



PUBLIC HEARING NOTICE

2025 Annual, Five-Year PHA Plans & MTW Supplement

Charleston-Kanawha Housing Authority (CKHA) welcomes public input on its 2025 Annual Agency PHA Plan and its Five-Year PHA Plan for 2025-29.

These plans reflect CKHA's vision, goals, policy changes, needs, resources, existing and proposed activities to address the needs of low, very low and extremely low-income families residing in our jurisdiction over the next five years.

In addition, as a Moving to Work (MTW) agency, the MTW Supplement is also included in the Annual Plan. The Supplement lists specific waivers to existing regulations CKHA may implement to streamline agency performance to meet local housing needs.

A public comment period is being provided from 04/8/25 to 05/26/25. The Plan and plan elements are available for review at this location during normal business hours (8 am -12 pm, 1:00 - 4:30 pm) or online at www.ckha.com.

A Public Hearing will be held on Thursday, May 29, 2025, at 11:00 am at the main administrative offices at 1525 Washington St., West, Charleston, WV 25387.

04-8-2025



Streamlined Annual PHA Plan <i>(High Performer PHAs)</i>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 03/31/2024
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Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, including changes to these policies, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

Applicability. The Form HUD-50075-HP is to be completed annually by **High Performing PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, HCV-Only PHA, Small PHA, or Qualified PHA do not need to submit this form.

Definitions.

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers and was designated as a high performer on both the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, and that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceed 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceed 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined and is not PHAS or SEMAP troubled.

A.	PHA Information.																										
A.1	<p>PHA Name: <u>Charleston – Kanawha Housing Authority</u> PHA Code: <u>WV001</u> PHA Type: <input checked="" type="checkbox"/> High Performer PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>04/01/2025</u> PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units <u>1,139</u> Number of Housing Choice Vouchers (HCVs) <u>3,063</u> Total Combined <u>4,202</u> PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission</p> <p>Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p> <p style="padding-left: 40px;">CKHA Plans are available at these locations during normal business hours (8am – 12pm, 1 – 4:30 pm) CKHA's Administrative Office, 1525 Washington St., W. Charleston, WV 25387 All CKHA housing developments management offices (see attached AMP listing)</p> <p>In addition to these locations, the plan is accessible on-line at www.ckha.com.</p> <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below)</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th rowspan="2" style="width: 25%;">Participating PHAs</th> <th rowspan="2" style="width: 10%;">PHA Code</th> <th rowspan="2" style="width: 25%;">Program(s) in the Consortia</th> <th rowspan="2" style="width: 20%;">Program(s) not in the Consortia</th> <th colspan="2" style="width: 20%;">No. of Units in Each Program</th> </tr> <tr> <th style="width: 10%;">PH</th> <th style="width: 10%;">HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:																	
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B. Plan Elements

B.1 Revision of Existing PHA Plan Elements.

(a) Have the following PHA Plan elements been revised by the PHA since its last **Annual PHA Plan** submission?

Y N

- Statement of Housing Needs and Strategy for Addressing Housing Needs.
- Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.
- Financial Resources.
- Rent Determination.
- Homeownership Programs.
- Safety and Crime Prevention.
- Pet Policy.
- Substantial Deviation.
- Significant Amendment/Modification

(b) If the PHA answered yes for any element, describe the revisions for each element below:

Significant Amendment

As part of the Rental Assistance Demonstration (RAD), CKHA is redefining the definition of a substantial deviation from the PHA Plan to exclude the following RAD-specific items (see Attachment R):

- a. The decision to convert to either Project Based Rental Assistance or Project Based Voucher Assistance.
- b. Changes to the Capital Fund Budget produced because of each approved RAD Conversion, regardless of whether the proposed conversion will include use of additional Capital Funds.
- c. Changes to the construction and rehabilitation plan for each approved RAD conversion; and
- d. Changes to the financing structure for each approved RAD conversion.

Changes required by HUD are not considered a significant amendment/modifications to the Annual PHA Plan.

(c) The PHA must submit its Deconcentration Policy for Field Office Review.

Deconcentration of Poverty and Income-Mixing [24 CFR 903.1 and 903.2]

CKHA's admission policy must be designed to provide for deconcentration of poverty and income-mixing by bringing higher income tenants into lower income projects and lower income tenants into higher income projects. A statement of CKHA's deconcentration policies must be included in its annual plan [24 CFR 903.7(b)].

CKHA's deconcentration policy must comply with its obligation to meet the income targeting requirement [24 CFR 903.2(c)(5)].

Developments subject to the deconcentration requirement are referred to as 'covered developments' and include general occupancy (family) public housing developments. The following developments are not subject to deconcentration and income mixing requirements:

1. Developments operated by a PHA with fewer than 100 public housing units.
2. Mixed population or developments designated specifically for elderly or disabled families.
3. Developments operated by a PHA with only one general occupancy development.
4. Developments approved for demolition or for conversion to tenant-based public housing; and
5. Developments approved for a mixed-finance plan using HOPE VI or public housing funds [24 CFR 903.2(b)].

CKHA will determine the average income of all families in all covered developments on an annual basis.

CKHA will determine the average income of all families residing in each covered development (not adjusting for unit size) on an annual basis.

CKHA must then determine whether each of its covered developments falls above, within, or below the established income range (EIR), which is from 85% to 115% of the average family income determined in Step 1. However, the upper limit must never be less than the income at which a family would be defined as an extremely low-income family (30% of median income).

CKHA, with covered developments having average incomes outside the EIR must then determine whether these developments are consistent with its local goals and annual plan.

Depending on local circumstances CKHA's deconcentration policy may include, but is not limited to the following:

- Providing incentives to encourage families to accept units in developments where their income level is needed, including rent incentives, affirmative marketing plans, or added amenities.
- Targeting investment and capital improvements toward developments with an average income below the EIR to encourage families with incomes above the EIR to accept units in those developments.
- Establishing a preference for admission of working families in developments below the EIR
- Skipping a family on the waiting list to reach another family to further the goals of deconcentration.

- Providing other strategies permitted by statute and determined by CKHA in consultation with the residents and the community through the annual plan process to be responsive to local needs and PHA strategic objectives.

A family has the sole discretion whether to accept an offer of a unit made under CKHA's deconcentration policy. CKHA must not take any adverse action toward any eligible family for choosing not to accept an offer of a unit under CKHA's deconcentration policy [24 CFR 903.2(c)(4)].

If, at annual review, the average incomes at all general occupancy developments are within the EIR, CKHA will follow the deconcentration requirement, and no further action is required.

Attachment A is provided which reflects twelve (12) family developments, only one of which is subject to the Deconcentration Policy as per HUD Notice PIH 2001-4 (HA) dated January 19, 2001. As permitted by Notice PIH 2001-4, a bedroom adjustment factor was utilized to provide for a unit-weighted average of the unit distribution at each development and for the total average. Notice PIH 2001-4 also prescribes an Established Income Range of 85% to 115% for each development when compared to the project-wide average. Per CFR 903.2(b)(2)(i) public housing developments operated by a PHA with fewer than 100 units are not subject to deconcentration of poverty and income mixing requirements. Therefore, only Orchard Manor is subject to the requirements.

30% of the Area Median Income of \$78,300 is \$23,490 (effective 4/15/2024). Based upon Federal Register dated 08/06/02 "Public Housing Agency Plans: Deconcentration – Amendments to Established Income Range Definition; Final Rule", HUD agrees that in all practicality deconcentration would not be fostered through efforts to place lower income families in developments categorized as higher income in which the average family income is in fact at the extremely low-income level. Therefore, since the average income for all family developments is less than the Extremely Low-Income Limit, the deconcentration requirement does not apply.

See Attachment A for a complete calculation of the percentages.

B.2 New Activities.

(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?

Y N

- Hope VI or Choice Neighborhoods.
- Mixed Finance Modernization or Development.
- Demolition and/or Disposition.
- Conversion of Public Housing to Tenant Based Assistance.
- Conversion of Public Housing to Project-Based Rental Assistance or Project-Based Vouchers under RAD.
- Project Based Vouchers.
- Units with Approved Vacancies for Modernization.
- Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project-based units and general locations, and describe how project basing would be consistent with the PHA Plan.

Section 18 Disposition

CKHA will be disposing of 24 Scattered Site units in AMP WV00100007 under the Section 18 Disposition program. Twenty (20) units will be sold to CKHA's nonprofit below FMV, and 4 units will be sold at Fair Market Value to a to-be- determined buyer.

Below Fair Market Value

- 608 McCormick Street 1
- 109 Hunt Avenue 4
- 603 Grant Street 4
- 430 Baird Drive 4
- 505 Shaw Street 4
- 1517 Piedmont 3

Fair Market Value

- 1720 Claire Street 1
- 1427 Fourth Avenue 1
- 809 West Avenue 1
- 1004 Hunt Avenue 1

Conversion of Public Housing through Rental Assistance Demonstration (RAD) and/or Section 18 Disposition

As Congress has expanded the number of public housing units nationwide available to be converted to RAD funding (450,000) CKHA will file an application to convert existing public housing properties to Section 8 Project-Based Vouchers using the RAD/Section 18 Construction Blend. Specifically, CKHA plans to redevelop multiple sites together including Orchard Manor (150 units), Orchard Elderly CRHLP 4 (12 units), Hutchinson Street CRLHP 2 (22 Units), and CRHLP 1 (44 units) in addition to Carroll Terrace (199 units), Rand (44 units), and Dunbar (49 units). See Attachment R for details.

Project-Based Vouchers

The use of Project Based voucher assistance is consistent with CKHA's Annual Plan to increase the availability of quality affordable housing, revitalize and diversify neighborhoods and to provide desired housing that meets local demographics. CKHA may opt to issue an RFP for up to 20% of the current voucher allocation to potentially being used for project-based vouchers.

	<p>CKHA will be project-basing twenty (20) tenant protection vouchers awarded in connection with the Section 18 Disposition of the Scattered Sites and all units as part of the RAD/Section 18 Construction Blends as outlined in Attachment R.</p> <p><u>Tenant-Based Assistance</u> The four (4) units being sold at FMV will be converted to tenant-based Section 8 assistance.</p> <p><u>Units with Approved Vacancies</u> CKHA will seek approval for unit status changes in vacancies resulting from remediation of units due to contamination from methamphetamine production/usage above state limits. CKHA will also seek approval from HUD to place vacant units in properties being rehabbed or redeveloped as part of public housing repositioning in Modernization Status to facilitate relocation.</p> <p><u>Other Capital Fund Grant Programs</u> CKHA will use funds awarded through the Capital Fund Safety & Security Grant to replace and upgrade camera systems in all elderly/disabled properties.</p>
<p>B.3</p>	<p>Progress Report.</p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year Plan.</p> <p>CKHA's mission is to provide every resident with a decent, safe, affordable place to live, while linking or providing programs that will assist them on their journey to self-sufficiency. The primary goals of the 5- Year Plan include maintaining, improving, and expanding affordable housing in our operating area, developing additional services/partner with agencies to serve our residents, building a diversified business model for the agency, promoting the opportunities and successes of affordable housing, and strengthening organizational operations.</p> <p>CKHA made progress during this period in meeting these goals through:</p> <ol style="list-style-type: none"> 1. Completion of enrollment for the Moving to Work (MTW) program Tiered Rent program. Since March 2023, over 1,400 families have been enrolled in both the tiered and standard rent control groups. 2. Four (4) graduates from the Family Self-Sufficiency program with an escrow release of \$13,873.85. 3. Awarded \$297,284.00 in grant funding. These funds will be used to provide senior services, upgrade security camera systems and provide outdoor recreational opportunities at senior facilities. 4. Completed the door access system upgrade at all Senior high-rise buildings. 5. Procured asset repositioning consultant services and in the process of signing agreement with a development partner. 6. Began the electrical upgrade of older units at Orchard Manor.
<p>B.4.</p>	<p>Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan in EPIC and the date that it was approved.</p> <p>See Capital Fund 5 Year Action Plan for 2024 – 2028 in EPIC approved by HUD on 10/18/2024.</p>
<p>B.5</p>	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p>
<p>C.</p>	<p>Other Document and/or Certification Requirements.</p>
<p>C.1</p>	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) have comments to the PHA Plan?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
<p>C.2</p>	<p>Certification by State or Local Officials.</p> <p>Form HUD-50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<p>C.3</p>	<p>Civil Rights Certification/Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.</p> <p>Form 50077-ST-HCV-HP, <i>PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed</i> must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>

C.4 Challenged Elements. If any element of the PHA Plan is challenged, a PHA must include such information as an attachment with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public.

(a) Did the public challenge any elements of the Plan?
 Y N

If yes, include Challenged Elements.

D. Affirmatively Furthering Fair Housing (AFFH).

D.1 Affirmatively Furthering Fair Housing.

Provide a statement of the PHA's strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item.

Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

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CKHA Administrative Offices & AMP Locations

Charleston-Kanawha Housing Authority (CKHA) welcomes public input on its 2025 Annual Agency PHA Plan and its Five-Year PHA Plan for 2025-29. These plans reflect CKHA's vision, goals, policy changes, needs, resources, existing and proposed activities. In addition, as a Moving to Work (MTW) agency, the MTW Supplement is also included in the Annual Plan. The Supplement lists specific waivers to existing regulations CKHA may implement to streamline agency performance to meet local housing needs. A public comment period is being provided from 4/8/25 to 5/26/25. A hard copy version of the plan and plan elements is available for review at these locations during normal business hours (8am–12pm, 1–4:30pm):

- Main Administrative Office, 1525 Washington St., W. Charleston, WV 25387
- Orchard Manor, 900 Griffin Drive, Charleston, WV 25387
- Lee Terrace, 1319 Lee Street, Charleston, WV 25301
- Jarrett Terrace, 824 Central Avenue, Charleston, WV 25387
- Oakhurst Village, 1039 Lawndale Lane, Charleston, WV 25314.
- Hillcrest Village, 1000 Hillcrest Drive, Charleston, WV 25301
- South Park Village, 680 South Park Road, Charleston, WV
- Carroll Terrace, 1546 Kanawha Blvd., East, Charleston, WV 25311
- Lippert Terrace, 4420 McCorkle Ave., SE, Charleston, WV 25301
- Albert Harris Apts., 300 Glade Avenue, Rand WV, 25306
- J. Douglas Anderson Apts., 122 Marshall Avenue, Dunbar, WV 25064
- Charleston Replacement Hsg. #1, 900 Griffin Drive, Charleston, WV 25387
- Charleston Replacement Hsg. #2, 1809 Washington St., W, Charleston, WV 25387
- Charleston Replacement Hsg. #3, 50 Ida Mae Way, Charleston, WV 25301
- Charleston Replacement Hsg. #4, 900 Griffin Drive, Charleston, WV 25387
- Charleston Replacement Hsg. #5, 50 Ida Mae Way, Charleston, WV 25301
- Charleston Replacement Hsg. #6, 1809 Washington St., W, Charleston, WV 25387

In addition to these locations, the plan is accessible on-line at www.ckha.com.

ATTACHMENT A

CHARLESTON - KANAWHA HOUSING AUTHORITY

DECONCENTRATION TABLES									
(As of 10/09/2024)									
Project	Name	Factors						Totals	Adjustment Factors #REF!
		0.85 1BR	1.00 2BR	1.25 3BR	1.40 4BR	1.61 5BR	1.82 6BR		
WV001000003	Orchard	4	118	28	0	0	0	150	
WV001000007	Hillcrest-Oakhurst-Scattered	23	73	44	10	4	0	154	1.09
WV001000008	South Pk.	0	0	37	29	10	4	80	1.38
WV001000029	Harris-Anderson	43	28	19	3	0	0	93	0.99
WV001000027	CRH #1	8	14	16	6	0	0	44	1.12
WV001000028	CRH #2	8	13	1	0	0	0	22	0.96
WV001000031	CRH #3	44	5	2	0	0	0	51	0.88
WV001000032	CRH #6	4	15	4	0	0	0	23	1.02
WV001000033	CRH #5	40	0	0	0	0	0	40	0.85
		174	266	151	48	14	4	657	1.06
		147.9	266	188.75	67.2	22.54	7.28	699.87	1.06
	PIC DATA								
		Factors		% of Total Avg.					
Total Average	\$16,951	1.06	\$14,978	N/A					
Orchard Average	\$12,779	#REF!	#REF!	#REF!					
Hill-Oak-Scattered Average	\$18,355	1.09	\$16,826	112%					
Southpark Average	\$12,563	1.38	\$9,118	61%					
Harris-Anderson Avg.	\$12,951	0.99	\$13,021	87%					
CRH #1	\$20,953	1.12	\$18,738	125%					
CRH #2	\$15,398	0.96	\$16,093	107%					
CRH #3	\$17,466	0.88	\$19,839	132%					
CRH #5	\$16,415	0.85	\$19,312	129%					
CRH #6	\$16,676	1.02	\$16,391	109%					
NOTE 1: As permitted, a bedroom adjustment factor was used to provide for a unit-weighted average of the distribution. Such an unit-weighted average provided for a range of 82% to 147% when compared to the Established Income Range of 85% to 115%.									
NOTE 2: Per CFR 903.2(b)(2)(i) public housing developments operated by a PHA with fewer than 100 units are not subject to deconcentration of poverty and income mixing requirements. Therefore, only Orchard Manor is subject to the requirements.									
NOTE 3: 30% of Area Median Income is \$23,490 (which is the Extremely Low Income limit 4/15/2024 Income Limits). Based upon Register dated 08/06/02 "Public Housing Agency Plans: Deconcentration - Amendments to Established Income Range Definition; Final Rule", HUD agrees that in all practicality deconcentration would not be fostered through efforts to place lower income families in developments categorized as higher income in which the average family income is in fact at the extremely low-income level. Therefore, since the average income for all family developments is less than the Extremely Low Income limit, the deconcentration requirement does not apply.									

CKHA Deconcentration Policy

Deconcentration of Poverty and Income-Mixing [24 CFR 903.1 and 903.2]

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If, at annual review, the average incomes at all general occupancy developments are within the EIR, CKHA will follow the deconcentration requirement, and no further action is required.

Attachment A is provided which reflects twelve (12) family developments, only one of which is subject to the Deconcentration Policy as per HUD Notice PIH 2001-4 (HA) dated January 19, 2001. As permitted by Notice PIH 2001-4, a bedroom adjustment factor was utilized to provide for a unit-weighted average of the unit distribution at each development and for the total average. Notice PIH 2001-4 also prescribes an Established Income Range of 85% to 115% for each development when compared to the project-wide average. Per CFR 903.2(b)(2)(i) public housing developments operated by a PHA with fewer than 100 units are not subject to deconcentration of poverty and income mixing requirements. Therefore, only Orchard Manor is subject to the requirements.

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Attachment R – Rental Assistance Demonstration (RAD)

The Charleston Kanawha Housing Authority is amending its annual PHA Plan because it is applying to participate in the Rental Assistance Demonstration (RAD) program using a RAD/Section 18 Construction Blend. As a result, the Charleston Kanawha Housing Authority will be converting to Project Based Vouchers under the guidelines of H 2019-09/PIH 2019-23, REV-4 and any successor Notices. Upon conversion to Project Based Vouchers the Authority will adopt the resident rights, participation, waiting list and grievance procedures listed in Section 1.6 of H 2019-09/PIH 2019-23, REV-4; and H-2016-17/PIH-2016-17. These resident rights, participation, waiting list and grievance procedures are appended to this Attachment. Additionally, the Charleston Kanawha Housing Authority certifies that it is currently compliant with all fair housing and civil rights requirements.

RAD was designed by HUD to assist in addressing the capital needs of public housing by providing Charleston Kanawha Housing Authority with access to private sources of capital to repair and preserve its affordable housing assets. Please be aware that upon conversion, the Authority's Capital Fund Budget will be reduced by the pro rata share of Public Housing Developments converted as part of the Demonstration, and that Charleston Kanawha Housing Authority may also borrow funds to address their capital needs. The Charleston Kanawha Housing Authority may also be contributing Operating Reserves in an amount to be determined, Capital Funds in an amount to be determined towards the conversion, and/or Replacement Housing Factor (RHF) Funds, if available, in an amount to be determined towards the conversion. The Charleston Kanawha Housing Authority currently has debt under the Capital Fund Financing Program and will be working with Deutsche Bank to address outstanding debt issues, which may result in additional reductions of Capital Funds. Charleston Kanawha Housing Authority MTW certifies that it will maintain its continued service level at Standard Performer.

Site and Neighborhoods Standards Certification:

The sites listed below and converting to PBVs complies with the site selection requirements set forth at 24 CFR § 983.57. The site is suitable from the standpoint of facilitating and furthering full compliance with the applicable provisions of Title VI of the Civil Rights Act of 1964, Title VIII of the Civil Rights Act of 1968, Executive Order 11063, and HUD regulations issued pursuant thereto. In conducting its review of site selection for the proposed project, the CHA completed a review with respect to accessibility for persons with disabilities and the proposed site is consistent with disabilities and the proposed site is consistent with applicable accessibility standards under the Fair Housing Act, Section 504, and the ADA.

Below, please find specific information related to the Public Housing Development(s) selected for RAD:

Development #1

<u>Name of Public Housing Project:</u> Carroll Terrace Rand Dunbar	<u>PIC Development ID:</u> WV001000011 WV001000029 WV001000029	<u>Conversion type (i.e., PBV or PBRA):</u> PBV	<u>Transfer of Assistance</u> No
<u>Total Units:</u> 292 units	<u>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</u> Family, Disabled, and Senior	<u>Post-RAD Unit Type if different (i.e., Family, Senior, etc.)</u> 	<u>Capital Fund allocation of Development:</u> To be determined
<u>Bedroom Type</u>	<u>Number of Units Pre-Conversion</u>	<u>Number of Units Post-Conversion</u>	<u>Change in Number of Units per Bedroom Type and Why</u>
Studio/Efficiency	153	153	0
One Bedroom	87	87	0
Two Bedroom	30	30	0
Three Bedroom	19	19	0
Four Bedroom	3	3	0
Five Bedroom	0	0	0
Total	292	292	0
<u>(If performing a Transfer of Assistance):</u>	(Explain any changes in in the policies that govern eligibility, admission, selection, and occupancy of units at the project after it has been converted)		

Conversion of Public Housing to Project-Based Assistance Under RAD
RAD Resident Rights, Participation, Waiting List and Grievance Procedures
Notice H 2019-09/PIH 2019-23, REV-4 Section 1.6.C & Section 1.6.D,
Notice H-2016-17/PIH-2016-17

C. PBV Resident Rights and Participation.

1. **No Rescreening of Tenants upon Conversion.** Pursuant to the RAD Statute, at conversion, current households cannot be excluded from occupancy at the Covered Project based on any rescreening, income eligibility, or income targeting. With respect to occupancy in the Covered Project, current households in the Converting Project will be grandfathered for application of any eligibility criteria to conditions that occurred prior to conversion but will be subject to any ongoing eligibility requirements for actions that occur after conversion.³⁶ Post-conversion, the tenure of all residents of the Covered Project is protected pursuant to PBV requirements regarding continued occupancy unless explicitly modified in this Notice (e.g., rent phase-in provisions). For example, a unit with a household that was over-income at time of conversion would continue to be treated as an assisted unit. Thus, Section 8(o)(4) of the 1937 Act and 24 CFR § 982.201, concerning eligibility and targeting of tenants for initial occupancy, will not apply for current households. Once the grandfathered household moves out, the unit must be leased to an eligible family. MTW agencies may not alter this requirement. Further, to facilitate the right to return to the assisted property, HUD waives Section 8(o)(4) and 24 CFR § 982.201 to the extent necessary for this provision to apply to current public housing residents of the Converting Project that will reside in non-RAD PBV units or non-RAD PBRA units placed in a project that contain RAD PBV units or RAD PBRA units. Such families and such contract units will otherwise be subject to all requirements of the applicable program, specifically 24 CFR Part 983 for non-RAD PBV units and the PBRA requirements governing the applicable contract for non-RAD PBRA units.
2. **Right to Return.** See Section 1.4.A.5.b. and the RAD Fair Housing, Civil Rights, and Relocation Notice regarding a resident's right to return. To facilitate the uniform treatment of residents and units at a Covered Project, any non-RAD PBV units located in the same Covered Project shall be subject to the terms of this provision.
3. **Phase-in of Tenant Rent Increases.** If, purely as a result of conversion, the amount a tenant would pay for rent and utilities under the PBV program (the

tenant's TTP) would increase the tenant's TTP by more than the greater of 10 percent or \$25, the rent increase will be phased in over 3 or 5 years. To implement this provision, HUD is specifying alternative requirements for section 3(a)(1) of the Act, as well as 24 CFR § 983.3 (definition of "total tenant payment" (TTP)) to the extent necessary to allow for the phase-in of tenant rent increases. A PHA must create a policy setting the length of the phase-in period at three years, five years or a combination depending on circumstances and must communicate such policy in writing to affected residents. For example, a PHA may create a policy that uses a three-year phase-in for smaller increases in rent and a five-year phase-in for larger increases in rent. This policy must be in place at conversion and may not be modified after conversion.

The method described below explains the set percentage-based phase-in a Project Owner must follow according to the phase-in period established. For purposes of this section "Calculated PBV TTP" refers to the TTP calculated in accordance with regulations at 24 CFR §5.628 and the "most recently paid TTP" refers to the TTP recorded on line 9j of the family's most recent HUD Form 50058. If a family in a project converting from Public Housing to PBV was paying a flat rent immediately prior to conversion, the PHA should use the flat rent amount to calculate the phase-in amount for Year 1 (the first recertification following conversion), as illustrated below.

Three Year Phase-in:

- Year 1: Any recertification (interim or annual) performed prior to the second annual recertification after conversion – 33% of difference between most recently paid TTP or flat rent and the Calculated PBV TTP
- Year 2: Year 2 Annual Recertification (AR) and any Interim Recertification (IR) prior to Year 3 AR – 50% of difference between most recently paid TTP and the Calculated PBV TTP
- Year 3: Year 3 AR and all subsequent recertifications – Full Calculated PBV TTP

Five Year Phase in:

- Year 1: Any recertification (interim or annual) performed prior to the second annual recertification after conversion – 20% of difference between most recently paid TTP or flat rent and the Calculated PBV TTP
- Year 2: Year 2 AR and any IR prior to Year 3 AR – 25% of difference between most recently paid TTP and the Calculated PBV TTP
- Year 3: Year 3 AR and any IR prior to Year 4 AR – 33% of difference between most recently paid TTP and the Calculated PBV TTP

- Year 4: Year 4 AR and any IR prior to Year 5 AR – 50% of difference between most recently paid TTP and the Calculated PBV TTP
- Year 5 AR and all subsequent recertifications – Full Calculated PBV TTP

Please Note: In either the three-year phase-in or the five-year phase-in, once the Calculated PBV TTP is equal to or less than the previous TTP, the phase-in ends and tenants will pay full TTP from that point forward. MTW agencies must also implement a three or five-year phase-in for impacted residents but may alter the terms above as long as it establishes a written policy setting forth the alternative terms. To facilitate the uniform treatment of residents and units at a Covered Project, any non-RAD PBV units located in the same Covered Project shall be subject to the terms of this provision.

4. **Family Self Sufficiency (FSS) and Resident Opportunities and Self Sufficiency Service Coordinator (ROSS-SC) programs.** Public Housing residents that are currently FSS participants will continue to participate in the PHA's FSS program.

The PHA may continue to use any FSS funds already awarded to serve those FSS participants who live in units converted by RAD. At the completion of the FSS grant, PHAs should follow the normal closeout procedures outlined in the grant agreement. If the PHA continues to run an FSS program that serves PH and/or HCV participants, the PHA will continue to be eligible (subject to NOFA requirements) to apply for FSS funding. Due to the program merger between PH FSS and HCV FSS that took place pursuant to the FY14 Appropriations Act (and was continued in the subsequent Appropriation Acts), no special provisions are required to continue serving FSS participants that live in public housing units converting to PBV under RAD.

However, PHAs should note that until provisions of the Economic Growth, Regulatory Relief, and Consumer Protection Act are implemented, there are certain FSS requirements (e.g., escrow calculation and escrow forfeitures) that apply differently depending on whether the FSS participant is a participant under the HCV program or a public housing resident, and PHAs must follow such requirements accordingly. All PHAs will be required to administer the FSS program in accordance with FSS regulations at 24 CFR part 984 (current, or as amended), the participants' contracts of participation, and the alternative requirements established in the "Waivers and Alternative Requirements for the FSS Program" Federal Register notice, published on December 29, 2014, at 79 FR 78100.38 Further, upon conversion to PBV, if the PHA no longer has a public housing program, funds already escrowed for FSS participants shall be transferred into the HCV escrow account and be considered TBRA funds, thus reverting to the HAP account if forfeited by the FSS participant.

Current ROSS-SC grantees will be able to finish out their current ROSS-SC grants once their housing is converted under RAD. However, once the property is converted, it will no longer be eligible to be counted towards the unit count for future ROSS-SC grants, nor will its residents be eligible to be served by future ROSS-SC grants, which, by statute, can only serve public housing residents. At the completion of the ROSS-SC grant, PHAs should follow the normal closeout procedures outlined in the grant agreement. Please note that ROSS-SC grantees may be a non-profit or local Resident Association and this consequence of a RAD conversion may impact those entities. To facilitate the uniform treatment of residents and units at a Covered Project, any non-RAD PBV units located in the same Covered Project shall be subject to the terms of this provision.

5. **Resident Participation and Funding.** In accordance with Attachment 1B, residents of Covered Projects with assistance converted to PBV will have the right to establish and operate a resident organization for the purpose of addressing issues related to their living environment and be eligible for resident participation funding. To facilitate the uniform treatment of residents and units at a Covered Project, any non-RAD PBV units located in the same Covered Project shall be subject to the terms of this provision.

6. **Resident Procedural Rights.** The following items must be incorporated into both the Section 8 Administrative Plan and the Project Owner's lease, which includes the required tenancy addendum (HUD Form 52530-c), as appropriate. Evidence of such incorporation may be requested by HUD for purposes of monitoring the program.
 - a. **Termination Notification.** HUD is incorporating additional termination notification requirements to comply with section 6 of the Act for public housing projects that convert assistance under RAD and to non-RAD PBV units located at the Covered Project. In addition to the regulations at 24 CFR § 983.257 related to Project Owner termination of tenancy and eviction (which MTW agencies may not alter), the termination procedure for RAD conversions to PBV will require that PHAs provide adequate written notice of termination of the lease which shall be:
 - i. A reasonable period, but not to exceed 30 days:
 1. If the health or safety of other tenants, Project Owner employees, or persons residing in the immediate vicinity of the premises is threatened; or

2. In the event of any drug-related or violent criminal activity or any felony conviction.
 - ii. Not less than 14 days in the case of nonpayment of rent; and
 - iii. Not less than 30 days in any other case, except that if a State or local law provides for a shorter period, such a shorter period shall apply.
- b. **Grievance Process.** Pursuant to requirements in the RAD Statute, HUD is establishing additional resident procedural rights to comply with section 6 of the Act.

For the termination of assistance and several other PHA determinations, PBV program rules require the PHA to provide an opportunity for an informal hearing, as outlined in 24 CFR § 982.555. RAD will specify alternative requirements for 24 CFR § 982.555(b) in part, which outlines when informal hearings are not required, to require that:

- i. In addition to reasons that require an opportunity for an informal hearing given in 24 CFR § 982.555(a)(1)(i)-(v),⁴⁰ an opportunity for an informal hearing must be given to residents for any dispute that a resident may have with respect to a Project Owner action in accordance with the individual's lease or the contract administrator in accordance with RAD PBV requirements that adversely affect the resident's rights, obligations, welfare, or status.
 1. For any hearing required under 24 CFR § 982.555(a)(1)(i)-(v), the contract administrator will perform the hearing, as is the current standard in the program. The hearing officer must be selected in accordance with 24 CFR § 982.555(e)(4)(i).
 2. For any additional hearings required under RAD, the Project Owner will perform the hearing.
- ii. There is no right to an informal hearing for class grievances or to disputes between residents not involving the Project Owner or Contract Administrator.
- iii. The Project Owner gives residents notice of their ability to request an informal hearing as outlined in 24 CFR § 982.555(c)(1) for informal hearings that will address circumstances that fall outside of the scope of 24 CFR § 982.555(a)(1)(i)-(vi).
- iv. The Project Owner provides an opportunity for an informal hearing before an eviction.

Current PBV program rules require that hearing procedures must be outlined in the PHA's Section 8 Administrative Plan. To facilitate the uniform treatment of residents and units at a Covered Project, any non-RAD PBV units located in the same Covered Project shall be subject to the terms of this provision.

7. **Earned Income Disregard (EID).** Tenants who are employed and are currently receiving the EID exclusion at the time of conversion will continue to receive the EID after conversion, in accordance with regulations at 24 CFR § 5.617. Upon the expiration of the EID for such families, the rent adjustment shall not be subject to rent phase-in, as described in Section 1.6.C.4; instead, the rent will automatically rise to the appropriate rent level based upon tenant income at that time.

Under the Housing Choice Voucher program, the EID exclusion is limited only to persons with disabilities (24 CFR § 5.617(b)). In order to allow all tenants (including non-disabled persons) who are employed and currently receiving the EID at the time of conversion to continue to benefit from this exclusion in the PBV project, the provision in 24 CFR § 5.617(b) limiting EID to disabled persons is waived. The waiver, and resulting alternative requirement, apply only to tenants receiving the EID at the time of conversion. No other tenant (e.g., tenants that move into the property following conversion or tenants who at one time received the EID but are not receiving the EID exclusion at the time of conversion due to loss of employment) is covered by this waiver. To facilitate the uniform treatment of residents and units at a Covered Project, any non-RAD PBV units located in the same Covered Project shall be subject to the terms of this provision.

8. **Jobs Plus.** Jobs Plus grantees awarded FY14 and future funds that convert the Jobs Plus target projects(s) under RAD will be able to finish out their Jobs Plus period of performance unless significant relocation and/or change in building occupancy is planned. If either is planned at the Jobs Plus target project(s), HUD may allow for a modification of the Jobs Plus work plan or may, at the Secretary's discretion, choose to end the Jobs Plus program at that project. If the program is continued, the Project Owner must agree to continue to implement the program according to HUD's program requirements. Jobs Plus target public housing projects must enroll public housing residents into the Jobs Plus rent incentive, JPEID, prior to conversion. Any resident of the Covered Project that had not enrolled prior to conversion is not eligible to enroll in JPEID but may utilize Jobs Plus services that predominantly benefit the former public housing residents who resided at the target project at the time of RAD conversion. To facilitate the uniform treatment of residents and units at a Covered Project, any non-RAD PBV units located in the

Covered Project may voluntarily utilize Jobs Plus services that predominantly benefit the former public housing residents who resided at the target project at the time of RAD conversion.

9. **When Total Tenant Payment Exceeds Gross Rent.** Under normal PBV rules, the PHA may select an occupied unit to be included under the PBV HAP Contract only if the unit's occupants are eligible for housing assistance payments (24 CFR § 983.53(c)). Also, a PHA must remove a unit from the contract when no assistance has been paid for 180 days because the family's TTP has risen to a level that is equal to or greater than the contract rent, plus any utility allowance, for the unit (i.e., the Gross Rent) (24 CFR § 983.258). Since the rent limitation under this Section of the Notice may result in a family's TTP equaling or exceeding the gross rent for the unit, for residents living in the Converting Project prior to conversion and who will return to the Covered Project after conversion, HUD is waiving both of these provisions and requiring that the unit for such families be placed on and/or remain under the HAP Contract when TTP equals or exceeds the Gross Rent. Further, HUD is establishing the alternative requirement that until such time that the family's TTP falls below the gross rent, the rent to the owner for the unit will equal the lesser of (a) the family's TTP, less the Utility Allowance, or (b) any applicable maximum rent under LIHTC regulations. During any period when the family's TTP falls below the gross rent, normal PBV rules shall apply. As necessary to implement this alternative provision, HUD is waiving the provisions of Section 8(o)(13)(H) of the Act and the implementing regulations at 24 CFR § 983.301 as modified by Section 1.6.B.5 of this Notice.⁴¹ In such cases, the resident is considered a participant under the program and all of the family obligations and protections under RAD and PBV apply to the resident. Likewise, all requirements with respect to the unit, such as compliance with the HQS requirements, apply as long as the unit is under HAP Contract. The PHA is required to process these individuals through the Form 50058 submodule in PIC. To facilitate the uniform treatment of residents and units at a Covered Project, any non-RAD PBV units located in the same Covered Project shall be subject to the terms of this provision.

Unless a waiver is requested and approved as described below, any new admission to the Covered Project must meet the eligibility requirements at 982.201 and require a subsidy payment at admission to the program, which means their TTP may not equal or exceed the gross rent for the unit at that time. Further, a PHA must remove a unit from the contract when no assistance has been paid for 180 days. If units are removed from the HAP contract because a new admission's TTP comes to equal or exceed the gross rent for the unit and if the project is fully assisted, HUD is imposing alternative requirement that the PHA must reinstate the unit after the

family has left the property. If the project is partially assisted, the PHA may substitute a different unit for the unit on the HAP contract in accordance with 24 CFR §983.207 or, where “floating units have been permitted, Section 1.6.B.10 of the Notice.

A PHA may request a waiver from HUD for the Covered Project in order to admit otherwise eligible families whose TTP exceeds gross rent and to allow the units those families occupy to remain under the HAP contract even if the PHA has not made a housing assistance payment for a family in 180 days.

For a Covered Project that consists of 100 percent RAD PBV units, the PHA must demonstrate that a waiver is necessary to avoid an undue concentration of poverty at the Covered Project. A PHA may evidence this by providing data showing, for example:

- how eligible income-certified applicants on the waiting list must be passed over because their incomes result in zero HAP at admission causing a higher concentration of poverty at the covered project; or
- how the income of newly admitted families is causing a markedly higher concentration of poverty than the PHA’s non-RAD PBV projects.

The resulting impact on the property must be compared with the concentration of poverty at non-RAD PBV projects in the PHA’s jurisdiction. If there are no non-RAD PBV projects in the PHA’s jurisdiction, the PHA may alternatively demonstrate that the median income of families that could be admitted to the Covered Project is significantly lower than the median income of new admissions from the waiting list to the PHA’s HCV program since the time of the RAD conversion.

For any other Covered Project, the PHA must demonstrate that the property contains specific units (e.g., units suitable for large families or accessible units) for which there are insufficient alternative housing opportunities.

If the waiver is approved, the new admission[s] families covered under the waiver are participants under the program and all of the family obligations and protections under RAD and PBV apply to the family, and the unit is subject to all program requirements. Such waiver requests should be submitted to the PIH Field Office in accordance with Notice PIH 2018-16.

10. Under-Occupied Unit. If a family is in an under-occupied unit under 24 CFR § 983.260 at the time of conversion, the family may remain in this unit until an appropriate-sized unit becomes available in the Covered Project. When an appropriate sized unit becomes available in the Covered Project, the family living in the under-occupied unit must move to the appropriate-sized unit within a reasonable period of time, as determined by the administering Voucher Agency. In order to allow the family to remain in the under-occupied unit until an appropriate-sized unit becomes available in the Covered Project, 24 CFR § 983.260 is waived for current residents remaining or returning to the Covered Project. MTW agencies may not modify this requirement. To facilitate the uniform treatment of residents and units at a Covered Project, any non-RAD PBV units located in the same Covered Project shall be subject to the terms of this provision.

D. PBV: Other Miscellaneous Provisions

1. Access to Records, Including Requests for Information Related to Evaluation of Demonstration. PHAs and the Project Owner must cooperate with any reasonable HUD request for data to support program evaluation, including but not limited to project financial statements, operating data, Choice-Mobility utilization, and rehabilitation work. Please see Appendix IV for reporting units in Form HUD-50058.
2. Ongoing PHA Board Review of Operating Budget. The Owner must submit to the administering PHA's Board the operating budget for the Covered Project annually. The PHA's Board must confirm that the Project Owner is making deposits into the Reserve for Replacement account in accordance with the RCC as well as assess the financial health of the Covered Project.⁴²
3. Davis-Bacon Act and Section 3 of the Housing and Urban Development Act of 1968 (Section 3). These sections have been moved to 1.4.A.13 and 1.4.A.14.
4. Establishment of Waiting List. 24 CFR § 983.251 sets out PBV program requirements related to establishing and maintaining a voucher-wide, PBV program-wide, or site-based waiting list from which residents for the Covered Project will be admitted. These provisions shall apply unless the project is covered by a remedial order or agreement that specifies the type of waiting list and other waiting list policies. The PHA shall consider the best means to transition applicants from the current public housing waiting list, including:
 - a. Transferring an existing site-based waiting list to a new site-based waiting list.
 - b. Transferring an existing site-based waiting list to a PBV program-wide or

HCV program-wide waiting list.

- c. Transferring an existing community-wide public housing waiting list to a PBV program-wide or HCV program-wide waiting list, an option particularly relevant for PHAs converting their entire portfolio under RAD.
- d. Informing applicants on a community-wide public housing waiting list how to transfer their application to one or more newly created site-based waiting lists.

For any applicants on the public housing waiting list that are likely to be ineligible for admission to a Covered Project converting to PBV because the household's TTP is likely to exceed the RAD gross rent, the PHA shall consider transferring such household, consistent with program requirements for administration of waiting lists, to the PHA's remaining public housing waiting list(s) or to another voucher waiting list, in addition to transferring such household to the waiting list for the Covered Project.

To the extent any wait list relies on the date and time of application, the applicants shall have priority on the wait list(s) to which their application was transferred in accordance with the date and time of their application to the original waiting list.

If the PHA is transferring assistance to another neighborhood and, as a result of the transfer of the waiting list, the applicant would only be eligible for a unit in a location which is materially different from the location to which the applicant applied, the PHA must notify applicants on the waiting list of the transfer of assistance, and on how they can apply for residency at other sites.

If using a site-based waiting list, PHAs shall establish a waiting list in accordance with 24 CFR § 903.7(b)(2)(ii)-(iv) to ensure that applicants on the PHA's public housing community-wide waiting list have been offered placement on the Covered Project's initial waiting list. In all cases, PHAs have the discretion to determine the most appropriate means of informing applicants on the public housing community-wide waiting list given the number of applicants, PHA resources, and admissions requirements of the projects being converted under RAD. A PHA may consider contacting every applicant on the public housing waiting list via direct mailing; advertising the availability of housing to the population that is less likely to apply, both minority and non-minority groups, through various forms of media (e.g., radio stations, posters, newspapers) within the marketing area; informing local non-profit entities and advocacy groups (e.g., disability rights groups); and conducting other outreach as appropriate. Any activities to contact applicants on the public housing waiting list must be conducted in accordance with the requirements for effective communication with persons with disabilities at 24 CFR § 8.6 and with the

obligation to provide meaningful access for persons with limited English proficiency (LEP).

When using a site-based waiting list, PHAs should consider waiting list and transfer policies that expand opportunities for tenants seeking an emergency transfer under, or consistent with, the PHA's Emergency Transfer Plan. This includes allowing for easier moves between assisted properties.

To implement this provision, HUD is specifying alternative requirements for 24 CFR § 983.251(c)(2). However, after the initial waiting list has been established, the PHA shall administer its waiting list for the Covered Project in accordance with 24 CFR § 983.251(c). To facilitate the uniform treatment of residents and units at a Covered Project, any non-RAD PBV units located in the same Covered Project shall be subject to the terms of this provision.

A PHA must maintain any site-based waiting list in accordance with all applicable civil rights and fair housing laws and regulations.

5. **Mandatory Insurance Coverage.** The Covered Project shall maintain at all times commercially available property and liability insurance to protect the project from financial loss and, to the extent insurance proceeds permit, promptly restore, reconstruct, and/or repair any damaged or destroyed project property.
6. **Future Refinancing.** Project Owners must receive HUD approval for any refinancing or restructuring of secured debt during the HAP Contract term to ensure the financing is consistent with long-term preservation of the Covered Project. With respect to any financing contemplated at the time of conversion (including any permanent financing which is a conversion or take-out of construction financing), such consent may be evidenced through the RCC but HUD review of liens must be performed prior to execution.
7. **Administrative Fees for Public Housing Conversions During the Year of Conversion.** For the remainder of the Calendar Year in which the HAP Contract becomes effective (i.e., the "year of conversion"), RAD PBV projects will be funded with public housing funds. For example, if the project's assistance converts effective July 1, 2015, the public housing ACC between the PHA and HUD will be amended to reflect the number of units under HAP Contract, but will be for zero dollars, and the RAD PBV HAP Contract will be funded with public housing money for July through December 2015. Since TBRA is not the source of funds, PHAs should not report leasing and expenses into VMS during this period, and PHAs will not receive section 8 administrative fee funding for converted units

during this time.

PHAs operating an HCV program typically receive administrative fees for units under a HAP Contract, consistent with recent appropriation act references to “section 8(q) of the [United States Housing Act of 1937] and related appropriations act provisions in effect immediately before the Quality Housing and Work Responsibility Act of 1998” and 24 CFR § 982.152(b). During the year of conversion mentioned in the preceding paragraph, these provisions are waived. PHAs will not receive Section 8 administrative fees for PBV RAD units during the year of conversion.

After the year of conversion, the Section 8 ACC will be amended to include Section 8 funding that corresponds to the units covered by the Section 8 ACC. At that time, the regular Section 8 administrative fee funding provisions will apply.

8. **Choice-Mobility.** One of the key features of the PBV program is the mobility component, which provides that if the family has elected to terminate the assisted lease at any time after the first year of occupancy in accordance with program requirements, the PHA must offer the family the opportunity for continued tenant-based rental assistance, in the form of either assistance under the voucher program or other comparable tenant-based rental assistance.

If as a result of participation in RAD a significant percentage of the PHA’s HCV program becomes PBV assistance, it is possible for most or all of a PHA’s turnover vouchers to be used to assist those RAD PBV families who wish to exercise mobility. While HUD is committed to ensuring mobility remains a cornerstone of RAD policy, HUD recognizes that it remains important for the PHA to still be able to use tenant-based vouchers to address the specific housing needs and priorities of the community. Therefore, HUD is establishing the following alternative requirement for PHAs where, as a result of RAD, the total number of PBV units (including RAD PBV units) under HAP Contract administered by the PHA exceeds 20 percent of the PHA’s authorized units under its HCV ACC with HUD: The alternative mobility policy provides that an eligible voucher agency would not be required to provide more than three-quarters of its turnover vouchers in any single year to the residents of Covered Projects. While a voucher agency is not required to establish a voucher inventory

turnover cap, if such a cap is implemented, the voucher agency must create and maintain a waiting list in the order in which the requests from eligible households were received. In order to adopt this provision, this alternative mobility policy must

be included in an eligible PHA's administrative plan.

To effectuate this provision, HUD is providing an alternative requirement to Section 8(o)(13)(E) of the Act and 24 CFR § 983.261(c). Please note that this alternative requirement does not apply to PBVs entered into outside of the context of RAD. MTW agencies may not alter this requirement.

9. **Reserve for Replacement.** The Project Owner shall establish and maintain a replacement reserve in an interest-bearing account to aid in funding extraordinary maintenance and repair and replacement of capital items in accordance with applicable regulations. The reserve must be built up to and maintained at a level determined by HUD to be sufficient to meet projected requirements. For FHA transactions, Replacement Reserves shall be maintained in accordance with the FHA Regulatory Agreement. For all other transactions, Replacement Reserves shall be maintained in a bank account or similar instrument, as approved by HUD, where funds will be held by the Project Owner or mortgagee and may be drawn from the reserve account and used subject to HUD guidelines.

10. **Initial Certifications and Tenant Rent Calculations.** The Contract Administrator uses the family's public housing tenant rent (reflected on line 10f of the family's most recent HUD Form 50058) at the date of the conversion to calculate the PBV HAP and tenant rent until the effective date of the earlier of the family's first regular or interim recertification following the date of conversion. At the earlier of the family's first regular or interim recertification, the Contract Administrator will use the family's TTP based on the recertification and the HCV utility allowance (or the PBV site-specific utility allowance, if applicable) to determine the PBV HAP and tenant rent. This means that the family pays the same tenant rent as the family was paying under the public housing program until the earlier of first regular or interim reexamination following conversion, at which point the normally applicable PBV calculation for the tenant rent becomes effective. (Under the PBV program, the monthly HAP is the rent to owner minus the tenant rent, and the tenant rent is the family TTP minus the utility allowance.) To facilitate the uniform treatment of residents and units at a Covered Project, any non-RAD PBV units located in the same property as the Covered Project shall be subject to the terms of this provision. To effectuate this provision, HUD is waiving 24 CFR 5.601 and 983.3(c)(6)(iii).

PIH Notice – 2016-17

This notice (Notice) provides PHAs, Project Owners, and their RAD development partners with guidance regarding key fair housing and civil rights statutory and regulatory requirements, explains the situations in which HUD is requiring front-end fair housing and civil rights reviews, and provides information regarding the types of information that must be submitted to facilitate HUD's review of certain fair housing and

civil rights requirements in connection with public housing conversions under the First Component of RAD. This Notice also includes guidance regarding key relocation statutory and regulatory requirements, and details relocation requirements under RAD. This Notice only applies to projects converting under the First Component of RAD; it does not apply to the Second Component of RAD.

The PIH Notice is included in Attachment R by reference. Please see the notice for complete details.

Significant Amendment Definition

As part of the Rental Assistance Demonstration (RAD), Charleston-Kanawha Housing Authority is redefining the definition of a substantial deviation from the PHA Plan to exclude the following RAD-specific items:

- a. The decision to convert to either Project Based Rental Assistance or Project Based Voucher Assistance.
- b. Changes to the Capital Fund Budget produced because of each approved RAD Conversion, regardless of whether the proposed conversion will include use of additional Capital Funds.
- c. Changes to the construction and rehabilitation plan for each approved RAD conversion; and
- d. Changes to the financing structure for each approved RAD conversion.

the 1990s, the number of people in the world who are under 15 years of age is expected to increase from 1.1 billion to 1.5 billion (United Nations 1999).

There are a number of reasons why the world's population is growing so rapidly. One of the main reasons is that the number of children born to each woman has increased. This is due to a number of factors, including the fact that women are now having children at a younger age, and that there is a higher birth rate in developing countries.

Another reason why the world's population is growing so rapidly is that the number of people who are surviving to old age has increased. This is due to a number of factors, including the fact that there is a higher life expectancy in developed countries, and that there is a higher death rate in developing countries.

There are a number of other reasons why the world's population is growing so rapidly. One of the main reasons is that the number of people who are migrating from developing countries to developed countries has increased. This is due to a number of factors, including the fact that there is a higher standard of living in developed countries, and that there is a higher death rate in developing countries.

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5-Year PHA Plan (for All PHAs)

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

OMB No. 2577-0226
Expires: 03/31/2024

Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

Applicability. The Form HUD-50075-5Y is to be completed once every 5 PHA fiscal years by all PHAs.

A.	PHA Information.																																
A.1	<p>PHA Name: _____ Charleston-Kanawha Housing Authority _____ PHA Code: WV001 _____</p> <p>PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>04/01/2025</u> _____</p> <p>The Five-Year Period of the Plan (i.e. 2019-2023): <u>2025-2029</u> _____</p> <p>PHA Plan Submission Type: <input checked="" type="checkbox"/> 5-Year Plan Submission <input type="checkbox"/> Revised 5-Year Plan Submission</p> <p>Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information on the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official websites. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p> <p>CKHA Plans are available at these locations during normal business hours (8am – 12pm, 1 – 4:30 pm) CKHA's Administrative Office, 1525 Washington St., W. Charleston, WV 25387 All CKHA housing developments management offices (see attached PHA AMP listing)</p> <p>In addition to these locations, the plan is accessible on-line at www.ckha.com.</p> <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below.)</p> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th rowspan="2">Participating PHAs</th> <th rowspan="2">PHA Code</th> <th rowspan="2">Program(s) in the Consortia</th> <th rowspan="2">Program(s) not in the Consortia</th> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:																							
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Lead PHA:																																	

B.	Plan Elements. Required for <u>all</u> PHAs completing this form.
B.1	<p>Mission. State the PHA's mission for serving the needs of low-income, very low-income, and extremely low-income families in the PHA's jurisdiction for the next five years.</p> <p>CKHA's vision, by adhering to our guiding principles, will continue to be the leader in providing and supporting quality affordable housing desired by low, very low and extremely low-income individuals and families in our market area. CKHA's mission is to provide every low, very low and extremely low-income resident with a decent, safe, affordable place to live while linking or providing programs that will assist them on their journey to self-sufficiency.</p>
B.2	<p>Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income, very low-income, and extremely low-income families for the next five years.</p> <ol style="list-style-type: none"> 1. To transition 25% of existing Public Housing portfolio (285 units) to the Project Based Voucher platform by way of the Rental Assistance Demonstration (RAD) program or Section 18 disposition. To apply for 4% and 9% LIHTC funds to invest in maintaining and improving these properties. 2. To annually maintain 98% occupancy in Public Housing and PBV units; to utilize 98% of funds across all tenant-based programs. 3. To apply for at least \$150,000.00 in additional grant funding per year to support self-sufficiency programs for residents. 4. To transition major operating software systems to cloud-based platforms. 5. To provide internet access to residents across all properties. 6. To implement at least ten new Moving to Work waivers to improve cost savings and efficiency in the operation of housing programs.
B.3	<p>Progress Report. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.</p> <ol style="list-style-type: none"> 1. Selected for Moving to Work Cohort #2-Tiered Rent program. Implemented across HVC and Public Housing, enrolled 1,400 families under both the Tiered Rent and Standard Rent control group. Requested and implemented 13 approved MTW waivers (4 for Tiered Rent, 8 for Streamlining and 1 targeted waiver). 2. Twenty-three successful Family Self-Sufficiency graduates with a total escrow payment of \$112,475.00 (\$4,890.00 per graduate) 3. Awarded \$1,077,353.00 in grant funds to provide services to residents including: staffing, funding for playgrounds, basketball courts, expansions of wi-fi services at family and senior sites, funding for senior programs. 4. Renovations of senior high-rise converting 36 efficiency units into 24 one-bedroom units. Electrical upgrades at family sites, installation of new door entry system at senior high-rise facilities to improve security. 5. Implemented on-line payment system for residents. Delivery of resident utility payments via direct deposit into bank accounts. 6. Development of strategic housing plan for addressing needs of property portfolio. Procured services of asset repositioning consultant to assist in implementing strategic plan.
B.4	<p>Violence Against Women Act (VAWA) Goals. Provide a statement of the PHA's goals, activities, objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking.</p> <p>It is the goal of CKHA to maintain compliance with all applicable legal requirements imposed by VAWA. CKHA will provide and maintain housing opportunities for victims of domestic violence, dating violence, sexual assault and stalking. CKHA will take appropriate action in response to an incident of domestic violence, dating violence, sexual assault and stalking affecting individuals assisted by the CKHA. Currently, CKHA does not offer activities, services, or programs to enhance victim safety or prevent violence in this category; however, we do support our residents by encouraging them to contact the National Domestic Violence Hotline and local resources through the Charleston YWCA Resolve Program.</p> <p>CKHA will also post the following information regarding VAWA in its Administrative and Property Management offices and on its web site.</p> <ul style="list-style-type: none"> • Notice of Occupancy Rights under VAWA (Form HUD-5380) • Certification of Domestic Violence, Dating Violence, Sexual Assault or Stalking and Alternate Documentation (Form HUD-5382) • A copy of the CKHA's emergency transfer plan • A copy of HUD's Emergency Transfer Request for Certain Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking (Form HUD-5383) • The National Domestic Violence Hot Line: 1-800-799-SAFE (7233) or 1-800-787-3224 (TTY) To prevent domestic violence, dating violence, sexual assault, and stalking, we will rely on programs from the YWCA Resolve Program.

C.	Other Document and/or Certification Requirements.
C.1	<p>Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan. Definition of Substantial Deviation or Significant Amendment or Modification of Agency Plan:</p> <p>“Substantial Deviation(s)” from the 5-year Action Plan shall include:</p> <ul style="list-style-type: none"> • Any change to rent or admissions policies or organization of the waiting list: • Additions of non-emergency work items when dollar amounts exceed 10% of Capital Fund budget or the amount or replacement reserve funds that exceed 10% of the annual Capital Fund budget. • Any change about demolition or disposition, designation, homeownership programs or conversion activities. <p>“Significant Amendment or Modification” of the Annual Plan means:</p> <ul style="list-style-type: none"> • Any change to rent or admissions policies or organization of the waiting list: • Additions of non-emergency work items when dollar amounts exceed 10% of Capital Fund budget or the amount or replacement reserve funds that exceed 10% of the annual Capital Fund budget. • Any change about demolition or disposition, designation, homeownership programs or conversion activities. <p>As part of the Rental Assistance Demonstration (RAD), Charleston-Kanawha Housing Authority is redefining the definition of a substantial deviation from the PHA Plan to exclude the following RAD-specific items:</p> <ul style="list-style-type: none"> • The decision to convert to either Project Based Rental Assistance or Project Based Voucher Assistance. • Changes to the Capital Fund Budget produced because of each approved RAD Conversion, regardless of whether the proposed conversion will include use of additional Capital Funds. • Changes to the construction and rehabilitation plan for each approved RAD conversion; and • Changes to the financing structure for each approved RAD conversion. <p>Changes required by HUD are not considered a significant amendment/modification to the Five-Year PHA Plan.</p>
C.2	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) have comments to the 5-Year PHA Plan?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
C.3	<p>Certification by State or Local Officials.</p> <p>Form HUD-50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.4	<p>Required Submission for HUD FO Review.</p> <p>(a) Did the public challenge any elements of the Plan?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, include Challenged Elements.</p>

D. Affirmatively Furthering Fair Housing (AFFH).

D.1

Affirmatively Furthering Fair Housing. (Non-qualified PHAs are only required to complete this section on the Annual PHA Plan. All qualified PHAs must complete this section.)

Provide a statement of the PHA's strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item.

Fair Housing Goal:
<i><u>Describe fair housing strategies and actions to achieve the goal</u></i>

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PHA Name : Charleston-Kanawha

PHA Code : WV001

MTW Supplement for PHA Fiscal Year Beginning : (MM/DD/YYYY): 4/1/2025

PHA Program Type: Combined

MTW Cohort Number: Stepped and Tiered Rent

MTW Supplement Submission Type: Annual Submission

B. MTW Supplement Narrative.

Charleston-Kanawha Housing Authority's (CKHA) MTW application envisioned using MTW flexibility to strengthen provision and support of quality affordable housing desired by individuals and families in the local market area. CKHA intends to be initiative-taking and innovative in strategies and activities to increase cost effectiveness within the organization and increase self-sufficiency and housing choices of residents.

Participation in the MTW Program will allow CKHA to develop local solutions to address housing and self-sufficiency barriers in the community. CKHA intends to simplify administrative burden, create a stronger financial incentive for families to increase their income, continue to provide a safety net for families that cannot readily increase their income, and minimize increases in CKHA's average housing subsidy expenditure per family. To achieve success, CKHA will align short and long-term goals with the three MTW statutory objectives of reducing cost and achieving greater cost effectiveness in federal expenditures, giving incentives to families with children whose heads of household are either working, seeking work, or are participating in job training, educational or other programs that assist in obtaining employment and becoming economically self-sufficient. Proposed changes to policy and program administration, including requests for waivers, that will facilitate MTW activities will be described in successive MTW Supplements to CKHA's Annual Plan. This process includes engaging residents, program participants, stakeholders, staff, community partners and residents.

CKHA's Annual Supplement for the fiscal year beginning April 1, 2023, included waivers focusing on participating in the MTW Demonstration Study related to Rent Reform via Tiered Rent. Additionally, to decrease burden on both staff and residents, increasing the limit for self-certification of assets for all residents and voucher participants, using an alternative utility allowance for voucher participants, and waiving the third-party requirement for both HQS inspections on PBV units that CKHA owns, manages or controls, and determination of rent reasonableness.

For the fiscal year beginning April 1, 2024, waivers were added allowing CKHA to increase housing choices by increasing PBV rent to owner up to 120%, establishing and implementing payment standards based on 120% of Fair Market Rents (FMR). Additionally, waivers were added to allow elderly/disabled households to complete reexaminations triennially rather than annually, significantly decreased staff and tenant burden and another to create an alternate structure for securing local resources to support a Family Self-Sufficiency Program with MTW flexibilities.

The current supplement includes two waiver requests. CKHA is requesting modification to the terms of the FSS Contract of Participation to be five years from the date of enrollment, unless an approved extension is granted. Additionally, CKHA is requesting to waive the requirement to provide a tenant-based voucher after residing in a PVB for 12 months, extending the time frame to 24 months, with the exception for approved requested for reasonable accommodation.

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

1. Tenant Rent Policies	
a. Tiered Rent (PH)	Currently Implementing
b. Tiered Rent (HCV)	Currently Implementing
i. Alternative Utility Allowance (PH)	Not Currently Implemented
j. Alternative Utility Allowance (HCV)	Currently Implementing
r. Elimination of Deduction(s) (PH)	Currently Implementing
s. Elimination of Deduction(s) (HCV)	Currently Implementing
2. Payment Standards and Rent Reasonableness	
b. Payment Standards- Fair Market Rents (HCV)	Currently Implementing
d. Rent Reasonableness – Third-Party Requirement (HCV)	Currently Implementing
3. Reexaminations	
a. Alternative Reexamination Schedule for Households (PH)	Currently Implementing
b. Alternative Reexamination Schedule for Households (HCV)	Currently Implementing
c. Self-Certification of Assets (PH)	Currently Implementing
d. Self-Certification of Assets (HCV)	Currently Implementing
4. Landlord Leasing Incentives	
5. Housing Quality Standards (HQS)	
c. Third-Party Requirement (HCV)	Currently Implementing
6. Short-Term Assistance	
7. Term-Limited Assistance	
8. Increase Elderly Age (PH & HCV)	
9. Project-Based Voucher Program Flexibilities	
b. Increase PBV Project Cap (HCV)	Currently Implementing
g. Increase PBV Rent to Owner (HCV)	Currently Implementing
h. Limit Portability for PBV Units (HCV)	Plan to Implement in the Submission Year
10. Family Self-Sufficiency Program with MTW Flexibility	
b.PH Alternative Structure for Establishing Program Coordinating Committee (PH)	Currently Implementing
b. HCV Alternative Structure for Establishing Program Coordinating Committee (HCV)	Currently Implementing
d.PH Modify or Eliminate the Contract of Participation (PH)	Plan to Implement in the Submission Year
d.HCV Modify or Eliminate the Contract of Participation (HCV)	Plan to Implement in the Submission Year
11. MTW Self-Sufficiency Program	
12. Work Requirement	
13. Use of Public Housing as an Incentive for Economic Progress (PH)	
14. Moving on Policy	
15. Acquisition without Prior HUD Approval (PH)	
16. Deconcentration of Poverty in Public Housing Policy (PH)	
17. Local, Non-Traditional Activities	

C. MTW Activities Plan that Charleston-Kanawha Plans to Implement in the Submission Year or Is Currently Implementing

<p>1.a. - Tiered Rent (PH)</p> <p>Describe the MTW activity, the MTW agency's goal(s) for the MTW activity, and, if applicable, how the MTW activity contributes to a larger initiative</p> <p>See the FY22 MTW Supplement for a full description of this activity. This activity has been approved by HUD and is currently being implemented.</p> <p>As part of the cohort-specific Rent Reform study, CKHA is implementing a tiered rent policy for certain households. Qualifying families will be randomly selected to either pay under the current (standard) or the new (tiered) rent policy.</p>

Under the tiered rent policy, families will pay rent based on a rent schedule within tiers of \$2,500. The rent paid by the family will be based on 28% of the midpoint of the income tier corresponding to the family income. Income will be calculated based on gross income for the prior 12-month period for existing households and the current income for newly admitted households.

Which of the MTW statutory objectives does this MTW activity serve?

Cost effectiveness; Self-sufficiency

What are the cost implications of this MTW activity? Pick the best description of the cost implications based on what you know today.

Decreased revenue; Decreased expenditures

Does the MTW activity under this waiver apply to all assisted households or only to a subset or subsets of assisted households?

The MTW activity applies only to a subset or subsets of assisted households

Does the MTW activity apply only to new admissions, only to currently assisted households, or to both new admissions and currently assisted households?

Currently assisted households only

Does the MTW activity apply to all family types or only to selected family types?

The MTW activity applies only to selected family types

Please select the family types subject to this MTW activity.

Non-elderly, non-disabled families

Does the MTW activity apply to all public housing developments?

The MTW activity applies to specific developments

Which developments participate in the MTW activity?

WV001000003 Orchard Manor, WV001000007 Hillcrest/Oakhurst, WV001000008 South Park, WV001000027 CRH LP 1, WV001000028 CRH LP 2, WV001000029 Harris (Rand)/Anderson (Dunbar), WV001000031 CRH LP 3, WV001000032 CRH LP 6, WV001000033 CRH LP 5, WV001000036 Starling Drive, WV001000037 729 Central Avenue, WV001000038 731 Central Avenue

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

CKHA worked closely with staff from HUD and its research partner, MDRC, to develop the policies and associated procedures and forms to implement the tiered rent study and to train staff. Study enrollment began in March 2023 for households with annual reexamination dates starting in July 2023 and new admissions beginning July 2023 and continued for one calendar year.

Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?

Yes

What is the status of the Safe Harbor Waiver request?

The waiver was previously approved.

Please describe the extent to which the Safe Harbor Waiver is supporting the MTW agency's goal in implementing this MTW activity.

The safe harbor waivers requested for the study allow CKHA to implement the study as designed by HUD. Safe Harbor Waiver has been previously approved. The safe harbor waivers requested for the study allow CKHA to implement the study as designed by HUD.

Please describe how the income bands are structured.

Income bands are in increments of \$2,500 in annual income. Rents are set at 1/12 of 28% of the midpoint of the tier (representing monthly income), except that households with incomes below \$2,500 will pay a minimum rent of \$50.

Please upload the tiered rent policy table that shows the income bands.

This document is attached.

What is the income basis for assigning households to income bands?

This activity uses a different definition of income because we are using the following MTW waivers (check all that apply)
1.r. and/or 1.s. "elimination of deductions"

1.b. - Tiered Rent (HCV)

Describe the MTW activity, the MTW agency's goal(s) for the MTW activity, and, if applicable, how the MTW activity contributes to a larger initiative

See the FY22 MTW Supplement for a full description of this activity. This activity has been approved by HUD and is currently being implemented.

As part of the cohort-specific Rent Reform study, CKHA is implementing a tiered rent policy for certain households. Qualifying families will be randomly selected to either pay under the current (standard) or the new (tiered) rent policy. Under the tiered rent policy, families will pay rent based on a rent schedule within tiers of \$2,500. The rent paid by the family will be based on 28% of the midpoint of the income tier corresponding to the family income. Income will be calculated based on gross income for the prior 12-month period for existing households and the current income for newly admitted households.

Which of the MTW statutory objectives does this MTW activity serve?

Cost effectiveness; Self-sufficiency

What are the cost implications of this MTW activity? Pick the best description of the cost implications based on what you know today.

Decreased revenue; Decreased expenditures

Does the MTW activity under this waiver apply to all assisted households or only to a subset or subsets of assisted households?

The MTW activity applies only to a subset or subsets of assisted households

Does the MTW activity apply only to new admissions, only to currently assisted households, or to both new admissions and currently assisted households?

Currently assisted households only

Does the MTW activity apply to all family types or only to selected family types?

The MTW activity applies only to selected family types

Please select the family types subject to this MTW activity.

Non-elderly, non-disabled families

Does the MTW activity apply to all HCV tenant-based units and properties with project-based vouchers?

The MTW activity applies to specific tenant-based units and/or properties with project-based vouchers

Please describe which tenant-based units and/or properties with project-based vouchers participate in the MTW activity.

This activity will apply to non-elderly, non-disabled under both the tenant-based and project-based voucher programs. All special purpose vouchers, including VASH, EHV, Shelter Plus Care and Mainstream vouchers will be excluded.

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

CKHA worked closely with staff from HUD and its research partner, MDRC, to develop the policies and associated procedures and forms to implement the tiered rent study and to train staff. Study enrollment began in March 2023 for households with annual reexamination dates starting in July 2023 and new admissions beginning July 2023 and continued for one calendar year.

Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?

Yes

What is the status of the Safe Harbor Waiver request?

The waiver was previously approved.

Please describe the extent to which the Safe Harbor Waiver is supporting the MTW agency's goal in implementing this MTW activity.

The safe harbor waivers requested for the study allow CKHA to implement the study as designed by HUD. Safe Harbor Waiver has been previously approved. The safe harbor waivers requested for the study allow CKHA to implement the study as designed by HUD.

Please describe how the income bands are structured

Income bands are in increments of \$2,500 in annual income. Rents are set at 1/12 of 28% of the midpoint of the tier (representing monthly income), except that households with incomes below \$2,500 will pay a minimum rent of \$50.

Please upload the tiered rent policy table that shows the income bands.

No document is attached.

What is the income basis for assigning households to income bands?

This activity uses a different definition of income because we are using the following MTW waivers (check all that apply)
1.r. and/or 1.s. "elimination of deductions"

1.j. - Alternative Utility Allowance (HCV)

Describe the MTW activity, the MTW agency's goal(s) for the MTW activity, and, if applicable, how the MTW activity contributes to a larger initiative

See the FY22 MTW Supplement for a full description of this activity. This activity has been approved by HUD and is currently being implemented.
CKHA utilizes a simplified utility allowance schedule for all unit types, which allows for an easier calculation method for staff and helps families to better understand their rental payments. It is based on the most common structure type, number of bedrooms and a base payment on the most common utilities.

Which of the MTW statutory objectives does this MTW activity serve?

Cost effectiveness; Housing choice

What are the cost implications of this MTW activity? Pick the best description of the cost implications based on what you know today.

Decreased expenditures

Does the MTW activity under this waiver apply to all assisted households or only to a subset or subsets of assisted households?

The MTW activity applies to all assisted households

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

The alternative utility allowance has been implemented and allows for a decreased burden on staff when calculating TTP and discussing with participants the expectations for the amount paid in rent and utilities.

Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?

No

Please describe the alternative method of calculating the utility allowances. Please explain how the method of calculating utility allowances is different from the standard method and what objective the MTW agency aims to achieve by using this alternative method.

CKHA is implementing a simplified utility allowance, a single utility schedule for all units and localities. The previous utility schedule consisted of nine localities and five-unit classifications, and the alternative utility schedule uses the most common housing structure and a base payment. The base payment contains the most common utilities, and less common utilities can be add-ons. The objectives are less administrative burden on data entry and maintain the vast amounts of data, less affordability errors when selecting program participants or landlord responsibilities, unit type and locality, and improved communication to program participants and landlords on what a family can afford.

1.r. - Elimination of Deduction(s) (PH)

Describe the MTW activity, the MTW agency's goal(s) for the MTW activity, and, if applicable, how the MTW activity contributes to a larger initiative

See the FY22 MTW Supplement for a full description of this activity. This activity has been approved by HUD and is currently being implemented.
As part of the tiered rent study, families who are selected to pay rent under the tiered rent policy have their rent calculated using gross income from the prior 12 months (except new admissions which had their rent calculated using current gross income). When there are extenuating circumstances that cause significant difficulty to pay the tiered rent, a hardship may be requested.

Which of the MTW statutory objectives does this MTW activity serve?

Cost effectiveness

What are the cost implications of this MTW activity? Pick the best description of the cost implications based on

what you know today.

Increased revenue; Decreased expenditures

Does the MTW activity under this waiver apply to all assisted households or only to a subset or subsets of assisted households?

The MTW activity applies only to a subset or subsets of assisted households

Does the MTW activity apply only to new admissions, only to currently assisted households, or to both new admissions and currently assisted households?

Currently assisted households only

Does the MTW activity apply to all family types or only to selected family types?

The MTW activity applies only to selected family types

Please select the family types subject to this MTW activity.

Non-elderly, non-disabled families

Does the MTW activity apply to all public housing developments?

The MTW activity applies to specific developments

Which developments participate in the MTW activity?

WV001000003 Orchard Manor, WV001000007 Hillcrest/Oakhurst, WV001000008 South Park, WV001000027 CRH LP 1, WV001000028 CRH LP 2, WV001000029 Harris (Rand)/Anderson (Dunbar), WV001000031 CRH LP 3, WV001000032 CRH LP 6, WV001000033 CRH LP 5, WV001000036 Starling Drive, WV001000037 729 Central Avenue, WV001000038 731 Central Avenue

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

CKHA has been working closely with staff from HUD and its research partner, MDRC, to develop the policies procedures and forms to implement the tiered rent study and to train staff. Study enrollment began in March 2023 for households with annual reexamination dates starting in July 2023 and new admissions beginning July 2023.

Does this MTW activity require a hardship policy?

Yes

This document is attached.

Does the hardship policy apply to more than this MTW activity?

Yes

Please list all of the applicable MTW activities. (Only upload hardship policy once when said policy applies to multiple MTW activities.)

1.r. - Elimination of Deduction(s) (PH); 1.s. - Elimination of Deduction(s) (HCV); 3.a. - Alternative Reexamination Schedule for Households (PH); 3.b. - Alternative Reexamination Schedule for Households (HCV)

Has the MTW agency modified the hardship policy since the last submission of the MTW Supplement?

No

How many hardship requests have been received associated with this activity in the past year?

No hardship were requested in the most recent fiscal year.

Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?

No

Does the MTW activity require an impact analysis?

Provided Already

Which deduction(s) will be eliminated, modified, or added?

Dependent allowance; Unreimbursed childcare costs

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

Describe the MTW activity, the MTW agency's goal(s) for the MTW activity, and, if applicable, how the MTW activity contributes to a larger initiative

See the FY22 MTW Supplement for a full description of this activity. This activity has been approved by HUD and is currently being implemented.

As part of the tiered rent study, families who are selected to pay rent under the tiered rent policy have their rent calculated using gross income from the prior 12 months (except new admissions which had their rent calculated using current gross income). When there are extenuating circumstances that cause significant difficulty to pay the tiered rent, a hardship may be requested.

Which of the MTW statutory objectives does this MTW activity serve?

Cost effectiveness

What are the cost implications of this MTW activity? Pick the best description of the cost implications based on what you know today.

Increased revenue; Decreased expenditures

Does the MTW activity under this waiver apply to all assisted households or only to a subset or subsets of assisted households?

The MTW activity applies only to a subset or subsets of assisted households

Does the MTW activity apply only to new admissions, only to currently assisted households, or to both new admissions and currently assisted households?

Currently assisted households only

Does the MTW activity apply to all family types or only to selected family types?

The MTW activity applies only to selected family types

Please select the family types subject to this MTW activity.

Non-elderly, non-disabled families

Does the MTW activity apply to all HCV tenant-based units and properties with project-based vouchers?

The MTW activity applies to specific tenant-based units and/or properties with project-based vouchers

Please describe which tenant-based units and/or properties with project-based vouchers participate in the MTW activity.

This activity will apply to non-elderly, non-disabled under both the tenant-based and project-based voucher programs. All special purpose vouchers, including VASH, EHV, Shelter Plus Care and Mainstream vouchers will be excluded.

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

CKHA has been working closely with staff from HUD and its research partner, MDRC, to develop the policies procedures and forms to implement the tiered rent study and to train staff. Study enrollment began in March 2023 for households with annual reexamination dates starting in July 2023 and new admissions beginning July 2023.

Does this MTW activity require a hardship policy?

Yes

This document is attached.

Does the hardship policy apply to more than this MTW activity?

Yes

Please list all of the applicable MTW activities. (Only upload hardship policy once when said policy applies to multiple MTW activities.)

1.r. - Elimination of Deduction(s) (PH); 1.s. - Elimination of Deduction(s) (HCV); 3.a. - Alternative Reexamination Schedule for Households (PH); 3.b. - Alternative Reexamination Schedule for Households (HCV)

Has the MTW agency modified the hardship policy since the last submission of the MTW Supplement?

No

How many hardship requests have been received associated with this activity in the past year?

3.00

How many hardship requests were approved?

3

How many hardship requests were denied?

0

How many are pending?

0

Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?

No

Does the MTW activity require an impact analysis?

Provided Already

Which deduction(s) will be eliminated, modified, or added?

Dependent allowance; Unreimbursed childcare costs

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

Describe the MTW activity, the MTW agency's goal(s) for the MTW activity, and, if applicable, how the MTW activity contributes to a larger initiative

CKHA will increase the payment standard up to 120% of the Fair Market Rent. Due to the rental market increase, this payment standard increase will keep pace with that market increase and make it easier for voucher holders to find a place of their choice. This is not expected to increase the monthly amount that the tenant will pay as it is more likely that the particular unit would fall within the payment standard.

Which of the MTW statutory objectives does this MTW activity serve?

Self-sufficiency; Housing choice

What are the cost implications of this MTW activity? Pick the best description of the cost implications based on what you know today.

Increased expenditures

Does the MTW activity under this waiver apply to all assisted households or only to a subset or subsets of assisted households?

The MTW activity applies to all assisted households

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

CKHA has seen an increase in affordability, which benefits tenants while increasing access to housing and housing choice. The downside is the additional cost to CKHA in a rapidly expanding rent market.

Does this MTW activity require a hardship policy?

Yes

This document is attached.

Does the hardship policy apply to more than this MTW activity?

Yes

Please list all of the applicable MTW activities. (Only upload hardship policy once when said policy applies to multiple MTW activities.)

2.b. - Payment Standards- Fair Market Rents (HCV); 3.a. - Alternative Reexamination Schedule for Households (PH); 3.b. - Alternative Reexamination Schedule for Households (HCV)

Has the MTW agency modified the hardship policy since the last submission of the MTW Supplement?

No

How many hardship requests have been received associated with this activity in the past year?

No hardship were requested in the most recent fiscal year.

Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?

No

Does the MTW activity require an impact analysis?

Provided Already

Please explain the payment standards by FMR:

CKHA will increase the payment standards up to 120% of the FMR.

2.d. - Rent Reasonableness – Third-Party Requirement (HCV)

Describe the MTW activity, the MTW agency's goal(s) for the MTW activity, and, if applicable, how the MTW activity contributes to a larger initiative

See the FY22 MTW Supplement for a full description of this activity. This activity has been approved by HUD and is currently being implemented.

CKHA uses a process that includes obtaining reasonable rent determinations from a third-party company and their national database. This ensures fair and valid determinations and increases cost effectiveness while decreasing staff administrative burden.

Which of the MTW statutory objectives does this MTW activity serve?

Cost effectiveness

What are the cost implications of this MTW activity? Pick the best description of the cost implications based on what you know today.

Decreased expenditures

Does the MTW activity under this waiver apply to all assisted households or only to a subset or subsets of assisted households?

The MTW activity applies to all assisted households

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

Resulted in a significant decrease for expenditures related to paying for third-party services.

Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?

No

Please explain or upload a description of the quality assurance method.

CKHA's reasonable process includes using rent comparables generated by an energy consumption consultant to identify comparable units. The rent reasonableness determinations will be performed by a CKHA staff person who is trained on HCV and PBV rent reasonableness regulations, usually the Director of Voucher Management, the Chief Operations Officer will verify that processes have been followed and then a staff person from the Finance department, who is trained on HCV

and PBV rent reasonableness regulations, will review to ensure independence, impartiality and integrity.

No document is attached.

Please explain or upload a description of the rent reasonableness determination method.

CKHA uses a third-party energy consumption consultant to generate rent comparables for the HCV and PBV programs. The reasonable rent system uses only unassisted units for comparables and considers, in each determination, location, quality, size, unit type, age, amenities, housing services, maintenance and utilities to be provided by the owner. Once the software generates comparables, a CKHA staff member who is knowledgeable about HCV and PVB rent reasonableness

regulations reviews the comparables to confirm that they are comparable to the specific unit.

No document is attached.

3.a. - Alternative Reexamination Schedule for Households (PH)

Describe the MTW activity, the MTW agency's goal(s) for the MTW activity, and, if applicable, how the MTW activity contributes to a larger initiative

An additional waiver for triennial recertifications, separate from the Rent Reform Demonstration has been approved. This request for a second waiver allows for triennial reexaminations for households where the head, co-head, and/or spouse is elderly or disabled. This decreases administrative burden and burden on the older/disabled tenants. In the case of PH households, no adjustments are made to the tenant file unless there is a change in household composition, or a hardship is requested. For HCV households, there is an update completed annually between triennial recertifications. See the FY22 MTW Supplement for a full description of this activity related to households assigned to tiered rent. This activity has been approved by HUD and is currently being implemented. CKHA received approval to implement triennial reexaminations for families who are part of the Tiered Rent Demonstration and selected to pay under the tiered rent policy.

Which of the MTW statutory objectives does this MTW activity serve?

Cost effectiveness; Self-sufficiency

What are the cost implications of this MTW activity? Pick the best description of the cost implications based on what you know today.

Decreased revenue; Decreased expenditures

Does the MTW activity under this waiver apply to all assisted households or only to a subset or subsets of assisted households?

The MTW activity applies only to a subset or subsets of assisted households

Does the MTW activity apply only to new admissions, only to currently assisted households, or to both new admissions and currently assisted households?

New admissions and currently assisted households

Does the MTW activity apply to all family types or only to selected family types?

The MTW activity applies only to selected family types

Please select the family types subject to this MTW activity.

Non-elderly, non-disabled families; Elderly families; Disabled families (to the extent those families are not exempt via a reasonable accommodation)

Does the MTW activity apply to all public housing developments?

The MTW activity applies to all developments

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

CKHA has been working closely with staff from HUD and its research partner, MDRC, to develop the policies procedures and forms to implement the tiered rent study and to train staff. Study enrollment began in March 2023 for households with annual reexamination dates starting in July 2023 and new admissions beginning July 2023. Enrollment ended after one calendar year.

The triennial waiver related to elderly/disabled households has not yet been implemented.

Does this MTW activity require a hardship policy?

Yes

This document is attached.

Does the hardship policy apply to more than this MTW activity?

Yes

Please list all of the applicable MTW activities. (Only upload hardship policy once when said policy applies to multiple MTW activities.)

3.a. - Alternative Reexamination Schedule for Households (PH); 3.b. - Alternative Reexamination Schedule for Households (HCV)

Has the MTW agency modified the hardship policy since the last submission of the MTW Supplement?

No

How many hardship requests have been received associated with this activity in the past year?

78.00

How many hardship requests were approved?

78

How many hardship requests were denied?

0

How many are pending?

0

Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?

Yes

What is the status of the Safe Harbor Waiver request?

The waiver was previously approved.

Please describe the extent to which the Safe Harbor Waiver is supporting the MTW agency's goal in implementing this MTW activity.

The safe harbor waiver is for Tiered Rent triennials and allows CKHA to implement the tiered rent policy as designed by HUD.

Does the MTW activity require an impact analysis?

Provided Already

What is the recertification schedule?

Once every three years

How many interim recertifications per year may a household request?

2 or more

Please describe briefly how the MTW agency plans to address changes in family/household circumstances under the alternative reexamination schedule.

Rather than having one possible interim, there will be a hardship policy in effect so that the family may request a hardship for six months when a qualifying circumstance happens (two months for an extenuating circumstance). There is no limit to the number of hardships a family may request.
A hardship policy applicable to the current request (elderly/disabled households) is separate. The hardship policy affecting households that are ineligible for the Rent Reform Demonstration allows for a hardship request for a decrease in income by 10% or more or another extenuating circumstance. For a hardship due to a decrease in income, elderly/disabled

households will maintain the hardship amount of TTP/Rent for six months. For an extenuating circumstance, the TTP/Rent will be set at \$50 for two months before returning to the pre-hardship amount.

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

Describe the MTW activity, the MTW agency's goal(s) for the MTW activity, and, if applicable, how the MTW activity contributes to a larger initiative

An additional waiver for triennial recertifications, separate from the Rent Reform Demonstration has been approved. This request for a second waiver allows for triennial reexaminations for households where the head, co-head, and/or spouse is elderly or disabled. This decreases administrative burden and burden on the older/disabled tenants. In the case of PH households, no adjustments are made to the tenant file unless there is a change in household composition, or a hardship is requested. For HCV households, there is an update completed annually between triennial recertifications. See the FY22 MTW Supplement for a full description of this activity related to households assigned to tiered rent. This activity has been approved by HUD and is currently being implemented. CKHA received approval to implement triennial reexaminations for families who are part of the Tiered Rent Demonstration and selected to pay under the tiered rent policy.

Which of the MTW statutory objectives does this MTW activity serve?

Cost effectiveness; Self-sufficiency

What are the cost implications of this MTW activity? Pick the best description of the cost implications based on what you know today.

Decreased revenue; Decreased expenditures

Does the MTW activity under this waiver apply to all assisted households or only to a subset or subsets of assisted households?

The MTW activity applies only to a subset or subsets of assisted households

Does the MTW activity apply only to new admissions, only to currently assisted households, or to both new admissions and currently assisted households?

New admissions and currently assisted households

Does the MTW activity apply to all family types or only to selected family types?

The MTW activity applies only to selected family types

Please select the family types subject to this MTW activity.

Non-elderly, non-disabled families; Elderly families; Disabled families (to the extent those families are not exempt via a reasonable accommodation)

Does the MTW activity apply to all HCV tenant-based units and properties with project-based vouchers?

The MTW activity applies to specific tenant-based units and/or properties with project-based vouchers

Please describe which tenant-based units and/or properties with project-based vouchers participate in the MTW activity.

Tiered triennials - applies to non-elderly, non-disabled under both the tenant-based and project-based voucher programs. All special purpose vouchers, including VASH, EHV, COC and mainstream vouchers will be excluded. Elderly/disabled triennials - This waiver applies to all elderly/disabled households under both the tenant-based and project-based voucher programs.

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

CKHA has been working closely with staff from HUD and its research partner, MDRC, to develop the policies procedures and forms to implement the tiered rent study and to train staff. Study enrollment began in March 2023 for households with annual reexamination dates starting in July 2023 and new admissions beginning July 2023. Enrollment ended after one calendar year.

The triennial waiver related to elderly/disabled households has not yet been implemented.

Does this MTW activity require a hardship policy?

Provided Already

Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?

Yes

What is the status of the Safe Harbor Waiver request?

The waiver was previously approved.

Please describe the extent to which the Safe Harbor Waiver is supporting the MTW agency's goal in implementing this MTW activity.

The safe harbor waiver is for Tiered Rent triennials and allows CKHA to implement the tiered rent policy as designed by HUD.

Does the MTW activity require an impact analysis?

Provided Already

What is the recertification schedule?

Once every three years

How many interim recertifications per year may a household request?

2 or more

Please describe briefly how the MTW agency plans to address changes in family/household circumstances under the alternative reexamination schedule.

Rather than having one possible interim, there will be a hardship policy in effect so that the family may request a hardship for six months when a qualifying circumstance happens (two months for an extenuating circumstance). There is no limit to the number of hardships a family may request.

A hardship policy applicable to the current request (elderly/disabled households) is separate. The hardship policy affecting households that are ineligible for the Rent Reform Demonstration allows for a hardship request for a decrease in income by 10% or more or another extenuating circumstance. For a hardship due to a decrease in income, elderly/disabled households will maintain the hardship amount of TTP/Rent for six months. For an extenuating circumstance, the TTP/Rent will be set at \$50 for two months before returning to the pre-hardship amount.

3.c. - Self-Certification of Assets (PH)

Describe the MTW activity, the MTW agency's goal(s) for the MTW activity, and, if applicable, how the MTW activity contributes to a larger initiative

See the FY22 MTW Supplement for a full description of this activity. This activity has been approved by HUD and is currently being implemented.

CKHA will allow for self-certification of assets up to \$50,000, which will ease administrative burden and burden put upon tenants to provide lengthy, often difficult to obtain, verification documentation.

Which of the MTW statutory objectives does this MTW activity serve?

Cost effectiveness; Self-sufficiency

What are the cost implications of this MTW activity? Pick the best description of the cost implications based on what you know today.

Decreased expenditures

Does the MTW activity under this waiver apply to all assisted households or only to a subset or subsets of assisted households?

The MTW activity applies to all assisted households

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

CKHA received HUD approval for this waiver and has begun implementing it. This waiver appears to reduce staff burden by saving a significant amount of time not following up with third parties for verification or waiting on tenants to provide the documentation.

Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?

No

Please state the dollar threshold for the self-certification of assets.

\$50,000.

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

Describe the MTW activity, the MTW agency's goal(s) for the MTW activity, and, if applicable, how the MTW activity contributes to a larger initiative

See the FY22 MTW Supplement for a full description of this activity. This activity has been approved by HUD and is currently being implemented.
CKHA will allow for self-certification of assets up to \$50,000, which will ease administrative burden and burden put upon tenants to provide lengthy, often difficult to obtain, verification documentation.

Which of the MTW statutory objectives does this MTW activity serve?

Cost effectiveness; Self-sufficiency

What are the cost implications of this MTW activity? Pick the best description of the cost implications based on what you know today.

Decreased expenditures

Does the MTW activity under this waiver apply to all assisted households or only to a subset or subsets of assisted households?

The MTW activity applies to all assisted households

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

CKHA received HUD approval for this waiver and has begun implementing it. This waiver appears to reduce staff burden by saving a significant amount of time not following up with third parties for verification or waiting on tenants to provide the documentation.

Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?

No

Please state the dollar threshold for the self-certification of assets.

\$50,000.

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

Describe the MTW activity, the MTW agency's goal(s) for the MTW activity, and, if applicable, how the MTW activity contributes to a larger initiative

See the FY22 MTW Supplement for a full description of this activity. This activity has been approved by HUD and is currently being implemented.

CKHA performs HQS Inspections on PBV units that it owns, manages/controls.

Which of the MTW statutory objectives does this MTW activity serve?

Cost effectiveness

What are the cost implications of this MTW activity? Pick the best description of the cost implications based on what you know today.

Decreased expenditures

Does the MTW activity under this waiver apply to all assisted households or only to a subset or subsets of assisted households?

The MTW activity applies only to a subset or subsets of assisted households

Does the MTW activity apply only to new admissions, only to currently assisted households, or to both new admissions and currently assisted households?

New admissions and currently assisted households

Does the MTW activity apply to all family types or only to selected family types?

The MTW activity applies to all family types

Does the MTW activity apply to all HCV tenant-based units and properties with project-based vouchers?

The MTW activity applies to all properties with project-based vouchers

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

CKHA received HUD approval for this waiver and has begun implementing it. This waiver has saved a significant amount of time and money by not paying outside sources and waiting on an opening in their schedule. This also allows for families to be housed more quickly.

Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?

No

Please explain or upload the description of the quality assurance method:

Following will explain the quality assurance method

CKHA will continue to meet the requirements under 24 CFR 982.401 and NSPIRE-V. Any staff member conducting inspections will be trained on the HQS/NSPIRE-V standards. Participants will continue to be allowed to request a special inspection. The CKHA staff member chosen, generally the Director of Voucher Management, will randomly select a sample of 5% of the inspections completed in the last 30 days to complete quality control selection. CKHA will obtain the

services of a third-party entity to determine if PHA-owned units pass HQS/INSPIRE-V, upon the request of HUD.

No document is attached.

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

Describe the MTW activity, the MTW agency's goal(s) for the MTW activity, and, if applicable, how the MTW activity contributes to a larger initiative

See the FY22 MTW Supplement for a full description of this activity. This activity has been approved by HUD and is currently being implemented.

Increasing PBV project caps provides for more flexible use of housing units and increased choice for tenants.

Which of the MTW statutory objectives does this MTW activity serve?

Cost effectiveness; Housing choice

What are the cost implications of this MTW activity? Pick the best description of the cost implications based on what you know today.

Increased revenue

Does the MTW activity under this waiver apply to all assisted households or only to a subset or subsets of assisted households?

The MTW activity applies to all assisted households

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

CKHA received HUD approval for this waiver and has begun implementing it. This waiver allows expansion of affordable housing to a wider audience.

Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?

No

9.g. - Increase PBV Rent to Owner (HCV)

Describe the MTW activity, the MTW agency's goal(s) for the MTW activity, and, if applicable, how the MTW activity contributes to a larger initiative

CKHA is authorized to develop a local process to determine the initial and re-determined rent to owner. The agency may increase rents up to the lesser of 120% of Fair Market Rents or rent reasonableness. CKHA implements this activity within the Safe Harbor limits established by the MTW Operations Notice. CKHA increased PBV rent to the owner to make it more attractive for landlords to participate in the program. This increases the availability of housing choices and makes it more

likely that existing and new landlords will want to participate.

Which of the MTW statutory objectives does this MTW activity serve?

Housing choice

What are the cost implications of this MTW activity? Pick the best description of the cost implications based on what you know today.

Increased expenditures

Does the MTW activity under this waiver apply to all assisted households or only to a subset or subsets of assisted households?

The MTW activity applies to all assisted households

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

CKHA received HUD approval for this waiver and has begun implementing it. This waiver allows for increased housing choices. Currently, the increase hasn't reached 120% at all properties due to the increased expenditure amount.

Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?

No

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

Describe the MTW activity, the MTW agency's goal(s) for the MTW activity, and, if applicable, how the MTW activity contributes to a larger initiative

The agency is authorized to waive the requirement to provide a tenant-based voucher at 12 months: rather a tenant-based voucher will be granted (depending upon availability) at 24 months, with the exception for approved requests for reasonable accommodation according to existing rules. This limitation will not apply to portability moves that are justified under laws and regulations applicable to the federal Violence Against Women Act and/or those that support a reasonable accommodation. Currently assisted households will not be impacted.

Which of the MTW statutory objectives does this MTW activity serve?

Cost effectiveness

What are the cost implications of this MTW activity? Pick the best description of the cost implications based on what you know today.

Decreased expenditures

Does the MTW activity under this waiver apply to all assisted households or only to a subset or subsets of assisted households?

The MTW activity applies only to a subset or subsets of assisted households

Does the MTW activity apply only to new admissions, only to currently assisted households, or to both new admissions and currently assisted households?

New admissions (i.e., applicants) only

Does the MTW activity apply to all family types or only to selected family types?

The MTW activity applies to all family types

Does the MTW activity apply to all HCV tenant-based units and properties with project-based vouchers?

The MTW activity applies to all properties with project-based vouchers

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

This activity has not yet been implemented.

Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?

No

10.b.PH - Alternative Structure for Establishing Program Coordinating Committee (PH)

Describe the MTW activity, the MTW agency's goal(s) for the MTW activity, and, if applicable, how the MTW activity contributes to a larger initiative

CKHA established the Program Coordinating Committee (PCC) in coordination with the American Job Center (AJC)/One-Stop, which houses several provider agencies in one building and allows for stronger and more frequent communication as a whole or with individual partnerships. This alternative PCC provides support for the FSS program.

Which of the MTW statutory objectives does this MTW activity serve?

Cost effectiveness

What are the cost implications of this MTW activity? Pick the best description of the cost implications based on what you know today.

Neutral (no cost implications)

Does the MTW activity under this waiver apply to all assisted households or only to a subset or subsets of assisted households?

The MTW activity applies only to a subset or subsets of assisted households

Does the MTW activity apply only to new admissions, only to currently assisted households, or to both new admissions and currently assisted households?

New admissions and currently assisted households

Does the MTW activity apply to all family types or only to selected family types?

The MTW activity applies to all family types

Does the MTW activity apply to all public housing developments?

The MTW activity applies to all developments

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

CKHA received HUD approval for this waiver and has begun implementing it. This waiver has saved a significant amount of time by not requiring coordination between multiple agencies to attend multiple meetings. Having PCC meetings in conjunction with the monthly meeting at the American Job Center provides immediate access to the most referred agencies.

Does this MTW activity require a hardship policy?

No

No document is attached.

Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?

No

Does the MTW activity require an impact analysis?

No

No document is attached.

Please describe the alternative structure and how it is designed to secure local resources to support an MTW Self-Sufficiency program.

The Family Self-Sufficiency Coordinators are partners in the local American Job Center (AJC)/One-Stop, in which one

building holds representatives from several provider agencies across the county and region. These partners hold meetings monthly and when any partner needs specific resources.

10.b.HCV - Alternative Structure for Establishing Program Coordinating Committee (HCV)

Describe the MTW activity, the MTW agency's goal(s) for the MTW activity, and, if applicable, how the MTW activity contributes to a larger initiative

CKHA established the Program Coordinating Committee (PCC) in coordination with the American Job Center (AJC)/One-Stop, which houses several provider agencies in one building and allows for stronger and more frequent communication as a whole or with individual partnerships. This alternative PCC provides support for the FSS program.

Which of the MTW statutory objectives does this MTW activity serve?

Cost effectiveness

What are the cost implications of this MTW activity? Pick the best description of the cost implications based on what you know today.

Neutral (no cost implications)

Does the MTW activity under this waiver apply to all assisted households or only to a subset or subsets of assisted households?

The MTW activity applies only to a subset or subsets of assisted households

Does the MTW activity apply only to new admissions, only to currently assisted households, or to both new admissions and currently assisted households?

New admissions and currently assisted households

Does the MTW activity apply to all family types or only to selected family types?

The MTW activity applies to all family types

Does the MTW activity apply to all HCV tenant-based units and properties with project-based vouchers?

The MTW activity applies to all properties with project-based vouchers

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

CKHA received HUD approval for this waiver and has begun implementing it. This waiver has saved a significant amount of time by not requiring coordination between multiple agencies to attend multiple meetings. Having PCC meetings in conjunction with the monthly meeting at the American Job Center provides immediate access to the most referred agencies.

Does this MTW activity require a hardship policy?

No

No document is attached.

Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?

No

Does the MTW activity require an impact analysis?

No

No document is attached.

Please describe the alternative structure and how it is designed to secure local resources to support an MTW Self-Sufficiency program.

The Family Self-Sufficiency Coordinators are partners in the local American Job Center (AJC)/One-Stop, in which one building holds representatives from several provider agencies across the county and region. These partners hold meetings monthly and when any partner needs specific resources.

10.d.PH - Modify or Eliminate the Contract of Participation (PH)

Describe the MTW activity, the MTW agency's goal(s) for the MTW activity, and, if applicable, how the MTW activity contributes to a larger initiative

The Family Self-Sufficiency (FSS) Contract of Participation (CoP) will be modified for new FSS program enrollees to a 5-year period, beginning the first day of the month following the family's enrollment appointment. All other changes to the CoP resulting from the FSS Final Rule will remain in the modified CoP. Reverting back to a 5-year contract for all new program participants will be cost-effective by decreasing CKHA's expenditures, as it will require one year less of escrow (or three years less for those paying tiered rent) that CKHA would potentially pay out. This change will still encourage self-sufficiency, as participants will be afforded adequate time to complete their goals and will be eligible for an extension if needed. CKHA's goal for this change is to simplify the process of determining the FSS contract end date and ensure consistency in the time offered to participants. Both participants and staff will benefit from the consistency of the new model. The modifications will lessen the administrative burden for staff and participants, achieve greater cost-effectiveness in federal expenditures, and eliminate confusion for participants.

Which of the MTW statutory objectives does this MTW activity serve?

Cost effectiveness

What are the cost implications of this MTW activity? Pick the best description of the cost implications based on what you know today.

Decreased expenditures

Does the MTW activity under this waiver apply to all assisted households or only to a subset or subsets of assisted households?

The MTW activity applies only to a subset or subsets of assisted households

Does the MTW activity apply only to new admissions, only to currently assisted households, or to both new admissions and currently assisted households?

New admissions (i.e., applicants) only

Does the MTW activity apply to all family types or only to selected family types?

The MTW activity applies to all family types

Does the MTW activity apply to all public housing developments?

The MTW activity applies to all developments

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

This activity has not yet been approved or implemented.

Does this MTW activity require a hardship policy?

No

No document is attached.

Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?

No

Does the MTW activity require an impact analysis?

No

No document is attached.

10.d.HCV - Modify or Eliminate the Contract of Participation (HCV)

Describe the MTW activity, the MTW agency's goal(s) for the MTW activity, and, if applicable, how the MTW activity contributes to a larger initiative

The Family Self-Sufficiency (FSS) Contract of Participation (CoP) will be modified for new FSS program enrollees to a 5-year period, beginning the first day of the month following the family's enrollment appointment. All other changes to the CoP resulting from the FSS Final Rule will remain in the modified CoP. Reverting back to a 5-year contract for all new program participants will be cost-effective by decreasing CKHA's expenditures, as it will require one year less of escrow (or three years less for those paying tiered rent) that CKHA would potentially pay out. This change will still encourage self-sufficiency, as participants will be afforded adequate time to complete their goals and will be eligible for an extension if needed. CKHA's goal for this change is to simplify the process of determining the FSS contract end date and ensure consistency in the time offered to participants. Both participants and staff will benefit from the consistency of the new model. The modifications will lessen the administrative burden for staff and participants, achieve greater cost-effectiveness in federal expenditures, and eliminate confusion for participants.

Which of the MTW statutory objectives does this MTW activity serve?

Cost effectiveness

What are the cost implications of this MTW activity? Pick the best description of the cost implications based on what you know today.

Decreased expenditures

Does the MTW activity under this waiver apply to all assisted households or only to a subset or subsets of assisted households?

The MTW activity applies only to a subset or subsets of assisted households

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The MTW activity applies to all family types

Does the MTW activity apply to all HCV tenant-based units and properties with project-based vouchers?

The MTW activity applies to all properties with project-based vouchers

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

This activity has not yet been approved or implemented.

Does this MTW activity require a hardship policy?

No

No document is attached.

Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?

No

Does the MTW activity require an impact analysis?

No

No document is attached.

D.	Safe Harbor Waivers.
D.1	<p>Will the MTW agency submit request for approval of a Safe Harbor Waiver this year?</p> <p>No Safe Harbor Waivers are being requested.</p>

E.	Agency-Specific Waiver(s).
E.1	<p>Agency-Specific Waiver(s) for HUD Approval:</p> <p>The MTW demonstration program is intended to foster innovation and HUD encourages MTW agencies, in consultation with their residents and stakeholders, to be creative in their approach to solving affordable housing issues facing their local communities. For this reason, flexibilities beyond those provided for in Appendix I may be needed. Agency-Specific Waivers may be requested if an MTW agency wishes to implement additional activities, or waive a statutory and/or regulatory requirement not included in Appendix I.</p> <p>In order to pursue an Agency-Specific Waiver, an MTW agency must include an Agency-Specific Waiver request, an impact analysis, and a hardship policy (as applicable), and respond to all of the mandatory core questions as applicable.</p> <p>For each Agency-Specific Waiver(s) request, please upload supporting documentation, that includes: a) a full description of the activity, including what the agency is proposing to waive (i.e., statute, regulation, and/or Operations Notice), b) how the initiative achieves one or more of the 3 MTW statutory objectives, c) a description of which population groups and household types that will be impacted by this activity, d) any cost implications associated with the activity, e) an implementation timeline for the initiative, f) an impact analysis, g) a description of the hardship policy for the initiative, and h) a copy of all comments received at the public hearing along with the MTW agency's description of how the comments were considered, as a required attachment to the MTW Supplement.</p> <p>Will the MTW agency submit a request for approval of an Agency-Specific Waiver this year?</p> <p>No</p>

E.2	Agency-Specific Waiver(s) for which HUD Approval has been Received:				
	Does the MTW agency have any approved Agency-Specific Waivers? Yes				
	Title	Has there been a change in how the waiver is being implemented from when it was originally approved?	Please provide a description of what has changed.	Please provide a description of the final outcomes and lessons learned from implementing this Activity at your PHA.	If the MTW Agency was previously required to prepare an impact analysis, was a final impact analysis prepared at the time of discontinuation?
	Modification to the Income Verification Hierarchy (Notice PIH 2018-18) for recertifications (tiered rent households) – EIV < Self-Certification	No			

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

Federal Fiscal Year (FFY)	Total Operating Subsidy Authorized Amount	How Much PHA Disbursed by the 9/30 Reporting Period	Remaining Not Yet Disbursed	Deadline
2021	\$4,652,043	\$4,652,043	\$0	2029-09-30
2022	\$5,038,721	\$5,038,721	\$0	2030-09-30
2023	\$5,354,602	\$4,017,181	\$1,337,441	2031-09-30
2024	\$5,757,580	\$0	\$5,757,580	2032-09-30
2025				2033-09-30

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

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

G.2	Establishing Reasonable Rent Policy.
Has the MTW agency established a rent reform policy to encourage employment and self-sufficiency? Yes	

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

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

PROPERTY NAME/ ADDRESS	0/1 BR	2 BR	3 BR	4 BR	5 BR	6+ BR	TOTAL UNITS	POPULATION TYPE*	If 'Population Type' is Other	# of Section 504 Accessible (Mobility)**	# of Section 504 Accessible (Hearing/ Vision)	Was this Property Made Available for Initial Occupancy during the Prior Full Calendar Year?	What was the Total Amount of MTW Funds Invested into the Property?
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G.4	Comparable Mix (by Family Size) – Local, Non-Traditional.
To demonstrate compliance with the statutory requirement to continue serving a 'comparable mix' of families by family size to that which would have been served without MTW, the MTW agency will provide the number of families occupying local, non-traditional units by household size for the most recently completed Fiscal Year in the provided table.	

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

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

I.	Evaluations.
Yes - This table lists evaluations of Charleston-Kanawha's MTW activities, including the names of evaluators and available reports	

Table I.1 - Evaluations of MTW Policies

Title and short description	Evaluator name and contact information	Time period	Reports available
Stepped and Tiered Rent Demonstration	MDRC	2023-2030	https://www.huduser.gov/portal/mtw/cohort2.html