



# **Housing Authority of the County of San Mateo**

## **Moving to Work (MTW) Annual Plan FY 2009-2010**

### **Amendment #1**

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## **Amendment #1**

### **Activity #1 – Eliminate the competitive process for allocation of Project Based Vouchers (PBV) to former public housing units**

#### **1. Description of the proposed activity;**

HACSM will allocate project-based vouchers to its former public housing units without the use of a competitive process. The proposed activity is designed to complement the approved On-Going MTW Activity #9 which states, "Expand usage of project-based vouchers at HACSM Developments undergoing disposition process," that enables HACSM to allocate project-based vouchers for up to 100% of former public housing units.

#### **2. Description of how the activity relates to at least one of the three statutory objectives;**

The proposed activity will increase housing choices for low-income families because residents at the former public housing sites will have the option of utilizing their voucher to move to any other privately owned/operated rental unit or to stay in place. This benefit is even more pronounced in the case of the Midway Village family development due to its long history as a remediated toxic soil site and the strong desire expressed by some residents to have a voucher in order to relocate.

The proposed amendment will also reduce costs and increase cost effectiveness by reducing the administrative burden and direct costs normally associated with developing and issuing an extensive Request for Proposals (RFP), reviewing and processing the applications submitted, and waiting for HUD's review and approval of the HACSM-owned project.

#### **3. Identification and discussion of the anticipated impact of the proposed MTW activity on the stated objective;**

Currently the HACSM operates two public housing developments: Midway Village, a 150 family unit complex located in Daly City and, El Camino Village, a 30 family unit complex located in Colma. The proposed activity will allow current public housing residents to maintain essentially the same rental subsidy benefits due to the fact that the Section 8 voucher rent calculation process is very similar to that used to compute rent in public housing. In addition, the

residents will enjoy the positive impact of being able to use the voucher program's relocation feature to move to a different rental property if they so choose.

Cost effectiveness will also be achieved with respect to HACSM's planned disposition of its public housing units, as the proposed activity will be critical in helping HACSM create a stable and reliable financial outlook for these units that will provide timely maintenance and upgrades and preserve the affordability of these units for the residents.

**4. Description of the baselines and benchmarks that the Agency will use to measure the performance and progress of the MTW activity;**

Baselines:

1. Due to the current public housing rules, public housing residents are not entitled to or assisted with relocation to privately held housing
2. On average, it takes approximately three to four months to complete the Request for Proposals (RFP) process for the Project-Based Voucher competition

Benchmarks:

1. 5% of the public housing residents will relocate to privately held housing at the end of the first year after disposition
2. A 75% reduction in the time required to review, process the applications, submit the applications to HUD and receive HUD approval

**5. Description of the data collection process and metrics the Agency will use to measure how this activity will achieve one or more of the MTW statutory objectives; and**

Data collection and metrics will be based on implementation records documenting the process, and the associated administrative costs for time spent on the activity.

**6. The specific provision of the 1937 Act or regulation that is waived under MTW that authorized the Agency to make this change, when applicable.**

This proposed activity is authorized in the HACSM's Moving To Work Agreement, Attachment C, Paragraph D 7a, and waives certain provisions of

Section 8 (o)(13)(B and D) of the 1937 Act and 24 CFR 982.102 and 24 CFR Part 983, as necessary to implement HACSM's amendment.

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**Activity #2 – Waive the 12 Month minimum stay requirement in Project Based Voucher rules for residents in public housing units at the time of the issuance of replacement vouchers**

**1. Description of the proposed activity;**

HACSM proposes to offer residents of public housing units that are undergoing disposition from public housing status and who will receive PBV assistance, the option to relocate immediately or at any time thereafter, using a tenant transfer voucher. Existing public housing residents at the time of disposition will not be required to stay in their unit for 12 months after conversion to PBV assistance to receive the tenant transfer voucher.

**2. Description of how the activity relates to at least one of the three statutory objectives;**

This policy will increase housing choice for all public housing residents.

**3. Identification and discussion of the anticipated impact of the proposed MTW activity on the stated objective;**

As a result of this initiative, HACSM expects that some public housing residents will choose to move into the private rental market and potentially have access to housing in tenant preferred school districts, closer to their employer or additional employment opportunities and/or closer to public transportation.

HACSM also recognizes that this migration from public housing to the HCV program could increase the vacancy costs for the project based properties.

**4. Description of the baselines and benchmarks that the Agency will use to measure the performance and progress of the MTW activity;**

Baselines:

1. On average, HACSM public housing has a vacancy average of 15 units/year
2. The vacancy turnover costs per unit is approximately \$5,600

Benchmarks:

1. HACSM expects no more than a 10% increase in vacancy turnover, the equivalent of 2 additional units
2. HACSM expects a potential \$11,200 increase in costs in relation to the cost per unit turnover in the first year following disposition

**5. Description of the data collection process and metrics the Agency will use to measure how this activity will achieve one or more of the MTW statutory objectives; and**

HACSM will closely monitor and track the vacancy and relocation requests of any current public housing residents.

**6. The specific provision of the 1937 Act or regulation that is waived under MTW that authorized the Agency to make this change, when applicable.**

This proposed activity is authorized in the HACSM's Moving To Work Agreement, Attachment C, Paragraph D.

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**Activity #3 – Accept lower HAP by modifying PBV rules for in-place residents at former Public Housing Developments**

**1. Description of the proposed activity;**

At the time of disposition, if a public housing resident is residing in an oversized unit and HACSM does not have the proper size unit available for the resident to relocate, HACSM will accept a lower HAP based on the unit size the resident qualifies for and not the actual unit size it is occupying. This policy will ensure residents that remain in former public housing units after disposition, and who are “over-housed”, i.e. occupying units that have more bedrooms than permitted under voucher unit size rules, have continued access to housing assistance in their current unit. However, as is the current policy, as units of the appropriate size become available at the subject project based property, the over-housed resident will be required to move into the newly available unit.

**2. Description of how the activity relates to at least one of the three statutory objectives;**

Allowing current public housing residents and HACSM to continue existing tenancy will increase the administrative efficiencies through the transition period and avoid possible negative effects for both parties.

**3. Identification and discussion of the anticipated impact of the proposed MTW activity on the stated objective;**

HACSM recognizes that there is a potential loss of income for the project based property owner due to this initiative, but expects that it will be short in duration due to the relocation avenues available to the residents. By having this flexibility, due to the MTW program, HACSM will be further able to ensure that public housing residents at the time of disposition would not have any loss of benefit.

**4. Description of the baselines and benchmarks that the Agency will use to measure the performance and progress of the MTW activity;**

Baselines:

1. Currently only 13 of 179 residents in public housing are “over-housed” according to subsidy standards

Benchmarks:

1. HACSM expects that the number of over-housed public housing residents will decrease by at least 20%.

**5. Description of the data collection process and metrics the Agency will use to measure how this activity will achieve one or more of the MTW statutory objectives; and**

HACSM will be closely monitoring the relocation of public housing residents throughout the transition period.

**6. The specific provision of the 1937 Act or regulation that is waived under MTW that authorized the Agency to make this change, when applicable.**

This proposed activity is authorized in the HACSM's Moving To Work Agreement, Attachment C, Paragraph D.

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**Activity #4 – Establish flat rent or market rate policy by modifying PBV rules for in-place residents at former Public Housing Developments**

**1. Description of the proposed activity;**

HACSM will permit residents of public housing undergoing the disposition process that are not eligible to receive a voucher due to their exceeding the income limitations of the voucher program to have the option to remain in the unit at the higher of the flat rate or market rate for the unit.

Residents, who at the time of disposition are over the HCV income eligibility limits, may remain in the same unit for a maximum of 12 months. In addition, should the former resident's income level in the subsequent six months (after vacating the public housing development) decrease to a level that they would be income eligible, they will be allowed to re-apply to the project based wait list with a preference. At such time as the resident vacates the unit, it would convert to a standard project-based unit as soon as it becomes vacant. This policy would ensure that current "over income" residents are not displaced or harmed due to the disposition process.

**2. Description of how the activity relates to at least one of the three statutory objectives;**

This initiative would encourage a resident's self-sufficiency by ensuring the continued ability to occupy an affordable unit for 12 months and provide a safety net for an additional six months after occupancy is ended.

**3. Identification and discussion of the anticipated impact of the proposed MTW activity on the stated objective;**

HACSM expects that this initiative will increase the housing assistance availability for very low income families, and, through the process of unit turnover, free up units for relocation for over housed residents. However, HACSM also recognizes that during the initial 18 months following implementation, the properties may experience additional turnover.

**4. Description of the baselines and benchmarks that the Agency will use to measure the performance and progress of the MTW activity;**

Baselines:

1. Currently, there are 23 public housing residents who are over the HCV income eligibility limits

Benchmarks:

1. HACSM expects a reduction of public housing units occupied by over income residents by 50% in the first year and 100% in the second year

**5. Description of the data collection process and metrics the Agency will use to measure how this activity will achieve one or more of the MTW statutory objectives; and**

HACSM will closely monitor the public housing residents and their relocation experiences throughout the transition process.

**6. The specific provision of the 1937 Act or regulation that is waived under MTW that authorized the Agency to make this change, when applicable.**

This proposed activity is authorized in the HACSM's Moving To Work Agreement, Attachment C, Paragraph D.

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