

PHA Name : Washington County (MN)

PHA Code : MN212

MTW Supplement for PHA Fiscal Year Beginning : (MM/DD/YYYY): 1/1/2023

PHA Program Type: Combined

MTW Cohort Number: MTW Flexibility for Smaller PHAs

MTW Supplement Submission Type: Annual Submission

B. MTW Supplement Narrative.

The CDA 2023 MTW plan is to continue the implementation of the changes outlined in the 2022 plan. To support the MTW designation, and to be able to track and evaluate the changes made to the program through the MTW designation, the CDA changed software in 2021. The software switch is in the final stages of implementation and will be able to produce tracking and evaluation of the MTW plan developed in 2022 and going forward. In addition to fully implementing the 2022 plan, in 2023 the CDA will explore additional options for changes in 2024.

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).

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| 1. Tenant Rent Policies | |
| o. Initial Rent Burden (HCV) | Currently Implementing |
| v. Alternative Income Inclusions/Exclusions (PH) | Currently Implementing |
| w. Alternative Income Inclusions/Exclusions (HCV) | Currently Implementing |
| 2. Payment Standards and Rent Reasonableness | |
| d. Rent Reasonableness – Third-Party Requirement (HCV) | Currently Implementing |
| 3. Reexaminations | |
| 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 | |
| 10. Family Self-Sufficiency Program with MTW Flexibility | |
| 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 Washington County (MN) Plans to Implement in the Submission Year or Is Currently Implementing

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| 1.o. - Initial Rent Burden (HCV) |
| The Agency will increase the maximum family rent share from 40% to 50% on initial lease up. Increasing the initial rent burden gives family greater choice when moving in or into Washington County. Washington County has excellent schools, employment opportunities, and safe neighborhoods. |
| This MTW activity serves the following statutory objectives: Housing choice |
| This MTW activity serves the following statutory objectives: Neutral (no cost implications) |
| An MTW activity may apply to new admissions only, to currently assisted households only, or to both new admissions and currently assisted households. The MTW activity applies to all assisted households |
| The Agency has changed the policy allowing family maximum rent to be up to 50% at initial lease up. This change has allowed to find stable housing in the county. |
| This MTW activity requires a Safe Harbor Waiver. The waiver was previously approved. The Safe Harbor allows the CDA to increase the family share at initial occupancy to 50% of the family's income meeting the Safe Harbor of not to exceed 60%. |
| No hardship were requested in the most recent fiscal year. |
| In the prior year, under this activity, Washington County (MN) MTW agency Received 0 hardship requests Approved hardship requests Denied hardship requests There is\are hardship requests pending. |

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

Maximum income-based rent percentage 50.00%

1.v. - Alternative Income Inclusions/Exclusions (PH)

The CDA will allow self-certification of assets less than \$50,000. In addition, the CDA will not include any income from those same assets in the calculation of the tenant rent portion.

This MTW activity serves the following statutory objectives:
Cost effectiveness

This MTW activity serves the following statutory objectives:
Increased revenue
Decreased revenue

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

For annual recertification, tenants are no longer required to submit asset information . Tenant sign a self-certification that they have assets less than \$50,000.

No hardship were requested in the most recent fiscal year.

In the prior year, under this activity, Washington County (MN) MTW agency
Received 0 hardship requests
Approved hardship requests
Denied hardship requests
There is\are hardship requests pending.

Following inclusions or exclusions will be eliminated, modified, or added.
Income from assets less than \$50,000 will be excluded from the tenant rent calculation.

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

The CDA will allow self-certification of assets less than \$50,000. In addition, the CDA will not include any income from those same assets in the calculation of the tenant rent portion.

This MTW activity serves the following statutory objectives:
Cost effectiveness

This MTW activity serves the following statutory objectives:
Decreased revenue
Increased expenditures

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

Tenants now self certify assets of less than \$50,000 eliminating the need to collect documentation of assets.

No hardship were requested in the most recent fiscal year.

In the prior year, under this activity, Washington County (MN) MTW agency
Received 0 hardship requests
Approved hardship requests
Denied hardship requests
There is\are hardship requests pending.

Following inclusions or exclusions will be eliminated, modified, or added.
Income from assets less than \$50,000 will be excluded from the tenant rent calculation.

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

The Agency will perform rent reasonable determinations on all HCV units in buildings owned by the Agency. The Agency will use a third party software system that generates the rent reasonable determinations. Having an additional third party determine rent reasonableness for only Agency owned properties is an unnecessary expense.

This MTW activity serves the following statutory objectives:
Cost effectiveness

This MTW activity serves the following statutory objectives:
Decreased expenditures

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| An MTW activity may apply to new admissions only, to currently assisted households only, or to both new admissions and currently assisted households. The MTW activity applies to all assisted households |
| One third party software is now being used for all rent reasonable determinations including Agency owned properties. The Agency no longer contracts with two agencies to provide the service. |
| This MTW activity requires a Safe Harbor Waiver. The waiver was previously approved. The Safe Harbor allows the CDA to conduct rent reasonable determinations on Agency owned properties eliminating the need for another agency to provide the service. |
| No hardship were requested in the most recent fiscal year. |
| In the prior year, under this activity, Washington County (MN) MTW agency Received 0 hardship requests Approved hardship requests Denied hardship requests There is\are hardship requests pending. |
| Following will explain quality assurance method: The department director conducts quality assurance reviews on 5% of the rent reasonableness determinations monthly and tracks results. and attached for quality assurance method |
| Following will explain rent reasonableness determination method: The Agency has contracted with Affordable Housing.com, a nationwide firm to do rent reasonableness data collection. The Agency uploads the local unit to Affordable Housing.com and Affordable Housing.com produces the rent reasonableness determination . A copy of the determination is attached to the tenants file. and attached for rent reasonableness determination method |

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| 3.c. - Self-Certification of Assets (PH) |
| The Agency will accept self-certification of assets up to \$50,000. |
| This MTW activity serves the following statutory objectives: Cost effectiveness |
| This MTW activity serves the following statutory objectives: Neutral (no cost implications) |
| An MTW activity may apply to new admissions only, to currently assisted households only, or to both new admissions and currently assisted households. The MTW activity applies to all assisted households |
| Tenants are now able to self certify assets eliminating the need to collect bank statements and other documentation. |
| This MTW activity requires a Safe Harbor Waiver. The waiver was previously approved. The Safe Harbor supports the agency goal of implementing self certification of assets |
| No hardship were requested in the most recent fiscal year. |
| In the prior year, under this activity, Washington County (MN) MTW agency Received 0 hardship requests Approved hardship requests Denied hardship requests There is\are hardship requests pending. |
| The dollar threshold for the self-certification of assets is \$50,000. |

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|---|
| 3.d. - Self-Certification of Assets (HCV) |
| The Agency will accept self-certification of assets up to \$50,000. |
| This MTW activity serves the following statutory objectives: Cost effectiveness |
| This MTW activity serves the following statutory objectives: Neutral (no cost implications) |
| An MTW activity may apply to new admissions only, to currently assisted households only, or to both new admissions and currently assisted households. The MTW activity applies to all assisted households |
| Self certification of assets up to \$50,000 is now accepted eliminating the need to collect documentation of assets saving staff time trying to collect information. |

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| <p>This MTW activity requires a Safe Harbor Waiver. The waiver was previously approved. The Safe Harbor Waiver allows the Agency to implement the change</p> |
| <p>No hardship were requested in the most recent fiscal year.</p> |
| <p>In the prior year, under this activity, Washington County (MN) MTW agency Received 0 hardship requests Approved hardship requests Denied hardship requests There is\are hardship requests pending.</p> |
| <p>The dollar threshold for the self-certification of assets is \$50,000.</p> |

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| <p>5.c. - Third-Party Requirement (HCV)</p> |
| <p>The Agency will conduct HQS on units the housing authority owns. The Agency has a management company that provides property management including maintenance. Having the Agency conduct the HQS inspections allows the Agency access to units and better monitor the management company.</p> |
| <p>This MTW activity serves the following statutory objectives: Cost effectiveness</p> |
| <p>This MTW activity serves the following statutory objectives: Neutral (no cost implications)</p> |
| <p>An MTW activity may apply to new admissions only, to currently assisted households only, or to both new admissions and currently assisted households. The MTW activity applies to all assisted households</p> |
| <p>The Agency has started to complete inspections on Agency owned properties. We are no longer reliant on another agencies scheduling and capacity to complete inspections.</p> |
| <p>This MTW activity requires a Safe Harbor Waiver. The waiver was previously approved. The waiver supports the goal of implementing this activity and allows the agency to conduct inspections on Agency owned units</p> |
| <p>No hardship were requested in the most recent fiscal year.</p> |
| <p>In the prior year, under this activity, Washington County (MN) MTW agency Received 0 hardship requests Approved hardship requests Denied hardship requests There is\are hardship requests pending.</p> |
| <p>The quality assurance method: Following will explain the quality assurance method – The inspection standards will not be altered and will be available for review. Quality assurance inspections will be conducted by a different inspector. At the department’s request the CDA will obtain the services of a third-party entity to determine if the CDA owned units pass HQS. If [Upload file] options- Display 'Attached for quality assurance method"</p> |

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| D. | Safe Harbor Waivers. |
| D.1 | Safe Harbor Waivers seeking HUD Approval: No Safe Harbor Waivers are being requested. |

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| E. | Agency-Specific Waiver(s). |
| E.1 | Agency-Specific Waiver(s) for HUD Approval: The MTW demonstration program is intended to foster innovation and HUD encourages MTW agencies, in consultation with their residents and stakeholders, to be creative in their approach to solving affordable housing issues facing their local communities. For this reason, Agency-Specific Waivers may be requested. No Agency-Specific Waivers are being requested. |
| E.2 | Agency-Specific Waiver(s) for which HUD Approval has been Received: The MTW agency should describe any changes in how the waiver is being implemented now compared to when it was originally approved. MTW Agency does not have approved Agency-Specific Waivers |

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| 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 |
|----------------------------------|--|--|------------------------------------|-----------------|
|----------------------------------|--|--|------------------------------------|-----------------|

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| 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.

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| G.2 | Establishing Reasonable Rent Policy. |
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| 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. | |
| Occupied Number of Local, Non-Traditional units by | |

| Family Size: | Household Size |
|---------------------|-----------------------|
| 1 Person | |
| 2 Person | |
| 3 Person | |
| 4 Person | |
| 5 Person | |
| 6+ Person | |
| Totals | 0 |

| H. | Public Comment |
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| | 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. |
| | No additional public hearing was held for an Agency-Specific Waiver and/or Safe Harbor waiver |

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