Moving to Work (MTW) 2015 Annual Plan

for the Housing Authorities of the County of Santa Clara and the City of San José

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Housing Authority of the County of Santa Clara (HACSC)

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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), which also administers the Housing Authority of the City of San José (HACSJ). Together, these two jointly operated agencies are referred to as HACSC.

In 2008, HACSC entered into a ten-year agreement with the Department of Housing and Urban Development (HUD) to become a Moving to Work (MTW) agency. This MTW Annual Plan describes how HACSC proposes to carry out the Moving to Work (MTW) program in fiscal year 2015 (July 1, 2014 through June 30, 2015). The MTW Annual Plan systematically describes how each activity advances the Authority's vision and goals within the framework of the MTW charter.

This FY2015 plan is required by the U.S. Department of Housing and Urban Development (HUD), and is the seventh plan prepared since HACSC signed a 10-year MTW Agreement with HUD.

What is MTW?

MTW is a federal demonstration program, established by Congress in 1996, that links broad federal goals with locally-designed initiatives. It encourages selected 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 it had before MTW status.

HACSC's Short-Term MTW Goals and Proposed MTW Activities for Fiscal Year 2015

HACSC plans to accomplish a number of short-term goals and objectives in FY2015. While the majority of HACSC's implemented MTW activities thus far have aimed to improve administrative processes and provide greater cost effectiveness, in FY2015, HACSC will shift its focus to implementation of self-sufficiency efforts for program participants. One significant activity towards the federal objective of promoting self-sufficiency will be the implementation of the Focus Forward Program (MTW Activity 2014-1).

The Focus Forward program is a HACSC designed a pilot program that enhances the traditional HUD Family Self-Sufficiency Program model. The program would combine a two-year contract with targeted, meaningful case management and increases client access to resources. Additionally, the Focus Forward program would provide ongoing monetary incentives during the contract term and incorporate a tiered rent model that will encourage income growth prior to and after contract completion.

Realizing the importance of external partnerships and resources to the success of this program, HACSC has begun laying the groundwork for the program by meeting with non-profit agencies, community-based organizations, and other governmental agencies, in order to identify services and areas of intersecting interest when it comes to shared clientele. Furthermore, HACSC recognizes the importance of a program that tailors services to the needs of program participants. To this end, HACSC randomly surveyed 1,500 MTW program participants regarding their need for job training, education, child care, finance/life skills classes and other resources. Over 400 persons responded and HACSC will use the results of the survey to further target potential partnerships and resources.

In addition to the Focus Forward program, HACSC also intends to implement a Quality Control Plan in FY2015. HACSC began this process in FY2013 by releasing a Request for Proposal for a comprehensive quality control plan for HACSC's voucher programs. As a result of the RFP, HACSC selected a qualified contractor and is working on the technological framework and logistical details of putting into operation a Quality Control Plan. HACSC expects the Quality Control Plan to be fully implemented in FY2015.

Other non-MTW related goals that the Agency intends to pursue in FY2015 include: an owner portal which will allow owners to conduct transactions and check account information online; a tenant portal which will allow program participants to conduct transactions and check account information online; issuing work tablets for inspectors to further streamline the paperwork involved in the inspections process; "upfront scanning," in which documents received in HACSC's lobby will be scanned directly to recipient computer folders, thereby eliminating the need for paper documentation; and "satellite" centers, which will provide more accessible services to participants in remote areas of the County.

In a time of unprecedented, significant, uncertain, and ongoing funding cuts, HACSC continues to develop MTW Activities that capitalize on operational efficiencies. In FY2015, HACSC proposes administrative efficiencies through three new activities and two amendments to ongoing activities. Assuming these activities are approved, HACSC will further realize cost effectiveness without needing to sacrifice program integrity. The following activities and amendments are proposed in Section III of this MTW Plan:

- Proposed Activity 2015-1: Using UPCS or Local Inspection Standards to Determine Housing Quality Standards. HACSC is proposing to allow a passed Uniform Physical Conditions Standard (UPCS) inspection or a passed inspection using comparable local codes, to serve as proof that a dwelling unit is "safe, decent and sanitary" under HQS

regulations. This activity will eliminate the administrative burden to perform regular HQS inspections when a dwelling unit has had a recent (within the past twelve months) UPCS, or other comparable local, passed inspection.

- Proposed Activity 2015-2: Project Based Voucher Inspection Self-Certification. This activity will allow owners to self-certify corrections of deficiencies noted during regularly scheduled inspections. It will relieve the administrative burden and associated labor costs of requiring a re-check inspection of a unit when it fails the Housing Quality Standards (HQS) annual inspection for non-life threatening deficiencies.

- Proposed Activity 2015-3: Modified Elderly Definition for PBV. HACSC is proposing to modify the definition of "elderly" for the Project Based Voucher (PBV) program, from age 62 or older to age 55 or older. This activity will expand the number of project-based units available to applicants from the PBV waiting list, which would otherwise meet the project-based sites' definition of elderly.

- Amendment to Approved Activities 2009-1 and 2014-1: Administer Public Housing Program Consistent with Housing Choice Voucher. HACSC is proposing an amendment to two current activities originally developed for the Housing Choice Voucher program in order to apply the activities to its public housing program. The activities are: 2009-1, which reduces annual reexaminations to triennial if a family has fixed income and biennial if a family has mixed income (i.e. wages); and 2014-1, which changes the tenant rent portion to 35% of the gross rent or $50, whichever is higher, for public housing tenants who choose income-based calculation.

HACSC is focused on three key objectives that strengthen and improve the HACSC (or affiliate) owned real estate portfolio. These are to improve and renovate existing units, develop new units, and strengthen the financial resiliency of the properties and the agency through sound management practices and strategic public investment that leverages private capital. Upcoming activities in FY2015 are as follows:

- Refinancing and rehabilitation of aging properties through new tax credit syndication: In 2105, HACSC will close tax credit and bond financing and begin construction at Poco Way Apartments (130 family units) and complete construction and stabilization of Bendorf Gardens (100 family units).

- Close-out (through buy out or transfer) of tax credit limited partnerships at the end of the 15 year tax credit period: In FY2015, buyouts will be completed at Bracher Senior, Blossom River, Villa Hermosa, and Huff Gardens Apartments.

- Obtain all final planning and building department approvals and complete the pre-development phase for the Park Avenue Apartments (Phase I): This project will be financed in part through the use of Replacement Housing Factor (RHF) and Demolition and Disposition Transition Funding (DDTF). The use of these federal dollars will make it

possible to leverage an additional $50 million dollars in bond loans and tax credit investment.

In 2015, the Housing Programs and Real Estate Services Departments also intend to partner with the Veteran's Administration and to project base approximately five VASH vouchers at existing properties.

HACSC's Long-Term Vision

In FY2014, HACSC hosted a series of strategic planning sessions, engaging external stakeholders and the community in discussions on program innovations for rent reform, client services and program integrity. As a result of its five-year Strategic Plan Process, HACSC:

1) Confirmed its mission: 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;

2) Identified five core values:
    1. Program integrity is maintained,
    2. Work focuses on core mission,
    3. Board is visible in the community,
    4. Decisions are data-driven, and
    5. Diversity awareness and sensitivity is fostered;

3) Established six main goals:
    1. Optimizing Moving to Work (MTW) flexibility;
    2. Maintaining a leadership role in improving existing housing and expanding the availability of new affordable housing to meet community needs, both directly and through mutually beneficial partnerships;
    3. Maintaining a leadership role in using Housing Choice Voucher (HCV) to optimize the affordable housing options;
    4. Promoting client financial stability and self-reliance, as appropriate to their specific needs;
    5. Operating in an innovative, financially responsible manner; and
    6. Providing leadership for, collaboration with, and sharing information related to HACSC's mission with community organizations, public agencies, and the public.

Through defining the Agency's vision and core values into a five-year strategic plan, the Agency is better able to respond to the needs of the community and HACSC will have a clear focus on its priorities and objectives when allocating its resources.

Additionally, in FY2015, HACSC will continue launching MTW University, a wide-ranging training curriculum with different tracks for staff, tenants, owners and community partners. Since

becoming an MTW agency in 2008, HACSC has sought innovative ways to advance the MTW objectives of reducing federal expenditures while increasing housing options and self-sufficiency for low-income residents of Santa Clara County. MTW University has been designed as a tool to promote the MTW program within the Agency and the community. The purpose of MTW University is to ensure staff, applicants, participants, and community stakeholders are provided with resources and opportunities to further HACSC and MTW's missions and objectives and to gain a better understanding of Section 8 regulations, HACSC policies and Agency processes.

HACSC knows focusing on staff training provides exponential gains in job performance levels, confidence, communication skills, and business relationships. A well-trained staff ensures federal dollars are spent wisely. One of the first priorities of the MTW University curriculum is to focus on training and information for staff, which contributes to professional and skill development and provides opportunities to share ideas and input on how to improve the Agency and further its mission. Successive phases of the program include trainings and workshops to promote the continuing education of program participants, property owners, and community stakeholders regarding the MTW program. These trainings and workshops will encourage information sharing and input and will demystify the MTW mission and objectives of the Agency.

In order to improve existing housing and expand the availability of new affordable housing to meet community needs, HACSC has a long range plan to upgrade and preserve its existing portfolio and to develop new affordable units. Over the past five years, 715 housing units have been fully rehabilitated. This includes 535 public housing units that were converted into tax credit housing and two former HUD 236 and 221(d) properties built in the 1970's and acquired by HACSC in the 1990's. These properties have now been converted to low-income-tax-credits and the affordability of the units has been extended an additional 55 years.

Over the next five years, over 600 additional units will be rehabilitated at seven existing properties and 182 new units will be developed at the Park Avenue project site. These goals will be achieved through the continued use of MTW funds as financial leverage to obtain low income housing tax credits and the issuance of tax-exempt multifamily revenue bonds.

HACSC's long-term vision is centered on being an innovative agency that designs administrative, programmatic and system-wide improvements with the goal of providing affordable housing for the people of Santa Clara County efficiently and effectively.

OVERVIEW OF HACSC'S MTW ACTIVITIES

(Note: Closed out activities 2009-4, 2009-6, 2009-7, 2009-12, 2010-1 and 2012-1 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		
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		
2009-10	Selection of HACSC-owned Public Housing Projects for PBV without Competition	X		
2009-11	Project-Base 100% of Units in Family Projects	X		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	X	
2010-3	Applying Current Increased Payment Standards at Interim Reexaminations	X		X
2010-4	Allocating Project-Based Vouchers to HACSC-owned Projects Without Competition	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
2011-2	Simplify Requirements Regarding Third-party Inspections and Rent Services	X		
2012-2	Minimum Two-year Occupancy in Project-based Unit	X		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		

II. GENERAL HACSC OPERATING INFORMATION

A. MTW Plan: Housing Stock Information

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

AMP Name and Number	Bedroom Size 0	1	2	3	4	5	6+	Total Units	Population Type *	# of UFAS Units: 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
Eklund I CA059000006 Lucretia/Julia	10	Disposition of the public housing units.
Eklund II CA059000006 Lucretia/Julia	6	Disposition of the public housing units.
PIC Dev. # /AMP PIC Dev. Name	0	N/A
Total Number of Units to be Removed	16	

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
Parkside Studios	6	Family, new construction project, consisting of 58 Studio units. PBV's for chronically homeless.
Eklund I Apts.	10	Public housing family property disposition- transferring to private ownership and PBV
Eklund II Apts.	6	Public housing family property disposition- transferring to private ownership and PBV
N/A	0	N/A

Anticipated Total New Vouchers to be Project-Based	22	Anticipated Total Number of Project-Based Vouchers Committed at the End of the Fiscal Year	1,302
		Anticipated Total Number of Project-Based Vouchers Leased Up or Issued to a Potential Tenant at the End of the Fiscal Year	1,302

*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

No anticipated change to the numbers of housing stock; however 100 units at Villa San Pedro will be converted from non- tax credit to tax credit.
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

Capital funds in the amount of $656,129 will be used for repairs at the remaining public housing units.

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	16,664	199,968
Number of Units to be Occupied/Leased through Local, Non-Traditional, MTW Funded, Property-Based Assistance Programs **	513	6,156
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	17181	206172

* 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 at this time.

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	Community-Wide	750	Closed	No
Federal MTW Housing Choice Voucher Program	Program Specific	21,256	Closed	No
Federal MTW Non-Traditional Activities	Site Based	18,713	Varies	No

*** 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:

Most non-traditional properties have site-based waiting lists. The number of registrants varies from list to list. Some lists are open and some are closed, depending on the funding source and the demand.

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.

There are no wait list policy changes or changes to the organization structure of the wait list anticipated.

III. PROPOSED MTW ACTIVITIES (HUD Approval Requested)

This section describes the new MTW activities that HACSC proposes to implement in FY2015.

Reduced Frequency of Tenant Reexaminations (Proposed Amendment to Activity 2009-1)

DESCRIPTION OF MTW ACTIVITY

This activity, originally approved and implemented in 2009, reduced 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 biennially. In FY2015, HACSC is proposing to amend this activity to include its four public housing units under the new reexamination schedule.

RELATION TO STATUTORY OBJECTIVES

This activity provides significant costs savings to HACSC by reducing the amount of labor hours spent processing annual reexaminations.

ANTICIPATED IMPACT OF THE ACTIVITY

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.

ANTICIPATED SCHEDULE FOR ACHIEVING THE STATED OBJECTIVES

Upon HUD's approval, HACSC will make this activity effective at the next reexamination for all public housing tenants who have chosen the income-based calculation.

PROPOSED BASELINES, BENCHMARKS, METRICS and DATA COLLECTION

The addition of HACSC's four public housing units will have almost no impact to the baselines and benchmarks when added to the almost 17,000 households already under this activity. 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 2009-1: Reduced Frequency of Tenant Reexaminations				
Unit of Measurement	**Baseline**	**Benchmark**	**Projected Outcome**	**Benchmark Achieved?**
CE #1: Agency Cost Savings				
Total cost of task in dollars (decrease)	$1,640,509	$820,254	$8,202,540	N/A
CE #2: Staff Time Savings				
Total time to complete the task in staff hours (decrease)	61,930	30,965	309,650	N/A
CE #5: Increase in Tenant Rent Share				
Tenant rent share in dollars (increase)	$8,065,166	$8,065,166*	$8,065,166*	N/A
SS #1: Increase in Household Income				
Average earned income of households affected by this policy in dollars (increase)	$23,021	$23,021**	$23,021**	N/A
SS # 3: Increase in Positive Outcomes in Employment Status				
Number of Head of Households employed	4,317	4,317*	4,317*	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	436	436*	436*	N/A
Number of Head of Households in Other Category (ex: receiving TANF, SSI, Child Support, General Assistance, etc)	15,211	15,211*	15,211*	N/A

SS # 4: Households Removed from Temporary Assistance for Needy Families (TANF)				
Number of households receiving TANF assistance (decrease)	1,955	1,955*	1,955*	N/A
SS #8: Households Transitioned to Self-Sufficiency				
Number of households transitioned to self-sufficiency (increase)*****	322	322**	3,220	N/A

*HACSC does not anticipate that this activity will increase the Agency's rental revenue, increase positive outcomes in employment status, or decrease the number of households on TANF assistance. The "tenant rent share in dollars" amount is the **total** amount that households pay toward rent per month as of the beginning of FY2015.

**HACSC does not expect that this activity will lead to increases in average earned household income or households transitioning to self-sufficiency.

***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.

AUTHORIZATION FOR THE ACTIVITY

Authorization for this activity has been revised to add waivers for applicable public housing regulations to restructure the annual income review process for residents.

This proposed activity is authorized in HACSC's Moving to Work Agreement, Attachment C, Paragraph C(4) and Paragraph D(1)(c) and waives certain provisions of Sections 3(a)(1), 3(a)(2), and Section 8(o)(5) of the 1937 Act, and 24 CFR 966.4 and 960.257 and 982.516 as necessary to implement HACSC's MTW Plan. These authorizations are needed to change the frequency of program participants' family composition and income reexaminations.

RENT REFORM IMPACT ANALYSIS AND IMPLEMENTATION PLAN

Because this activity changes the way rent is calculated for a participant's household by reducing the frequency of regular reexaminations, it qualifies as a rent reform initiative.

In every case, this activity will benefit the families who qualify for it by allowing families to enjoy the benefit of income increases for a longer period of time. To transition public housing participants to the new schedule, HACSC will provide advance notice of the new reexamination schedule to affected families and advise them of their right to request an interim reexamination between regular reexaminations.

As HACSC anticipates that no hardship will result from this activity, requests for a hardship waiver to this initiative will be handled on a case by case basis. The impact of this activity will be evaluated annually in HACSC's MTW Report. If this activity is closed, or upon termination of

HACSC's MTW Agreement with HUD, the Agency will revert to an annual reexamination schedule after providing notice to affected households.

Increased Tenant Contribution—Up to 35% of Gross Income (Proposed Amendment to Activity 2014-4)

DESCRIPTION OF MTW ACTIVITY

In FY2014, HACSC proposed a new method of rent calculation, which eliminated all allowances (including utility allowances) and expenses and increased the tenant contribution towards the rent. Instead of setting the Total Tenant Payment (TTP) at 30 percent of monthly adjusted income, the TTP is a percentage (set between 30 and 35 percent) of the household's gross monthly income, or a minimum rent of $50, whichever is greater. The activity was created to address the immediate and urgent need to reduce program costs as a result of reduced program funding.

In April 2014, the Board considered MTW funding for CY2014 and projected rental assistance costs through CY2015 and approved a decrease in the TTP to 32% of gross monthly income effective September 1, 2014. At the same time, the Board lifted the moratorium on landlord rent increases (Activity 2014-3), effective on the same date. The Board directed staff to return with options for a policy that will allow the Board to set the TTP at different levels for elderly/disabled households with no earned income. The Board has established an ad hoc committee to develop a voucher allocation policy, which may also consider adjustments to the TTP in order to calibrate appropriate lease levels, payment standards and wait list needs. We expect these policy decisions to be completed by the end of HACSC's FY2015 and will take appropriate follow-up action as required under MTW processes and procedures.

HUD approved the activity on June 21, 2013. In FY2015, HACSC is proposing to amend this activity by including its four public housing units under the new calculation method for those tenants who choose the income-based (not flat rent) calculation.

RELATION TO STATUTORY OBJECTIVES

This activity will provide significant costs savings to HACSC by reducing the amount of HAP the Agency pays. Additionally, the simplified calculation will provide time savings to staff. It is uncertain whether the activity will encourage income growth for affected households, but HACSC will be tracking this as a metric.

ANTICIPATED IMPACT OF THE ACTIVITY

The activity was implemented in September 2013. Early indicators are that the activity is meeting the MTW objective of reducing federal expenditures by providing Housing Assistance Payment (HAP) cost savings and staff time savings through a simplified calculation method. Adding HACSC's four public housing units will increase this cost savings.

ANTICIPATED SCHEDULE FOR ACHIEVING THE STATED OBJECTIVES

Upon HUD's approval, HACSC will make this activity immediately effective for all public housing new admissions. For in-place participants, HACSC proposes to implement the new rent calculation after HUD approval and with appropriate notice to residents at the next regular

reexamination. The full impact of this activity will be realized upon completion of HACSC's regularly scheduled reexamination cycle.

PROPOSED BASELINES, BENCHMARKS, METRICS and DATA COLLECTION

The addition of HACSC's four public housing units will have minimal impact to the baselines and benchmarks when added to the almost 17,000 households already under this activity. 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 2014-4: Increased Tenant Contribution -35% of Gross Income				
Unit of Measurement	**Baseline**	**Benchmark**	**Projected Outcome**	**Benchmark Achieved?**
CE #1: Agency Cost Savings				
Total cost of task in dollars (decrease)	$244.9 Million	$215.3 Million	$215.3 Million	N/A
CE #2: Staff Time Savings				
Total time to complete the task in staff hours (decrease) +	796	0	0	N/A
CE #3: Decrease in Error Rate of Task Execution				
Average error rate in completing a task as a percentage (decrease)	12%	5%	5%	N/A
CE #5: Increase in Tenant Rent Share				
Tenant rent share in dollars* (increase)	$8,065,166	$8,065,166	$8,065,166	N/A

+ The baseline represents the staff time it takes to collect and calculate allowances and expenses as part of the rent calculation process.

* 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

Authorization for this activity has been revised to add waivers for applicable public housing regulations to change the way income-based rent is calculated for public housing residents.

This proposed activity is authorized in the HACSC Moving to Work Agreement, Attachment C, Paragraph C(11) and Paragraph D(1)(c), Paragraph D(2)(a) and Paragraph E and waives certain provisions of Section 3(a)(2), 3(a)(3)(A), Section 6(1), 8(o)(1), 8(o)(2), 8(o)(3), 8(o)(5), 8(o)(10), 8(o)(13)(H)-(I) and Section 23 of the 1937 Act, and 24 CFR 5.603, 5.611, 5.628, 5.630, 5.632, 5.634, and 960.255, 966 Subpart A, 982.503, 982.508, 982.516, 982.518 and 24 CFR 984 as necessary to implement the HACSC MTW Plan. These authorizations are needed to change the rent calculation process for public housing and Section 8 program participants.

RENT REFORM IMPACT ANALYSIS AND IMPLEMENTATION PLAN

This activity qualifies as a rent reform initiative because it changes the way rental assistance is calculated. Upon HUD's approval, HACSC will make this activity immediately effective for all public housing new admissions. For all in-place public housing residents, HACSC will use the new rent calculation method at the next reexamination. HACSC will provide a minimum 30-day notice to affected families of their new rent portion and advise them of their right to request a hardship claim.

Currently, all four public housing units are leased. HACSC anticipates that the average increase in monthly tenant rent portion for the four affected residents will be approximately $108. The lowest rent portion increase will be $53 per month and the highest will be $155.

Qualified households who experience a $50 or greater increase in their rent portion under the new calculation may request a hardship exemption. To qualify, the household must have minors under the age of 13 and have out-of-pocket child care expenses and/or qualify as an elderly/disabled household with out-of-pocket medical/disability assistance expenses. For a period of 90 days, those requesting and qualifying for the hardship will have a revised TTP, HACSC will calculate the TTP based on 35% of gross income less deductions for those two categories of expenses. HACSC recognizes that elderly/disabled households and families with minors will be the most likely to affected by the new calculation and the hardship policy was crafted with these families in mind.

This 90-day hardship period will allow households additional time to plan for the increased TTP while still preserving the savings that need to be achieved. After the hardship period, the expenses will be removed from the rental assistance calculation. HACSC will track households receiving the hardship exemption and expects that one of its public housing households will qualify for and receive the hardship exemption.

The impact of this activity will be evaluated annually in HACSC's MTW Report. If this activity is closed, or upon termination of HACSC's MTW Agreement with HUD, the Agency will process an interim reexamination to revert program participants to the new rent structure.

Using UPCS or Local Inspection Standards to Determine Housing Quality Standards (Proposed Activity 2015-1)

DESCRIPTION OF MTW ACTIVITY

HUD mandates that all housing receiving federal assistance be "safe, decent and sanitary." In the Section 8 program, the Housing Quality Standards (HQS) regulations determine the guidelines for whether a dwelling unit meets this threshold.

In addition to HQS inspections in the Section 8 program, all Low Income Housing Tax Credit (LIHTC) developments, as well as most Home Investment Partnership Program (HOME) placed in service after 2003, use the Uniform Physical Condition Standards (UPCS) as its physical inspections standards. The UPCS is defined in the Federal Register 24 CFR, Part 5 and 200 and IRS Regulation 1.42-5 outlines the UPCS requirements as the inspection protocol for the LIHTC program.

Unlike the pass/fail system used in HQS inspection, UPCS inspections use a more in-depth and complicated graded system in which a score is calculated from the values of severity, criticality, and weight of 61 assessed items, divided into 5 areas of inspection.

This activity allows a recently passed (within the last twelve months) Uniform Physical Conditions Standard (UPCS) inspection or a passed inspection using comparable local codes, to serve as proof that a dwelling unit is "safe, decent and sanitary" under HQS regulations for regularly scheduled inspections (will not apply to initial inspections).

HACSC understands that the FY2014 Appropriations Bill includes language allowing use of inspections under a federal, state, or local housing assistance program including low-income housing tax credit (LIHTC) and HOME program inspections in lieu of the Housing Authority's voucher inspection. HACSC will await HUD's implementing language on this to determine whether this activity (once approved) can be closed.

RELATION TO STATUTORY OBJECTIVES

This activity addresses the statutory objective of achieving greater cost effectiveness in federal expenditures by eliminating the administrative burden placed on HACSC staff to perform regular HQS inspections when a dwelling unit has had a recent UPCS, or other comparable local, passed inspection.

ANTICIPATED IMPACT OF THE ACTIVITY

By eliminating the need for redundant inspections, HACSC will save both staff time and labor dollars. Currently, HACSC conducts HQS inspections for approximately 1,847 dwelling units that are in LIHTC developments, on a biennial basis.

ANTICIPATED SCHEDULE FOR ACHIEVING THE STATED OBJECTIVES

Upon HUD approval, HACSC will implement this activity at the time of the next regularly scheduled inspection. The full impact of this activity will be realized upon completion of

HACSC's biennial inspection schedule.

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 2015-1: Using UPCS or Local Inspection Standards to Determine Housing Quality Standards				
Unit of Measurement*	**Baseline**	**Benchmark****	**Projected Outcome**	**Benchmark Achieved?**
CE #1: Agency Cost Savings				
Total cost of task in dollars (decrease)	$44,328	$0	$0	N/A
CE #2: Staff Time Savings				
Total time to complete the task in staff hours (decrease)	1,139	0	0	N/A
CE #3: Decrease in Error Rate of Task Execution				
Average error rate in completing a task as a percentage (decrease)	19%	10%	10%	N/A

*In 2013 HACSC executed a contract with an outside vendor to conduct regularly scheduled inspections on HCV and PBV units. Because the outside vendor charges per inspection, not hourly, reporting on the total decreased time to complete the task in staff hours does not apply.
** Cost savings reflect a two-year biennial inspection cycle.
***Assumes HACSC staff, rather than outside vendor.

AUTHORIZATION FOR THE ACTIVITY

The proposed activity is authorized in HACSC's MTW Agreement, Attachment C, Paragraph D(5) and D(7)(d) and waives certain provisions of Sections 8(o)(8) of the US Housing Act of 1937, and 24 CFR 982, Subpart 1 as necessary to implement HACSC's MTW Plan. This authorization is required to waive certification that assisted housing meets HQS requirements for dwelling units that have passed UPCS, or other comparable local inspections.

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

This activity does not qualify as a rent reform activity as it does not affect the rent calculation.

Project Based Voucher Inspection Self-Certification (Proposed Activity 2015-2)

DESCRIPTION OF MTW ACTIVITY

24 CFR 983.103(e)(2) states when a PBV unit fails an HQS inspection, housing authorities administering a PBV program must conduct a re-check inspection of the unit to verify that the deficiencies have been corrected. This activity will waive that regulatory requirement for only non-life threatening deficiencies.

HACSC is proposing this activity to relieve the administrative burden and associated labor costs of requiring a recheck inspection of a unit when it fails the Housing Quality Standards (HQS) annual inspection for non-life threatening deficiencies. Upon HUD's approval, MTW Activity 2015-2 will allow owners and tenants to self-certify the correction of reported HQS deficiencies within the 30-day timeframe. The self-certification form is included with this document as Appendix One. This activity will create administrative efficiencies by eliminating the need for a second inspection.

RELATION TO STATUTORY OBJECTIVES

The self-certification policy achieves greater cost effectiveness in federal expenditures by eliminating the scheduling and conducting of a recheck inspection to determine if necessary repairs were made.

ANTICIPATED IMPACT OF THE ACTIVITY

In FY2010, HACSC focused its efforts on the execution of the self-certification process described with this activity for self-certification in the Housing Choice Voucher (HCV) program. In the HCV program, this action was a change in policy and did not require an MTW waiver. The self-certification process resulted in substantial outcomes in the Agency's on-going objective to reduce program administrative costs associated with reductions in labor hours.

ANTICIPATED SCHEDULE FOR ACHIEVING THE STATED OBJECTIVES

Upon HUD approval, HACSC will implement this activity at the time of the next regularly scheduled inspection. The full impact of this activity will be realized upon completion of HACSC's biennial inspection schedule.

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 2015-2: Project Based Voucher Inspection Self-Certification				
Unit of Measurement*	**Baseline**	**Benchmark**	**Projected Outcome**	**Benchmark Achieved?**
CE #1: Agency Cost Savings				
Total cost of task in dollars (decrease)	$22,400	$0	$0	N/A
CE #2: Staff Time Savings				
Total time to complete the task in staff hours (decrease)	691**	0	0	N/A
CE #3: Decrease in Error Rate of Task Execution				
Average error rate in completing a task as a percentage (decrease)	19%	10%	10%	N/A

*In 2013 HACSC executed a contract with an outside vendor to conduct regularly scheduled inspections on HCV and PBV units. Because the outside vendor charges per inspection, not hourly, reporting on the total decreased time to complete the task in staff hours does not apply.
**Assumes HACSC staff, rather than outside vendor.

AUTHORIZATION FOR THE ACTIVITY

The proposed activity is authorized in HACSC's MTW Agreement, Attachment C, Paragraph D(5) and D(7)(d) and waives certain provisions of Sections 8(o)(8) of the US Housing Act of 1937, and 24 CFR 982, Subpart 1 as necessary to implement HACSC's MTW Plan. This authorization is required to eliminate the requirement to conduct recheck inspections for non-life threatening HQS deficiencies and to accept self-certification from PBV owners and program participants confirming correction of deficiencies.

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

This activity does not qualify as a rent reform activity as it does not affect the rent calculation.

Modified Elderly Definition for PBV (Proposed Activity 2015-3)

DESCRIPTION OF MTW ACTIVITY

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. HACSC proposes to modify 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 will be considered an elderly property. This change in the definition would allow 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 would not be subject to the 25% PBV per project cap).

RELATION TO STATUTORY OBJECTIVES

This activity addresses the statutory objective of increasing housing choices for low-income families by expanding the number of project-based units available to elderly households.

ANTICIPATED IMPACT OF THE ACTIVITY

Through this activity, HACSC anticipates an increase in the number of units which are available for households who would not have otherwise qualified for the unit under the property's definition of elderly. At present, there are 774 PBV units where the property's definition of elderly differs from the HUD definition. These units make up 79% of all PBV units designated for elderly. HACSC anticipates housing opportunities will increase for the nearly 1,697 households on the Project-Based waiting list which include members aged 55 to 61.

ANTICIPATED SCHEDULE FOR ACHIEVING THE STATED OBJECTIVES

To help ensure families are presented the opportunity for referral to elderly PBV sites, HACSC will immediately implement the revised age definition upon HUD's approval of this activity. Once implemented, HACSC anticipates seeing instantaneous results in achieving the objective of increasing housing choices for persons who qualify for specific PBV housing.

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 2015-3: Modify Elderly Definition for PBV				
Unit of Measurement	**Baseline**	**Benchmark**	**Projected Outcome**	**Benchmark Achieved?**
HC #4: Displacement Prevention				
Number of households at or below 80% of AMI that would lose assistance or need to move (decrease). Units designated for elderly households.	45	0	0	N/A
HC #5: Increase in Resident Mobility				
Number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase)	0	774	888*	N/A

* Outcome assumes that 774 households will initially benefit from the activity the first year of implementation and then assumes a 5% vacancy rate (38 households) which will be filled with new households benefiting from the activity through 2018.

AUTHORIZATION FOR THE ACTIVITY

The proposed activity is authorized in HACSC's MTW Agreement, Attachment C, Paragraph B(3) and waives certain provisions of Sections 3(b)(3) and (G) of the US Housing Act of 1937, and 24 CFR 5.403 as necessary to implement HACSC's MTW Plan. This authorization is required to change the definition of which specifies the age a person or family can be considered an Elderly Family or Elderly Person.

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

This activity does not qualify as a rent reform activity as it does not affect the rent calculation.

IV. APPROVED MTW ACTIVITIES (HUD Approval Previously Granted)

To date, HACSC has had thirty-one (31) activities approved by HUD. Of these, six (6) were closed out. The first four numbers of each activity signify the fiscal year in which each activity was approved. Except where indicated in the activity status explanation, HACSC does not anticipate any changes to these activities during FY2015. Additionally, the Agency has updated each activity's metrics according to HUD Standard Metrics as described in current HUD-50900 (Attachment B). Outcomes for each metric will be reported in the FY2014 MTW Report.

IMPLEMENTED ACTIVITIES

ACTIVITY 2009-1: REDUCED FREQUENCY OF TENANT REEXAMINATIONS

This activity reduces the frequency of reexaminations of family income and composition from annually to once every three years for households with only fixed income sources and once every two years for all other households. The activity was implemented in 2009 and is continuing to the present. HACSC is amending and re-proposing Activity 2009-1 this year to include its 4 public housing units under the activity (see Section III of this Plan).

ACTIVITY 2009-2: EXPEDITING INITIAL ELIGIBILITY INCOME VERIFICATION PROCESS

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

Extending the documentation timeframe continues to provide administrative relief, both to applicants and to HACSC; applicants do not need to continually provide updated documentation if the previously provided information becomes too old before voucher issuance. The activity also allows HACSC to transfer residents affected by the public housing disposition to the Project Based Voucher program with no lapse in assistance.

Activity 2009-2: Expediting the Initial Eligibility Income Verification Process				
Unit of Measurement	**Baseline**	**Benchmark**	**Projected Outcome**	**Benchmark Achieved?**
CE #1: Agency Cost Savings				
Total cost of task in dollars (decrease).	$810	$0	$0	N/A
CE #2: Staff Time Savings				
Total time to complete the task in staff hours (decrease).	30	0	0	N/A

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.

Activity 2009-3: Reduced Frequency of Inspections				
Unit of Measurement	**Baseline**	**Benchmark**	**Projected Outcome**	**Benchmark Achieved?**
CE #1: Agency Cost Savings				
Total cost of task in dollars (decrease).	$817,623	$315,294	$3,152,940	N/A
CE #2: Staff Time Savings				
Total time to complete the task in staff hours (decrease).	32,186	12,331	123,310	N/A
CE #3: Decrease in Error Rate of Task Execution				
Average error rate in completing a task as a percentage (decrease)	19%	10%	10%	N/A

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

The Chronically Homeless Direct Referral (CHDR) program, originally launched in FY2011, is a locally-designed voucher referral program which serves the chronically homeless population in Santa Clara County.

The CHDR program increases housing choice by assisting the homeless population through a more targeted and efficient process than the waiting list system. Following a housing-first model, local case management programs provide appropriate case management services to identified chronically homeless families who are not on the voucher waiting list. The CHDR program has expanded since its 200 voucher beginning, and HACSC is currently working closely with community partners to house an additional 100 vouchers under the program.

Activity 2009-5: Exploring New Housing Opportunities for the Chronically Homeless				
Unit of Measurement	**Baseline**	**Benchmark**	**Projected Outcome**	**Benchmark Achieved?**
HC #3: Decrease in Wait List Time				
Average applicant time on wait list in months (decrease).	87	0	0	N/A
HC #5: Increase in Resident Mobility				
Number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase).	0	300 (with an annual 5% attrition rate)	300 (with an annual 5% attrition rate)	N/A
HC #7: Households Assisted by Services that Increase Housing Choice				
Number of households receiving services aimed to increase housing choice (increase).	0	300 once fully leased up, with an annual 5% attrition rate	300 once fully leased up, with an annual 5% attrition rate	N/A

HC #4: Displacement Prevention				
Number of households at or below 80% AMI that would lose assistance or need to move (decrease). These units serve the chronically homeless.	300	0	0	N/A

* This figure takes into account a significant reduction of over 30,000 applicants as a result of a wait list purge that occurred in 2010.

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 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.

Activity 2009-8: 30-Day Referral Process for Project-Based Vacancies				
Unit of Measurement	**Baseline**	**Benchmark**	**Projected Outcome**	**Benchmark Achieved?**
CE #1: Agency Cost Savings				
Total cost of task in dollars (decrease).	$2,139	$1,462	$14,620	N/A
CE #2: Staff Time Savings				
Total time to complete the task in staff hours (decrease).	47	31	31	N/A

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 use the Tenant Income Certification (TIC) form required under the LIHTC Program as verification of the family's income and assets, thereby streamlining the process. HACSC staff currently uses property-owner TIC documentation to verify applicant income and assets, saving staff time to gather and calculate annual household income.

Activity 2009- 9: Utilization of Low Income Housing Tax Credit (LIHTC) Tenant Income Certification (TIC) for Income and Asset Verification				
Unit of Measurement	**Baseline**	**Benchmark**	**Projected Outcome**	**Benchmark Achieved?**
CE #1: Agency Cost Savings				
Total cost of task in dollars (decrease)	$87.52 per transaction	$68.33 per transaction	$68.33 per transaction	N/A
CE #2: Staff Time Savings				
Total time to complete the task in staff hours (decrease)	3 hours, 50 minutes	3 hours	3 hours	N/A

ACTIVITY 2009-10: SELECTION OF HACSC-OWNED PUBLIC HOUSING PROJECTS FOR PBV WITHOUT COMPETITION

This activity, implemented in FY2009, allows HACSC to select HACSC-owned public housing projects for project-based voucher assistance without a competitive process, thereby saving staff time through labor hours and increased costs through labor dollars. Additionally, this activity preserves public housing units as affordable housing most efficiently. HACSC did not use this activity in the last fiscal year, but plans on using this activity again in FY2014.

Activity 2009-10: Selection of HACSC-owned Public Housing Project for PBV without Competition				
Unit of Measurement	**Baseline**	**Benchmark**	**Projected Outcome**	**Benchmark Achieved?**
CE #1: Agency Cost Savings				
Total cost of task in dollars (decrease).	$8,578	$0	$0	N/A
CE #2: Staff Time Savings				
Total time to complete the task in staff hours (decrease).	158	0	0	N/A

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 multifamily 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).

Activity 2009-11: Project Base 100% of Units in Family Projects				
Unit of Measurement	**Baseline**	**Benchmark**	**Projected Outcome**	**Benchmark Achieved?**
HC #4: Displacement Prevention				
Number of households at or below 80% AMI that would lose assistance or need to move (decrease). These units serve families.	36	0	0	N/A

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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 housing assistance programs on behalf of both the City of San José and the County of Santa Clara. In accordance with this agreement, In FY2009, this activity was implemented allowing HACSC to use one Annual Plan, one

Administrative Plan, and submit a combined MTW plan for both housing authorities. Without this MTW activity, regulation 24 CFR 982.404(f) would require HACSC to maintain separate waiting lists for each entity even though the two authorities are operating as one.

Additionally, this activity allows HACSC to continue to operate one combined waiting list for both housing authorities and for the Housing Choice Voucher (HCV) Program and the project-Based Voucher (PBV) Program.

Activity 2009-13: Combined Waiting List for the County of Santa Clara and the City of San José				
Unit of Measurement	**Baseline**	**Benchmark**	**Projected Outcome**	**Benchmark Achieved?**
CE #1: Agency Cost Savings				
Total cost of task in dollars (decrease).	$8,325	$0	$0	N/A
CE #2: Staff Time Savings				
Total time to complete the task in staff hours (decrease).	380	0	0	N/A

ACTIVITY 2009-14: PAYMENT STANDARD CHANGES BETWEEN REGULAR REEXAMINATIONS

This activity allows HACSC to immediately change the subsidy size when the voucher size changes as a result of a family composition change or a change in HACSC's subsidy size policy that 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 was implemented in FY2010 and continues to result in Housing Assistance Payment (HAP) cost savings by using the new payment standard at the interim calculation instead of at the next reexamination.

Activity 2009-14: Payment Standard Changes Between Regular Reexaminations				
Unit of Measurement	**Baseline**	**Benchmark**	**Projected Outcome**	**Benchmark Achieved?**
CE #1: Agency Cost Savings				
Total cost of task in dollars (decrease)*	$221,534,246	$221,419,246	$220,614,246	N/A

*This metric reflects HAP savings realized through the activity. Changes in HAP may be attributable to multiple causes – the combined effect of several MTW activities and economic factors unrelated to MTW.

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

With this activity, HACSC no longer calculates and includes income received from family assets under $50,000. Since implementation in FY2010, HACSC has met the statutory objective of

reducing administrative costs and has encouraged families to increase their savings. HACSC continues to realize savings in staff hours and cost of tasks.

Activity 2010-2: Excluding Asset Income from Income Calculations for Families with Assets Under $50,000				
Unit of Measurement	**Baseline**	**Benchmark**	**Projected Outcome**	**Benchmark Achieved?**
CE #1: Agency Cost Savings				
Total cost of task in dollars (decrease).	$87.52 per transaction	$74.92 per transaction	$74.92 per transaction	N/A
CE #2: Staff Time Savings				
Total time to complete the task in staff hours (decrease).	30 hours, 50 minutes	30 hours, 40 minutes	30 hours, 40 minutes	N/A
CE #3: Decrease in Error Rate of Task Execution				
Average error rate in completing a task as a percentage (decrease)	0%	0%	0%	N/A

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 did not use this activity in the last fiscal year.

Activity 2010-3: Applying Current Payment Standards at Interim Reexaminations				
Unit of Measurement	**Baseline**	**Benchmark**	**Projected Outcome**	**Benchmark Achieved?**
CE #1: Agency Cost Savings				
Total Cost of Task in dollars (decrease)	$37,973	$30,368	$30,368	N/A
CE #2: Staff Time Savings				
Total time to complete the task in staff hours (decrease).	1,393	1,114	1,114	N/A

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.

Activity 2010-4: Allocating Project-Based Vouchers to HACSC-Owned Projects Without Competition				
Unit of Measurement	**Baseline**	**Benchmark**	**Projected Outcome**	**Benchmark Achieved?**
CE #1: Agency Cost Savings				
Total cost of task in dollars (decrease).	$8,578	$0	$0	N/A
CE #2: Staff Time Savings				
Total time to complete the task in staff hours (decrease).	158	0	0	N/A

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. However, since its implementation there has not been a need to use this waiver as no families have exceeded the income threshold.

Activity 2010-5: Assisting Over-Income Families Residing at HACSC-owned Project-Based Voucher Properties				
Unit of Measurement	**Baseline**	**Benchmark**	**Projected Outcome**	**Benchmark Achieved?**
Number of families with income between 50% and 80% of the Area Median Income who are able to successfully move to another unit using the voucher assistance (increase).	0	1*	1	N/A

* Represents 5% of the remaining 4 units at HACSC-owned properties to be project-based.

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

This activity, implemented in FY2011, allows HACSC to approve as a reasonable accommodation an exception payment standard of the published FMR's to provide a person with a disability an equal opportunity to secure housing. This activity continues to provide increased housing choices for families with members with disabilities as these families can obtain a unit more expeditiously.

Activity 2011-1: Streamlined Approval Process for Exception Payment Standard for Reasonable Accommodation				
Unit of Measurement	**Baseline**	**Benchmark**	**Projected Outcome**	**Benchmark Achieved?**
HC #4: Displacement Prevention				
Number of households at or below 80% AMI that would lose assistance or need to move (decrease).	3	0	0	N/A
HC #5: Increase in Resident Mobility				
Number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase).	0	3	25	N/A

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 qualified independent agency designated 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 Housing Quality Standards (HQS) inspections, as well as rent reasonable services for initial contracts and requested rent adjustments. The regulation also required the contracted agency to furnish copies of each inspection report and rent reasonableness determination to the HUD field office. Under this activity, submissions of these reports are no longer necessary.

HACSC continues to realize the on-going benefits associated with reduced costs and administrative streamlining related to this activity. Reduction in costs associated with the inspection process is achieved by avoiding unnecessary delays and expenses related to the provision of HQS inspection and rent determination services for HACSC-owned units, while continuing to retain the integrity of the third-party inspection process.

HACSC continues to work with its third-party inspection and rent reasonableness vendor for services related to all HACSC-owned or affiliated units.

Activity 2011-2: Simplify Requirements Regarding Third-party Inspections and Rent Services				
Unit of Measurement	**Baseline**	**Benchmark**	**Projected Outcome**	**Benchmark Achieved?**
CE #1: Agency Cost Savings				
Total cost of task in dollars (decrease).	$1,621	$0	$0	N/A
CE #2: Staff Time Savings				
Total time to complete the task in staff hours (decrease).	45	0	0	N/A

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

This activity implemented in FY2012 allows HACSC to use MTW funds to continue to seek and pursue opportunities to build new rental housing units. It also allows for the acquisition of existing land and/or units for new construction or rehabilitation.

With the implementation of this activity, HACSC's goals are to increase the supply of quality rental housing, and to serve a diverse range of resident populations many of which have special needs or are vulnerable populations. This activity also serves the objective of cost savings because it will leverage development funds.

The activity was initially designed to lead to the development or rehabilitation of up to 250 units over five years, with affordability for low-income tenants and with an affordability restriction on the properties of up to 55 years. In the Plan year, 75 units will be added, and an additional 180 units are targeted for development and projected to be available for lease no later than the 2017 plan year.

Activity 2012-3: Create Affordable Housing Acquisition and Development Fund				
Unit of Measurement	**Baseline**	**Benchmark (5 year)**	**Projected Outcome**	**Benchmark Achieved?**
CE #4: Increase in Resources Leveraged				
Amount of funds leveraged in dollars (increase).	$0	$75 million	$75 million	N/A
HC #1: Additional Units of Housing Made Available				
Number of new housing units made available for households at or below 80% AMI as a result of the activity (increase).	0	250 units	250 units	N/A

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

Using its broader use of funds authority, HACSC ensures the long-term stability and viability of existing HACSC- and affiliate-owned rental housing properties through an affordable housing preservation fund.

The preservation fund, established in FY2012, allows HACSC to respond to both planned and unforeseen events and conditions that may impact the Agency's housing portfolio. Additionally, the preservation fund provides predevelopment financing for recapitalization of existing low-income housing projects developed or owned by HACSC and allows HACSC, either directly, or through its affiliates, to leverage funds from other sources and to secure various guarantees (such as operating deficit, tax indemnification, and loan repayment guarantees) associated with the properties. Use of the fund also enables HACSC to conduct detailed capital needs assessments, review financial projections at each site, establish priorities for rehabilitation and refinancing, explore options for upgrading units and conduct other ongoing asset management activities.

Activity 2012-4: Create Affordable Housing Preservation Fund for HACSC and Affiliate-Owned properties				
Unit of Measurement	**Baseline**	**Benchmark (5 year)**	**Projected Outcome**	**Benchmark Achieved?**
CE #4: Increase in Resources Leveraged				
Amount of funds leveraged in dollars (increase)	$0	$20 million	$20 million	N/A
HC #2: Units of Housing Preserved				
Number of housing units preserved for households at or below 80% AMI (increase)	0	500	500	N/A

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

This activity, which was implemented in FY2012, allows HACSC to use its broader use of funds authority to expand its provision of programs and services for tenants living in HACSC- or affiliate-owned non-Section 8/9 affordable rental properties.

HACSC anticipates that tenants will 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.

Prior to this Plan, HACSC was tracking hours of services provided at properties, aimed to increase residents' self-sufficiency. HACSC currently provides tenant services to 2,222 units at 30 of its owned or affiliate-owned properties. HACSC's goal is to provide services to 25% of the households living in those properties. Therefore, HACSC is setting its baseline of unduplicated households served at zero and its benchmark at 556 (which is 25% of the total households who could be served).

Activity 2012-5: Expand Tenant Services at HACSC- or Affiliate-owned Affordable Housing Properties				
Unit of Measurement	**Baseline**	**Benchmark**	**Projected Outcome**	**Benchmark Achieved?**
SS #5: Households Assisted by Services that Increase Self Sufficiency				
Number of households receiving services aimed to increase self sufficiency (increase).	0	556	745	N/A
SS #8: Households Transitioned to Self-Sufficiency				
Number of households transitioned to self-sufficiency (increase).*	Unknown	Unknown	Unknown	N/A

*Self-Sufficiency #8. Tenant services provided to families, seniors and adults with special needs are designed to: allow tenants to maintain their housing, encourage educational and health growth, encourage independent living for seniors, and build confidence and dignity through everyday living activities. HACSC is still working on how it will define self-sufficiency for the purposes of this metric.

ACTIVITY 2014-3: FREEZE ON CONTRACT RENT INCREASES

Implemented in FY2014, this activity imposes a freeze on any owner requested increase to their contract rents for a period of one year. 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 currently helps reduce costs by controlling increases to Housing Assistance Payments (HAP), and provide staff time savings.

Activity 2014-3: Freeze on Contract Rent Increases				
Unit of Measurement	**Baseline**	**Benchmark**	**Projected Outcome**	**Benchmark Achieved?**
CE #1: Agency Cost Savings				
Total cost of task in dollars (decrease).	$509,343	$8,156	$8,156	N/A
CE #2: Staff Time Savings				
Total time to complete the task in staff hours (decrease).	2,551	304	304	N/A
CE #3: Decrease in Error Rate of Task Execution				
Average error rate in completing a task as a percentage (decrease)	11%	5%	N/A	N/A

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

This activity simplifies the calculation of 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 also eliminates the inclusion of a utility allowance in the tenant rent calculation. The activity was proposed and implemented in FY2014. HACSC is amending and re-proposing this activity this year to include its 4 public housing units under the activity (see Section III of this Plan).

ACTIVITIES NOT YET IMPLEMENTED

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. Once implemented, project-based participants will be 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, or (3) who present other compelling reasons to move out.

Due to high lease-up rate at over 100%, low turnover rate for tenant-based vouchers, and recent federal sequestration shortfall, this activity has not been implemented. HACSC plans on implementing this activity in FY2015.

Activity 2012-2: Minimum Two-year Occupancy in Project-based Unit				
Unit of Measurement	**Baseline**	**Benchmark**	**Projected Outcome**	**Benchmark Achieved?**
CE # 1: Agency Cost Savings				
Total cost of task in dollars (decrease)	$4,254	$0	$0	N/A
CE # 2: Staff Time Savings				
Total time to complete the task in staff hours (decrease).	83	0	0	N/A

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

This activity eliminates the HUD- mandated Earned Income Disallowance (EID) calculation. With the impending federal sequestration (realized in FY2013) HACSC placed the reviewing and developing of this activity on hold to allow for focus to be placed on activities which could address the potential financial short fall. Barring any additional unforeseen agency-wide issues, the agency expects to implement this activity by the end of FY2014.

Activity 2013-1: Elimination of the Earned Income Disallowance (EID) Calculation				
Unit of Measurement	**Baseline**	**Benchmark**	**Projected Outcome**	**Benchmark Achieved?**
CE # 1: Agency Cost Savings				
Total cost of task in dollars (decrease)	$402	$0	$0	N/A
CE #2: Staff Time Savings				
Total time to complete the task in staff hours (decrease)	15	0	0	N/A
CE #3: Decrease in Error Rate of Task Execution				
Average error rate in completing a task as a percentage (decrease)	100%	0%	0%	N/A

CE #5: Increase in Tenant Rent Share				
Tenant rent share in dollars* (increase)	$8,065,166	$8,065,166	$8,065,166	N/A

* The "tenant rent share in dollars" amount is the **total** amount that households pay toward rent per month as of the beginning of FY2015.

ACTIVITY 2014-1: FOCUS FORWARD PROGRAM

Using MTW authority, HACSC is creating a pilot program as an alternative to the HUD Family Self Sufficiency (FSS) Program. The pilot 'Focus Forward' program, similar to the FSS Program, is designed to assist families meet their self sufficiency goals. However, unlike the FSS Program, it aims to provide more focused, meaningful case management (with a smaller client to case manager ratio), accelerated program timelines and immediate and ongoing monetary incentives to households. HACSC is focusing its efforts in FY2015 to implement the program. Because a key to a successful program centers around strong partnerships with local Workforce Investment Boards, job training programs and agencies that can help provide resources for Focus Forward clients, such as transportation assistance, or child care, HACSC is planning to involve these agencies early in program development.

HACSC is considering some revisions to this activity in FY2015 to increase the program's potential effectiveness. Any revisions would be reported to HUD in the Agency's MTW Plan.

Activity 2014-1: Focus Forward Program				
Unit of Measurement	**Baseline***	**Benchmark**	**Projected Outcome**	**Benchmark Achieved?**
SS # 1: Increase in Household Income				
Average earned income in households affected by this policy in dollars (increase)	$16,065	$18,000	$18,000	N/A
SS # 2: Increase in Household Savings				
Average amount of savings/escrow of households affected by this policy in dollars (increase).	0	$4,253***	$4,253***	N/A
SS # 3: Increase in Positive Outcomes in Employment Status				
Number of participants employed full-time	17	30	30	N/A
Number of participants employed part-time	10	20	20	N/A
Number of participants enrolled in an educational program	1	10	10	N/A
Number of participants enrolled in job training program	0	5	5	N/A
Number of participants unemployed	1	1	1	N/A
SS # 4: Households Removed from Temporary Assistance for Needy Families (TANF)				
Number of households receiving TANF assistance (decrease)	14	7	7	N/A
SS # 5: Households Assisted by Services that Increase Self-Sufficiency				
Number of households receiving services aimed to increase self-sufficiency (increase)	0	100	100	N/A

SS # 8: Households Transitioned to Self-Sufficiency				
Number of households transitioned to self-sufficiency (increase).**	0	5	15	N/A

*HACSC is establishing its baseline data on 100 randomly selected work-able MTW participants

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

***Projected savings due to tiered rent structure and increase in income.

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

This activity eliminated 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 has yet to implement this activity because HUD increased the FY2014 FMR's for Santa Clara County. If HUD-issued FMR's decrease by 5% or more in FY2015, HACSC expects to implement this activity during FY2015.

Activity 2014-2: Eliminate Requirement to Re-Determine Rent Reasonableness when HUD decreased Fair Market Rents (FMRs)				
Unit of Measurement	**Baseline**	**Benchmark**	**Projected Outcome**	**Benchmark Achieved?**
CE #1: Staff Time Savings				
Total cost of task in dollars (decrease).	$319,651	$0	$0	N/A
CE #2: Staff Time Savings				
Total time to complete the task in staff hours (decrease)	11,726	0	0	N/A

ACTIVITIES ON HOLD

HACSC has no implemented activities that are currently placed on hold.

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 provides 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 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 provides 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 closed out in FY2009
2009-12: Adopt Investment Policies	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 could not be implemented.	This activity was closed out in FY2009
2010-1: Eliminating 100% Excluded Income from the Income Calculation Process	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 will be eliminating this activity and this is the last year that the Agency will report on this activity.	This activity was closed out in FY2013.

2012-1: Create Standard Utility Allowance Schedule	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.	This activity was closed out in FY2013.

V. MTW SOURCES AND USES OF FUNDS

Note: The figures provided in this section are estimates as of April 2014 and may be revised as part of HACSC's annual budget preparation process.

Estimated Sources of MTW Funding for the Fiscal Year 2015-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	$23,376
70600	HUD PHA Operating Grants	$253,012,612
70610	Capital Grants	$22,203
70700 (70710+70720+70730+70740+70750)	Total Fee Revenue	$0
71100+72000	Interest Income	$520
71600	Gain or Loss on Sale of Capital	$0
71200+71300+71310+71400+71500	Other Income	$3,638,246
70000	**Total Revenue**	256,696,957

Note:

70600-HUD PHA Operating Grants $253,012,613: is the sum of the following: Public Housing Operating Subsidy Income $10,812, Section 8 MTW Admin Fee & HAP Earned, $252,594,766, and FSS Coordinator fees $407,034.

7120+71300+71310+71400+71500 - Other Income $3,638,246: is the sum of the following: HAP port-in $3.5M, Admin fee port in $54,865, Land lease $63,268; ground lease $20,000 and Laundry receipts $113

Estimated Uses of MTW Funding for the Fiscal Year 2015-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	$10,909,982
91300+91310+92000	Management Fee Expense	$3,635
91810	Allocated Overhead	$7,452,983
92500 (92100+92200+92300+92400)	Total Tenant Services	$2,204
93000 (93100+93600+93200+93300+93400+93800)	Total Utilities	$9,300
93500+93700	Labor	$0
94000 (94100+94200+94300+94500)	Total Ordinary Maintenance	$24,109
95000 (95100+95200+95300+95500)	Total Protective Services	$36
96100 (96110+96120+96130+96140)	Total insurance Premiums	$251,497
96000 (96200+96210+96300+96400+96500+96600+96800)	Total Other General Expenses	$693,437
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	$225,745,631
97400	Depreciation Expense	$37,000
97500+97600+97700+97800	All Other Expenses	$0
90000	**Total Expenses**	245,172,965

We request to add FDS line item "10010 Operating transfer in & 10020 Operating transfer out" to report **$11,523,992,** the net change in fund balance. Technically, this would meet the requirement to match total 'Sources In' to total 'Sources Out'. For Fiscal Year 2015, the net balance of MTW funding, $11,523,992, will be used to fund the following :

I - Real Estate Services (RESD)-Transfer of $1,088,351: Under HACSC's FY 2015 Approved Budget, **Single Fund Flexibility** will be used to provide $1,088,351 of Section 8 MTW funds for RESD expenses related to development and asset management of the Section 8 Project-Based Vouchers, Project-Based Assistance and Section 9 - Public Housing.

II- Activity 2012-3-Acquisition and Development Fund - $4 M: Per the HACSC Board's approval on June 10, 2014, $4 million of Section 8 MTW funds are obligated for use in the Acquisition and Development Fund (Activity 2012-3) to support the construction of rental housing for senior and families.

III- Activity 2012-4-Preservation Fund - $5 M: Per the HACSC's Board's approval on June 10, 2014, $5 million of Section 8 MTWfunds are obligated for use in the Preservation Fund (Activity 2012-4) for predevelopment and rehabilitation of the agency's existing affordable housing portfolio.

IV- Facilities Consolidation for Administration of the Building - $1 M: Consistent with HACSC's FY 2012 MTW Report on Sources and Uses of funds, on June 10, 2014, the HACSC Board obligated $1 million of Section 8 MTW funds for replenishment of the Facilities Consolidation Fund. This Fund is for the acquisition, permitting, demolition and construction of facilities for the consolidated HACSC office. Because the "Uses" table does not have an FDS line item for capital expenditures, this is not included in the Sources and Uses table above.

V-MTW Reserves - $435,641: Remaining balance of $435,641 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.

910000 - Total Operating - Administrative $10,909,982: is the sum of: Public Housing $27,655 and Section 8 MTW $10,882,327. Within $10,882,327, $634,550, is the funding for Employee Retiree Benefit Trust (CERBT).

97300+97350 - Housing Assistance Payments + HAP Portability-In $225,745,631: is the sum of: HAP portability $3.5M, and HAP paid out $222,245,631.

Non-Traditional Estimated Sources and Uses:

FY 2015 Planned Sources	RHF Grants (1)	2012-3 ACQ. & Dev. Fund (2)	2012-4 Preservation Fund (3)	2012-5 Tenant Services (4)	Total
Operating Grants	$610,116	$0	$0	$0	**$610,116**
Transfer Fr. MTW Reserve	$0	$4,000,000	$5,000,000	$0	**$9,000,000**
Transfer Fr. Acq and Dev. Fund	$0	$0	$1,000,000	$0	**$1,000,000**
Transfer Fr. Acq and Dev. Reserve	$0	$1,000,000	$0	$0	**$1,000,000**
Total Planned Sources	**$610,116**	**$5,000,000**	**$6,000,000**	**$0**	**$11,610,116**

FY 2015 Planned Uses	RHF Grants (1)	2012-3 Acq. & Dev. Fund (2)	2012-4 Preservation Fund (3)	2012-5 Tenant Services (4)	Total
Park Ave Project - Development expenses	$610,116	$0	$0	$0	**$610,116**
2012-3 - Acquisition and Development Fund	$0	$4,000,000	$0	$0	**$4,000,000**
2012-4 Preservation Fund	$0	$0	$6,000,000	$0	**$6,000,000**
Transfer to 2012-4 Preservation Fund	$0	$1,000,000	$0	$0	**$1,000,000**
Total Planned Uses	**$610,116**	**$5,000,000**	**$6,000,000**	**$0**	**$11,610,116**

(1) - In accordance with the Moving to Work Grant Agreement, Section VI.B.2.a.(i) and the Third Amendment to the MTW Plan, all RHF grant funds will be transferred to the MTW line item, and, pursuant to Board approval, the funds will be used for development expenses at the Park Avenue project.

(2) - Per the HACSC Board's approval on June 10, 2014, $4 million of Section 8 MTW funds are obligated for use in the Acquisition and Development Fund (Activity 2012-3) to support the construction of rental housing for senior and families.

(3) - Per the HACSC's Board's approval on June 10, 2014, $5 million of Section 8 MTWfunds are obligated for use in the Preservation Fund (Activity 2012-4) for predevelopment and rehabilitation of the agency's existing affordable housing portfolio:

A - Blossom River predevelopment and re-syndication - $1,500,000
B - Huff Gardens predevelopment and res-syndication - $1,500,000
C - Pinmore/Willows predevelopment - $1,500,000
D - Willows Apartments buy out - $50,000
E - Other Projects and general contingencies - $450,000

The Preservation Fund will require an additional $1 million from the Acquisition and Development Fund.

(4) - There will be no activity planned for FY2015; services at all properties to be funded through operating budget.

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, such as an owner portal which will allow owners to conduct transactions and check account information online; "upfront scanning," in which documents received in HACSC's lobby will be scanned directly to recipient computer folders, thereby eliminating the need for retention of paper documentation; increased staff, owner and participant training and enrichment opportunities through HACSC's Moving to Work University program.

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

V.2.Plan.Local Asset Management Plan

B. MTW Plan: Local Asset Management Plan

Is the PHA allocating costs within statute?	Yes	or	
Is the PHA implementing a local asset management plan (LAMP)?		or	No

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.

Has the PHA provided a LAMP in the appendix?		or	No

HACSC does not have a Local Asset Management Plan.

VI. ADMINISTRATIVE

A. BOARD RESOLUTION ADOPTING THE 2015 ANNUAL MTW PLAN CERTIFICATION OF COMPLIANCE

The Board Resolution approving the FY2015 MTW Plan is attached as Appendix Two to this document.

B. PUBLIC REVIEW PROCESS FOR THE 2015 ANNUAL MTW PLAN

HACSC's FY2015 MTW Annual Plan was made available for public review from February 19, 2014 through March 21, 2014. 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 December 12, 2013, one on January 7, 2014, and one on January 28, 2014. A total of 58 people attended these stakeholder meetings. The public hearing for the Plan was held on March 21, 2014 and 19 persons attended; three gave public comments on the Plan.

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

In FY2015, 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

Beginning with CA39P059501-11, Capital Grants have been included within the MTW Block grant. Please see Appendix Three- Original Annual Statements: CA39PO5950114 and CA39RO5950114.

APPENDIX ONE: SELF-CERTIFICATION OF HQS REPAIR

HOUSING AUTHORITY of the COUNTY of SANTA CLARA
Leaders in *Making a Difference.*

SELF-CERTIFICATION OF HQS REPAIR

Both the Owner/Payee and Tenant must use this form to certify in writing that the repair(s) have been completed prior to the deadline date of . **The owner/payee must return the signed and dated form to the Housing Authority by mail or fax on or before the due date of the repair(s).**

Address: Housing Authority of the County of Santa Clara
505 West Julian Street
San Jose, CA 95110

FAX : (408) 993-

The signatures below certify that the required repair(s) as listed on the HQS Deficiencies Notification letter have been completed on _____ and the unit is now in compliance with HQS.

We hereby certify and affirm under the penalty of perjury that the above statement is true and correct. I understand that Section 101 of Title 18 of the U.S. Code makes it a criminal offense to make willful, false statements or misrepresentations to any department or agency of the U.S. as to any matter within its jurisdiction.

_____ Signature of Owner/Payee

_____ Date Signed

_____ Signature of Tenant

_____ Date Signed

NOTE: **All HQS deficiencies must be corrected within thirty (30) days from the date of the deficiency notification letter, unless an extension has been approved by the Housing Authority. If the repairs are not completed:**

- **For owner-caused HQS deficiencies - the Housing Assistance Payments (HAP) will be abated (permanently withheld), and payments already made to the owner/agent must be returned to the Housing Authority.**
- **For Participant-caused HQS deficiencies - HAP will NOT be abated (permanently withheld). However, the termination of assistance will be processed.**

OFFICE USE ONLY	DATE STAMP
Responsible for repair(s): ( ) Owner/Payee ( ) Participant Entity ID: Zip Code: Inspection #: Inspection: ☐ PASS ☐ ABATEMENT/FAIL Reviewed by: _____ Pass Date: _____ HA Staff Signature Assigned Specialist:	

F//: forms&labels/in-house/80557 Self-Certification of HQS Repair Rev. 12-17-12

APPENDIX TWO: RESOLUTION #14-03

RESOLUTION NO. 14-03

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE COUNTY OF SANTA CLARA APPROVING SUBMISSION OF THE FY2015 MOVING TO WORK (MTW) ANNUAL PLAN TO US DEPARTMENT OF HUD

WHEREAS, the Housing Authority of the County of Santa Clara, together with the Housing Authority of the City San José (collectively referred to as "**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 and submit an Annual MTW Plan (**Plan**), to solicit comments and conduct a public hearing on the Plan, and to make certain certifications; and

WHEREAS, currently in its sixth year in the MTW Program, HACSC has drafted its FY2015 Moving to Work Annual Plan, solicited public comment and conducted a public hearing on the Plan; 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. Certifies the statements in the attached Certifications of Compliance with Regulations; and

2. Approves the Fiscal Year 2015 Moving to Work Annual Plan for HACSC and the Housing Authority of the City of San José; and

3. Authorizes HACSC to submit the Annual Plan to the U.S. Department of Housing and Urban Development on behalf of both agencies.

PASSED AND ADOPTED by the Board of Commissioners of the Housing Authority of the County of Santa Clara, State of California, on April 8, 2014, held at 505 W. Julian Street, City of San Jose, State of California, upon motion from Commissioner Vicechair Anderson and seconded by Commissioner Lawton with the following vote:

AYES: Chair Espinoza-Howard, Vicechair Anderson, Commissioners Lawton, Hayden, Chang and O'Neal

NAYS: None

ABSTAIN: None

ABSENT: None

Kathy Espinoza-Howard, Chair

ATTEST:

Alex Sanchez, Secretary/Executive Director

Attachment B

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

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

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, 2014, 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.

Attachment B

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 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

Kathy Espinoza-Howard
Signature

April 8, 2014
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.

Attachment C

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

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

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, 2014, 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.

Attachment C

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.
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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

Kathy Espinoza-Howard
Signature

April 8, 2014
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 THREE: CAPITAL IMPROVEMENT PROGRAM STATEMENTS

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
PHA Name: Housing Authority of the County of Santa Clara

Grant Type and Number
Capital Fund Grant No.: CA39PO5950114
Replacement Housing Factor Grant No. N/A
Date of CFFP:

Federal FY of Grant: 2014

_x__Original Annual Statement ___ Reserve for Disasters/Emergencies _ Revised Annual Statement
___Performance and Evaluation Report for Period Ending: _ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		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	$ 258,062.00			
17	1495.1 Relocation Costs				
18	1499 Development Activities	$ -			
18a	1501 Collaterization or Debt Service paid by PHA	$ -			
18b	1501 Collaterization or Debt Service paid by Via System of Direct Payment				
19	1502 Contingency	$ -	$ -		
20	Amount of Annual Grant (sum of lines 2-19)	$ 258,062.00	$ -		

Capital Improvement Program Tables - Page 1

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.: CA39P059501114
Replacement Housing Factor Grant No. N/A

2014

_x__Original Annual Statement ___ Reserve for Disasters/Emergencies _ Revised Annual Statement
___Performance and Evaluation Report for Period Ending: __ Final Performance and Evaluation Report

Line	Summary by Development Account		Total Estimated Cost		Total Actual Cost	
__x_Original Annual Statement ___ Reserve for Disasters/Emergencies __ Revised Annual Statement			Original	Revised	Obligated	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		Date 4/10/14	Signature of Public Housing Director		MAY 1 3 2014	

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

Grant Type and Number
Capital Fund Grant No.: CA39P05950114
Replacement Housing Factor Grant No: N/A

Federal FY of Grant: 2014

Development Number / Reserve for Disasters/Emergencies Activities	General Description of Major Work Categories / __ Revised Annual Statement	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Eklund I								
CA39 P059-014				$ -				
		1460						
		1460						
		1460						
		1460						
		1460						
	Total			$ -				

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

Grant Type and Number
Capital Fund Grant No.:CA39PO5950114
Replacement Housing Factor Grant No: N/A

Federal FY of Grant: 2014

Development Number / Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Eklund II								
CA39 PO59-014								
		1460						
		1460						
		1460						
		1460						
		1460						
	Total							

Annual Statement/Performance and Evaluation Report
Capital Improvement Program, Capital Improvement Program Replacement Housing Fa
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		Grant Type and Number Capital Fund Grant No.: CA39PO5950114 Replacement Housing Factor Grant No: N/A				Federal FY of Grant: 2014		
Development Number ve for Disasters/Emergencies __ Revised Annual Statement Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Deborah								
CA39 PO59-016								

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

Grant Type and Number
Capital Fund Grant No.: CA39PO5950114
Replacement Housing Factor Grant No: N/A

Federal FY of Grant: 2014

Development Number ve for Disasters/Emergencies Activities	General Description of Major Work Categories __ Revised Annual Statement	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Operations	Public Housing operating expenses	1406						
			Total 1406					
Management	CFP Training	1408						
Improvements	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 Fa
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

Grant Type and Number
Capital Fund Grant.: CA39PO5950114
Replacement Housing Factor Grant No: N/A

Federal FY of Grant: 2014

Development Number	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
ve for Disasters/Emergencies __ Revised Annual Statement								
Activities				Original	Revised	Funds Obligated	Funds Expended	
Fees and Costs	Consultant Fees	1430		-				
	Architect/inspection fees	1430		-				
			Total 1430					
Nondwelling								
Equipment			Total 1475					
MTW								
Demonstration		1492		$ 258,062.00				
Relocation	Relocation	1495						
			Total 1495					
Collaterization or	Bond financing approved FY 2006	1501						
Debt Service			Total 1501					
Contingency	Contingency	1502						
			Total 1502	$ -				
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

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.: CA39PO5950114
Replacement Housing Factor Grant No.: N/A

Federal FY of Grant: 2014

Development Number ___ Reserve for Disasters/Emergencies Activities	All Fund Obligated (Quarter Ending Date) __ Revised Annual Statement	All funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates
	Original Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
14/Eklund I/Eklund II	5/13/2016	5/13/2018		
16/Deborah	5/13/2016	5/13/2018		
HA-Wide				
Management Improvements	5/13/2016	5/13/2018		
Administration	5/13/2016	5/13/2018		
Audit	5/13/2016	5/13/2018		
Fees & Costs	5/13/2016	5/13/2018		
Nondwelling Equipment	5/13/2016	5/13/2018		
Relocation	5/13/2016	5/13/2018		

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 PHA Name: Housing Authority of the County of Santa Clara	Grant Type and Number Capital Fund Grant No.: RHF Grant No.: CA39RO5950114 Date of CFFP:	Federal FY of Grant: 2014

_x__Original Annual Statement ___ Reserve for Disasters/Emergencies _ Revised Annual Statement
___Performance and Evaluation Report for Period Ending: _ Final Performance and Evaluation Report

Line No.	Summary by Development Account		Total Estimated Cost		Total Actual Cost	
			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		$ 398,067.00			
17	1495.1 Relocation Costs					
18	1499 Development Activities		$ -			
18a	1501 Collaterization or Debt Service paid by PHA		$ -			
18b	1501 Collaterization or Debt Service paid by Via System of Direct Payment					
19	1502 Contingency		$ -	$ -		
20	Amount of Annual Grant (sum of lines 2-19)		$ 398,067.00	$ -		

Capital Improvement Program Tables - Page 1

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.: RHF Grant No.: CA39RO5950114			2014
_x__Original Annual Statement ___ Reserve for Disasters/Emergencies _ Revised Annual Statement ___Performance and Evaluation Report for Period Ending: __Final Performance and Evaluation Report						
Line __x_Original Annual Statement ___ Reserve for Disasters/Emergencies __ Revised Annual Statement	Summary by Development Account		Total Estimated Cost		Total Actual Cost	
			Original	Revised	Obligated	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		Date 4/10/14	Signature of Public Housing Director		Date MAY 13 2014	

Capital Improvement Program tables - page 2

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

Grant Type and Number
Capital Fund Grant No.:
RHF Grant No.: CA39RO5950114

Federal FY of Grant: 2014

Development Number / Reserve for Disasters/Emergencies Activities	General Description of Major Work Categories / __ Revised Annual Statement	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Eklund I								
CA39 PO59-014				$ -				
		1460						
		1460						
		1460						
		1460						
		1460						
	Total			$ -				

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

Grant Type and Number
Capital Fund Grant No.:
RHF Grant No.: CA39R05950114

Federal FY of Grant: 2014

Development Number / Reserve for Disasters/Emergencies / Activities	General Description of Major Work Categories (Revised Annual Statement)	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Eklund II								
CA39 P059-014								
		1460						
		1460						
		1460						
		1460						
		1460						
	Total							

Annual Statement/Performance and Evaluation Report
Capital Improvement Program, Capital Improvement Program Replacement Housing Fa
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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	Grant Type and Number Capital Fund Grant No.: RHF Grant No.: CA39RO5950114	Federal FY of Grant: 2014

Development Number ve for Disasters/Emergencies __ Revised Annual Statement Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Deborah								
CA39 PO59-016								

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
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Part II: Supporting Pages

PHA Name: Housing Authority of the County of Santa Clara

Grant Type and Number
Capital Fund Grant No.:
RHF Grant No.: CA39RO5950114

Federal FY of Grant: 2014

Development Number ve for Disasters/Emergencies Activities	General Description of Major Work Categories __ Revised Annual Statement	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Operations	Public Housing operating expenses	1406						
			Total 1406					
Management	CFP Training	1408						
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	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 Fa
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

Grant Type and Number
Capital Fund Grant.:
RHF Grant No.: CA39RO5950114

Federal FY of Grant: 2014

Development Number ve for Disasters/Emergencies Activities	General Description of Major Work Categories __ Revised Annual Statement	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Fees and Costs	Consultant Fees	1430		-				
	Architect/inspection fees	1430		-				
			Total 1430					
Nondwelling								
Equipment			Total 1475					
MTW								
Demonstration		1492		$ 398,067.00				
Relocation	Relocation	1495						
			Total 1495					
Collaterization or	Bond financing approved FY 2006	1501						
Debt Service			Total 1501					
Contingency	Contingency	1502						
			Total 1502	$ -				
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

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.:
RHF Grant No.: CA39RO5950114

Federal FY of Grant: 2014

Development Number ___ Reserve for Disasters/Emergencies Activities	All Fund Obligated (Quarter Ending Date) __ Revised Annual Statement	All funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates
	Original Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
14/Eklund I/Eklund II	5/13/2016	5/13/2018		
16/Deborah	5/13/2016	5/13/2018		
HA-Wide				
Management Improvements	5/13/2016	5/13/2018		
Administration	5/13/2016	5/13/2018		
Audit	5/13/2016	5/13/2018		
Fees & Costs	5/13/2016	5/13/2018		
Nondwelling Equipment	5/13/2016	5/13/2018		
Relocation	5/13/2016	5/13/2018		