

Moving to Work (MTW) 2016 Annual Plan

Housing Authorities of the
County of Santa Clara &
City of San José

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Revised July 8, 2015



Housing Authority of the County of Santa Clara (HACSC)

Board of Commissioners

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HACSC's mission is to provide and inspire affordable housing solutions to enable low-income people in Santa Clara County to achieve financial stability and self-reliance.

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I. INTRODUCTION

Purpose of this Plan

In 1967, the Santa Clara County Board of Supervisors established the Housing Authority of the County of Santa Clara (HACSC). HACSC has an agreement with the City of San José to administer and manage the Housing Authority of the City of San José (HACSJ)'s Housing Choice Voucher program. This MTW Plan presents a consolidated strategy to be implemented for both the County and City programs.

In 2008, HACSC entered into a 10-year agreement with the Department of Housing and Urban Development (HUD) to become a Moving to Work (MTW) agency. This MTW Annual Plan illustrates how HACSC proposes to carry out the MTW program in Fiscal Year 2016 (FY2016) from July 1, 2015 through June 30, 2016. The MTW Plan is an annual requirement by HUD and systematically describes how each activity advances HACSC's vision and goals within the framework of the MTW charter.

What is MTW?

Established by Congress in 1996, MTW is a Federal demonstration program that links broad Federal goals with locally-designed initiatives. MTW encourages select housing authorities to propose and, upon HUD approval, implement innovative changes to the way affordable housing programs are administered in order to meet at least one of the following three broad Federal goals:

1. Decrease administrative costs and increase cost effectiveness in housing program operations,
2. Promote participants' economic self-sufficiency, and
3. Expand participants' housing choices.

MTW requires HACSC to strive for these goals while ensuring that the Agency continues to serve substantially the same mix of tenants (in terms of income level and family size) and at least as many households as the Agency had before its MTW status.

HACSC's Vision and Goals

In FY2014, HACSC developed a five-year Strategic Plan to guide the Agency's direction over the long range. The Strategic Plan affirmed HACSC's mission to provide and inspire affordable housing solutions that enable low-income people in Santa Clara County to achieve financial stability and self-reliance, identified the Agency's core values, and established HACSC's long-term goals built upon MTW objectives.

Using the Strategic Plan as a compass, HACSC is pursuing strategies within FY2016 and beyond that will set the foundation for the Agency to fulfill its MTW and non-MTW long-term goals.

HACSC's Short-Term Goals and Proposed MTW Activity for Fiscal Year 2016

One significant strategy this fiscal year is the development of HACSC's Housing Resources and Voucher Allocation Policy (HRVAP). HACSC will engage stakeholders within Santa Clara County to contribute their input on a range of program topics that will inform HACSC's development of a policy that reflects the community's priorities and guides the Agency as to how resources will be used most strategically to provide and inspire housing solutions. HACSC will gather stakeholder feedback on program issues that directly affect the allocation of our precious MTW resources, including: housing subsidies, payment standards, voucher types, special needs populations, and the waiting list.

HACSC used MTW funds to retain a consulting firm to facilitate the HRVAP project. The firm was selected for its extensive experience and expertise in strategic community engagement within Santa Clara County. The consultant kicked off the HRVAP project in January 2015 and will use a multi-phased approach to build stakeholder understanding and engagement through facilitated community meetings and activities, online surveys, key informant interviews, and targeted focus groups. The first two phases from January through March 2015 will focus on outreach development, focused engagements, and meeting facilitations. During the third phase from March to April 2015, the consultant will analyze, refine, and finalize collective feedback solicited from the stakeholders in a summary report. In the final phase between May and August 2015, the consultant will present its findings and summary report to HACSC and its Board of Commissioners, and provide support of the policy decision-making. Moving in parallel with this effort, HACSC staff will develop policy options that incorporate community feedback for the Board's consideration. Following the Board's adoption of the HRVAP, HACSC expects to develop and pursue both MTW activities and non-MTW objectives in the next fiscal year, with potential amendments to the FY2016 Annual Plan.

Given the effort and focus that HRVAP will require, HACSC is proposing only one activity in FY2016 that promotes self-sufficiency efforts for program participants. The following activity is proposed in Section III of this MTW Plan:

- **Proposed Activity 2016-1: Restriction on Head of Household Changes.** If a current Head of Household decides to leave the program and transfer their Head of Household designation to a remaining non-elderly/non-disabled family member, HACSC is proposing to allow this transfer only if the newly-designated Head of Household member enrolls in the Family Self Sufficiency (FSS) Program. The FSS Program is a five-year program in which a family sets goals for themselves to meet, such as completing education and obtaining employment. This activity encourages families towards self-sufficiency. Current HUD regulations do not restrict change in Head of Household designation or the 'legacy' transfer of vouchers from one generation to another within the assisted family.

HACSC's Long-Term Vision

HACSC continues to focus on its vision and core values, as guided by its five-year Strategic Plan. The Strategic Plan serves as a roadmap in guiding HACSC to pursue strategies that allow the Agency to fulfill and meet its mission statement of providing affordable housing solutions in Santa Clara County. Every six months, HACSC reports to its Board the progress on action items and performance measure developments for the Agency's Strategic Plan Goals. This accountability measure provides a transparent status report to both internal and external stakeholders on how HACSC's initiatives align with the Strategic Plan.

HACSC's Focus Forward Program, originally designed as a pilot program that enhanced the traditional HUD Family Self-Sufficiency Program model, will be revamped and re-proposed as early as FY2017 upon the conclusion of the HRVAP process. The Focus Forward Program's framework will incorporate elements derived from HRVAP feedback to set the foundation and propel families' economic stability and self-reliance for years to come.

HACSC's most recently launched a long-term initiative to increase the housing stock in Santa Clara County by soliciting proposals for up to 1,000 Project-Based Vouchers (PBVs) over the next three to five years. HACSC projects that at least 300 of these PBVs will be for permanent supportive housing for the chronically homeless. Given the extremely low vacancy rate in the Santa Clara County locale, PBVs are most ideal for ensuring participants' access to affordable housing.

HACSC will continue to preserve and improve its existing housing portfolio and expand the availability of new affordable housing to meet community needs. HACSC has created a pool of non-federal funds to continue the preservation and rehabilitation of existing HACSC-owned or affiliated units. HACSC used MTW funds to purchase its Park Avenue site, which is entitled for 180 new units of housing, and allocated vouchers that will be used as financial leverage to obtain low income housing tax credits and the issuance of tax-exempt multifamily revenue bonds. HACSC will continue to look for other opportunities to invest in new housing opportunities within the County.

OVERVIEW OF HACSC’S MTW ACTIVITIES

Note: Closed out activities 2009-4, 2009-6, 2009-7, 2009-10, 2009-12, 2010-1, 2012-1, and 2015-1 are not shown.

ACTIVITY # (PLAN YEAR PROPOSED + ACTIVITY #)	ACTIVITY	MTW STATUTORY OBJECTIVES		
		REDUCE COST AND ACHIEVE GREATER COST EFFECTIVENESS IN FEDERAL EXPENDITURES	PROVIDE INCENTIVES TO FAMILIES LEADING TOWARD ECONOMIC SELF SUFFICIENCY	INCREASE HOUSING CHOICES FOR LOW- INCOME FAMILIES
IMPLEMENTED ACTIVITIES				
2009-1	Reduced Frequency of Tenant Reexaminations	X	X	
2009-2	Expediting the Initial Eligibility Income Verification Process	X		
2009-3	Reduced Frequency of Inspections	X		
2009-5	Exploring New Housing Opportunities for the Chronically Homeless			X
2009-8	30-Day Referral Process for Project-based Vacancies	X		
2009-9	Utilization of Low Income Housing Tax Credit (LIHTC) Tenant Income Certification (TIC) for Income and Asset Verification	X		
2009-11	Project-Base 100% of Units in Family Projects			X
2009-13	Combined Waiting Lists for the County of Santa Clara and the City of San José	X		
2009-14	Payment Standard Changes Between Regular Reexaminations	X		
2010-2	Excluding Asset Income from Income Calculations for Families with Assets Under \$50,000	X		
2010-3	Applying Current Increased Payment Standards at Interim Reexaminations	X		
2010-5	Assisting Over-Income Families Residing at HACSC-owned Project-Based Voucher Properties			X
2011-1	Streamlined Approval Process for Exception Payment Standard for Reasonable Accommodation – HCV			X

ACTIVITY # (PLAN YEAR PROPOSED + ACTIVITY #)	ACTIVITY	MTW STATUTORY OBJECTIVES		
		REDUCE COST AND ACHIEVE GREATER COST EFFECTIVENESS IN FEDERAL EXPENDITURES	PROVIDE INCENTIVES TO FAMILIES LEADING TOWARD ECONOMIC SELF SUFFICIENCY	INCREASE HOUSING CHOICES FOR LOW- INCOME FAMILIES
2011-2	Simplify Requirements Regarding Third-party Inspections and Rent Services	X		
2012-2	Minimum Two-year Occupancy in Project-Based Unit	X		
2012-3	Create Affordable Housing Acquisition and Development Fund	X		X
2012-4	Create Affordable Housing Preservation Fund for HACSC- and Affiliate-owned Properties	X		X
2012-5	Expand Tenant Services at HACSC- or Affiliate-owned Affordable Housing Properties		X	
2013-1	Elimination of the Earned Income Disallowance (EID) Calculation	X		
2014-1	Focus Forward Program	X		
2014-2	Eliminate Requirement to Re-Determine Rent Reasonableness when HUD Decreases Fair Market Rents (FMRs)	X		
2014-3	Freeze on Contract Rent Increases	X		
2014-4	Increased Tenant Contribution—Up to 35% of Gross Income	X		
2015-2	Project-Based Voucher Inspection Self-Certification	X		
2015-3	Modified Elderly Definition for PBV			X

II. GENERAL HACSC OPERATING INFORMATION

Annual MTW Plan

II.1.Plan.HousingStock

A. MTW Plan: Housing Stock Information

Planned New Public Housing Units to be Added During the Fiscal Year

AMP Name and Number	Bedroom Size							Total Units	Population Type *	# of UFAS Units	
	0	1	2	3	4	5	6+			Fully Accessible	Adaptable
PIC Dev. # /AMP PIC Dev. Name	0	0	0	0	0	0	0	0	N/A	0	0
PIC Dev. # /AMP PIC Dev. Name	0	0	0	0	0	0	0	0	N/A	0	0
PIC Dev. # /AMP PIC Dev. Name	0	0	0	0	0	0	0	0	N/A	0	0
PIC Dev. # /AMP PIC Dev. Name	0	0	0	0	0	0	0	0	N/A	0	0

Total Public Housing Units to be Added N/A

* Select Population Type from: Elderly, Disabled, General, Elderly/Disabled, Other

If Other, please describe: N/A

Planned Public Housing Units to be Removed During the Fiscal Year

PIC Dev. # / AMP and PIC Dev. Name	Number of Units to be Removed	Explanation for Removal
PIC Dev. # /AMP PIC Dev. Name	0	N/A
PIC Dev. # /AMP PIC Dev. Name	0	N/A
PIC Dev. # /AMP PIC Dev. Name	0	N/A
Total Number of Units to be Removed	0	

HACSC MTW Annual Plan FY2016

New Housing Choice Vouchers to be Project-Based During the Fiscal Year			
Property Name	Anticipated Number of New Vouchers to be Project-Based *	Description of Project	
Donner Lofts	5	Family, new construction project, consisting of 102 units (92 studios, 9 1-bedrooms, and 1 2-bedroom. PBV units are for chronically homeless.)	
Onizuka Apartments	13	Family, new construction project, consisting of 58 units (27 1-bedrooms, 11 2-bedrooms, and 20 3-bedrooms. PBV units are for chronically homeless.)	
N/A	0	N/A	
N/A	0	N/A	
Anticipated Total New Vouchers to be Project-Based	18	Anticipated Total Number of Project-Based Vouchers Committed at the End of the Fiscal Year	1,326
		Anticipated Total Number of Project-Based Vouchers Leased Up or Issued to a Potential Tenant at the End of the Fiscal Year	1,308

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

Other Changes to the Housing Stock Anticipated During the Fiscal Year
In FY2015, HACSC project-based 5 units through the PBV-VASH program at Morrone Apartments. In FY2016, HACSC is project-basing 11 units through the PBV-VASH program for veterans - 6 units at Onizuka Apartments and 5 units at Bracher Senior Housing. All units will be serving veterans.
N/A
N/A

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

General Description of All Planned Capital Fund Expenditures During the Plan Year
HACSC originally anticipated utilization of approximately \$2.2M in Replacement Housing Factor Funds during the 2016 MTW year. The funds will be spent on construction related activities on the Park Avenue Development. The Park Avenue Development is two new construction affordable housing projects; Park Avenue Apartments will provide 100 units of affordable senior housing and Laurel Grove Apartments will provide 82 units of affordable family housing (collectively known as the Park Avenue Development). The projects will be co-located on a 2 acre site in downtown San Jose, adjacent to the Diridon Transit Station where residents will have access to an array of public transportation options. Due to unforeseen delay, HACSC now anticipates the funds to be used in FY2017.

II.2.Plan.Leasing

B. MTW Plan: Leasing Information

Planned Number of Households Served at the End of the Fiscal Year

MTW Households to be Served Through:	Planned Number of Households to be Served*	Planned Number of Unit Months Occupied/Leased***
Federal MTW Public Housing Units to be Leased	4	48
Federal MTW Voucher (HCV) Units to be Utilized	16,671	200,052
Number of Units to be Occupied/Leased through Local, Non-Traditional, MTW Funded, Property-Based Assistance Programs **	178	2,136
Number of Units to be Occupied/Leased through Local, Non-Traditional, MTW Funded, Tenant-Based Assistance Programs **	0	0
Total Households Projected to be Served	16,853	202,236

* Calculated by dividing the planned number of unit months occupied/leased by 12.

** In instances when a local, non-traditional program provides a certain subsidy level but does not specify a number of units/households to be served, the PHA should estimate the number of households to be served.

*** Unit Months Occupied/Leased is the total number of months the PHA has leased/occupied units, according to unit category during the fiscal year.

Reporting Compliance with Statutory MTW Requirements

If the PHA has been out of compliance with any of the required statutory MTW requirements listed in Section II(C) of the Standard MTW Agreement, the PHA will provide a narrative discussion and a plan as to how it will return to compliance. If the PHA is currently in compliance, no discussion or reporting is necessary.

Not applicable.

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

Housing Program	Description of Anticipated Leasing Issues and Possible Solutions
Federal MTW Public Housing Units	HACSC does not anticipate any issues related to the leasing of these units
Housing Choice Voucher (HCV)	HCV program applicants and participants are experiencing challenges in finding suitable housing. Santa Clara County is one of the most expensive areas in the country for rental housing market, and rents continue to increase every year. The average rents are substantially higher than the area's HUD Fair Market Rents (FMRs) and the current vacancy rate for the County is less than three percent. In FY2015, HACSC began an intensive owner recruitment and retention program and instituted tenant housing search workshops. Also, HACSC is considering raising the payment standards as part of its Housing Resources and Voucher Allocation Policy.
Federal MTW Non-Traditional Activities	HACSC does not anticipate any issues related to the leasing of these units

II.3.Plan.WaitList

C. MTW Plan: Wait List Information

Wait List Information Projected for the Beginning of the Fiscal Year

Housing Program(s) *	Wait List Type**	Number of Households on Wait List	Wait List Open, Partially Open or Closed***	Are There Plans to Open the Wait List During the Fiscal Year
Federal MTW Public Housing Units	Site Based	143	Closed	No
Federal MTW Housing Choice Voucher Program	Program Specific	21,254	Closed	No
Project-Based Local, Non-Traditional MTW Housing Assistance Program	Site Based	3,700	Closed	No

Rows for additional waiting lists may be added, if needed.

* *Select Housing Program* : Federal MTW Public Housing Units; Federal MTW Housing Choice Voucher Program; Federal non-MTW Housing Choice Voucher Units; Tenant-Based Local, Non-Traditional MTW Housing Assistance Program; Project-Based Local, Non-Traditional MTW Housing Assistance Program; and Combined Tenant-Based and Project-Based Local, Non-Traditional MTW Housing Assistance Program.

** *Select Wait List Types* : Community-Wide, Site-Based, Merged (Combined Public Housing or Voucher Wait List), Program Specific (Limited by HUD or Local PHA Rules to Certain Categories of Households which are Described in the Rules for Program Participation), None (If the Program is a New Wait List, Not an Existing Wait List), or Other (Please Provide a Brief Description of this Wait List Type).

*** For Partially Open Wait Lists, provide a description of the populations for which the waiting list is open.

N/A

If Local, Non-Traditional Housing Program, please describe:

HACSC used MTW funds for the development of Ford and Monterey Apts.-3000 on WL, and the rehabilitation of Clarendon-300 on WL, and Bendorf-400 on WL.

If Other Wait List Type, please describe:

N/A

If there are any changes to the organizational structure of the wait list or policy changes regarding the wait list, provide a narrative detailing these changes.

HACSC will be examining and reviewing wait list policy as part of its Housing Resources and Voucher Allocation Policy.

III. PROPOSED MTW ACTIVITIES (HUD Approval Requested)

This section describes the new MTW activities that HACSC proposes to implement in FY2016.

Restriction on Head of Household Changes (Proposed Activity 2016-1)

DESCRIPTION OF MTW ACTIVITY

In an effort to encourage more families towards self-sufficiency, HACSC is proposing to implement an activity that will allow the Head of Household (HOH) to leave the program and transfer his or her voucher to a remaining non-elderly, non-disabled family member only if that family member joins HACSC's Family Self-Sufficiency (FSS) Program or any successor program. If the new HOH does not enroll in the FSS program, housing assistance will be terminated. In the rare case that this might occur, the household will be offered the opportunity to appeal the decision through the informal hearing process.

HUD regulations do not place any limitations on the length of the voucher term for families. Each family member is entitled to remain on the program under the voucher unless the voucher is terminated for non-compliance or the family's income is sustained for 180 days at a zero Housing Assistance Payment (HAP) level. This promotes the use of the voucher as a legacy for the lifetime of the youngest family member. HACSC believes that this proposed MTW activity will encourage more families to move towards economic self-sufficiency, thereby decreasing intergenerational transfers.

This activity is designed to be an encouragement to self-sufficiency. The new HOH who enrolls in the FSS program will have the opportunity to work with assigned case managers and set economic self-sufficiency goals. The objective is for these participants to utilize the program willingly. However, if the participant is unable to meet program requirements and/or drops out, similar to other FSS participants who enrolled voluntarily, they will not be terminated from Section 8 assistance. Participants will have to forfeit any escrow amount earned, but have the opportunity to remain on housing assistance.

RELATION TO STATUTORY OBJECTIVES

This activity addresses the statutory objective of encouraging more families to reach self-sufficiency by requiring their engagement in the Family Self Sufficiency program or any successor program, which encourages families to meet goals of obtaining employment and education.

ANTICIPATED IMPACT OF THE ACTIVITY

Through this activity, HACSC anticipates an increase in the number of families enrolled in the FSS program annually and, therefore, an increase in the number of families achieving gains in self-sufficiency. At present, there are 202 participants who have voluntarily enrolled in the FSS program. In FY2014, HACSC completed 107 non-elderly, non-disabled Head of Household

changes for various reasons. If all these new Head of Households enrolled in the FSS program, enrollment would increase to 309 families. HACSC expects the impact of this activity to vary annually based on the amount of HOH transfers completed and the number of FSS participants and graduates per year.

ANTICIPATED SCHEDULE FOR ACHIEVING THE STATED OBJECTIVES

To help ensure more families are working towards self-sufficiency, HACSC will immediately implement the requirement upon HUD’s approval of this activity.

It is important to note that because this activity will be based on the success of new families enrolled in the FSS program which has a five-year term, HACSC expects the full impact of this activity will not be realized until 2021 at the earliest (five years following implementation).

PROPOSED BASELINES, BENCHMARKS, METRICS and DATA COLLECTION

Data related to this activity will be collected and retrieved at least annually from the Agency’s electronic database. As this activity is implemented, HACSC may revise the activity’s metrics and further quantify and refine its performance baselines and benchmarks.

Activity 2016-1: Restriction on Head of Household Changes				
Unit of Measurement	Baseline	Benchmark	Projected Outcome	Benchmark Achieved?
SS #1: Increase in Household Income				
Average earned income of households affected by this policy in dollars (increase)	\$9,816	\$25,963	N/A	N/A
SS #2: Increase in Household Savings				
Average amount of savings/escrow of households (increase)	0	\$9,066	N/A	N/A
SS #3: Increase in Positive Outcomes in Employment Status				
Number of Head of Households employed	0*	32	N/A	N/A
Number of Head of Households employed full-time	N/A**			
Number of Head of Households employed part-time				
Number of Head of Households enrolled in an educational program	N/A***			
Number of Head of Households enrolled in job training program	N/A***			

Number of Head of Households unemployed	0*	9	N/A	N/A
Number of Head of Households in Other Category (ex: receiving SSI, Child Support, General Assistance, etc.)	0*	34	N/A	N/A
SS #4: Households Removed from Temporary Assistance for Needy Families (TANF)				
Number of households receiving TANF assistance (decrease)	0*	16	N/A	N/A
SS #5: Households Assisted by Services that Increase Self-Sufficiency				
Number of Households receiving services aimed to increase self-sufficiency (increase)	0	107****	N/A	N/A
SS #6: Reducing Per Unit Subsidy Costs for Participating Households				
Average amount of Section 8 and/or 9 subsidy per household affected by this policy in dollars (decrease)	\$1,276	\$1,276*****	N/A	N/A
SS #7: Increase in Agency Rental Revenue				
PHA rental revenue in dollars (increase)	\$8,065,166	\$8,065,166*****	N/A	N/A
SS #8: Households Transitioned to Self-Sufficiency				
Number of households transitioned to self-sufficiency (increase)	0	1	N/A	N/A

*Zero was used for baselines because this is a new activity and there are no participants who meet criteria yet. HACSC does not know the potential for job obtainment or decrease in unemployment and TANF enrollment.

** HACSC does not track whether employment is full-time or part-time.

***HACSC does not track whether a Head of Household is enrolled in an educational program and/or a job training program.

****Self-sufficiency is defined as households who leave assistance voluntarily, or after 180 days of zero Housing Assistance Payments.

*****HACSC does not anticipate that this activity will increase the Agency’s rental revenue or decrease the average Section 8 subsidy per household given the small amount of households that will be enrolled in FSS due to this activity. The “tenant rent share in dollars” amount is the **total** amount that households pay toward rent per month as of the beginning of FY2015.

AUTHORIZATION FOR THE ACTIVITY

The proposed activity is authorized in Attachment C, Paragraph E and waives certain provisions of Section 23 of the 1937 Act and 24 CFR 984 as necessary to implement HACSC’s MTW Plan.

RENT REFORM IMPACT ANALYSIS, HARDSHIP CASE CRITERIA, ANNUAL REEVALUATION AND TRANSITION PERIOD

This activity does not qualify as a rent reform activity.

IV. APPROVED MTW ACTIVITIES (HUD Approval Previously Granted)

To date, HACSC has had 34 activities approved by HUD. Of these, eight were closed out. The first four numbers of each activity signify the fiscal year in which each activity was approved. HACSC anticipates closing out two activities and placing two activities on hold during FY2016, as indicated in the activity status summaries. Except where indicated in the activity status explanation, HACSC does not anticipate any changes or modifications to the activities during the Plan year.

IMPLEMENTED ACTIVITIES

ACTIVITY 2009-1: REDUCED FREQUENCY OF TENANT REEXAMINATIONS

This activity, originally implemented in 2009, reduces the frequency of participant reexaminations in the voucher program. Participants with a fixed income are reexamined every three years and participants with a non-fixed income are reexamined every two years. In FY2015, HACSC added an amendment to this activity to include its four public housing units under the new reexamination schedule. By including its public housing units under the modified reexamination schedule, HACSC will be furthering administrative streamlining and labor savings for both its Section 8 and 9 programs.

There are no changes to the activity's metrics, baselines, or benchmarks. HACSC does not anticipate any non-significant changes or modifications to this activity and its authorizations during FY2016.

ACTIVITY 2009-2: EXPEDITING INITIAL ELIGIBILITY INCOME VERIFICATION PROCESS

This activity, implemented in FY2009, extends the timeframe of the application documents window from 60 days to 120 days.

Extending the documentation timeframe continues to provide administrative relief, both to applicants and to HACSC. With this activity, applicants do not need to continually provide updated documentation if the previously provided information becomes too old (dated older than 60 days) before voucher issuance. In FY2014, HACSC did not utilize the extended 120-day documents submission window.

There are no changes to the activity's metrics, baselines, or benchmarks. HACSC does not anticipate any non-significant changes or modifications to this activity and its authorizations during FY2016.

ACTIVITY 2009-3: REDUCED FREQUENCY OF INSPECTIONS

This activity was implemented in FY2009. Under this activity, HACSC conducts biennial inspections of assisted units occupied by MTW families. This activity was implemented to alleviate the staff time and administrative costs associated with conducting annual inspections.

In implementing this activity and in ongoing communication with owners and participants, staff continues to ensure that special inspections be conducted upon request.

HACSC will be closing this activity and will be reporting on it for the last time in the FY2015 MTW Report. Section 220 of the 2014 Appropriations Act allows PHAs to inspect assisted dwelling units biennially instead of annually. These changes have been authorized by HUD through revisions of Title 24 Code of Federal Regulations (CFR) Parts 5, 943, and 982.

There are no changes to the activity's metrics, baselines, or benchmarks. HACSC does not anticipate any non-significant changes or modifications to this activity and its authorizations.

ACTIVITY 2009-5: EXPLORING NEW HOUSING OPPORTUNITIES FOR THE CHRONICALLY HOMELESS

The Chronically Homeless Direct Referral (CHDR) program was originally launched in FY2011. The CHDR program increases housing choices and mobility by assisting the homeless population through a more targeted and efficient process than the standard voucher waiting list system. Following a housing-first model, identified chronically homeless families not on the voucher waiting list are referred for tenant-based housing assistance and connected to case management services with local service providers. Since the CHDR program's inception, 266 households have been housed. HACSC is currently working closely with community partners to allocate an additional 34 vouchers under the program (25 of which are set aside for Project-Based Voucher units under development).

There are no changes to the activity's metrics, baselines, or benchmarks. HACSC does not anticipate any non-significant changes or modifications to this activity and its authorizations during FY2016.

ACTIVITY 2009-8: 30-DAY REFERRAL PROCESS FOR PROJECT-BASED VACANCIES

This activity was implemented in FY2010, and allows owners to directly refer applicants after 30 days of unsuccessful attempts to fill the Project-Based Voucher (PBV) unit using referrals from the HACSC waiting list. This activity reduces the vacancy time for owners and the resultant loss in money thus ensuring the continuation of the PBV contract and the affordability of the units for low income households. In FY2015, HACSC conducted a workshop for PBV property owners and managers to educate them about the PBV program and HACSC's processes, including the referral process for filling vacancies.

HACSC does not anticipate any non-significant changes or modifications to this activity and its authorizations during FY2016. HACSC revised the metrics, baselines, and benchmarks to better measure the activity's efficiency and/or effectiveness in its FY2014 MTW Annual Report. The changes are reflected in the table below.

Activity 2009-8: 30-Day Referral Process for Project-Based Vacancies				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
CE #1: Agency Cost Savings				
Total cost of task in dollars (decrease).	\$35 per transaction	\$23 per transaction	\$23 per transaction	Yes
CE #2: Staff Time Savings				
Total time to complete the task in staff hours (decrease).	45 minutes per transaction	30 minutes per transaction	30 minutes per transaction	Yes

ACTIVITY 2009-9: UTILIZATION OF LOW INCOME HOUSING TAX CREDIT (LIHTC) TENANT INCOME CERTIFICATION (TIC) FOR INCOME AND ASSET VERIFICATION

This activity, first implemented in 2010, allows HACSC to utilize the owner-provided Tenant Income Certification (TIC) form required under the Low Income Housing Tax Credit (LIHTC) Program as its sole method for verification of the family’s income and assets when filling PBV vacancies for tax credit units. Prior to implementation, PBV units that utilized tax credits had to comply with both the Federal LIHTC regulations (Section 42 of the IRS Code) and the Section 8 PBV regulations (24 CFR 5.657, 5.659) simultaneously. HACSC currently uses property-owner TIC documentation for initial eligibility and at each regularly scheduled reexamination to verify assets and certify income eligibility for PBV participants.

There are no changes to the activity’s metrics, baselines, or benchmarks. HACSC does not anticipate any non-significant changes or modifications to this activity and its authorizations during FY2016.

ACTIVITY 2009-11: PROJECT-BASE 100% OF UNITS IN FAMILY PROJECTS

This activity was implemented in FY2010, and allows HACSC to project-base more than 25% of the units in an existing building in multi-family complexes without requiring participation in supportive services. Although supportive services are provided and families must be made aware of and encouraged to participate in these services offered by owners, participation is not mandatory. The activity increases housing choices for low-income families by making the units more attractive to families who may choose to not accept or do not need supportive services. It continues to reduce the administrative burden by removing the compliance monitoring that the Agency would need to do for families living in the “excepted” units (i.e. units above the 25% cap).

In early FY2015, HACSC project-based all ten (10) units at Eklund I, the last prior family public housing project eligible for this activity. Supportive services remain available on-site for four previously project-based family projects (Eklund I, Miramar Way, Julian Gardens, and Lucretia Gardens). There are no changes to the activity’s metrics, baselines, or benchmarks. HACSC does not anticipate any non-significant changes or modifications to this activity and its authorizations during FY2016.

ACTIVITY 2009-13: COMBINED WAITING LIST FOR THE COUNTY OF SANTA CLARA AND THE CITY OF SAN JOSÉ

In 1976, HACSC signed an agreement to administer the Housing Choice Voucher program on behalf of the City of San José. This agreement allows HACSC to operate under one Annual Plan, one Administrative Plan, and one combined MTW plan for both housing authorities. In accordance with this agreement, in FY2009, this activity was implemented to permit HACSC to waive regulation 24 CFR 982.404(f), and to continue to operate one combined waiting list for both the County of Santa Clara and the City of San Jose. This activity applies to allow HACSC to operate a joint waiting list for the Housing Choice Voucher (HCV) and the Project Based Voucher (PBV) Programs.

There are no changes to the activity's metrics, baselines, or benchmarks. HACSC does not anticipate any non-significant changes or modifications to this activity and its authorizations during FY2016.

ACTIVITY 2009-14: PAYMENT STANDARD CHANGES BETWEEN REGULAR REEXAMINATIONS

This activity, implemented in FY2010, allows HACSC to effectuate an immediate change in voucher size and its corresponding payment standard when changes in family composition or HACSC's subsidy size policy occur between regular reexaminations. If the application of the new payment standard results in a decrease in the tenant's rent portion, the interim reexamination effective date will be the first of the month following the change. If the application of the new payment results in an increase in the tenant's rent portion, the interim reexamination effective date will be the first of the month following a 30-day notice to the tenant and owner. This activity continues to result in Housing Assistance Payment (HAP) cost savings by enabling the new payment standards to take effect at the time of an interim reexamination rather than at the next regular reexamination.

There are no changes to the activity's metrics, baselines, or benchmarks. HACSC does not anticipate any non-significant changes or modifications to this activity and its authorizations during FY2016.

ACTIVITY 2010-2: EXCLUDING ASSET INCOME FROM INCOME CALCULATIONS FOR FAMILIES WITH ASSETS UNDER \$50,000

HACSC no longer calculates income received from family assets under \$50,000. Since implementation in FY2010, HACSC has reduced administrative costs through this activity. HACSC continues to save costs of staff time previously spent on this task.

There are no changes to the activity's metrics, baselines, or benchmarks. HACSC does not anticipate any non-significant changes or modifications to this activity and its authorizations during FY2016.

ACTIVITY 2010-3: APPLYING CURRENT INCREASED PAYMENT STANDARDS AT INTERIM REEXAMINATIONS

This MTW activity allows the application of the current payment standard (if the payment standard has increased since the family's last regular reexamination) to the rental assistance calculation at interim reexaminations. Since implementation in FY2010, HACSC has met the statutory objective of reducing administrative costs and increasing housing choice for low-income families. HACSC has realized savings in staff hours and cost of tasks. HACSC used this activity for the first time in several years during FY2015 when the payment standard was raised on October 1, 2014 and again on January 1, 2015. HACSC will report on the outcomes in its FY2015 MTW Report.

There are no changes to the activity's metrics, baselines, or benchmarks. HACSC does not anticipate any non-significant changes or modifications to this activity and its authorizations during FY2016.

ACTIVITY 2010-4: ALLOCATING PROJECT-BASED VOUCHERS TO HACSC-OWNED PROJECTS WITHOUT COMPETITION

This MTW activity was implemented in 2011, and allows the Agency to select HACSC-owned non-public housing sites for project-based assistance without a competitive process, saving both staff time through labor hours and increased costs through labor dollars that would be related to a competitive process. As a result of this activity, HACSC is able to cost-effectively and efficiently ensure that these project base units are available. HACSC did not use this activity in FY2014.

There are no changes to the activity's metrics, baselines, or benchmarks. HACSC does not anticipate any non-significant changes or modifications to this activity and its authorizations during FY2016.

ACTIVITY 2011-1: STREAMLINED APPROVAL PROCESS FOR EXCEPTION PAYMENT STANDARD FOR REASONABLE ACCOMMODATION – HCV

This activity, implemented in FY2011, allows HACSC to approve any requests for an exception payment standard above 110 percent (but not to exceed 120 percent) of the published Fair Market Rent (FMR) as a reasonable accommodation for persons with disabilities. This activity continues to improve HACSC's responsiveness to the needs of families with members who have disabilities, which provides increased housing choices by enabling them to secure an accessible unit more expeditiously.

There are no changes to the activity's metrics, baselines, or benchmarks. HACSC does not anticipate any non-significant changes or modifications to this activity and its authorizations during FY2016.

ACTIVITY 2011-2: SIMPLIFY REQUIREMENTS REGARDING THIRD-PARTY INSPECTIONS AND RENT SERVICES

HACSC implemented this activity in FY2011 in order to waive the regulatory requirement in which HUD must approve a designated, qualified independent agency to conduct Housing Quality Standards (HQS) inspection and rent reasonableness services for HACSC-owned units. This qualified independent agency conducts both initial and regularly scheduled HQS inspections, as well as rent reasonable services for initial contracts and requested rent adjustments for HACSC-owned or -controlled properties. In addition, this activity has allowed HACSC to waive the second part of the HUD regulation that requires the independent agency to supply copies of each inspection report and rent reasonableness determination to the HUD field office. HACSC continues to realize the ongoing benefits associated with reduced costs and administrative streamlining related to this activity.

There are no changes to the activity's metrics, baselines, or benchmarks. HACSC does not anticipate any non-significant changes or modifications to this activity and its authorizations during FY2016.

ACTIVITY 2012-2: MINIMUM TWO-YEAR OCCUPANCY IN PROJECT-BASED UNIT

The purpose of the activity is to enhance the occupancy stability in the PBV program, which will result in reduced staff time spent processing PBV move-outs and vacancy outreach. Project-based participants are required to remain in their PBV units for a minimum of two years prior to becoming eligible to request a tenant-based voucher to move with continued assistance. The activity does not apply to families: (1) with an approved reasonable accommodation that requires them to move, (2) who experience a change in family composition that affects unit size, (3) who present other compelling reasons to move out, or (4) who request a move under Violence Against Women Act (VAWA).

In November 2014, HACSC began implementing this activity. HACSC has created its own PBV Statement of Family Responsibility and PBV Tenancy Addendum forms to replace the HUD forms. HACSC versions remain the same as the HUD versions except for the stipulation on the two-year PBV residency requirement.

There are no changes to the activity's metrics, baselines, or benchmarks. HACSC does not anticipate any non-significant changes or modifications to this activity and its authorizations during FY2016.

ACTIVITY 2012-3: CREATE AFFORDABLE HOUSING ACQUISITION AND DEVELOPMENT FUND

This activity, implemented in FY2012, allows HACSC to use MTW funds to pursue opportunities to build new affordable rental housing units through the acquisition of existing land and/or funding the development of units for new construction or rehabilitation. To date, HACSC has used \$5.74 million to purchase 777 Park Avenue in San José, which is currently entitled for the construction of 180 units (100 senior; 80 family units). HACSC also loaned another developer \$5,760,000 for the construction of 74 affordable units, which was completed and fully leased

during the plan year. HACSC waitlist families enjoyed a preference in the leasing process, and 44 of the 74 families leased up at project opening were from HACSC's waitlist.

HACSC will apply for financing for the Park Avenue project during the plan year, and is hoping to have construction completed and ready for lease in the fall of 2017. Once Park Avenue is complete, HACSC will have met its goal to increase the supply of quality affordable housing. This activity also serves the objective of cost savings because it has and will leverage additional development funds.

There are no changes to the activity's metrics, baselines, or benchmarks. HACSC does not anticipate any non-significant changes or modifications to this activity and its authorizations during FY2016.

ACTIVITY 2012-4: CREATE AFFORDABLE HOUSING PRESERVATION FUND FOR HACSC AND AFFILIATE OWNED PROPERTIES

HACSC proposed to use MTW funds to assist in its preservation activities and to support the asset management staff that has oversight of the affordable units. The preservation activities include using MTW funds for expenses incurred in rehabilitating the units to extend their useful life and affordability, or to acquire the property or limited partner's interest at the end of the tax credit period to maintain the asset's affordability into the future, or pay off existing loans in order to leverage additional financing. To date, HACSC has used MTW funds to pay HUD loans on two properties that were rehabilitated, Clarendon and Bendorf (formerly known as Villa San Pedro and Villa Garcia).

HACSC has accumulated non-federal funds from its development activities that are used to support its preservation activities, however, they are one-time funds that are not appropriate for use to pay recurring asset management staffing costs. As long as the costs of the preservation activities remain fairly modest, HACSC does not have an immediate need to use additional MTW funds for HACSC's preservation efforts. However, HACSC will continue to use MTW funds to support (in part) the costs of the asset management staff that oversee property management activities, ensure the portfolio's compliance with funding requirements, and undertake the long-range planning and risk analysis associated with the affordable housing portfolio.

HACSC leveraged \$35,600,000 in additional funds (with \$2,270,000 in prior loans remaining in place) for Bendorf and \$24,010,000 in additional funds for Clarendon.

In HACSC's FY2014 MTW Report, the Agency reported \$367,000 in the metrics as an outcome, which was the actual amount spent to leverage the \$59.6 million. The outcome in the metric has been updated from \$367,000 to \$59.6 million to reflect the actual amount of funds leveraged for the rehabilitation and preservation of 178 affordable housing units. In addition, HACSC has adjusted the number of housing units preserved for this activity from 277 units to 178 units to reflect only those units funded by MTW funds.

There are no changes to the activity's metrics, baselines, or benchmarks. HACSC does not anticipate any non-significant changes or modifications to this activity and its authorizations during FY2016.

ACTIVITY 2013-1: ELIMINATION OF THE EARNED INCOME DISALLOWANCE (EID) CALCULATION

This activity eliminates the HUD-mandated Earned Income Disallowance (EID) calculation. With federal sequestration in FY2013, HACSC placed utilizing this activity on hold. The agency implemented this activity in early FY2015 and will describe its progress in the FY2015 MTW Report.

There are no changes to the activity's metrics, baselines, or benchmarks. HACSC does not anticipate any non-significant changes or modifications to this activity and its authorizations during FY2016.

ACTIVITY 2014-3: FREEZE ON CONTRACT RENT INCREASES

Implemented in FY2014, this activity imposed a freeze on any owner requested rent increases for one year effective September 2013 through August 2014. Effective September 1, 2014, HACSC lifted the freeze and accepted owner requested rent increases again. Subsequent freezes on owner requested rent increases are subject to HACSC's Board of Commissioners' approval and are limited to a one-year term. This activity helped reduce costs by controlling increases to Housing Assistance Payments (HAP) while reducing labor costs, but had negative effects on owner retention. HACSC will report further on this in its FY2015 MTW Report.

There are no changes to the activity's metrics, baselines, or benchmarks. HACSC does not anticipate any non-significant changes or modifications to this activity and its authorizations during FY2016.

ACTIVITY 2014-4: INCREASED TENANT CONTRIBUTION—UP TO 35% OF GROSS INCOME

This activity simplified the calculation of Total Tenant Payment (TTP) by removing all standard deductions and allowances and calculating a TTP between 30% and 35% of the gross monthly income or \$50 (minimum rent), whichever is higher. The activity, proposed and implemented in FY2014, also eliminated the inclusion of a utility allowance in the tenant rent calculation. The initial implementation of this activity increased the TTP to 35% as a cost-saving measure in response to diminished funds resulting from federal sequestration. In September 2014, the TTP was reduced to 32%. HACSC re-proposed this activity last year to include its four public housing units. This activity provided significant costs savings to HACSC by reducing the amount of Housing Assistance Payment (HAP) the Agency pays. Additionally, the simplified calculation freed up staff hours by streamlining this task.

There are no changes to the activity's metrics, baselines, or benchmarks. HACSC does not anticipate any non-significant changes or modifications to this activity and its authorizations during FY2016.

ACTIVITY 2015-2: PROJECT BASED VOUCHER INSPECTION SELF-CERTIFICATION

This activity was approved and implemented in FY2015 and allows Project Based Voucher owners and tenants to self-certify the correction of reported HQS deficiencies within the 30-day timeframe. This activity waives the regulatory requirement for only non-life threatening deficiencies. This activity reduces expenditures by eliminating the scheduling and conducting of a recheck inspection to determine if necessary repairs were made. HACSC has revised its Administrative Plan to reflect the change in policy as a result of the approval of this activity.

There are no changes to the activity's metrics, baselines, or benchmarks. HACSC does not anticipate any non-significant changes or modifications to this activity and its authorizations during FY2016.

ACTIVITY 2015-3: MODIFIED ELDERLY DEFINITION FOR PBV

HUD currently defines elderly to be persons aged 62 year or older and elderly families to those whose head, spouse or co-head are 62 years of age or older. This activity, implemented in FY2015, modifies the age, for the Project Based Voucher (PBV) program, at which a person or family is considered elderly from persons aged 62 or older to persons aged 55 or older in order to align with the definition used by a number of affordable housing developments in the area. Therefore, PBV sites which define elderly as 55 years of age and older are considered an elderly property. This change in the definition allows HACSC to refer a larger pool of applicants (any family with Head of Household or Spouse aged 55 and older) from its PBV waiting list to fill vacancies in these units and will allow the Agency to project-base 100% of the units in a project with aged 55 or older limitations (project is not subject to the 25% PBV per project cap). HACSC is realizing benefits from this activity and will report fully on whether its objectives were met through this activity in its FY2015 MTW Report.

There are no changes to the activity's metrics, baselines, or benchmarks. HACSC does not anticipate any non-significant changes or modifications to this activity and its authorizations during FY2016.

ACTIVITIES NOT YET IMPLEMENTED

ACTIVITY 2014-1: FOCUS FORWARD PROGRAM

In FY2014, HACSC proposed a pilot program as an alternative to the HUD Family Self Sufficiency (FSS) Program. The proposed 'Focus Forward' program aimed to provide more focused and meaningful case management (with a smaller client to case manager ratio), accelerated program timelines and immediate and ongoing monetary incentives to enrolled households through a tiered rent schedule. However, with the implementation of Activity 2014-4: Increased Tenant Contribution (Up to 35% of Gross Income), it was determined that the Focus Forward program would have to be over-hauled to align its rent calculation method and monetary incentives with the rent simplification process of Activity 2014-4.

During FY2016, HACSC expects to be fully committed to designing and implementing the HRVAP policies (see Section I of this Plan for a full description of the activities related to this process) beginning with the outreach efforts starting in February 2015. However, starting in the fall of 2015, HACSC will re-design the Focus Forward program and re-propose the new program to HUD in the future, as early as FY2017. Until a successor program is created, approved, and implemented, HACSC will continue to keep the current FSS program open and operating.

There are no changes to the activity's metrics, baselines, or benchmarks. HACSC does not anticipate any non-significant changes or modifications to this activity and its authorizations during FY2016.

ACTIVITY 2014-2: ELIMINATE REQUIREMENT TO RE-DETERMINE RENT REASONABLENESS WHEN HUD DECREASES FAIR MARKET RENTS (FMRS)

This activity eliminates the HUD requirement to re-determine the rent reasonableness of affected units within 60 days of the contract anniversary date when HUD reduced FMRs by 5% or more. HACSC expects that it will save money on staff time required for FMR analysis, comparison database upkeep, and reexamination processes. HACSC has yet to implement this activity because HUD has not decreased FMRs since the activity was approved. HACSC plans to implement this activity upon the event that HUD reduces FMRs by 5 percent or more.

There are no changes to the activity's metrics, baselines, or benchmarks. HACSC does not anticipate any non-significant changes or modifications to this activity and its authorizations during FY2016.

ACTIVITIES ON HOLD

ACTIVITY 2010-5: ASSISTING OVER-INCOME FAMILIES RESIDING AT HACSC-OWNED PROJECT-BASED VOUCHER PROPERTIES

This activity waives PBV regulations relating to preference for in-place families in order to continue to commit tax-exempt bonds and tax credits to the disposed public housing properties. Families with income below the PBV limit but above the tax-credit limit will receive Section 8 voucher and relocation assistance. This activity helps maintain the affordability of units that would otherwise become unaffordable to very-low income families by applying tax credits in unison with PBV assistance. It also increases housing choices for low-income families by preserving and improving the affordable housing stock in Santa Clara County.

This activity was implemented in FY2011. Since its implementation HACSC has had no need to use this waiver as no families have exceeded the income threshold. Only one public housing project (Deborah Drive) remains that could potentially benefit from this activity and there are no plans at this time to dispose of this property. Therefore, HACSC has placed this activity on hold indefinitely but could re-implement when the last public housing project is disposed.

There are no changes to the activity's metrics, baselines, or benchmarks. HACSC does not anticipate any non-significant changes or modifications to this activity and its authorizations.

ACTIVITY 2012-5: EXPAND TENANT SERVICES AT HACSC- OR AFFILIATE-OWNED AFFORDABLE HOUSING PROPERTIES

This activity, which was implemented in FY2012, allowed HACSC to use its MTW funding flexibility to expand its provision of programs and services for tenants living in HACSC- or affiliate-owned non-Section 8/9 affordable rental properties. HACSC anticipated tenants to gain some or all of the necessary skills to address daily living requirements, maintain housing, and, for work-able residents, possibly re-enter or move up in the work force.

HACSC is placing this activity on hold because in FY2016 the Agency does not expect to utilize MTW funds for programs and services expansions at its non-Section 8/9 rental properties. Therefore, there is no implementation timeline. If non-MTW funding sources are exhausted, HACSC will re-implement this activity.

There are no changes to the activity’s metrics, baselines, or benchmarks. HACSC does not anticipate any non-significant changes or modifications to this activity and its authorizations.

CLOSED OUT ACTIVITIES

ACTIVITY	WHY THE ACTIVITY WAS CLOSED	YEAR CLOSED
2009-4: Timeline to Correct HQS Deficiencies	Handhelds are now utilized by the inspections team at every regularly scheduled inspection. These devices are capable of recording the non-life threatening deficiency directly into the newly implemented software, which then immediately generates the deficiency notification letter. There is no longer a lag time between the date of the inspection and the date of the letter.	This activity was closed out in FY2012
2009-6: 20% Sample Inspections Annually for PBV Units	After the approval of this activity, HUD issued PIH Notice 2008-14, in which HUD stipulates that a PHA may now renew or extend Project-Based Certificate Housing Assistance Payment (HAP) contracts as Project-Based Voucher HAP contracts in accordance with the regulations governing the PBV program at 24 CFR Part 983. This activity was never implemented.	This activity was closed out in FY2009
2009-7: Project-Based Unit Substitution	After the approval of this activity, HUD issued PIH Notice 2008-14, in which HUD stipulates that a PHA may now renew or extend Project-Based Certificate Housing Assistance Payment (HAP) contracts as Project-Based Voucher HAP contracts in accordance with the regulations governing the PBV program at 24 CFR Part 983. Therefore, this activity was never implemented.	This activity was closed out in FY2009

ACTIVITY	WHY THE ACTIVITY WAS CLOSED	YEAR CLOSED
2009-12: Adopt Investment Policies	<p>HACSC’s Board of Commissioners annually adopts investment policies in accordance with the California Government Code (CGC) Sections 5922 and 53601. California law, which HACSC cannot waive, is consistent with and in fact more restrictive than the provisions of federal regulations Section 6 (c) (4) of the 1937 Act and 24 CFR 982.156. Therefore, this activity was never implemented.</p>	This activity was closed out in FY2009
2010-1: Eliminating 100% Excluded Income from the Income Calculation Process	<p>With the publication of PIH Notice 2013-4, issued January 28, 2013, the verification and calculation of 100% excluded income is no longer required. Therefore, HACSC eliminated this activity in FY2013. This activity saved labor time and costs.</p>	This activity was closed out in FY2013
2012-1: Create Standard Utility Allowance Schedule	<p>Approved and implemented Activity 2014-4 which simplifies the rent calculation method also includes the elimination of utility allowances. Because of Activity 2014-4, MTW Activity 2012-1 is no longer necessary and was closed out prior to implementation.</p>	This activity was closed out in FY2013
2015-1: Using UPCS or Local Inspection Standards to Determine Housing Quality Standards	<p>On June 25, 2014, HUD published in the Federal Register that, effective July 1, 2014, “A PHA may comply with the biennial inspection requirement through reliance upon an inspection conducted for another housing assistance program. If a PHA relies on an alternative inspection to fulfill the biennial inspection requirement for a particular unit, then the PHA must identify the alternative standard in its administrative plan.” Therefore, this activity was closed without implementation because HUD’s directive superseded this activity.</p>	This activity was closed out in FY2015

V. MTW SOURCES AND USES OF FUNDS

V.1.Plan.Sources and Uses of MTW Funds

A. MTW Plan: Sources and Uses of MTW Funds

Estimated Sources of MTW Funding for the Fiscal Year 2016-Traditional Activities

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

Sources		
FDS Line Item	FDS Line Item Name	Dollar Amount
70500 (70300+70400)	Total Tenant Revenue	\$20,400
70600	HUD PHA Operating Grants	\$257,615,024
70610	Capital Grants	\$0
70700 (70710+70720+70730+70740+70750)	Total Fee Revenue	\$0
71100+72000	Interest Income	\$5,675
71600	Gain or Loss on Sale of Capital Assets	\$0
71200+71300+71310+71400+71500	Other Income	\$155,580
70000	Total Revenue	\$257,796,679

Note 1 - Source In Analysis :

70600-HUD PHA Operating Grants \$257,615,024:

This FDS line represents the sum of the following: (1) Public Housing Operating Subsidy Income \$13,788 and (2) Section 8 MTW Admin Fee & HAP Earned, \$257,601,236.

7120+71300+71310+71400+71500 - Other Income \$155,580:

This FDS line represents the sum of the following: (1) Land lease \$129,851, (2) ground lease \$20,000 , (3) Laundry receipts \$389 and (4) other miscellaneous income \$5,340

Estimated Uses of MTW Funding for the Fiscal Year 2016-Traditional Activities

PHAs shall provide the estimated uses and amounts of MTW spending by FDS line item.

Uses		
FDS Line Item	FDS Line Item Name	Dollar Amount
91000 (91100+91200+91400+91500+91600+91700+91800+91900)	Total Operating - Administrative	\$18,841,373
91300+91310+92000	Management Fee Expense	\$0
91810	Allocated Overhead	\$0
92500 (92100+92200+92300+92400)	Total Tenant Services	\$2,270
93000 (93100+93600+93200+93300+93400+93800)	Total Utilities	\$6,658
93500+93700	Labor	\$0
94000 (94100+94200+94300+94500)	Total Ordinary Maintenance	\$15,881
95000 (95100+95200+95300+95500)	Total Protective Services	\$250
96100 (96110+96120+96130+96140)	Total insurance Premiums	\$414,132
96000 (96200+96210+96300+96400+96500+96600+96800)	Total Other General Expenses	\$633,106
96700 (96710+96720+96730)	Total Interest Expense and Amortization Cost	\$43,150
97100+97200	Total Extraordinary Maintenance	\$0
97300+97350	Housing Assistance Payments + HAP Portability-In	\$218,479,862
97400	Depreciation Expense	\$77,696
97500+97600+97700+97800	All Other Expenses	\$0
90000	Total Expenses	\$238,514,378

Describe the Activities that Will Use Only MTW Single Fund Flexibility

The MTW Agreement allows HACSC to combine public housing operating and capital funds, including development and Replacement Housing Factor (RHF)/Demolition and Disposition Transition Fund (DDTF) funds, provided under Section 9, and tenant-based voucher program funds provided under Section 8 of the 1937 Act into a single, authority-wide funding source.

Funding flexibility may be used to provide additional services to program participants and owners, and increased staff, owner, and participant training and enrichment opportunities through HACSC's Moving to Work University Program.

HACSC used its MTW Single Fund Flexibility to hire a consultant for the Housing Resources Voucher Allocation Policy (HRVAP) project.

Finally, funding flexibility may be used to support the Agency's preservation and development activities, primarily through asset management and development team support.

Note 2 - Source Out Analysis :

910000 - Total Operating - Administrative \$18,841,373:

This FDS line represents operation , administrative and allocated overhead/support department costs.

91810 - Allocated Overhead - \$0:

Because the Housing Authority reports its financial statements under the "Non-Asset Management with COCC/Elimination" model, the Agency reports overhead (indirect costs) under FDS line 91900 -Other instead of FDS line 91810 -Allocated Overhead.

96100-Total Insurance Premiums \$414,132:

This FDS line is consisted of \$264K liability insurance and \$150K worker's compensation insurances.

96000 - Total Other General Expenses - \$747,506:

This FDS line is comprised of (1) \$535K compensated (vacation/sick) absences, (2) \$96K admin fee port out (3) \$114K capital expenditure, and (4) \$2K payment In Lieu of Taxes.

97300+97350 - Housing Assistance Payments + HAP Portability-In \$218,479,862:

This FDS line represents the HAP paid out of \$218,479,862.

HAP Portability -It is not budgeted in FY2016 as HACSC is going to absorb all future incoming portabilities.

Note 3 - Net Balance Analysis :

We request to add FDS line item "10010 Operating transfer in & 10020 Operating transfer out" to report **\$19,282,301** the net change in fund balance. Technically, this would meet the requirement to match total 'Sources In' to total 'Sources Out'. For Fiscal Year 2016, the net balance of MTW funding, \$19,282,301 will be used to fund the following :

I - Asset Management (Local Program)-Transfer of \$919,692: In accordance with Non-Traditional MTW Activity 2012-4, established under Preservation Fund to provide funding for activities that preserve stable, quality affordable housing to people with low and moderate incomes., the transfer of \$919,672 is for subsidizing the expenditures of the Asset Management and Other Preservation Activities of qualifying low-income housing units of properties that are owned and operated by HACSC and/or affiliated entities.

II- Activity 2012-4- Preservation Fund - \$1.5 M: Per the HACSC Board's approval on June 10, 2014, \$1.5 out of \$5 million approved from HACSC Board on June 10, 2014, of Section 8 MTW funds will be transferred to Preservation Funds (Activity 2012-4) for predevelopment and rehabilitation of Blossom River.

III - Transfer out to support other federal programs projected operating deficits - \$ 120,394: As per HACSC's FY 2016 projected Budget, \$120,394 will be transferred out of Section 8 MTW funds to support operating deficits of federal programs: VASH \$15,966 and ROSS \$104,428.

IV - MTW Reserves - \$16,742,215: Remaining balance of \$16,627,815 will be held as MTW reserves.

Finally, we request to add balance sheet FDS line items to report capital needs in the total uses of funds. In addition, we note that, in our opinion, depreciation expenses are not required in the Sources and Uses report because it is not a source of cash; but instead it should have a corresponding FDS line for capital expenditures.

V.2.Plan.Local Asset Management Plan	
B. MTW Plan: Local Asset Management Plan	
Is the PHA allocating costs within statute?	<input checked="" type="checkbox"/> Yes or <input type="checkbox"/>
Is the PHA implementing a local asset management plan (LAMP)?	<input type="checkbox"/> or <input checked="" type="checkbox"/> No
<p>If the PHA is implementing a LAMP, it shall be described in an appendix every year beginning with the year it is proposed and approved. The narrative shall explain the deviations from existing HUD requirements and should be updated if any changes are made to the LAMP.</p>	
Has the PHA provided a LAMP in the appendix?	<input type="checkbox"/> or <input checked="" type="checkbox"/> No
<p>HACSC does not have a Local Asset Management Plan.</p>	

VI. ADMINISTRATIVE

A. BOARD RESOLUTION ADOPTING THE 2016 ANNUAL MTW PLAN CERTIFICATION OF COMPLIANCE

The Board Resolution approving the FY2016 MTW Plan is attached as Appendix One to this document.

B. PUBLIC REVIEW PROCESS FOR THE 2016 ANNUAL MTW PLAN

HACSC's FY2016 MTW Annual Plan was made available for public review from February 23, 2015 through March 24, 2015. In addition to HACSC's regular Board of Commissioner's Meetings, where the public may comment on the MTW Plan, three specific MTW Plan stakeholder meetings were held: one on January 27, 2015, and two on January 29, 2015. A total of 14 people attended these stakeholder meetings. The public hearing for the Plan was held on March 9, 2015.

C. PLANNED OR ONGOING AGENCY-DIRECTED EVALUATIONS OF HACSC'S MTW DEMONSTRATION

In FY2016, HACSC will continue to refine its approach to data gathering and monitoring of MTW activities and their impacts on stated goals and objectives.

D. ANNUAL STATEMENT/PERFORMANCE AND EVALUATION REPORT FOR MTW AND NON-MTW CAPITAL FUND GRANTS

Statements are provided in Appendix Two.

APPENDIX ONE: RESOLUTION NO. 15-05

RESOLUTION NO. 15-05

**RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF SANTA CLARA
APPROVING THE FY2016 MOVING TO WORK ANNUAL PLAN**

WHEREAS, the Housing Authority of the County of Santa Clara and the Housing Authority of the City San José, collectively referred to as the Housing Authority of the County of Santa Clara (**HACSC**), each entered into a ten-year Moving To Work (**MTW**) Agreement with the U.S. Department of Housing and Urban Development (**HUD**) in 2008; and,

WHEREAS, as a Moving to Work Agency, HACSC is required to prepare a draft Annual MTW Plan (**Plan**), to solicit comments and conduct a public hearing on the Plan, and to make certain certifications submit such Annual Plan after approval by its Board of Commissioners; and ,

WHEREAS, HACSC posted its draft FY2016 Moving to Work Annual Plan for public review on its website and in its public lobby from February 22, 2015 through March 24, 2015, solicited public comment at three public meetings and conducted a public hearing on the Plan on March 9, 2015; and,

WHEREAS, the Board has reviewed the Plan, comments received and required certifications;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the County of Santa Clara hereby:

1. Approves the Fiscal Year 2016 Moving to Work Annual Plan for the Housing Authority of the County of Santa Clara and the Housing Authority of the City of San José; and,
2. Certifies the statements in the attached Certifications of Compliance with Regulations to be true and authorizes the Chair of the Commission to sign the Certifications of Compliance on behalf of the Housing Authority of the County of Santa Clara and the Housing Authority of the City of San José; and,
3. Delegates authority to the Executive Director or his designee to approve revisions to HACSC's Administrative Plan that may be required to implement approved FY2016 MTW Activities.

PASSED AND ADOPTED by the Board of Commissioners of the Housing Authority of the County of Santa Clara, State of California, on March 24, 2015, held at 505 W.

Julian Street, City of San Jose, State of California, upon motion from Commissioner
O'Neal
Lawton and seconded by Commissioner
_____ with the following vote:

AYES: Chair Espinoza Howard, Vice chair Andersen, Commissioner O'Neal
Commissioner Chang, Commissioner Lawton, Commissioner Tongu

NAYS:
ABSTAIN:
ABSENT:

Kathy Espinoza-Howard
Kathy Espinoza-Howard, Chair

ATTEST:

Alex Sanchez
Alex Sanchez, Secretary/Executive Director

Form 50900: Elements for the Annual MTW Plan and Annual MTW Report

Attachment B

Certifications of Compliance

Annual Moving to Work Plan
Certifications of Compliance

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

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

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the Annual Moving to Work Plan for the PHA fiscal year beginning July 1, 2015, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The PHA published a notice that a hearing would be held, that the Plan and all information relevant to the public hearing was available for public inspection for at least 30 days, that there were no less than 15 days between the public hearing and the approval of the Plan by the Board of Commissioners, and that the PHA conducted a public hearing to discuss the Plan and invited public comment.
2. The PHA took into consideration public and resident comments (including those of its Resident Advisory Board or Boards) before approval of the Plan by the Board of Commissioners or Board of Directors in order to incorporate any public comments into the Annual MTW Plan.
3. The PHA certifies that the Board of Directors has reviewed and approved the budget for the Capital Fund Program grants contained in the Capital Fund Program Annual Statement/Performance and Evaluation Report, form HUD-50075.1.
4. The PHA will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
5. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
6. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
7. The PHA will affirmatively further fair housing by examining its programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
9. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
10. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
11. The PHA will comply with requirements with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.
12. The PHA will comply with requirements with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment and implementing regulations at 49 CFR Part 24.

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

13. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
15. The PHA will provide HUD or the responsible entity any documentation needed to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58. Regardless of who acts as the responsible entity, the PHA will maintain documentation that verifies compliance with environmental requirements pursuant to 24 Part 58 and 24 CFR Part 50 and will make this documentation available to HUD upon its request.
16. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
17. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
18. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.
19. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments) and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
20. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the Moving to Work Agreement and Statement of Authorizations and included in its Plan.
21. All attachments to the Plan have been and will continue to be available at all times and all locations that the Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its Plan and will continue to be made available at least at the primary business office of the PHA.

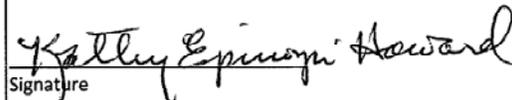
Housing Authority of the City of San Jose
PHA Name

CA-056
PHA Number/HA Code

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Kathy Espinoza-Howard
Name of Authorized Official

Chair, Board of Commissioners
Title


Signature

3/24 /15
Date

*Must be signed by either the Chairman or Secretary of the Board of the PHA's legislative body. This certification cannot be signed by an employee unless authorized by the PHA Board to do so. If this document is not signed by the Chairman or Secretary, documentation such as the by-laws or authorizing board resolution must accompany this certification.

Form 50900: Elements for the Annual MTW Plan and Annual MTW Report

Attachment B

Certifications of Compliance

**Annual Moving to Work Plan
Certifications of Compliance**

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

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

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the Annual Moving to Work Plan for the PHA fiscal year beginning July 1, 2015, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The PHA published a notice that a hearing would be held, that the Plan and all information relevant to the public hearing was available for public inspection for at least 30 days, that there were no less than 15 days between the public hearing and the approval of the Plan by the Board of Commissioners, and that the PHA conducted a public hearing to discuss the Plan and invited public comment.
2. The PHA took into consideration public and resident comments (including those of its Resident Advisory Board or Boards) before approval of the Plan by the Board of Commissioners or Board of Directors in order to incorporate any public comments into the Annual MTW Plan.
3. The PHA certifies that the Board of Directors has reviewed and approved the budget for the Capital Fund Program grants contained in the Capital Fund Program Annual Statement/Performance and Evaluation Report, form HUD-50075.1.
4. The PHA will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
5. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
6. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
7. The PHA will affirmatively further fair housing by examining its programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
9. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
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OMB Control Number: 2577-0216
Expiration Date: 5/31/2016

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- 15. The PHA will provide HUD or the responsible entity any documentation needed to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58. Regardless of who acts as the responsible entity, the PHA will maintain documentation that verifies compliance with environmental requirements pursuant to 24 Part 58 and 24 CFR Part 50 and will make this documentation available to HUD upon its request.
- 16. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
- 17. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
- 18. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.
- 19. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments) and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
- 20. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the Moving to Work Agreement and Statement of Authorizations and included in its Plan.
- 21. All attachments to the Plan have been and will continue to be available at all times and all locations that the Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its Plan and will continue to be made available at least at the primary business office of the PHA.

Housing Authority of the County of Santa Clara
PHA Name

CA-059
PHA Number/HA Code

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Kathy Espinoza-Howard
Name of Authorized Official

Chair, Board of Commissioners
Title


Signature

3/24/15
Date

*Must be signed by either the Chairman or Secretary of the Board of the PHA's legislative body. This certification cannot be signed by an employee unless authorized by the PHA Board to do so. If this document is not signed by the Chairman or Secretary, documentation such as the by-laws or authorizing board resolution must accompany this certification.

APPENDIX TWO: CAPITAL IMPROVEMENT PROGRAM STATEMENTS

2015 Capital Fund

Capital Fund Program (CFP) Amendment

To The Consolidated Annual Contributions Contract (form HUD-53012)

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

Whereas, (Public Housing Authority) HOUSING AUTHORITY OF THE COUNTY SANTA CLARA CA059 (herein called the "PHA") and the United States of America, Secretary of Housing and Urban Development (herein called "HUD") entered into Consolidated Annual Contributions Contract(s) ACC(s) Number(s) SF-1533 dated 2/17/1979

Whereas, HUD has agreed to provide CFP assistance, upon execution of this Amendment, to the PHA in the amount to be specified below for the purpose of assisting the PHA in carrying out development, capital and management activities at existing public housing projects in order to ensure that such projects continue to be available to serve low-income families. HUD reserves the right to provide additional CFP assistance in this FY to the PHA. HUD will provide a revised ACC Amendment authorizing such additional amounts.

\$ \$255,197.00 for Fiscal Year 2015 to be referred to under Capital Fund Grant Number CA39P05950115
PHA Tax Identification Number (TIN): On File DUNS Number: On File

Whereas, HUD and the PHA are entering into the CFP Amendment Number _____

Now Therefore, the ACC(s) is (are) amended as follows:

- The ACC(s) is (are) amended to provide CFP assistance in the amount specified above for development, capital and management activities of PHA projects. This CFP Amendment is a part of the ACC(s).
- The PHA must carry out all development, capital and management activities in accordance with the United States Housing Act of 1937 (the Act), 24 CFR Part 905 (the Capital Fund Final rule) published at 78 Fed. Reg. 63748 (October 24, 2013), as well as other applicable HUD requirements, except that the limitation in section 9(g)(1) of the Act is increased such that of the amount of CFP assistance provided for under this CFP amendment only, the PHA may use no more than 25 percent for activities that are eligible under section 9(e) of the Act only if the PHA's HUD-approved Five Year Action Plan provides for such use; however, if the PHA owns or operates less than 250 public housing dwelling units, such PHA may continue to use the full flexibility in section 9(g)(2) of the Act.
- The PHA has a HUD-approved Capital Fund Five Year Action Plan and has complied with the requirements for reporting on open grants through the Performance and Evaluation Report. The PHA must comply with 24 CFR 905.300 of the Capital Fund Final rule regarding amendment of the Five Year Action Plan where the PHA proposes a Significant Amendment to the Capital Fund Five Year Action Plan.
- For cases where HUD has approved a Capital Fund Financing Amendment to the ACC, HUD will deduct the payment for amortization scheduled payments from the grant immediately on the effective date of this CFP Amendment. The payment of CFP funds due per the amortization scheduled will be made directly to a designated trustee within 3 days of the due date.
- Unless otherwise provided, the 24 month time period in which the PHA must obligate this CFP assistance pursuant to section 9(j)(1) of the Act and 48 month time period in which the PHA must expend this CFP assistance pursuant to section 9(j)(5) of the Act starts with the effective date of this CFP amendment (the date on which CFP assistance becomes available to the PHA for obligation). Any additional CFP assistance this FY will start with the same effective date.
- Subject to the provisions of the ACC(s) and paragraph 3, and to assist in development, capital and management activities, HUD agrees to disburse to the PHA or the designated trustee from time to time as needed up to the amount of the funding assistance specified herein.
- The PHA shall continue to operate each public housing project as low-income housing in compliance with the ACC(s), as amended, the Act and all HUD regulations for a period of twenty years after the last disbursement of CFP assistance for modernization activities for each public housing project or portion thereof and for a period of forty years after the last distribution of CFP

assistance for development activities for each public housing project and for a period of ten years following the last payment of assistance from the Operating Fund to each public housing project. However, the provisions of Section 7 of the ACC shall remain in effect for so long as HUD determines there is any outstanding indebtedness of the PHA to HUD which arose in connection with any public housing project(s) under the ACC(s) and which is not eligible for forgiveness, and provided further that, no disposition of any project covered by this amendment shall occur unless approved by HUD.

8. The PHA will accept all CFP assistance provided for this FY. If the PHA does not comply with any of its obligations under this CFP Amendment and does not have its Annual PHA Plan approved within the period specified by HUD, HUD shall impose such penalties or take such remedial action as provided by law. HUD may direct the PHA to terminate all work described in the Capital Fund Annual Statement of the Annual PHA Plan. In such case, the PHA shall only incur additional costs with HUD approval.

9. Implementation or use of funding assistance provided under this CFP Amendment is subject to the attached corrective action order(s).
(mark one) : Yes No

10. The PHA is required to report in the format and frequency established by HUD on all open Capital Fund grants awarded, including information on the installation of energy conservation measures.

11. If CFP assistance is provided for activities authorized pursuant to agreements between HUD and the PHA under the Rental Assistance Demonstration Program, the PHA shall follow such applicable statutory authorities and all applicable HUD regulations and requirements. For *total conversion* of public housing projects, the provisions of Section 7 of the ACC shall remain in effect for so long as HUD determines there is any outstanding indebtedness of the PHA to HUD which arose in connection with any public housing project(s) under the ACC(s) and which is not eligible for forgiveness, and provided further that, no disposition or conversion of any public housing project covered by these terms and conditions shall occur unless approved by HUD. For *partial conversion*, the PHA shall continue to operate each non-converted public housing project as low-income housing in accordance with paragraph 7.

12. CFP assistance provided as an Emergency grant or a Safety and Security grant shall be subject to a 12 month obligation and 24 month expenditure time period. CFP assistance provided as a Natural Disaster grant shall be subject to a 24 month obligation and 48 month expenditure time period. The start date shall be the date on which such funding becomes available to the PHA for obligation. The PHA must record the Declaration(s) of Trust within 60 days of the effective date or HUD will recapture the funds.

The parties have executed this CFP Amendment, and it will be effective on 4/13/2015. This is the date on which CFP assistance becomes available to the PHA for obligation.

U.S. Department of Housing and Urban Development	PHA (Executive Director or authorized agent)
By _____ Date: _____	By <u>Karen Henry</u> Date: <u>3/10/2015</u>
Title _____	Title <u>Deputy Exec Director</u>
Previous versions obsolete	form HUD-52840-A 03/04/2003

THE HOUSING AUTHORITY OF THE COUNTY OF SANTA CLARA IS A MOVING TO WORK AGENCY

Annual Statement/Performance and Evaluation Report Capital Improvement Program, Capital Improvement Program Replacement Housing Factor, and Capital Fund Financing Program		US Department of Housing and Urban Development Office of Public and Indian Housing OMB No. 2577-0226 Expires 4/30/2011		Federal FY of Grant: 2015	
Part I: Summary PHA Name: Housing Authority of the County of Santa Clara		Grant Type and Number Capital Fund Grant No.: CA39PO5950115 Replacement Housing Factor Grant No. N/A Date of CFFP:			
x Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report		Total Estimated Cost		Total Actual Cost	
Line No.	Summary by Development Account	Original	Revised	Obligated	Expended
1	Total non-CFFP Furds	\$ -			
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment - nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration	\$ 255,197.00			
17	1495.1 Relocation Costs				
18	1499 Development Activities	\$ -			
18a	1501 Collateralization or Debt Service paid by PHA	\$ -			
18b	1501 Collateralization or Debt Service paid by Via System of Direct Payment				
19	1502 Contingency	\$ -			
20	Amount of Annual Grant (sum of lines 2-19)	\$ 255,197.00	\$ -		

Annual Statement/Performance and Evaluation Report Capital Improvement Program, Capital Improvement Program Replacement Housing Factor, and Capital Fund Financing Program		US Department of Housing and Urban Development Office of Public and Indian Housing OMB No. 2577-0226 Expires 4/30/2011		2015	
Part I : Summary		Capital Fund Grant No.: CA39PO5950115 Replacement Housing Factor Grant No. N/A			
x Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report					
Summary by Development Account:					
Line	Total Estimated Cost	Original	Revised	Obligated	Total Actual Cost Expended
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation measures				
Signature of Executive Director <i>Karin Henry for Alex Sanchez</i> Deputy Exec Director		Signature of Public Housing Director		Date 3/10/2015	

Annual Statement Performance and Evaluation Report Capital Improvement Program, Capital Improvement Program Replacement Housing Factor, and Capital Fund Financing Program		US Department of Housing and Urban Development Office of Public and Indian Housing OMB No. 2577-0226 Expires 4/30/2011	
Part II: Supporting Pages			
PHA Name: Housing Authority of the County of Santa Clara			
Development Number	Grant Type and Number	Federal FY of Grant:	2015
___X___ Original Annual Statement ___ Reserve for Disasters/Emergencies ___ Revised Annual Statement Activities	Capital Fund Grant No.: CA39POS60115 Replacement Housing Factor Grant No: N/A	Total Estimated Cost	Status of Work
General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Actual Cost
		Original	Revised
		Funds Obligated	Funds Expended
Operations	Public Housing operating expenses	1406	
		Total 1406	
Management Improvements	CFP Training	1408	
	Residential Initiative computer training	1408	
	Computer Software	1408	
	Senior Housing Service Coordinator	1408	
		Total 1408	
Administration	Salaries & Benefits	1410	
	Travel	1410	
	Recording Fees	1410	
		Total 1410	
Audit	Audit	1411	
		Total 1411	
Subtotal		\$ -	\$ -

Annual Statement Performance and Evaluation Report Capital Improvement Program, Capital Improvement Program Replacement Housing Factor, and Capital Fund Financing Program		US Department of Housing and Urban Development Office of Public and Indian Housing OMB No. 2577-0226 Expires 4/30/2011		Federal FY of Grant: 2015	
Part II: Supporting Pages PHA Name: Housing Authority of the County of Santa Clara		Grant Type and Number Capital Fund Grant: CA39PO9690115 Replacement Housing Factor Grant No: N/A		Total Actual Cost	
Development Number Reserve for Disasters/Emergencies		General Description of Major Work Categories		Total Estimated Cost	
x Original Annual Statement				Quantity	
_ Revised Annual Statement				Original	
				Revised	
				Funds Obligated	
				Funds Expended	
				Status of Work	
Fees and Costs		1430	Consultant Fees		
		1430	Architect/Inspection fees		
		Total 1430			
Nonwelling Equipment					
		Total 1475			
MTW					
Demonstration		1492		\$255,197.00	
Relocation		1495	Relocation		
		Total 1495			
Collateralization or Debt Service					
		1501	Bond financing approved FY 2006		
		Total 1501			
Contingency					
		1502	Contingency		
		Total 1502			
Subtotal				\$255,197.00	

Annual Statement/Performance and Evaluation Report Capital Improvement Program, Capital Improvement Program Replacement Housing Factor, and Capital Fund Financing Program		US Department of Housing and Urban Development Office of Public and Indian Housing OMB No. 25177-0226 Expires 4/30/2011		Federal FY of Grant: 2015	
Part III: Implementation Schedule for Capital Fund Financing Program PHA Name: Housing Authority of the County of Santa Clara		Grant Type and Number Capital Fund Grant No.: CA19PO9960115 Replacement Housing Factor Grant No.: N/A	All funds Expended (Quarter Ending Date)	Original Expenditure End Date	Actual Expenditure End Date
Development Number Activities	Reserve for Disasters/Emergencies	Revised Annual Statement	All Fund Obligated (Quarter Ending Date)	Original Obligation End Date	Reasons for Revised Target Dates
__x__ Original Annual Statement	___	___	___	___	___
161/Deborah			5/13/2017	5/13/2019	
HA-Wide					
Management Improvements			5/13/2017	5/13/2019	
Administration			5/13/2017	5/13/2019	
Audit			5/13/2017	5/13/2019	
Fees & Costs			5/13/2017	5/13/2019	
Nondwelling Equipment			5/13/2017	5/13/2019	
Relocation			5/13/2017	5/13/2019	

2015 Capital Fund

Capital Fund Program
(CFP) Amendment

To The Consolidated Annual Contributions
Contract (form HUD-53012)

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

HOUSING AUTHORITY OF THE COUNTY OF SANTA CLARA CA059 (herein called the "PHA")
and the United States of America, Secretary of Housing and Urban Development (herein called "HUD") entered into Consolidated Annual Contributions Contract(s) ACC(s) Numbers(s) SF-1533 dated 2/17/1979

Whereas, HUD has agreed to provide CFP assistance, upon execution of this Amendment, to the PHA in the amount to be specified below for the purpose of assisting the PHA in carrying out development, capital and management activities at existing public housing projects in order to ensure that such projects continue to be available to serve low-income families. HUD reserves the right to provide additional CFP assistance in this FY to the PHA. HUD will provide a revised ACC Amendment authorizing such additional amounts.

\$ 393,596.00 for Fiscal Year 2015 to be referred to under Capital Fund Grant Number CA39R05950115
PHA Tax Identification Number (TIN): On File DUNS Number: On File

Whereas, HUD and the PHA are entering into the CFP Amendment Number _____

Now Therefore, the ACC(s) is (are) amended as follows:

- The ACC(s) is (are) amended to provide CFP assistance in the amount specified above for development, capital and management activities of PHA projects. This CFP Amendment is a part of the ACC(s).
- The PHA must carry out all development, capital and management activities in accordance with the United States Housing Act of 1937 (the Act), 24 CFR Part 905 (the Capital Fund Final rule) published at 78 Fed. Reg. 63748 (October 24, 2013), as well as other applicable HUD requirements, except that the limitation in section 9(g)(1) of the Act is increased such that the amount of CFP assistance provided for under this CFP amendment only, the PHA may use no more than 25 percent for activities that are eligible under section 9(e) of the Act only if the PHA's HUD-approved Five Year Action Plan provides for such use; however, if the PHA owns or operates less than 250 public housing dwelling units, such PHA may continue to use the full flexibility in section 9(g)(2) of the Act.
- The PHA has a HUD-approved Capital Fund Five Year Action Plan and has complied with the requirements for reporting on open grants through the Performance and Evaluation Report. The PHA must comply with 24 CFR 905.300 of the Capital Fund Final rule regarding amendment of the Five Year Action Plan where the PHA proposes a Significant Amendment to the Capital Fund Five Year Action Plan.
- For cases where HUD has approved a Capital Fund Financing Amendment to the ACC, HUD will deduct the payment for amortization scheduled payments from the grant immediately on the effective date of this CFP Amendment. The payment of CFP funds due per the amortization scheduled will be made directly to a designated trustee within 3 days of the due date.
- Unless otherwise provided, the 24 month time period in which the PHA must obligate this CFP assistance pursuant to section 9(j)(1) of the Act and 48 month time period in which the PHA must expend this CFP assistance pursuant to section 9(j)(5) of the Act starts with the effective date of this CFP amendment (the date on which CFP assistance becomes available to the PHA for obligation). Any additional CFP assistance this FY will start with the same effective date.
- Subject to the provisions of the ACC(s) and paragraph 3, and to assist in development, capital and management activities, HUD agrees to disburse to the PHA or the designated trustee from time to time as needed up to the amount of the funding assistance specified herein.
- The PHA shall continue to operate each public housing project as low-income housing in compliance with the ACC(s), as amended, the Act and all HUD regulations for a period of twenty years after the last disbursement of CFP assistance for modernization activities for each public housing project or portion thereof and for a period of forty years after the last distribution of CFP

- assistance for development activities for each public housing project and for a period of ten years following the last payment of assistance from the Operating Fund to each public housing project. However, the provisions of Section 7 of the ACC shall remain in effect for so long as HUD determines there is any outstanding indebtedness of the PHA to HUD which arose in connection with any public housing project(s) under the ACC(s) and which is not eligible for forgiveness, and provided further that, no disposition of any project covered by this amendment shall occur unless approved by HUD.
- The PHA will accept all CFP assistance provided for this FY. If the PHA does not comply with any of its obligations under this CFP Amendment and does not have its Annual PHA Plan approved within the period specified by HUD, HUD shall impose such penalties or take such remedial action as provided by law. HUD may direct the PHA to terminate all work described in the Capital Fund Annual Statement of the Annual PHA Plan. In such case, the PHA shall only incur additional costs with HUD approval.
 - Implementation or use of funding assistance provided under this CFP Amendment is subject to the attached corrective action order(s).
(mark one) : Yes No
 - The PHA is required to report in the format and frequency established by HUD on all open Capital Fund grants awarded, including information on the installation of energy conservation measures.
 - If CFP assistance is provided for activities authorized pursuant to agreements between HUD and the PHA under the Rental Assistance Demonstration Program, the PHA shall follow such applicable statutory authorities and all applicable HUD regulations and requirements.
For *total conversion* of public housing projects, the provisions of Section 7 of the ACC shall remain in effect for so long as HUD determines there is any outstanding indebtedness of the PHA to HUD which arose in connection with any public housing projects(s) under the ACC(s) and which is not eligible for forgiveness, and provided further that, no disposition or conversion of any public housing project covered by these terms and conditions shall occur unless approved by HUD. For *partial conversion*, the PHA shall continue to operate each non-converted public housing project as low-income housing in accordance with paragraph 7.
 - CFP assistance provided as an Emergency grant or a Safety and Security grant shall be subject to a 12 month obligation and 24 month expenditure time period. CFP assistance provided as a Natural Disaster grant shall be subject to a 24 month obligation and 48 month expenditure time period. The start date shall be the date on which such funding becomes available to the PHA for obligation. The PHA must record the Declaration(s) of Trust within 60 days of the effective date or HUD will recapture the funds.

The parties have executed this CFP Amendment, and it will be effective on 4/13/2015. This is the date on which CFP assistance becomes available to the PHA for obligation.

U.S. Department of Housing and Urban Development By _____ Date: _____	PHA (Executive Director or authorized agent) By <i>Karen Hany</i> Date: <i>3/10/15</i>
Title _____	Title <i>Deputy Executive Director</i>

Previous versions obsolete

form HUD-52840-A 03/04/2003

THE HOUSING AUTHORITY OF THE COUNTY OF SANTA CLARA IS A MOVING TO WORK AGENCY

Annual Statement/Performance and Evaluation Report Capital Improvement Program, Capital Improvement Program Replacement Housing Factor, and Capital Fund Financing Program		US Department of Housing and Urban Development Office of Public and Indian Housing OMB No. 2577-0226 Expires 4/30/2011		Federal FY of Grant: 2015	
Part I : Summary PHA Name: Housing Authority of the County of Santa Clara		Grant Type and Number Capital Fund Grant No.: N/A Replacement Housing Factor Grant No. : CA39R05950115 Date of CFFP:			
x Original Annual Statement ___ Reserve for Disasters/Emergencies _ Revised Annual Statement Performance and Evaluation Report for Period Ending: _ Final Performance and Evaluation Report		Total Estimated Cost		Total Actual Cost	
Line No.	Summary by Development Account	Original	Revised	Obligated	Expended
1	Total non-CFP Funds	\$ -			
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment - nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration	\$ 393,596.00			
17	1495.1 Relocation Costs				
18	1499 Development Activities	\$ -			
18a	1501 Collateralization or Debt Service paid by PHA	\$ -			
18b	1501 Collateralization or Debt Service paid by Via System of Direct Payment				
19	1502 Contingency	\$ -			
20	Amount of Annual Grant (sum of lines 2-19)	\$ 393,596.00	\$ -		

Annual Statement/Performance and Evaluation Report Capital Improvement Program, Capital Improvement Program Replacement Housing Factor, and Capital Fund Financing Program		US Department of Housing and Urban Development Office of Public and Indian Housing OMB No. 2577-0226 Expires 4/30/2011	
Part I : Summary		Capital Fund Grant No.: N/A Replacement Housing Factor Grant No.: CA39R05950115 2015	
x Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report			
Summary by Development Account			
Line	Development Account	Total Estimated Cost	Total Actual Cost
		Original	Obligated
		Revised	Expended
21	Amount of line 20 Related to LBP Activities	\$ -	
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation measures		
Signature of Executive Director <i>Kaim Henry for Alex Sanchez</i> Deputy Executive Director		Signature of Public Housing Director	Date 3/10/15

Annual Statement/Performance and Evaluation Report Capital Improvement Program, Capital Improvement Program Replacement Housing Factor, and Capital Fund Financing Program		US Department of Housing and Urban Development Office of Public and Indian Housing OMB No. 2577-0226 Expires 4/30/2011		Federal FY of Grant: 2015			
Part II: Supporting Pages PHA Name: Housing Authority of the County of Santa Clara		Grant Type and Number Capital Fund Grant: N/A Replacement Housing Factor Grant No: CA39R05950115		Total Actual Cost Status of Work			
Development Number Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Funds Obligated	Funds Expended
				Original	Revised		
x	Original Annual Statement	Reserve for Disasters/Emergencies	Revised Annual Statement				
	Fees and Costs						
			1430				
	Consultant Fees		1430				
	Architect/Inspection fees						
			Total 1430				
	Nonresidential Equipment						
			Total 1475				
	MTW						
	Demonstration		1492		\$393,596.00		
	Relocation		1495				
			Total 1495				
	Collateralization or Debt Service		1501				
			Total 1501				
	Contingency		1502				
			Total 1502				
	Subtotal				\$393,596.00		

Annual Statement Performance and Evaluation Report Capital Improvement Program, Capital Improvement Program Replacement Housing Factor, and Capital Fund Financing Program		US Department of Housing and Urban Development Office of Public and Indian Housing OMB No. 2577-0228 Expires 4/30/2011		Federal FY of Grant: 2015	
Part III: Implementation Schedule for Capital Fund Financing Program PHA Name: Housing Authority of the County of Santa Clara		Grant Type and Number Capital Fund Grant No.: N/A Replacement Housing Factor: Grant No.: CA39R05950115	Reasons for Revised Target Dates		
Development Number Reserve for Disasters/Emergencies ___ Revised Annual Statement Activities	All Fund Obligated (Quarter Ending Date)	Original Obligation End Date	All funds Expended (Quarter Ending Date)		
			Original Expenditure End Date	Actual Expenditure End Date	
16/Deborah		5/13/2017	5/13/2019		
HA-Wide					
Management Improvements		5/13/2017	5/13/2019		
Administration		5/13/2017	5/13/2019		
Audit		5/13/2017	5/13/2019		
Fees & Costs		5/13/2017	5/13/2019		
Nondwelling Equipment		5/13/2017	5/13/2019		
Relocation		5/13/2017	5/13/2019		