many cases lower costs. Decreased staff paperwork allows more time to work with tenants, explore new projects, or participate in training in possible new areas or expanded services. |

|   |
|---|
| This MTW activity serves the following statutory objectives:<br>Cost effectiveness  |
| This MTW activity serves the following statutory objectives:<br>Increased revenue   |
| An MTW activity may apply to new admissions only, to currently assisted households only, or to both new admissions and currently assisted households. The MTW activity applies to all assisted households   |
| N/A - first year of program   |
| This MTW activity requires a Safe Harbor Waiver.<br>The waiver request is being submitted for review with this submission of the MTW Supplement (see Section D).  |
| This MTW activity requires a Hardship Policy. The Hardship Policy is attached.  |
| Attached Hardship policy applies to: 1.f. - Minimum Rent (HCV)<br>1.h. - Total Tenant Payment as a Percentage of Gross Income (HCV)<br>1.s. - Elimination of Deduction(s) (HCV)<br>2.b. - Payment Standards- Fair Market Rents (HCV)<br>3.b. - Alternative Reexamination Schedule for Households (HCV)} |
| No hardship were requested in the most recent fiscal year.  |
| In the prior year, under this activity, Harrisonburg MTW agency<br>Received 0 hardship requests<br>Approved hardship requests<br>Denied hardship requests<br>There is\are hardship requests pending.  |
| This MTW activity requires an Impact Analysis. The Impact Analysis is attached.   |
| The Impact Analysis that applies to this MTW activity also applies to the following MTW activities:<br>1.f. - Minimum Rent (HCV)<br>1.h. - Total Tenant Payment as a Percentage of Gross Income (HCV)<br>1.s. - Elimination of Deduction(s) (HCV)   |
| minimum rent or minimum Total Tenant Payment (TTP) - \$100  |

|   |
|---|
| <b>1.h. - Total Tenant Payment as a Percentage of Gross Income (HCV)</b>  |
| Raising TTP to 35 percent to correspond with a higher standard deduction for elderly/disabled households, and elimination of deductions for expenses, with some changes to income inclusions and exclusions. Along with the total package of tenant rent policy changes, these simplifications make rent calculations more understandable for tenants and still allow hardship exceptions if necessary. Increased TTP is offset to some degree by other changes and may encourage employment. The changes save tenant time and in many cases lower costs. Decreased staff paperwork allows more time to work with tenants, explore new projects, or participate in training in possible new areas or expanded services. |
| This MTW activity serves the following statutory objectives:<br>Cost effectiveness  |
| This MTW activity serves the following statutory objectives:<br>Neutral (no cost implications)  |
| An MTW activity may apply to new admissions only, to currently assisted households only, or to both new admissions and currently assisted households. The MTW activity applies to all assisted households   |
| N/A - first year of program   |
| This MTW activity requires a Safe Harbor Waiver.<br>The waiver request is being submitted for review with this submission of the MTW Supplement (see Section D).  |
| This MTW activity requires a Hardship Policy. The Hardship Policy is attached.  |
| No hardship were requested in the most recent fiscal year.  |
| In the prior year, under this activity, Harrisonburg MTW agency<br>Received 0 hardship requests<br>Approved hardship requests<br>Denied hardship requests<br>There is\are hardship requests pending.  |
| This MTW activity requires an Impact Analysis. The Impact Analysis is attached.   |
| Percentage of income will equal 35.00% of the Total Tenant Payment (TTP)  |
| Income basis for calculating Total Tenant Payment is :  |

This activity uses a different definition of income because we are using the following MTW waivers (check all that apply)

1.r. and/or 1.s. "elimination of deductions"

1.t. and/or 1.u. "standard deductions"

1.v. and/or 1.w "alternative inclusions and exclusions"

### 1.j. - Alternative Utility Allowance (HCV)

HRHA will create one utility allowance for all unit types. Allowance will still vary by bedroom size and by whether unit rent includes utilities. PBV units may have a separate utility allowance. Along with the total package of tenant rent policy changes, these simplifications make rent calculations more understandable for tenants and still allow hardship exceptions if necessary. Alternate utility allowance is balanced by other changes. The changes save tenant time and in many cases lower costs. Decreased staff paperwork allows more time to work with tenants, explore new projects, or participate in training in possible new areas or expanded services.

This MTW activity serves the following statutory objectives:

Cost effectiveness

Housing choice

This MTW activity serves the following statutory objectives:

Decreased expenditures

An MTW activity may apply to new admissions only, to currently assisted households only, or to both new admissions and currently assisted households. The MTW activity applies to all assisted households

N/A - first year of program

No hardship were requested in the most recent fiscal year.

In the prior year, under this activity, Harrisonburg MTW agency

Received 0 hardship requests

Approved hardship requests

Denied hardship requests

There is\are hardship requests pending.

HRHA will create one utility allowance for all unit types. Allowance will still vary by bedroom size and by whether unit rent includes utilities. PBV units may have a separate utility allowance. Along with the total package of tenant rent policy changes, these simplifications make rent calculations more understandable for tenants and still allow hardship exceptions if necessary. The changes save tenant time and in many cases lower costs. Decreased staff paperwork allows more time to work with tenants, explore new projects, or participate in training in possible new areas or expanded services. Specific utility calculations have been ordered from The Nelrod Company in June and are expected to be available soon.

### 1.n. - Utility Reimbursements (HCV)

Utility reimbursements under \$20 per month will be eliminated. Along with the total package of tenant rent policy changes, these simplifications make rent calculations more understandable for tenants and still allow hardship exceptions if necessary. Eliminating utility reimbursements under \$20 is balanced to some degree by other changes. The changes save tenant time and in many cases lower costs. Decreased staff paperwork allows more time to work with tenants, explore new projects, or participate in training in possible new areas or expanded services.

This MTW activity serves the following statutory objectives:

Cost effectiveness

This MTW activity serves the following statutory objectives:

Decreased expenditures

An MTW activity may apply to new admissions only, to currently assisted households only, or to both new admissions and currently assisted households. The MTW activity applies to all assisted households

N/A - first year of program

No hardship were requested in the most recent fiscal year.

In the prior year, under this activity, Harrisonburg MTW agency

Received 0 hardship requests

Approved hardship requests

Denied hardship requests

There is\are hardship requests pending.

### 1.s. - Elimination of Deduction(s) (HCV)

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|---|
| Expense deductions for unreimbursed childcare expenses and for medical expenses will be eliminated. Along with the total package of tenant rent policy changes, these simplifications make rent calculations more understandable for tenants and still allow hardship exceptions if necessary. Eliminating deductions is balanced by other changes. The changes save tenant time and in many cases lower costs. Decreased staff paperwork allows more time to work with tenants, explore new projects, or participate in training in possible new areas or expanded services. |
| This MTW activity serves the following statutory objectives:<br>Cost effectiveness  |
| This MTW activity serves the following statutory objectives:<br>Neutral (no cost implications)  |
| An MTW activity may apply to new admissions only, to currently assisted households only, or to both new admissions and currently assisted households. The MTW activity applies to all assisted households   |
| N/A - first year of program   |
| This MTW activity requires a Hardship Policy. The Hardship Policy is attached.  |
| No hardship were requested in the most recent fiscal year.  |
| In the prior year, under this activity, Harrisonburg MTW agency<br>Received 0 hardship requests<br>Approved hardship requests<br>Denied hardship requests<br>There is\are hardship requests pending.  |
| This MTW activity requires an Impact Analysis. The Impact Analysis is attached.   |
| Following deduction(s) will be eliminated, modified, or added.<br>Unreimbursed childcare costs<br>Other (please explain)<br>Medical expenses  |

| <b>1.u. - Standard Deductions (HCV)</b>   |
|---|
| To offset the increased TTP to 35 percent and the elimination of medical expense deductions, all elderly/disabled households will have a standard deduction that will increase from \$400 to \$1,500. Along with the total package of tenant rent policy changes, these simplifications make rent calculations more understandable for tenants and still allow hardship exceptions if necessary. Increased standard deduction for elderly/disabled tenants offsets other rent policy changes. The changes save tenant time and in many cases lower costs. Decreased staff paperwork allows more time to work with tenants, explore new projects, or participate in training in possible new areas or expanded services. |
| This MTW activity serves the following statutory objectives:<br>Cost effectiveness  |
| This MTW activity serves the following statutory objectives:<br>Neutral (no cost implications)  |
| An MTW activity may apply to new admissions only, to currently assisted households only, or to both new admissions and currently assisted households. The MTW activity applies only to a subset or subsets of assisted households   |
| This MTW activity applies to:<br>New admissions and currently assisted households   |
| An MTW activity may apply to all family types or to selected family types (i.e., non-elderly\non-disabled, elderly, disabled, other).<br>The MTW activity applies only to selected family types   |
| The MTW activity applies to all tenant-based units  |
| N/A - first program year  |
| No hardship were requested in the most recent fiscal year.  |
| In the prior year, under this activity, Harrisonburg MTW agency<br>Received 0 hardship requests<br>Approved hardship requests<br>Denied hardship requests<br>There is\are hardship requests pending.  |
| 1,500 will be the single standard deduction in the Fiscal Year  |

**1.w. - Alternative Income Inclusions/Exclusions (HCV)**

Simplifying reporting and verification of income by excluding incomes that are challenging to verify or calculate but have little impact on households in terms of what they can afford. Eliminate the earned income disallowance and exclude school grants from income. Income from dependents 20 and younger will not be included in the rent calculation. Wage income from household members 21 and older will be counted. This change saves staff and tenant time doing repeated, changing calculations that do not significantly change tenants' situations. Decreased staff paperwork allows more time to work with tenants, explore new projects, or participate in training in possible new areas or expanded services.

This MTW activity serves the following statutory objectives:  
 Cost effectiveness  
 Self-sufficiency

This MTW activity serves the following statutory objectives:  
 Neutral (no cost implications)

An MTW activity may apply to new admissions only, to currently assisted households only, or to both new admissions and currently assisted households. The MTW activity applies to all assisted households

N/A - first program year

No hardship were requested in the most recent fiscal year.

In the prior year, under this activity, Harrisonburg MTW agency  
 Received 0 hardship requests  
 Approved hardship requests  
 Denied hardship requests  
 There is\are hardship requests pending.

Following inclusions or exclusions will be eliminated, modified, or added.  
 Eliminate the earned income disallowance and exclude school grants from income. Wage income from dependents 20 and younger will not be included in the rent calculation. Wage income from household members 21 and older will be counted in the rent calculation.

**2.b. - Payment Standards- Fair Market Rents (HCV)**

Raise 1BR payment standard to 120 percent. Raise 1BR accessible unit payment standard to 140 percent for tenants requiring those features. HRHA will determine if units qualify. Although this change will increase agency expenses, agency can manage the increase. This change will increase housing choice in local tight rental market, especially for high demand 1BR units and scarce 1BR accessible units. It will also serve as an incentive for current and prospective landlords to participate . With 38 households searching for a 1BR unit, and 581 total households on the 1BR waiting list, this attempt to increase housing choice and number of accessible units is necessary in our tight rental market.

This MTW activity serves the following statutory objectives:  
 Housing choice

This MTW activity serves the following statutory objectives:  
 Increased expenditures

An MTW activity may apply to new admissions only, to currently assisted households only, or to both new admissions and currently assisted households. The MTW activity applies to all assisted households

N/A - first program year

This MTW activity requires a Safe Harbor Waiver.  
 The waiver request is being submitted for review with this submission of the MTW Supplement (see Section D).

This MTW activity requires a Hardship Policy. The Hardship Policy is attached.

No hardship were requested in the most recent fiscal year.

In the prior year, under this activity, Harrisonburg MTW agency  
 Received 0 hardship requests  
 Approved hardship requests  
 Denied hardship requests  
 There is\are hardship requests pending.

This MTW activity requires an Impact Analysis. The Impact Analysis is attached.

Following will explain the payment standards by FMR: FMR for 1BR voucher is \$703 currently. HRHA's 1BR voucher value will increase from the current \$773 (110 percent) per month to \$843 (120 percent) for a 1BR unit and to \$984 (140 percent) for an accessible 1BR unit for tenants requiring those features.



### 3.b. - Alternative Reexamination Schedule for Households (HCV)

Household reexaminations once every 3 years. Interim decreases once per year when there is a 20 percent or more decrease of gross income for household total income. Households without employment income or social security received by head of household or co-head (zero income households) will have an interim when new income begins. Applies to all tenant based units and all properties with project based vouchers. Interim policy applies to everyone right away. Triennials will kick in one year after new admission. Reducing the frequency of household certifications allows participants to keep more income increases. It also reduces the burden on both participants and Housing Choice Voucher (HCV) specialists in acquiring, submitting, and processing paperwork. Currently HCV staff spend the majority of their time on monthly interims. This change gives tenants a longer time with stable rent to allow for better financial planning and housing security. The paperwork burden on voucher holders will lessen if they do not have to submit income and employment changes monthly. Tenants will have a greater ability to save for and accomplish life goals such as pursuing education and rent independence or home ownership. HRHA will group tenants into a logical certification schedule while still allowing tenants to request certification if needed. Improved staff efficiency will allow planning for new initiatives or needed training in existing or new areas of focus.

This MTW activity serves the following statutory objectives:

Self-sufficiency  
Housing choice

This MTW activity serves the following statutory objectives:

Neutral (no cost implications)

An MTW activity may apply to new admissions only, to currently assisted households only, or to both new admissions and currently assisted households. The MTW activity applies to all assisted households

N/A - first program year

This MTW activity requires a Safe Harbor Waiver.

The waiver request is being submitted for review with this submission of the MTW Supplement (see Section D).

This MTW activity requires a Hardship Policy. The Hardship Policy is attached.

No hardship were requested in the most recent fiscal year.

In the prior year, under this activity, Harrisonburg MTW agency

Received 0 hardship requests

Approved hardship requests

Denied hardship requests

There is\are hardship requests pending.

This MTW activity requires an Impact Analysis. The Impact Analysis is attached.

Recertification Schedule is Once every three years

Household may request 1 interim recertifications per year.

Interim decreases once per year when there is a 20 percent or more decrease of gross income for household total income. For zero income households an interim will occur when new income begins, or after 3 months of zero income an interim will be completed with income from previous certification.

### 3.d. - Self-Certification of Assets (HCV)

At reexamination, the agency will allow the self-certification of assets up to \$50,000. Reduced documentation requirements will be cost effective by reducing staff time for processing, a primary goal, though in a secondary way, self reporting may empower and promote self sufficiency. Reducing documentation saves time for staff and the majority of tenants whose assets are below a level that makes a difference in qualifying for support. Decreased staff paperwork allows more time to work with tenants, explore new projects, or participate in training in possible new areas or expanded services.

This MTW activity serves the following statutory objectives:

Cost effectiveness

This MTW activity serves the following statutory objectives:

Decreased expenditures

An MTW activity may apply to new admissions only, to currently assisted households only, or to both new admissions and currently assisted households. The MTW activity applies to all assisted households

N/A - first program year

No hardship were requested in the most recent fiscal year.

In the prior year, under this activity, Harrisonburg MTW agency

Received 0 hardship requests

Approved hardship requests

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| Denied hardship requests<br>There is\are hardship requests pending.    |
| The dollar threshold for the self-certification of assets is \$50,000. |

| <b>4.a. - Vacancy Loss (HCV-Tenant-based Assistance)</b>   |
|--|
| Vacancy loss of one month contract rent for the prior lease, upon execution of a new HAP contract. The only exclusion would be unit changes within the same owner's portfolio. These incentives will increase retention of current program landlords and attract new landlords by reducing risk of monetary loss, in this case for the time units are vacant. A larger reliable pool of landlords will help HRHA house more families more quickly and possibly reduce its large waiting list in our tight rental market. |
| This MTW activity serves the following statutory objectives:<br>Housing choice   |
| This MTW activity serves the following statutory objectives:<br>Increased revenue<br>Increased expenditures  |
| An MTW activity may apply to new admissions only, to currently assisted households only, or to both new admissions and currently assisted households. The MTW activity applies to all assisted households  |
| N/A - first program year   |
| No hardship were requested in the most recent fiscal year.   |
| In the prior year, under this activity, Harrisonburg MTW agency<br>Received 0 hardship requests<br>Approved hardship requests<br>Denied hardship requests<br>There is\are hardship requests pending.   |
| This policy applies to To all units  |
| The types of units policy applies to:  |
| Maximum payment to the landlord is \$Equivalent of one month of contract rent of the prior lease.  |
| 0 payments were issued under this policy y in the most recently completed PHA fiscal year.   |
| \$0 issued under this policy in the most recently completed PHA fiscal year.   |

| <b>4.b. - Damage Claims (HCV-Tenant-based Assistance)</b>  |
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| Payment of up to one month of contract rent for damage claims, if cost of repairs exceeds security deposit, upon execution of a new HAP contract. Landlords must show intention to collect from household sufficient for HCV to hold household accountable to termination if needed. These incentives will increase retention of current program landlords and attract new landlords by reducing risk of monetary loss. This incentive will compensate for needed repairs or damages beyond the security deposit. A larger reliable pool of landlords will help HRHA house more families more quickly and possibly reduce its large waiting list in our tight rental market. |
| This MTW activity serves the following statutory objectives:<br>Housing choice   |
| This MTW activity serves the following statutory objectives:<br>Increased revenue<br>Increased expenditures  |
| An MTW activity may apply to new admissions only, to currently assisted households only, or to both new admissions and currently assisted households. The MTW activity applies only to a subset or subsets of assisted households  |
| This MTW activity applies to:<br>New admissions and currently assisted households  |
| An MTW activity may apply to all family types or to selected family types (i.e., non-elderly/non-disabled, elderly, disabled, other).<br>The MTW activity applies to all family types  |
| The MTW activity applies to all tenant-based units   |
| N/A - first year of program  |
| No hardship were requested in the most recent fiscal year.   |
| In the prior year, under this activity, Harrisonburg MTW agency  |

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|---|
| Received 0 hardship requests<br>Approved hardship requests<br>Denied hardship requests<br>There is\are hardship requests pending. |
| This policy applies to To all units   |
| The types of units policy applies to:   |
| Maximum payment to the landlord is \$Equivalent of one month of contract rent for prior lease.                                    |
| 0 payments were issued under this policy y in the most recently completed PHA fiscal year.  |
| \$0 issued under this policy in the most recently completed PHA fiscal year.  |

**4.c. - Other Landlord Incentives (HCV- Tenant-based Assistance)**

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| Payment incentives including a referring landlord bonus of \$250; a new landlord signing bonus of \$250; a new contract bonus of \$250; and a security deposit, one time per tenant, of up to one month's rent. These incentives will increase retention of current program landlords and attract new landlords by reducing risk of monetary loss. Incentives will compensate for the time units are vacant and for needed repairs or damages beyond the security deposit. Security deposits will make landlords more willing to hold units for voucher participants. A larger reliable pool of landlords will help HRHA house more families more quickly and possibly reduce its large waiting list in our tight rental market. |
| This MTW activity serves the following statutory objectives:<br>Housing choice   |
| This MTW activity serves the following statutory objectives:<br>Increased revenue<br>Increased expenditures  |
| An MTW activity may apply to new admissions only, to currently assisted households only, or to both new admissions and currently assisted households. The MTW activity applies only to a subset or subsets of assisted households  |
| This MTW activity applies to:<br>New admissions and currently assisted households  |
| An MTW activity may apply to all family types or to selected family types (i.e., non-elderly\non-disabled, elderly, disabled, other).<br>The MTW activity applies to all family types  |
| The MTW activity applies to all tenant-based units   |
| N/A - first year of program  |
| No hardship were requested in the most recent fiscal year.   |
| In the prior year, under this activity, Harrisonburg MTW agency<br>Received 0 hardship requests<br>Approved hardship requests<br>Denied hardship requests<br>There is\are hardship requests pending.   |
| This policy applies to To all units (Display selected and additional Pop up is complex logic.)   |
| The types of units policy applies to:  |
| Maximum payment to the landlord is \$Equivalent of up to one month of rent.  |
| 0 payments were issued under this policy y in the most recently completed PHA fiscal year.   |
| \$0 issued under this policy in the most recently completed PHA fiscal year.   |

**5.a. - Pre-Qualifying Unit Inspections (HCV)**

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| Pre-qualifying unit inspections will increase HRHA efficiency, cost savings, and housing choice by allowing greater flexibility for lease up for the tenant and reducing unnecessary costs for re-inspections. HRHA anticipates implementation of this activity will increase ability of households to access housing, expand utilization, and reduce inspection costs. |
| This MTW activity serves the following statutory objectives:<br>Cost effectiveness<br>Housing choice  |
| This MTW activity serves the following statutory objectives:<br>Neutral (no cost implications)  |

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| An MTW activity may apply to new admissions only, to currently assisted households only, or to both new admissions and currently assisted households. The MTW activity applies to all assisted households |
| N/A - first program year  |
| No hardship were requested in the most recent fiscal year.  |
| In the prior year, under this activity, Harrisonburg MTW agency<br>Received 0 hardship requests<br>Approved hardship requests<br>Denied hardship requests<br>There is\are hardship requests pending.      |
| The pre-inspection is valid for 60 days.  |

**5.c. - Third-Party Requirement (HCV)**

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| This third -party inspection collaboration will save staff time by using a known, qualified agency to conduct inspections. The Harrisonburg-Rockingham Community Services Board (HRCBSB) has certified HQS Inspectors on staff, and HRHA is looking to them for partner inspections. This partnership will increase HRHA efficiency and free some staff time to focus on more critical tasks that benefit tenants, to increase strategic initiatives, and to better coordinate efforts. This change will allow HRHA to operate more efficiently and strategically to serve its mission and focus on any new opportunities that arise. |
| This MTW activity serves the following statutory objectives:<br>Cost effectiveness  |
| This MTW activity serves the following statutory objectives:<br>Neutral (no cost implications)  |
| An MTW activity may apply to new admissions only, to currently assisted households only, or to both new admissions and currently assisted households. The MTW activity applies to all assisted households   |
| N/A - first year of program   |
| No hardship were requested in the most recent fiscal year.  |
| In the prior year, under this activity, Harrisonburg MTW agency<br>Received 0 hardship requests<br>Approved hardship requests<br>Denied hardship requests<br>There is\are hardship requests pending.  |
| The quality assurance method:<br>Following will explain the quality assurance method – This policy provides authority for the HCVP manager to develop and implement procedures for the conduct of regularly scheduled quality control of other agencies’ inspections. The HCVP manager will establish the sampling size and frequency within the procedures and designate the QC inspector roles and responsibilities. The executive director is the designated approval authority for HCVP QC procedures.<br>If [Upload file] options- Display 'Attached for quality assurance method"   |

**9.a. - Increase PBV Program Cap (HCV)**

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| This flexibility will allow HRHA to expand the number of vouchers available to project base, which will increase the number of housing options and units available for those with extremely low income. This change will allow for increased access for hard to find units, such as accessible one bedroom units. HRHA anticipates it will allow for the development of additional permanent supportive housing units. It will also increase administrative efficiencies for HRHA and allow tenants to be housed more quickly when appropriate units are available. Project basing will also preserve existing affordable housing allowing for redevelopment of aging out housing developments. |
| This MTW activity serves the following statutory objectives:<br>Cost effectiveness<br>Housing choice  |
| This MTW activity serves the following statutory objectives:<br>Increased revenue   |
| An MTW activity may apply to new admissions only, to currently assisted households only, or to both new admissions and currently assisted households. The MTW activity applies to all assisted households   |
| N/A - first year of program   |
| No hardship were requested in the most recent fiscal year.  |
| In the prior year, under this activity, Harrisonburg MTW agency   |

Received 0 hardship requests  
Approved hardship requests  
Denied hardship requests  
There is\are hardship requests pending.

50.00% of total authorized HCV units will be authorized for project-basing.

### **9.b. - Increase PBV Project Cap (HCV)**

Increasing PBV project caps will allow HRHA to increase the number of units within a building without HUD approval. It will provide for more flexible use of housing units and increased choice for tenants. This change will increase the number of units available for extremely low income individuals needing deep rental assistance. It will also preserve existing affordable housing allowing for redevelopment of aging out housing developments.

This MTW activity serves the following statutory objectives:  
Cost effectiveness  
Housing choice

This MTW activity serves the following statutory objectives:  
Increased revenue

An MTW activity may apply to new admissions only, to currently assisted households only, or to both new admissions and currently assisted households. The MTW activity applies to all assisted households

N/A - first year of program

No hardship were requested in the most recent fiscal year.

In the prior year, under this activity, Harrisonburg MTW agency  
Received 0 hardship requests  
Approved hardship requests  
Denied hardship requests  
There is\are hardship requests pending.

### **9.c. - Elimination of PBV Selection Process for PHA-owned Projects Without Improvement, Development, or Replacement (HCV)**

This change will allow HRHA to use project based vouchers to assist in renovating HRHA owned properties. The elimination will reduce development costs and increase efficiencies for HRHA in renovating or developing new units. Simplifying procurement will save administrative time and costs in the long run. It will also preserve existing affordable housing allowing for redevelopment of aging out housing developments.

This MTW activity serves the following statutory objectives:  
Cost effectiveness  
Housing choice

This MTW activity serves the following statutory objectives:  
Decreased expenditures

An MTW activity may apply to new admissions only, to currently assisted households only, or to both new admissions and currently assisted households. The MTW activity applies to all assisted households

N/A - first year of program

No hardship were requested in the most recent fiscal year.

In the prior year, under this activity, Harrisonburg MTW agency  
Received 0 hardship requests  
Approved hardship requests  
Denied hardship requests  
There is\are hardship requests pending.

### **9.h. - Limit Portability for PBV Units (HCV)**

Restrict moves from PBV units in Franklin Heights properties for 24 months. This change increases the initial term of housing stability for residents and decreases the administrative burden for staff after initial intake. The extended time from one to two years will allow for potential increase in household self-sufficiency due to the ability to participate in the Family

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|--|
| Self-Sufficiency program. If tenants move out of Franklin Heights, they may not be able to continue in the program if space is not available. Participants still retain the ability to request a tenant-based voucher for reasonable accommodation according to existing rules as outlined in existing agency HCV administrative plan. |
| This MTW activity serves the following statutory objectives:<br>Cost effectiveness   |
| This MTW activity serves the following statutory objectives:<br>Decreased expenditures   |
| An MTW activity may apply to new admissions only, to currently assisted households only, or to both new admissions and currently assisted households. The MTW activity applies only to a subset or subsets of assisted households  |
| This MTW activity applies to:<br>New admissions and currently assisted households  |
| An MTW activity may apply to all family types or to selected family types (i.e., non-elderly/non-disabled, elderly, disabled, other).<br>The MTW activity applies to all family types  |
| This MTW activity applies to the following housing choice voucher unit types: Franklin Heights properties  |
| N/A - first year of program  |
| No hardship were requested in the most recent fiscal year.   |
| In the prior year, under this activity, Harrisonburg MTW agency<br>Received 0 hardship requests<br>Approved hardship requests<br>Denied hardship requests<br>There is\are hardship requests pending.   |

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| <b>10.d.HCV - Modify or Eliminate the Contract of Participation (HCV)</b>   |
| HRHA will modify the FSS contract of participation to reflect the removal of the traditional escrow model and the implementation of the new Goal Rewards Model. This involves modifying the following sections in the FSS Contract: FSS Escrow Account; Withdrawal of Funds from FSS Escrow Account; Loss of FSS Escrow Account; and HA Responsibilities. This change is part of a shift to a participant-driven coaching model that will give participants more empowerment and ownership of their path forward while still providing needed guidance. It will increase collaboration and trust between staff and participants to make progress toward goals. These changes shift the agency-participant relationship away from rule enforcement and toward life coaching. FSS staff will help participants clarify program goals based on their needs, abilities, and skills. |
| This MTW activity serves the following statutory objectives:<br>Self-sufficiency  |
| This MTW activity serves the following statutory objectives:<br>Neutral (no cost implications)  |
| An MTW activity may apply to new admissions only, to currently assisted households only, or to both new admissions and currently assisted households. The MTW activity applies only to a subset or subsets of assisted households   |
| This MTW activity applies to:<br>New admissions and currently assisted households   |
| An MTW activity may apply to all family types or to selected family types (i.e., non-elderly/non-disabled, elderly, disabled, other).<br>The MTW activity applies to all family types   |
| This MTW activity applies to the following housing choice voucher unit types: Those households that participate in the Family Self-Sufficiency Program  |
| N/A - first year of program   |
| No hardship were requested in the most recent fiscal year.  |
| In the prior year, under this activity, Harrisonburg MTW agency<br>Received 0 hardship requests<br>Approved hardship requests<br>Denied hardship requests<br>There is\are hardship requests pending.  |

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| <b>10.e.HCV - Policies for Addressing Increases in Family Income (HCV)</b> |
|--|

HRHA will replace the Family Self-Sufficiency (FSS) escrow model with a Goal Rewards Model. In the proposed model, participants earn immediate cash incentives for reaching milestones related to income, finance, education, health, employment, and other self-sufficiency goals. Incentives can immediately and tangibly reward participants for progress toward self-sufficiency and inspire them to take the next steps. Participants will have the choice to either receive the incentive immediately via check or deposit the amount into an HRHA managed savings account. At this time, increases in income will not be recorded and will not contribute to increases in escrow. There will be incentives based on maintaining and earning income, however they will not be directly tied to increases in income from start of program.

NOTE: The following should show in the textbox below "How increased earnings will be treated":

HRHA proposes modifying the FSS contract of participation to reflect the new escrow system, which includes a Goal Rewards Model based on achievement of self-sufficiency activities. This involves modifying the following sections in the FSS Contract: FSS Escrow Account; Withdrawal of Funds from FSS Escrow Account; Loss of FSS Escrow Account; and HA Responsibilities.

This MTW activity serves the following statutory objectives:  
Self-sufficiency

This MTW activity serves the following statutory objectives:  
Neutral (no cost implications)

An MTW activity may apply to new admissions only, to currently assisted households only, or to both new admissions and currently assisted households. The MTW activity applies to all assisted households

N/A - first year of program

No hardship were requested in the most recent fiscal year.

In the prior year, under this activity, Harrisonburg MTW agency  
Received 0 hardship requests  
Approved hardship requests  
Denied hardship requests  
There is\are hardship requests pending.

Following is how increased earnings is treated: Textbox

|            |  |
|------------|--|
| <b>D.</b>  | <b>Safe Harbor Waivers.</b>  |
| <b>D.1</b> | <b>Safe Harbor Waivers seeking HUD Approval:</b><br>Please see attached for Safe Harbor Waivers requested this year. |

|            |  |
|------------|--|
| <b>E.</b>  | <b>Agency-Specific Waiver(s).</b>  |
| <b>E.1</b> | <b>Agency-Specific Waiver(s) for HUD Approval:</b><br><br>The MTW demonstration program is intended to foster innovation and HUD encourages MTW agencies, in consultation with their residents and stakeholders, to be creative in their approach to solving affordable housing issues facing their local communities. For this reason, Agency-Specific Waivers may be requested.<br><br>No Agency-Specific Waivers are being requested. |
| <b>E.2</b> | <b>Agency-Specific Waiver(s) for which HUD Approval has been Received:</b><br>MTW Agency does not have approved Agency-Specific Waivers  |

|            |  |
|------------|--|
| <b>F.</b>  | <b>Public Housing Operating Subsidy Grant Reporting.</b>   |
| <b>F.1</b> | Total Public Housing Operating subsidy amount authorized, disbursed by 9/30, remaining, and deadline for disbursement, by Federal Fiscal Year for each year the PHA is designated an MTW agency. |

| <b>Federal Fiscal Year (FFY)</b> | <b>Total Operating Subsidy Authorized Amount</b> | <b>How Much PHA Disbursed by the 9/30 Reporting Period</b> | <b>Remaining Not Yet Disbursed</b> | <b>Deadline</b> |
|----------------------------------|--|--|------------------------------------|-----------------|
|----------------------------------|--|--|------------------------------------|-----------------|



|            |   |   |
|------------|---|---|
| <b>G.</b>  | <b>MTW Statutory Requirements.</b>  |   |
| <b>G.1</b> | <b>75% Very Low Income – Local, Non-Traditional.</b><br>HUD will verify compliance with the statutory requirement that at least 75% of the households assisted by the MTW agency are very low-income for MTW public housing units and MTW HCVs through HUD systems. The MTW PHA must provide data for the actual families housed upon admission during the PHA's most recently completed Fiscal Year for its Local, Non-Traditional program households. |   |
|            | <b>Income Level</b>   | <b>Number of Local, Non-Traditional Households Admitted in the Fiscal Year*</b> |
|            | 80%-50% Area Median Income  | 0   |
|            | 49%-30% Area Median Income  | 0   |
|            | Below 30% Area Median Income  | 0   |
|            | <b>Total Local, Non-Traditional Households</b>  | <b>0</b>  |

\*Local, non-traditional income data must be provided in the MTW Supplement form until such time that it can be submitted in IMS-PIC or other HUD system.

|  |   |
|--|---|
| <b>G.2</b>   | <b>Establishing Reasonable Rent Policy.</b> |
| MTW agency established a rent reform policy to encourage employment and self-sufficiency |   |

|   |   |
|---|---|
| <b>G.3</b>  | <b>Substantially the Same (STS) – Local, Non-Traditional.</b> |
| The total number of unit months that families were housed in a local, non-traditional rental subsidy for the prior full calendar year.              | 0 # of unit months  |
| The total number of unit months that families were housed in a local, non-traditional housing development program for the prior full calendar year. | 0 # of unit months  |

**Number of units developed under the local, non-traditional housing development activity that were available for occupancy during the prior full calendar year:**

| PROPERTY NAME/ ADDRESS | 0/1 BR | 2 BR | 3 BR | 4 BR | 5 BR | 6+ BR | TOTAL UNITS | POPULATION TYPE* | if 'Population Type' is Other | # of Section 504 Accessible (Mobility)** | # of Section 504 Accessible (Hearing/ Vision) | Was this Property Made Available for Initial Occupancy during the Prior Full Calendar Year? | What was the Total Amount of MTW Funds Invested into the Property? |
|------------------------|--------|------|------|------|------|-------|-------------|------------------|-------------------------------|--|---|---|--|
|------------------------|--------|------|------|------|------|-------|-------------|------------------|-------------------------------|--|---|---|--|

|   |  |
|---|--|
| <b>G.4</b>  | <b>Comparable Mix (by Family Size) – Local, Non-Traditional.</b> |
| To demonstrate compliance with the statutory requirement to continue serving a 'comparable mix' of families by family size to that which would have been served without MTW, the MTW agency will provide the number of families occupying local, non-traditional units by household size for the most recently completed Fiscal Year in the provided table. |  |

| Family Size: | Occupied Number of Local, Non-Traditional units by Household Size |
|--------------|---|
| 1 Person     | 0   |
| 2 Person     | 0   |
| 3 Person     | 0   |
| 4 Person     | 0   |
| 5 Person     | 0   |
| 6+ Person    | 0   |
| Totals       | <b>0</b>  |

| H.  | Public Comment |
|---|----------------|
| Attached you will find a copy of all of the comments received and a description of how the agency analyzed the comments, as well as any decisions made based on those comments. |                |

| I.                    | Evaluations. |
|-----------------------|--------------|
| No known evaluations. |              |