

Lawrence-Douglas County Housing Authority



2011 Moving To Work Annual Plan

December 2010
Final Approved Revision

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The Lawrence-Douglas County Housing Authority

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The City of Lawrence and Douglas County, Kansas

The Lawrence-Douglas County Housing Authority (LDCHA) is located in Lawrence, Kansas. The county includes four incorporated towns and cities- Lawrence, Baldwin City, Eudora and Lecompton. The county has a total population of 112,123. All but 56 of the LDCHA's 1065 units are leased in the city of Lawrence. All LDCHA owned housing, including its 367 public housing units, are located in Lawrence.

Lawrence, with a population of 89,852, has long been recognized as a leader in the cultural and educational affairs of the Midwest and has gained prominence for its planning and commitment to quality of life. Lawrence possesses all the aspects of a friendly, active and culturally diverse community with the perfect combination of small-town hospitality and big city attractions. The city lays claim to its share of national recognitions and historical significance.

The city boasts one of the most vibrant downtown shopping, dining, and entertainment districts in the Midwest. It ranks 15th on John Villani's "The Best 100 Small Arts Towns in America". The National Endowment for the Arts ranks Lawrence 12th among cities in the U.S. with the largest percentage of professional artists in the workforce. The National Historic Trust named Lawrence one of its Dozen Distinctive Destinations, calling the city an example of the "best preserved and unique communities in America". U.S. News and World Report lists Lawrence as one of the best places to retire. The University of Kansas is consistently ranked as one of the best public universities in the country with its Special Education and Masters of Public Administration programs each listed as the best programs of all U.S. colleges and universities.

Lawrence is also home to two universities: the University of Kansas and Haskell Indian Nations University. Approximately 30,000 students attend KU, which is ranked as one of the nations' most beautiful campuses. Haskell Indian Nations University is the nation's only inter-tribal university for Native Americans, representing more than 150 tribes from across the country. Baldwin City is home to Baker University, the oldest university in Kansas.

Lawrence was the boyhood home of the writer and poet Langston Hughes, and in his later life the beat-writer William S. Burroughs. James Naismith, inventor of basketball, lived and coached most of his adult life in Lawrence. Dr. Naismith has the distinction of being the only KU basketball coach with a losing record.

Lawrence is located on the Kansas River, 35 east miles from the geographical center of the continental U.S. It is situated 45 minutes west of Kansas City and 35 minutes east of Topeka along Interstate 70. It is the county seat for Douglas County. Lawrence is in the 3rd Congressional District while parts of Douglas County are in both the 2nd and 3rd Congressional Districts.

Ninety-two point eight (92.8) percent of Lawrence residents age 25 and over have graduated high school. 47.7% have college degrees and 20.8% have graduate and professional degrees.

Lawrence's high educational attainment level does not translate into above average salaries. In 2007 the median household income for Lawrence was \$38,826 while the state of Kansas as a whole was \$47, 451. In fact Lawrence has undergone a decline of 10.5 % in median income since 2000.

The 10 major employers in the city are the University of Kansas, Vangent, Inc., Lawrence Public Schools, The City of Lawrence, Lawrence Memorial Hospital, Hallmark Cards, The World Company, AAmar Garage Doors, Kmart Distribution Center, DCCCA. Education and Government are the largest employers in the city, followed by light manufacturing, retail and service sectors.

The 2006 census estimated that 12.5% of all Lawrence families were in poverty compared to 24.1% for individuals. The unemployment rate for the city for the 2nd quarter 2008 was 4.3 percent.

Forty-eight percent of all households in Lawrence are renter households. The vacancy rate for rental units is 6.7%.

The Lawrence-Douglas County Housing Authority

The Lawrence-Douglas County Housing Authority (LDCHA) was created in 2001 through the merger of the Lawrence Housing Authority (KS053) and the Douglas County Housing Authority (KS160). The predecessor, Lawrence Housing Authority, was created in 1968 under the Kansas Municipal Housing Act as an independent agent of the City of Lawrence charged with developing, operating and managing low rent housing for the low income population of Lawrence, Kansas. The Douglas County Housing Authority was created in 1983 by the Douglas County Commission for the purposes of administering the Section 8 Certificate Program in Douglas County Kansas. Through an Administrative Agreement between the City of Lawrence and Douglas County, the Lawrence Housing Authority was designated as the administering agency for the Douglas County Housing Authority program. With the passage of the Quality Housing and Work Responsibility Act of 1998, the dual administrative nature of the Lawrence Housing Authority became impractical given the new annual planning and board requirements placed upon housing authorities. Thus on January 1, 2001, through a joint resolution of the City of Lawrence and Douglas County, and with the approval of HUD, the two housing authorities merged as KS053. KS160 was abolished.

The LDCHA is governed by a five member board of commissioners, two appointed by the Douglas County Commission and three by the Mayor of the City of Lawrence. The Resident member is an appointee of the City of Lawrence.

The LDCHA was constituted with the powers to:

- Plan, construct, maintain, operate and manage low rent housing developments of the City of Lawrence and Douglas County Kansas;
- Enter into contracts with federal, state, or local governments for funds to plan develop, support, construct, acquire or provide housing and housing developments for the low income;
- Enter into public and private joint ventures;
- Enter into cooperative agreements with other incorporated jurisdictions of Douglas County to carryout affordable housing plans and developments for the low income in those jurisdictions.

The primary roles of the housing authority are as a housing developer and provider. Presently the LDCHA operates 8 different types of affordable housing programs. Included in the role of housing provider is the responsibility to provide effective and equitable management services and to maintain and steward the agency's real estate portfolio.

The LDCHA partners and collaborates with other local agencies to provide housing assistance to special populations including special needs and homeless populations.

The LDCHA operates programs that support economic uplift of its tenant population through a comprehensive program of resident services including homeownership programs. The resident services programs also include services to facilitate healthy families and healthy aging in place.

The LDCHA follows business and fiscal policies that strive to achieve long term financial viability and solvency.

Organizational Structure

The LDCHA is divided into eight departments: 1. Administration and Business, 2. Maintenance Operations, 2. Capital Fund Program, 4. General Housing Program, 5. Program and Property Management, 6. Senior Housing Program, 7 Multifamily Housing, and 8. Resident Services. The LDCHA employs 43 staff and operates combined budgets in excess of \$7 million.

The LDCHA has been a designated *High Performer* agency by HUD for its public housing program since 1992 and for its Section 8 programs since the inception of the Section 8 Management Assessment Program.

MOVING TO WORK

The LDCHA was selected by HUD as one of 23 housing authorities to participate in the Moving to Work Demonstration program in 1998. The Congressionally mandated demonstration was established to test new models for delivering public housing and Section 8 assistance. Congress established three objectives for the demonstration:

1. Reduce cost and achieve greater cost effectiveness in Federal Expenditures;
2. Give incentives to families with children whose head of household are either working, seeking work, or are participating in job training, education or other programs that assist in obtaining employment and becoming economically self sufficient;
3. Increase housing choice for low income families

The LDCHA signed its first five year MTW Contract with HUD March 30, 1999. The agency began implementation of the program June 1, 1999.

The agency objectives that were established to meet the Congressional goals were:

1. Abolish the public housing and Section 8 program administrative structure and create a new program of housing assistance called General Housing assistance which combines the family housing units of the public housing and Section 8 TBRA.
2. Change or eliminate four basic federal rules under the 1937 Housing Act that contradict customary social and economic norms and create administrative expense. These rules presently form the structure of the public housing and Section 8 programs. The new changes will include:
 - The institution of suitability criteria as a part of eligibility criteria
 - The definition of countable income and adjusted income
 - The establishment of the concept of annual rent and the abolishment (with some exceptions) of interim re-examinations
 - Sweeping and comprehensive changes in the rent structure
3. Establish a rent structure that provides affordability while it:
 - Values the unit
 - Creates disincentives not to work
 - Motivates families to work
 - Establishes meaningful minimum and maximum rents
 - Increases PHA income thereby reducing federal subsidy or increasing housing assistance without additional subsidy

4. Increase Housing Choice:
 - For all Section 8 participants increase housing choice by permitting full discretion as to location size and cost without regard to local Fair Market Rents.
 - For public housing residents of Edgewood Homes, increase housing choice by vouchering out up to 50 percent of the units over a 3 year period freeing units to rent to moderate income families thus creating a mixed income development. This was later dropped.
5. Increase usage of existing federal funds.
 - Increase public housing rental income by \$150,000 per year.
 - Free \$500,000 per year of Section 8 subsidy.
 - Using these amounts to serve an additional 100 low income families without additional federal subsidy.
6. Expand by at least 100 percent, the family self sufficiency program to require participation of non-exempt public housing and Section 8 families.
7. Provide homeownership opportunities for approximately 422 families including, but not limited to, automatic selection for the local Tenant to Homeowners Program and a \$3000 down payment match with local HOME funds. (This was later modified in subsequent plans.)

The above objectives created a locally driven housing program that continues to reflect community needs and values.

The 1999 MTW agreement established the specific authorizations or activities granted the LDCHA to carry out the stated objectives.

Established as a five year demonstration, the agency's MTW agreement was extended three times in 2004, 2005, and 2006. In 2007 HUD restructured the MTW program and standardized the individual agreements that MTW participating agencies each had with HUD. In April 2008 the agency signed a new 10 year standardized agreement extending the program to 2018. The new agreement provided new expanded authorities for many housing authorities.

In its 2009 MTW Annual Plan the agency sought and received HUD approval to initiate several new changes to its MTW program under these expanded authorities. These were to:

- Conduct annual re-examinations every second year for MTW households at maximum rent or at 50% AMI.
- Revise the homeownership program to create equity between public housing and Section 8 MTW by eliminating the escrow requirement and replacing it with a matching grant up to \$3000 for all MTW participants that purchase a home.

- Revise the definition of countable income to exclude the income of adult children between the ages of 18 and 21. However all able bodied adults between the ages of 18 and 21 must meet the work requirement. Revise the definition of countable income by abolishing the 12-12-48 month income exclusion for affected public housing and Section 8 tenants.

- Establish the LDCHA as a single fund agency and use MTW funds to:

Add additional housing units either through acquisition, new construction or by increasing the number of housing choice voucher units;

Use up to \$58,000 to fund a new housing initiative called the e-Housing Connector, a temporary transitional housing program for homeless families;

Allot sufficient funds to provide five units of rental assistance to be used in conjunction with the Douglas County Corrections Department for its prisoner re-entry program.

Expand Resident Services to provide a mandatory orientation for all new incoming residents.

Expand Resident Services to provide individual case management for all households with income below 40% AMI to reduce barriers to employment and underemployment, in order to maximize the household's potential for securing worthwhile long term employment.

In 2010 the LDCHA received approval for the following MTW initiatives:

- To use MTW funds under the single fund agency to provide employment related services to MTW households including youth services to permit the household head to seek, obtain, retain employment; and to fund energy conservation improvements to the agency's public housing units under HUD Energy Performance Contracting.
- Conduct Biennial re-examinations of elderly and disabled households residing in public housing.

2011 MTW Annual Plan

I B. Overview of the Agency's 2011 MTW Goals and Objectives

For 2011 the LDCHA intends to retain all its existing, previously approved goals, objectives and activities as referenced above, to add three new objectives. In addition the agency will eliminate one objective first approved in 1999, the two month vacancy loss protection paid to Section 8 landlords.

Previously Approved Objectives and Activities Retained in 2011

- Retain the alternate MTW rent structure rent and increase minimum and maximum rents \$10. Rents were last increased in 2009. The new rents will be:

Bedroom Size	Minimum	Maximum
1 Bdrm.	\$185	\$415
2 Bdrm.	215	475
3 Bdrm.	255	545
4 Bdrm.	275	630

- Retain the work requirement for all non elderly non disabled adults age 18 and over.
- Retain the same eligibility and suitability eligibility criteria to all public housing and Section 8 applicants.
- Retain the combined Section 8 and Public Housing Waiting lists under the General Housing Program.
- Retain annual fixed rents for MTW households.
- Retain restrictions on Section 8 Portability.
- Retain the down payment match under the homeownership program.
- Retain the current Hardship Policy.
- Retain the objective of moving all MTW households up the economic ladder where household income rises to at least 50% Area Median Income (AMI) over time.
- Retain the expand Resident Services initiatives to provide a mandatory orientation for all new incoming residents.
- Retain the expand Resident Services initiative to provide individual case management for all households with income below 40% AMI to reduce barriers to employment and underemployment, in order to maximize the household's potential for securing worthwhile long term employment.

- Retain conducting biennial re-examinations for MTW households at maximum rent or at 50% AMI, and for elderly residents living in public housing.
- Retain the definition of countable income to exclude the income of adult children between the ages of 18 and 21. Retain the requirement that all able bodied adults between the ages of 18 and 21 meet the work requirement. Retrain the definition of countable income that abolishes the 12-12-48 month income exclusion for affected public housing and Section 8 tenants.
- Retain the LDCHA as a single fund agency and uses of funds to

Add additional housing units either through acquisition, new construction or by increasing the number of housing choice voucher units;

Continue funding the e-Housing Connector, an emergency transitional housing program for homeless families;

Continue to fund five units of rental housing assistance in collaboration with the Douglas County Corrections Department for its prisoner re-entry program.

Provide employment related services to MTW households including activities related to the provision of self-sufficiency and other services, employment counseling, education and training including youth services in conjunction with permitting the head of household to seek, obtain, or retain employment.

Fund energy conservation improvements in public housing units under HUD Energy Performance Contracting.

New 2011 MTW Initiatives for which HUD Approval is Requested

The LDCHA seeks approval to implement the following authorities:

1. Reduce a barrier to employment for residents with children by providing financial assistance for vehicle repair.

Objective: To assist MTW households with children to obtain or retain employment, employment training, or attend post secondary education.

2. Partner with Douglas County Housing Incorporated, the LDCHA affiliate nonprofit organization, to create year round social, educational, health and recreational opportunities for youth, particularly the youth of parents participating in the MTW program.

Objective: To pursue private and public foundation funding that is restricted to nonprofit organizations in order to expand program opportunities and activities for LDCHA youth.

To increase activities for LDCHA youth to aid their parents seek and accept employment, training or educational opportunities.

3. Streamline Section 8 Housing Choice Voucher and public housing policies.

Objective: To combine the Section 8 Housing Choice Voucher Administrative Plan and the Public Housing Admissions and Continued Occupancy Policy and Methods of Administration into one policy statement that governs the agency's MTW programs.

To create consistency and safeguard staff accuracy in the application of MTW policies under the public housing and Section 8 TBRA programs.

II. General Housing Authority Operating Information

A. Housing Stock Information:	
Number of public housing units at the beginning of the year;	The LDCHA has 367 units of public housing under ACC. The agency has two public housing developments that are designated as senior housing. These are Babcock Place (KS053002 and Peterson Acres (KS053008). These properties were first designated in 2002 and were renewed for a two year period in January 2009. These properties will be renewed for another two year period effective January 2011.
General description of any planned significant capital expenditures by development (>30% of the Agency's total budgeted capital expenditures for the fiscal year);	The agency will use its 2011 Capital Funds grant exclusively for improvements to public housing developments. The agency anticipates major expenditure for upgrades at turnover to the interiors of all its developments to include new kitchens and baths. In addition the agency will spend previously approved MTW funds on energy conservation improvements under HUD Energy Performance Contracting.
Description of any new public housing units to be added during the year by development (specifying bedroom size, type, accessible features, if applicable);	The agency will not add any public housing units in 2011.
Number of public housing units to be removed from the inventory during the year by development specifying the justification for the removal;	The agency will not remove any public housing units in 2010.
Number of MTW Housing Choice Vouchers (HCV) units authorized;	The LDCHA has 592 authorized units of Section 8 HCV under ACC and 5 units approved under the Prisoner Re-Entry Program.
Number of non-MTW HCV units authorized; and	40 HCV units under HOME TBRA and 6 units under the Continuum of Care Permanent Supportive Housing..
Number of HCV units to be project-based during the Plan year, including description of each separate project.	In 2011, no Housing Choice Voucher units will be project based.
B. Leasing information, Planned – this information is estimated and may be subject to change during the Plan year.	
Anticipated total number of MTW PH units	The LDCHA leasing plan for 2011 is to have

leased in the Plan year;	under lease 356 units, or 97% of the agency's public housing units every month.
Anticipated total number of non-MTW PH unit leased in the Plan year;	The agency owns 8 units of non-subsidized senior housing, and a 58-unit HUD multifamily complex. It anticipates a 97% lease up rate for these units in the plan year.
Anticipated total number of MTW HCV units leased in the Plan year;	The LDCHA leasing plan for 2011 is to lease 99% of the 592 authorized units of Section 8 Housing Choice voucher and 5 units under the Prisoner Re-Entry Program.
Anticipated total number of non-MTW HCV units leased in the Plan year; and	The agency anticipates 100% lease up rate for its 40 non-MTW HCV units under HOME TBRA and 6 units under HOME Continuum of Care.
Description of anticipated issues relating to any potential difficulties in leasing units (HCV or PH).	<p>LDCHA public housing units are vacant during the turnover process. The agency has established authorized reasons for vacancy days that were approved by HUD in its 2007, 2008, 2009, and 2010 annual plans. These are included again in the 2011 plan. They are as follows:</p> <p>The Kansas Residential Landlord Tenant Act requires all lease holders to give 30 days' notice of termination of the lease. This state law notice provision creates a 30 day delay from when a tenant accepts a public housing unit to when they can take occupancy. Vacancy days created by state law are beyond the ability of the HA to control. Vacancy days created by this state law provision have been approved in subsequent annual plans and are included again in this plan.</p> <p>In addition, 40 percent of the LDCHA public housing stock is designed for and occupied by the elderly. Frequently multiple unplanned vacancies occur without notice when these residents pass away or vacate to go to a nursing home. These occurrences result in a backlog of units that must be turned over. Multiple vacancies that occur in elderly developments for these reasons are a condition beyond the ability of the agency to control. The cause for these vacancies has</p>

	been approved as authorized vacancy days in previous annual plans and is included again in this plan.
Optional in Plan: Number of project-based vouchers in use at the start of the Plan year.	There will be no MTW project based units at the start of the plan year.
C. Waiting List Information	
Description of anticipated changes in waiting lists (site-based, community-wide, HCV, merged); and	<p>The LDCHA maintains a General Housing Waiting List which is the creation of the MTW program. It is a combined waiting list for the public housing family housing developments and Section 8 HCV program. There are 816 units of housing and housing assistance available through this list. There are no changes anticipated in this list in the plan year.</p> <p>The LDCHA maintains two site based waiting lists for its elderly public housing developments at Babcock Place (120 units), (KS053002), and Peterson Acres (25 units), (KS053008). These developments are in the MTW program. These developments are designated as elderly developments. This waiting list will cease October 1, 2010 for one and two bedroom units.</p> <p>Regarding its non-MTW housing programs, the HA maintains separate waiting lists for its 58-unit HUD multifamily development, its 8-unit HA-owned senior housing development, two waiting lists for its HOME TBRA programs, one for the city funded HOME program and one for the state funded HOME program; and a separate waiting list for the Continuum of Care program. The LDCHA will close the waiting list for the city HOME TBRA program. No changes are anticipated in the lists for the other programs in the plan year.</p>
Description of anticipated changes in the number of families on the waiting list(s) and/or opening and closing of the waiting list(s).	The HA anticipates that its waiting list for the General Housing program will be reduced because the one and two bedroom lists will be closed at the start of 2011. The agency may open the one and two bedroom lists as housing availability opens. The agency may close its three and four bedroom General Housing waiting list if the wait for housing

	<p>exceeds one year per agency policy. As of 9-1-10 there were 518 households on General Housing waiting list, 80 on the Babcock Place waiting list, and 54 on the Peterson Acres waiting list. These three waiting lists are under the MTW program.</p> <p>For non MTW programs, There are 8 households on the Peterson Acres II (non subsidized LDCHA owned) waiting list, 16 on the Clinton Place (HUD multifamily) waiting list, 47 on the City HOME TBRA list, 23 on the state HOME TBRA list and one person on the Continuum of Care list.</p> <p>The HA purges its waiting lists annually.</p>
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III. Non-MTW Related Housing Authority Information

A. Planned Sources and Uses of Other HUD or Other Federal Funds

The LDCHA operates other housing programs besides the public housing and Section 8 TBRA programs. It also administers two other programs.

The largest is a 58 unit Section 8 project based multi family development for the elderly which was purchased by the agency in late 2006. The agency owns a second smaller 8 unit senior development that is fully handicapped accessible. This development is unsubsidized and operates under a below market rate rent structure.

Another housing program is a 15 unit TBRA program funded by the State of Kansas with state HOME funds. The grantee for this program is the Bert Nash Mental Health agency. The LDCHA administers the program on behalf of the Bert Nash Center. Admission is restricted to Bert Nash clients.

The LDCHA also operates a 25 unit TBRA program funded annually by the city of Lawrence's HOME allocation. This program is restricted to homeless families and individuals who do not otherwise qualify for public housing or Section 8 assistance. In both the Bert Nash program and the City HOME program, participants must enter into a support service agreement and participate in the activities contained in the agreement. Participants have up to two years to meet the qualifications for public housing or Section 8 assistance. At the end of the two year period they are transferred to either public housing or Section 8 assistance if they meet the eligibility qualifications, or, if not, their assistance is terminated.

The LDCHA also operates 6 units of permanent housing under the Continuum of Care Permanent Supportive Housing program for chronically homeless individuals who are dual diagnosed with mental health and substance abuse problems.

The LDCHA is the administrating agency for the City's \$648,000 Homelessness Prevention and Rapid Re-housing Program. This program is funded by the state to provide rent and utility arrearage assistance to households to prevent homelessness; and rent and utility subsidies to rapidly re-house homeless families. The LDCHA began administrating the program in October 2009. The rapid re-housing program will be executed through the agency's e-Housing Connection which is funded with MTW funds.

The LDCHA is the Owner's Agent for a HUD 811 property located in Baldwin Kansas. This property contains 4 units and is owned by Building Independence.

Non MTW Policy Initiatives

On June 28, 2010 the LDCHA Board of Commissioners approved Resolution 2010-18 which bans smoking in all LDCHA owned properties effective January 1, 2011.

IV. Long Term MTW Plan

The agency's long term MTW plan is to continue moving families to work and up the economic scale to where household income is at least 50% AMI. In so doing the agency will continue to move families to homeownership, and create additional housing opportunities for families. The agency will continue to look to ways to reduce administrative burden and to apply the new and expanded MTW authorities to the elderly and disabled households including the possibility of an alternative rent structure beyond what is included in this plan. A major long term goal will be to pursue an affordable alternative rent structure that decouples rent from income.

V. Proposed 2011 MTW Activities: HUD Approval Requested

A. Describe each proposed MTW activity

A. Activity 1: Use funds under the Single Fund Agency to provide financial assistance for vehicle repair to households with children in order to reduce a barrier to employment.

One of the barriers that families face in obtaining and retaining employment is reliable transportation. Often times a wage earner will miss work because their vehicle breaks down. To compound the problem these households have scarce resources and frequently do not have the funds to pay for the repairs. What happens is that the wage earner misses work and is then terminated for absenteeism.

While Lawrence has a public transportation system, the hours of operation and bus schedule frequently do not meet the needs of many working households. In addition many families grapple with having to get children to day care centers that can be across town from their place of employment. This further makes the use of public transportation impractical.

The LDCHA intends to use \$5000 in MTW finds for this activity. The maximum amount of funding per household will be \$500. Families will be notified of the availability of funds. An application form and procedures and approval criteria will be developed. To qualify a family must be working, the vehicle must be the principle vehicle used for transportation and must be repaired by an authorized vehicle repair shop. Selection is on a first come first serve basis after advertising in agency newsletters and program announcements.

All MTW Households have full access to All Resident Services programs including employment services, crisis intervention and support services.

This activity is proposed by the LDCHA Resident Advisory Committee.

B. Relationship of Activity 1 to Statutory Objective

This activity relates directly to statutory objective 2: Give incentives to families with children whose head of households are either working, seeking work, or are participating in job training, education, or other programs that assist in obtaining employment and becoming economically self sufficient.

C. Anticipated Impact of Activity 1 on the Stated Objective

A properly operating vehicle will provide the family with the means to work. This will create economic stability for the family and move them toward economic self sufficiency.

D. Baseline, Proposed Benchmarks, and Metrics to Assess Outcomes, including Anticipated Schedule.

Metric	Baseline	Benchmark
Number of households that apply	0	10 households should apply
Number of jobs that are retained for 6 months or more.	0	7 adults should retain employment. This will preserve household income and maintain higher rental income.

There is no baseline for this activity. It is anticipated that 10 families will be served in the plan year. The benchmark will be the number of families who use the funds that retain employment for at least 6 month or who within that 6 months lose employment due to layoffs or downsizing and not through fault of their own. To assess the outcome both financial and participant income and new employment and /or employment retention data will be tracked and kept monthly.

E. Data Collection Process and Proposed Metrics to Measure how Activity 1 will Achieve the Statutory Objectives

Participant data will be kept monthly. The agency also keeps data on the families that participate in the agency’s family self sufficiency program. Any family that receives vehicle repair funds will be a participant in the agency’s FSS program and receive case management services. Income and employment records are kept on these families including annual increases or decreases in household income from employment. Additionally data will be kept on employment obtained, retained, and earnings for the households that participate in the program.

F. Statutory Authorization for the Activity.

Attachment C: Section B.1. b. iii. Single Fund Budget with Full Flexibility

This authorization waives certain provisions of Sections 8 and 9 of the 1937 Act and 24 C.F.R. 982, and 990 as necessary to implement the Agency’s Annual MTW Plan.

b. The Agency may use MTW Funds for any eligible activity under Sections 9(d)(1), 9(e)(1) and Section 8(o) of the 1937 Act. Within the scope of the permissible eligible activities, the Agency can carry out the purposes of the MTW Demonstration

Program to provide flexibility in the design and administration of housing assistance to eligible families, to reduce cost and achieve greater cost effectiveness in Federal expenditures, to give incentives to families with children where the head of household is working, 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 to increase housing choices for low-income families, through activities that would otherwise be eligible under sections 8 and 9 of the 1937 Act, including, but not limited to, the following activities:

iii. The provision of housing or employment-related services or other case management activities, such as housing counseling in connection with rental or

homeownership assistance, energy auditing, activities related to the provision of self-sufficiency and other services, employment counseling, education, training and other services related to assisting tenants....pursuant to this section.

Attachment D: Use of MTW Funds. The Agency may use MTW funds to provide housing assistance for low income families, as defined in section 3(b)(2) of the 1937 Act, and services to facilitate the transition to work.

Activity 2. Partner with Douglas County Housing Incorporated, a 501(c)3 affiliate organization of the LDCHA, to create year round social, educational, health and recreational activities for youth, particularly the youth of parents participating in the MTW program.

The LDCHA has been providing youth services for its residents since prior to the MTW program. With little exception the funding has been from HUD, first through the Drug Elimination program, and later through various ROSS programs. Funding has been cut or eliminated. It is evident that the agency's ability to continue to provide these services in the future is diminishing every year as funding diminishes. Many of the agency's residents who are minors are from multi problem households that place the children at risk for low educational and academic attainment, antisocial and criminal behavior. LDCHA youth programming addresses these risk factors as well as providing a safe place for children/youth to go when parents are at work. Importantly to this latter point, Resident Services provides a full service summer youth program, including a feeding program, which not only keeps youth positively engaged and safe during the summer, but also provides the care and oversight that parents desire in order to permit them to work or attend school. Presently there are 201 children and youth participating in LDCHA youth service programs.

As funding has dried up Resident Services staff has turned to public and private foundation funding. In all but two cases these foundation grants have not been funded because the application was in the name of the housing authority and the funders did not want to fund a governmental agency. In other instances where grants were in the name of our affiliate they were not funded because the affiliate did not have a track record or the funder thought the affiliate was a pass through agency to the LDCHA.

Because of LDCHA staffing and funding constraints, and because the majority of the initiatives that the LDCHA desired to pursue, including funding opportunities, could be achieved through the public housing organization, there was not an earlier demand to use the affiliate or develop its potential. That demand now exists.

Under this activity the LDCHA will transfer the Network Center, which is no longer HUD funded, to the LDCHA affiliate and fund the affiliate with \$52,000 in MTW funds. The Network Center is managed by the Youth Services Coordinator. In moving the Network Center under the affiliate organization, all youth programs will move to the affiliate. By doing this the affiliate will be an established 501(c) 3 entity with a program and staffing track record in youth programming and able to compete for

foundation funding. It is expected that over 3-5 years the affiliate organization will be fully self supporting through grants and contracts.

B. Relationship of Activity 2 to Statutory Objective

This activity relates directly to statutory objective 1; to reduce cost and achieve greater cost effectiveness in federal expenditures. By shifting funding to private sources with the goal of making the Youth Services component self supporting, the activity will reduce federal and LDCHA expenditures.

This activity also relates to statutory objective 2: Give incentives to families with children whose head of households are either working, seeking work, or are participating in job training, education, or other programs that assist in obtaining employment and becoming economically self sufficient. As low income households many of our families cannot afford childcare, especially for older youth. Youth services provide a safe and productive environment that reduces a barrier to employment or school, etc.

C. Anticipated Impact of Activity 2 on the Stated Objective.

Providing a safe and productive environment for children and youth, especially during summers and after school, is a major concern for every parent and an even greater concern for parents who must work. Maintaining a full and enriching Youth Services program not only benefits the youth it removes the barrier of summer and after school care which often impedes the head of household, especially single female heads of household, from seeking, obtaining and retaining employment, or going to school. Additionally, overtime as the affiliate becomes self supporting it will result in a reduction of LDCHA and federal expenditures.

D. Baseline, Proposed Benchmarks, and Metrics to Assess Outcomes, including Anticipated Schedule.

Metric	Baseline	Benchmark
Number of grants written/applied for.	2	10 grants will be written and applied for.
Amount of funds raised in 2011 through grant funding	\$4,000	\$15,000 will be awarded through grant funding in 2011
New activities made available through grant funding	0	At least five new activities will be added to the Youth Services program through this new funding.
Youth served under new grants	0	Its anticipated that at least 50 youth will be able to be served under new funding.
Number of adults (parents) who obtain/retain employment	0	7 adults who cannot work in summer due to childcare concerns will obtain/retain employment.

E. Data Collection Process and Proposed Metrics to Measure how Activity 2 will achieve the Statutory Objectives.

Staff will keep written reports and documentation on the grants applied for, funds received and youth served. In addition, the funding sources will require their own reporting which will be provided in the 2011 Annual MTW Report to HUD. To assess the employment outcome both financial and participant income and new employment and /or employment retention data will be tracked and kept monthly.

F. Statutory Authorization for the Activity.

Attachment C: Section B.1. Single Fund Budget with Full Flexibility

This authorization waives certain provisions of Sections 8 and 9 of the 1937 Act and 24 C.F.R. 982, and 990 as necessary to implement the Agency's Annual MTW Plan.

2. Partnerships with For-Profit and Non-Profit Entities

The Agency may partner with for-profit and non-profit entities, subject to 24 C.F.R. Part 85 and 941.602(d), including, mixed-income, mixed-finance development partners and third party management companies, as well as affiliates and instrumentalities of the Agency ("Agency Partners"), to implement and develop all or some of the initiatives that may comprise the Agency's MTW Demonstration Program. The Agency may, with respect to MTW eligible activity and when working with or partnering with such partners, make available to Agency Partners the least restrictive regulatory requirements allowable based on Agency's participation in the MTW Demonstration Program and that agreements with Agency Partners may reflect the implementation of less restrictive regulatory requirements. *This authorization waives certain provisions of Sections 13 and 35 of the 1937 Act and 24 C.F.R. 941 Subpart F as necessary to implement the Agency's Annual MTW Plan.*

Activity 3: Streamline the Housing Choice Voucher and Public Housing policies by combining the Section 8 Housing Choice Voucher Administrative Plan and the Public Housing Admissions and Continued Occupancy Policy and Methods of Administration into one policy statement.

This activity is administrative in nature and supports the MTW initiative approved in 1998 that merged the family housing public housing and Section 8 TBRA programs into one program called General Housing. The General Housing Program standardized the eligibility criteria for the public housing and Section TBRA programs, provided a vehicle for maintaining high occupancy rates in public housing and streamlined the administrative program functions of the two housing programs. Although the agency has operated a combined program under MTW since 1999 it has maintained separate policy statements.

B. Relationship of Activity 3 to Statutory Objective.

This activity relates to statutory objective 1: to reduce cost and achieve greater cost effectiveness in federal expenditures. It also will reduce administrative burden. This

activity is also in keeping with the purposes of MTW to devise locally driven housing solutions.

C. Anticipated Impact of Activity 3 on the Stated Objective.

Although the LDCHA is a small agency relative to other MTW agencies, there are 11 staff who have varying responsibility for under the General Housing program. The General Housing program is divided into two departments with inter- and intra-dependent roles and functions. While these roles and functions have been well defined the Section 8 and public housing policy statements have not been combined or integrated in support of the General Housing program. Combining these policy statements will eliminate any confusion generated by two sets of policies, promote consistence and safeguard accuracy in the application of MTW policies. It will also reduce staff time when reviewing policy statements. It will also reduce the number of staff hours spent reading and applying agency policy.

D. Baseline, Proposed Benchmarks, and Metrics to Assess Outcomes, including Anticipated Schedule.

Metric	Baseline	Benchmark
Number of policy statements	Presently there are 3 policy statements	Policy statements will be reduced to one statement.
Reduction in staff hours	4 hrs/wkly	2hrs/wkly

The agency presently has three policy statements that govern the General Housing program, the public housing Admissions and Continued Occupancy policy, Methods of administration and the Section 8 Administrative Plan. This activity will combine those documents into one policy statement. In addition the amount of time staff spends reading and applying policy statements will be tracked. It is estimated that the amount of time will be reduced by half.

F. Statutory Authorization for the Activity.

C(2) This authorization waives certain provisions of Section 3 of the 1937 Act and 24 C.F.R. 960.206 as necessary to implement the Agency's Annual MTW Plan.

2. Local Preferences and Admission and Continued Occupancy Policies and Procedures

The Agency is authorized to develop and adopt local preferences and admission policies and procedures for admission into the public housing program in lieu of HUD statutes, regulations or other requirements based in the 1937 Act so long as the families assisted qualify as low income, and that the total mix of families assisted meets the requirements of part I.C of the Amended and Restated MTW Agreement. The Agency is required to revise the Admissions and Continued Occupancy Policy (ACOP), to implement changes in public housing occupancy policy as a result of the MTW program. Regardless of changes to the Agency's adopted ACOP policies and procedures, the Agency must comply with Sections I(B)(1) and II(D) of this Agreement. The Agency is subject to state and local preferences law. *This authorization waives certain provisions of Section 3 of the 1937 Act and 24 C.F.R. 960.206 as necessary to implement the Agency's Annual MTW Plan.*

VI. Ongoing MTW Activities: HUD Approval Previously Granted

The activities described below were approved in 1999 under the LDCHA original MTW contract.

The signed Statement of MTW Authorizations executed between HUD and the LDCHA in March 1999 described the activities that the housing authority was authorized to carry out under the MTW program. These included the following:

- The MTW Plan applies to all public housing and tenant based Section 8 assistance.
- All non elderly/non disabled families with an adult age 62 and younger must participate in the MTW program. Certain exemptions to this requirement apply.
- In determining eligibility to receive tenant based Section 8 assistance and public housing the LDCHA applies the same suitability requirements currently used to determine eligibility for public housing.
- The LDCHA employs a new rent policy with minimum and maximum rents based on the value of the unit being rented. Tenants participating in the MTW rent structure pay either the minimum rent, 30% percent of their adjusted gross income or the maximum rent. Minimum and maximum rents are based upon the number of bedrooms in the rented units.
- Minimum, maximum rents and payment standards are adjusted annually throughout the terms of the demonstration.
- All MTW families have a mandatory tenant contribution to rent equal to the greater of the minimum rent for the unit size, 30% of monthly adjusted income up to the maximum rent for the unit size rented.
- Tenant rent and assistance payments are determined at the time the family enters the MTW program and remain in effect until the household's annual recertification. (Beginning in 2009 the agency instituted biennial recertifications for MTW households at maximum rent or 50 percent of area median income.)
- The LDCHA does not conduct interim recertifications for tenant contributions to rent except in cases of hardship or where the family's MTW eligibility status changes.
- Section 8 portability is restricted. MTW families may not move outside the LDCHA's jurisdiction except if the family applies for and receives an exception from this rule as a reasonable accommodation for a disability or other good cause. Households porting into the LDCHA's jurisdiction must participate in the MTW program.

- The LDCHA maintains one waiting list for all public housing and Section 8 programs except for developments where occupancy is restricted to the elderly. Applicants are offered the first available form of assistance. An applicant who rejects two offers of assistance is dropped from the waiting list. Families who accept an offer of assistance are removed from all other waiting lists.
- Adults age 18 and over must work, attend school or participate in work related activities.
- A family may transfer between Section 8 assistance and public housing as described in the LDCHA's Transfer Policy.
- Families who have an annual gross income that exceeds 50% of the area median income will be offered an opportunity to join the homeownership program. Families who do not join the homeownership may remain in their rental unit until their gross annual income reaches 80% AMI at which time they become responsible for paying the full contract rent. When a family gross annual income reaches 100% AMI they must pay rent under income based regulations.
- A family's housing assistance will be suspended and they will be required to pay the full contract rent for their unit if the family refuses to participate in the Family Self Sufficiency Program, fails to meet the work requirement, fails to pay rent to the owner, or fails to correct serious program or lease violations provided that all applicable laws are followed. Families that have their housing assistance suspended will have 30 days to correct the violation before termination action will begin. Termination actions will be in conformance with the agency's grievance policy.
- The LDCHA developed a series of resident self sufficiency programs to replace the mandatory Family Self Sufficiency Program. These programs include a Renter Certification Program, a Family Focus Program (subsequently referred to as FSS), and Preparation for Homeownership.

All the above changes were executed and are operational today.

The following activities were first approved in the agency's 2009 MTW Annual Plan.

The agency was approved as single fund agency with the authority to combine its public housing operating subsidy, public housing capital fund and Section 8 Housing Choice Voucher assistance into a single agency wide funding source and to use these funds for overall administration of the agency's housing programs and to carry out the approved activities of the MTW demonstration program as described in the plan. Using these funds the agency is authorized to:

- Add additional housing units either through acquisition, new construction or by increasing the number of housing choice voucher units;

- Expand Resident Services to provide mandatory orientation for all new incoming residents.
- Expand Resident Services to provide individual case management for all households with income below 40% AMI to reduce barriers to employment and underemployment, in order to maximize the household's potential for securing worthwhile long term employment.
- Revise the Agency's Homeownership program to create equity between public housing and Section 8 TBRA MTW households by eliminating the escrow requirement and replacing it with a matching grant up to \$3000 for all MTW households that purchase a home.
- Use up to \$58,000 from the single fund MTW budget to fund a new housing initiative called the e-Housing Connection, a temporary transitional housing program for homeless families and individuals.
- Allocate funds from the Single Fund MTW budget to provide five units of tenant based rent assistance to be used in partnership with the Douglas County Sheriff's Department Corrections Division for their prisoner re-entry program.

In addition to the above the following initiatives were approved for the first time in the agency's 2009 MTW Plan and have been implemented.

- Conduct annual recertifications every second year for MTW households at maximum rent or at 50% AMI.
- Revise the definition of countable income under the LDCHA's existing MTW plan to exclude the earned income of adult children between the ages of 18 and 21. This activity pertains to adult children who are not full time students.
- Revise the definition of countable income to include income presently disallowed under the 12:12:48 regulations.

In 2010 the LDCHA was approved to

- Conduct biennial recertifications for elderly and disabled households residing in public housing.
- Use MTW funds to carryout energy improvements to public housing unit under HUD Energy Performance Contracting.
- Use MTW funds to provide employment related services to MTW households.

These activities have been implemented and are operational today.

Asset Management

The LDCHA has 367 public housing units and opted out of the asset management requirement under the 2008 and 2009 HUD appropriations Act. The LDCHA will opt out again if provided for in 2011 legislation. The agency uses a cost allocation system to prorate expenses among the different programs it administers.

2011 Consolidated Budget

VII Sources and Uses of Funding

General Statement on Sources of 2011 Funds

The Consolidated Budget document that is presented lists the all the sources of funds that the agency expects to receive in 2011. These funding sources are noted. For ongoing previously approved HUD, city and state grants, only anticipated 2011 allocations for multiyear grants are presented.

Additionally, since the 2011 allocation for HUD funded programs cannot be known at this time, the amounts listed for Public Housing Operating Subsidy, Capital Fund Program and Section 8 Housing Choice Voucher Program are based on 2010 Allocations.

General Statement on Uses of Funds

The uses of funds statement shows the aggregate expenses for all programs the agency will operate by account and not by program. However each individual program operated by the LDCHA contains a program specific budget.

Administrative and Management Salaries include all the salaries for all positions except those salaries which provide direct resident and social services to tenants.

Other Operating Administrative Expenses represents the costs of all administrative expenses including legal, staff training, communication, accounting services, sundry, etc.

General Expenses include the cost of insurance, PILOT, collection losses.

Resident and Social Services represents the direct costs associated with providing resident services to all residents whether or not they are participants in the MTW program.

Extraordinary/Capital Improvements/ Equipment include costs associated with physical improvements to the agency's public housing developments. It also includes costs for purchase of computers and software.

Debt Service and Replacement Reserves include the costs associated with funding the annual replacement reserve for Peterson Acres II, the LDCHA component unit, and Clinton Place, a Section 8 Multifamily developed owned by the agency. It also includes debt service for Clinton Place.

The LDCHA intends to use funds in 2011 for the intended purposes of the specific federal, state, local and resident services programs even though it will operate its Public Housing, Section 8 assistance, and Capital Fund as a single fund budget with full flexibility. The agency will not reduce the number of public housing and Section 8

assisted units it has in 2011. Any increased housing or development will be paid for through MTW reserves. Public Housing, Section 8 and Capital funds will be used to pay for the administrative operational, and maintenance costs and capital fund improvements of the respective programs which includes previously approved MTW Initiatives. New MTW Initiatives will be funded through the Section 8 Allocation or MTW reserves.

Since all the agency's public housing and Section 8 TBRA units/ households are in the MTW program, even though not all households participate in the alternative rent structure and work requirement, these programs are listed as MTW activities in the Consolidated Budget.

While the LDCHA will operate as a single fund budget, in 2011 it will use its Capital Funds for the intended and authorized purposes of the regulations governing this program. However this program is also included under the MTW budget.

Any unspent funds remaining at the end of 2011 will be used for MTW purposes in 2011 and subsequent years.

2011 Sources and Uses of Funds Details

The 2011 sources of funding that the LDCHA anticipates remain unchanged over past years with the exception of the receipt of stimulus funds under Homeless Prevention and Rapid Re-housing. Funding sources and amounts are based on the most recently approved federal allocations. Only anticipated 2011 allocations for multiyear grants are presented.

MTW Programs

Public Housing Programs

Public Housing Operating Subsidy:	\$ 696,178
Public Housing Rental Income:	1,247,930
Public Housing Non Dwelling/Other Income:	30,370
Public Housing Interest Income:	16,000
Public Housing Other Income/Late Fees & Tenant Damages	30,000
Capital Fund:	631,081

Section 8 Tenant Based Rent Assistance Program

Section 8 TBRA Allocation:	3,938,204
Section 8 TBRA Interest:	23,410
MTW Funds (Section 8 Reserves)	863,186

Non MTW Programs:

HUD Funded Resident Services Programs:

2009 Ross Service Coordinators:	\$ 80,000
2007 RSDM Family and Homeownership:	41,667
2006 RSDM Family and Homeownership:	30,156
2009 Public Housing FSS:	67,880
2009 Section 8 TBRA FSS:	87,134
State of Kansas HOME TBRA: (Restricted to the Clients of the Bert Nash Mental Health Agency)	100,000
City of Lawrence HOME TBRA:	150,000
City/State Home Interest:	400
Continuum of Care Permanent Supportive Hold (6 Units under annual renewal)	100,796
Continuum of Care Permanent Supportive Housing (Tenant Rental Income)	7,000

Multifamily Project Based Section 8: (58 Units of senior housing)	
Rental income and HAP subsidy	\$360,640
Interest Income	700
Laundry Income	3,500
Other Income: Late Fees/Tenant Work Order Damages	800
LDCHA Owner Property (8 Units non subsidized below market rent for seniors)	47,910
Interest Income	180
Other Income: Late Fees/Tenant Work Order Damages	100
Homelessness Prevention and Rapid Re-Housing	324,000
Total 2011 Projected Sources	\$ 8,879,222

2011 Consolidated Budget

SOURCES OF FUNDS	January 2011 – December 2011
Public Housing Operating Subsidy *	\$ 696,178
Public Housing Rental Income	1,247,930
Capital Fund *	631,081
Public Housing Investment Income	16,000
Other Public Housing Income – Cell Tower, Vending, Bus Receipts	29,970
Public Housing Non Dwelling Rent	400
Other Public Housing Income – Tenant Late Fees/Damages	30,000
Section 8 TBRA Funding Allocation *	3,938,204
Section 8 TBRA Investment Income	23,410
HUD Resident Services Grants	306,837
Section 8 Multi Family Operating Subsidy and Rental Income	360,640
Section 8 Multi Family Investment Income	700
Section 8 Multi Family Other Income – Vending, Laundry	3,500
Section 8 Multi Family Other Income – Tenant Late Fees/Damages	800
HOME Investment Partnership Program TBRA	250,000
HOME Investment Partnership Program TBRA Interest Income	400
Continuum of Care: Permanent Supportive Housing	100,796
Continuum of Care: Permanent Supportive Shelter Tenant Rental Income	7,000
Component Unit: Peterson Acres II Tenant Rental Income	47,910
Component Unit: Peterson Acres II Investment Income	180
Component Unit: Peterson Acres II Tenant Late Fees/Damages	100
Homeless Prevention and Rapid Re-Housing Program	324,000
MTW Fund (Section 8 Reserves)	863,186
TOTAL SOURCES OF FUNDS:	\$ 8,879,222
USES OF FUNDS	
Administration and Management Salaries	\$ 1,390,514
Employee Benefits	393,673
Auditing	12,755
Other Operating – Administrative	266,937
General Expenses	305,390
Utilities	401,630
Protective Services	12,400
Resident and Social Services	609,714
Ordinary Maintenance and Operations – Labor	546,912
Maintenance Materials and Other Operations	36,000
Maintenance Contract Costs	40,450
Extraordinary Maintenance / Capital Improvements / Equipment	1,009,713
Debt Service / Replacement Reserve	75,000
HAP / Leasing	3,250,128
Development	0
TOTAL USES OF FUNDS:	\$ 8,351,216

2011 Consolidated Budget Details by Program

	MTW								State & City HOME	Public Housing/ HCV ROSS/FSS	Clinton Place	Peterson Acres II	Continuum of Care	Homeless-ness Prevention & Rapid Re-Housing	TOTALS
	PH MTW	Capital Fund MTW	Section 8 MTW	Employment, Resident Services & Homeowner-ship MTW	e-Housing Connection MTW	Prisoner Reentry MTW	Energy Improvement & Development MTW	Douglas County Housing Incorporated							
Administration & Management Salaries	483,430	67,870	395,501	79,209	56,202			40,090	20,000	186,712	58,530	2,970			1,390,514
Employee Benefits	182,960	21,060	79,100	15,850	14,050			8,020	5,000	46,743	19,510	1,380			393,673
Auditing Fees	4,470		6,815						720		600	150			12,755
Other Operating – Administrative	72,480	40,946	77,000	3,355	3,000					19,831	29,680	1,570	19,075		266,937
General Expenses	255,040	20,500	12,000								14,260	3,590			305,390
Utilities	365,260										35,800	570			401,630
Protective Services	12,400														12,400
Resident & Social Services	113,840		5,300	64,790				4,000		51,991			45,793	324,000	609,714
Ordinary Maintenance & Operations – Labor	431,370	72,612									39,030	3,900			546,912
Maintenance Materials & Other Operations	30,000										5,000	1,000			36,000
Maintenance Contract Costs	32,400										5,850	2,200			40,450
Extraordinary Maintenance / Capital Improvements / Equipment	22,000	408,093						549,620			30,000				1,009,713
Debt Service / Replacement Reserve											65,000	10,000			75,000
HAP / Leasing			2,959,200				25,000		230,000				35,928		3,250,128
Development															0
TOTALS	2,005,650	631,081	3,534,916	163,204	73,252	25,000	549,620	52,110	255,720	305,277	303,260	27,330	100,796	324,000	8,351,216

2011 Moving To Work Budget

All public housing and Section 8 units (954 combined) are in the MTW program. Of this number 815 units comprised the General Housing Program which was created under the MTW program. Of this number 359 households are presently participating in the MTW alternative rent structure and work requirement. The consolidated MTW budget includes the costs associated with the public housing, Section 8 TBRA programs, the Capital Fund Program, the 2010 approved MTW initiatives and the 2011 proposed MTW initiatives. The new proposed 2011 initiatives are Resident Vehicle Repair Program (\$5,000), and partnering with the LDCHA affiliate non-profit to create opportunities for LDCHA youth (\$52,110).

MTW FUNDS

SOURCES OF FUNDS	January 2010 – December 2010
Public Housing Operating Subsidy	\$ 686,178
Section 8 TBRA Allocation	3,938,204
Public Housing Rental Income	1,247,930
Capital Fund	631,081
MTW Reserves	863,186
TOTAL SOURCES OF FUNDS	\$ 7,376,579
USES OF FUNDS	
Previously Approved Initiative	\$6,346,642
2011 New Initiative	57,110
2011 Capital Fund	631,081
TOTAL USES OF FUNDS	\$ 7,034,833

G. Hardship Policy

Resolution 696 dated May 25, 1999 as amended by Resolution 745 dated October 24, 2000, established the agency's MTW Rent Hardship Policy as stated:

An MTW household may be certified to a lower rent amount in the MTW rent structure, but never lower than the minimum rent for their bedroom size due to a loss of income due to circumstances beyond the household's ability to control. Such conditions include temporary medical condition that prevents an adult family member from working when loss of employment income is not covered by paid medical benefits; loss of employment due to reduction in force or closure of the place of employment where employment income loss is not covered by severance or separation benefits. The hardship rent will be in place for 90 days after which the rent will revert to the annual rent in existence before the hardship was granted. If a hardship is granted a second hardship cannot be requested until 12 months following the conclusion of the previous hardship.

Resident Advisory Committee

The LDCHA Resident Advisory Committee participated in the development of this plan and approved this plan August 16, 2010. Activity No. 1 appearing on page 16 of this plan was the recommendation of the RAC.

Public Hearing on the 2011 MTW Annual Plan

A public hearing on the plan was held September 8, 2010 at 5:30 pm at the Administrative Offices of the agency at 1600 Haskell Avenue. The public hearing was advertised in the Lawrence-Journal World August 8 and September 5, 2010 and posted on the agency's web site beginning on August 4, 2010. The plan was made available to the public for review and comment beginning August 4, 2010 with its posting on the LDCHA's web site at www.ldcha.org. The plan was also advertised and made available at all the agency's administrative and management offices.

No members of the public, resident or any other individual attended the public hearing which was opened at 5:30 pm and closed at 5:45 pm.

Resident Commissioner

The LDCHA is in compliance with the requirement that the agency have a commissioner who is a resident of one of the agency's housing programs. Brenda O'Keefe who resides in public housing is the resident commissioner. Ms O'Keefe was appointed to the board by the Mayor of Lawrence for a four year term July 2008.

Declaration of Trusts

The LDCHA filed Declaration of Trusts with the Douglas County Register of Deeds on all its public housing and agency owned housing on different dates over the years at the time the deeds were first filed with the registrar. The LDCHA has nine separate housing developments. Each deed was filed with a Declaration of Trust.