

**Commonwealth of Massachusetts  
Department of Housing & Community  
Development**

**Moving To Work Program  
Annual Plan for Fiscal Year 2020**

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## Table of Contents

I.	Introduction.....	1
A.	Overview of Short Term Annual Goals and Objectives.....	2
B.	Overview of Long Term Goals.....	5
II.	General Operating Information.....	6
A.	Housing Stock Information .....	6
	Table 1: Planned New Public Housing Units in FY 2020 .....	6
	Table 2: Planned Public Housing Units to Be Removed in FY 2020.....	6
	Table 3: Planned New Project Based Vouchers* .....	6
	Table 4: Planned Existing Project Based Vouchers.....	7
	Table 5: Planned Other Changes to MTW Housing Stock .....	17
	Table 6: General Description of All Planned Capital Expenditures During the Plan Year .....	17
B.	Leasing Information .....	17
	Table 7: Planned Number of Households Served .....	17
	Table 7A: Local, Non-Traditional Housing Programs .....	17
	Table 7B: Non-MTW Voucher Households .....	18
	Table 8: Anticipated Issues and Possible Solutions Related to Leasing.....	18
C.	Waiting List Information .....	18
	Table 9: Waiting List Information Anticipated .....	18
III.	Proposed MTW Activities .....	20
	Activity 2020-1: Massachusetts Student Housing Security Pilot .....	20
IV.	Approved MTW Activities .....	23
A.	Implemented Activities.....	23
	Activity 2000-1: Family Economic Stability (FES) Program.....	23
	Activity 2010-2: Payment Standard Exceptions .....	27
	Activity 2010-3: Owner Incentive Fund .....	29
	Activity 2010-4: Development of Local Forms .....	30
	Activity 2011-2: Supporting Neighborhoods of Opportunity in Mass. (SNO Mass) .....	32
	Activity 2011-4: Multi-Year Recertifications.....	34
	Activity 2011-5: Youth Transition to Success Program (YTTSP) .....	38
	Activity 2012-1: MTW Utility Allowances .....	41

Activity 2012-4: Expiring Use Preservation Initiative .....	43
Activity 2012-5: Family Self Sufficiency Program Enhancements .....	44
Activity 2015-1: Rent Simplification.....	47
Activity 2018-1: Expanding Housing Opportunities: Relocation Assistance.....	51
Activity 2018-2: Residential Assistance for Families in Transition (RAFT) .....	52
Activity 2018-3: Support for the Secure Jobs Initiative: Vouchers and Services.....	54
Activity 2018-4: Support for the Secure Jobs Initiative: Services Only .....	57
Activity 2018-5: A Better Life Program Model.....	60
Activity 2018-6: Health Starts at Home.....	62
Activity 2018-7: Enhanced Local Project-Based Voucher Program .....	64
Activity 2018-9: Affordable Housing Preservation and Development Fund .....	66
Activity 2019-1: Launch .....	68
B. Not Yet Implemented Activities.....	71
Activity 2011-1: Value Vouchers .....	71
C. Activities on Hold.....	72
D. Closed Out Activities.....	73
Table 10: Closed-Out MTW Activities.....	73
V. Sources and Uses of MTW Funds.....	74
A. Estimated Sources and Uses of MTW Funds .....	74
Table 11: Estimated Sources of MTW Funding for FY 2020 .....	74
Table 12: Estimated Uses of MTW Funding for FY 2020 .....	74
B. Local Asset Management Plan .....	77
C. Rental Assistance Demonstration (RAD) Participation .....	78
Table 13: RAD Conversions Planned in FY 2020.....	78
Table 14: RAD Conversions Completed or Projected to be Completed by the End of FY 2020.....	78
VI. Administrative .....	80
A. Board Resolution and Certifications of Compliance .....	80
B. Documentation of Public Process.....	80
C. Planned and Ongoing Evaluations.....	80
D. Lobbying Disclosures .....	80
Appendix A: Listing of Regional Administering Agencies.....	81

Appendix B: Certification of Compliance with Regulations .....	82
Appendix C: Documentation of Public Process.....	84
Appendix D: Disclosure of Lobbying Activities (SF-LLL) .....	99
Appendix E: Certification of Payments (HUD-50071) .....	100

# I. Introduction

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The Massachusetts Department of Housing and Community Development (DHCD) is a participant in the Moving To Work (MTW) Demonstration. MTW is a program authorized by Congress through which a limited number of Public Housing Authorities are provided with the flexibility to waive certain provisions of the US Housing Act of 1937 and related federal regulations, and to design and test approaches for providing housing assistance that address one or more of the following statutory objectives:

- 1) Reduce cost and achieve greater cost effectiveness in federal expenditures;
- 2) Provide 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; and,
- 3) Increase housing choices for low-income families.

The terms and conditions of DHCD's participation in the MTW program are defined in its MTW Agreement with the US Department of Housing and Urban Development (HUD), which extends through 2028.

DHCD administers HUD-funded Housing Choice Voucher (HCV) programs, along with other state-assisted rental assistance programs, through a statewide network of Regional Administering Agencies (RAA). See Appendix A for a listing of current RAAs. Subject to HUD approval in the MTW Annual Plan, MTW designation allows DHCD to test out new or modified programmatic approaches to administering HCV programs; to implement "local, non-traditional" housing and service activities for the benefit of low-income residents; and, to utilize HCV Housing Assistance Payments (HAP) funds in a more flexible manner.

MTW flexibility applies to the HCV programs administered by DHCD and which are part of the MTW Block Grant. DHCD may apply MTW operating flexibilities to special purpose vouchers which are not part of the block grant in accordance with HUD's published guidance. Enhanced/Tenant Protection Vouchers will be rolled into the MTW Block Grant upon renewal of funds resulting in application of MTW flexibility to these vouchers.

The NOFA language allows vouchers to be administered in accordance with MTW agreements unless MTW provisions are inconsistent with the appropriations act or requirements of the NOFA

DHCD is required by HUD to prepare an MTW Annual Plan and Annual Report in a format defined in the MTW Agreement. This Annual Plan, which is subject to HUD approval, reflects the current reporting requirements including use of standard metrics and benchmarks. For purposes of the Annual Plan, an "MTW activity" is defined as any activity that requires MTW flexibility to waive statutory or regulatory requirements. Conversely, a "non-MTW activity" is an activity that does not require MTW funding or programmatic flexibility to implement.

DHCD's FY 2020 MTW Annual Plan summarizes planned activities for the period from July 1, 2019 through June 30, 2020. HUD provides HAP funding on a calendar year basis; thus, the Annual Plan covers parts of two distinct funding periods. As of the date of this Annual Plan publication, DHCD has not received confirmation of its 2019 HAP funding. If decreases in funding occur, DHCD may need to modify, delay or cancel the proposals herein and/or take other necessary measures, including deferring issuance of turnover vouchers.

Prior to submission to HUD, DHCD makes the Annual Plan available for public review and comment including conducting public hearings. DHCD reviews and considers written and verbal comments that are received during the public review period. Appendix C provides information on the public comment period for this Annual Plan.

## **A. Overview of Short Term Annual Goals and Objectives**

Highlights of planned FY 2020 MTW activities include:

- DHCD projects that rental assistance and related services will be provided to 20,680 MTW households. An additional 715 households are projected to be served through the VASH and Mainstream programs.
- Massachusetts Student Housing Security Pilot: In FY 2020 DHCD will implement a new MTW Activity, the Massachusetts Student Housing Security Pilot. DHCD will utilize MTW Block Grant funding flexibility to build on the services and supports provided by the Massachusetts Department of Higher Education (DHE) and the Interagency Council on Housing and Homelessness (ICHH). By providing housing support, DHCD will assist youth aging out of foster care and homeless college students in completing post-secondary education. DHCD will provide up to \$200,000 in MTW funds, annually for two years, to support housing costs for college students who are HCV income eligible and who meet HUD's definition of Unaccompanied Homeless Youth or who have recently aged out of foster care.
- Rent Simplification: DHCD's Rent Simplification activity provides self-sufficiency incentives to participating households and administrative efficiencies in the processing of program transactions. In FY 2020 DHCD will modify this activity and update payment standards during interim recertifications for elderly/disabled households on triennial recertification cycles where the household has an interim increase in contract rent. This change provides for application of payment standards, which reflect current market trends and reduce rent burdens for families.
- Multi-Year Recertifications: Using the flexibility in DHCD's Multi-Year Recertification activity, DHCD will implement a triennial recertification frequency for elderly/disabled households on fixed incomes i.e. SS, SSI and pensions. In this way, rents will generally remain fixed for three years instead of two and elderly/disabled fixed income households will be insulated from more frequent rent increases.
- Support for Secure Jobs: DHCD will fund targeted case management and employment supports for up to 750 Secure Jobs participants as well as voucher assistance for up to 50 eligible low-income households participating in the Secure Jobs initiative. In FY 2020, DHCD anticipates 25 of the projected 50 vouchers will be leased up and services for all participants will begin including, but not limited to, recruitment, referrals, intake and assessment.
- Expanding Housing Opportunities: DHCD will continue implementation of this initiative, which supports the redevelopment and preservation of state-aided public housing. In FY 2019, DHCD issued an RFP and awarded planning grants to two Local Housing Authorities (LHAs), Somerville Housing Authority (SHA) and Chelsea Housing Authority (CHA), for the preservation and redevelopment of public housing. Both projects are making progress towards project closings and DHCD expects that in FY 2020 the projects will commence relocation for existing residents in anticipation of planned demolition.

- Residential Assistance for Families in Transition (RAFT): Under the RAFT program initiative, short-term financial assistance will be provided to eligible families with children who are homeless or at risk of homelessness. In FY 2018, DHCD contracted with Metro Housing|Boston to begin administering RAFT with MTW funds. Currently, 222 households are being served by this initiative. The activity was intended to provide a boost in the number of families prevented from homelessness. DHCD will monitor the family homelessness rate, and will determine whether the activity shall continue to serve families in FY 2020 or if additional MTW funding is not needed.
- A Better Life (ABL): DHCD will provide funding to local housing authorities to operate the ABL program. ABL, which is based on an existing successful program model, focuses on helping participants to achieve economic self-sufficiency through case management, education and training services. To date, MTW Block Grant service dollars have gone to support planning grants, which were a result of a DHCD-issued NOFA. Currently, DHCD is assessing planning completed by the four LHAs as well as their implementation plans. In FY 2019, DHCD will issue implementation grants to LHAs and LHAs will begin serving households. DHCD anticipates, across all administering LHAs, a total of 380 households will be served by FY 2020.
- Health Starts at Home: This program focuses on improving health outcomes for low-income children. To date, all vouchers have been issued and 26 households are leased up. The remainder are searching for housing and it is anticipated most will be leased up prior to FY 2020.
- Enhanced Local Project-Based Voucher (PBV) Program: DHCD will continue to implement the features of its enhanced PBV Program. In FY 2020 DHCD may revise the PB opt-out policy and allow PBV families to request and obtain Tenant Based vouchers using the previously established threshold caps.
- Family Self-Sufficiency Program Enhancements: DHCD's Family Self-Sufficiency (FSS) program continues to provide training, job support and case management services to FSS families. In FY 2020, DHCD will continue to implement the previously approved goal-specific incentive payments as well as implement the matched savings homeownership incentive. DHCD anticipates that approximately 100 new participants will join the FSS Program in FY 2020.
- Affordable Housing Preservation & Development Fund: DHCD will utilize MTW funds to support the development and preservation of affordable rental housing. In FY 2018, DHCD awarded funding to two Local Housing Authorities (LHAs) to substantially rehab and preserve state aided public housing developments. Both projects will begin construction in FY 2019 and extend into FY 2020. Additionally, in FY 2020, DHCD plans to extend the scope of this activity to support the development and acquisition of new family homeless congregate sites.
- Supporting Neighborhood Opportunity in Massachusetts: In FY 2019, DHCD launched the Supporting Neighborhood Opportunity in Massachusetts mobility pilot program. Pilot RAAs have hired staff to support participants interested in the program. Beginning in FY 2019, and extending into FY 2020, RAAs will provide outreach and orientation to interested households and begin to enroll households in the program. DHCD will also explore the feasibility of the expansion of program to include other regions throughout the state.
- Family Economic Stability Program: Building economic self-sufficiency continues to be a central focus of DHCD's Family Economic Stability Program. DHCD increased the housing subsidy by 10% in response to changes in the Boston rental market and will continue to review and ensure the subsidy keeps pace with housing costs.

- Youth Transition to Success Program: DHCD will continue to operate the Youth Transition to Success program in FY 2020, and will continue to accept referrals from DCF and other providers for YTTSP eligible participants. DHCD intends to expand the number of youth served by the program to a total of 57 participants in FY 2020.
- Expiring Use Preservation Initiative: DHCD will continue to work with HUD, developers, tenant groups and other stakeholders to identify additional appropriate sites and enter into long-term project based contracts thereby preserving affordability.
- Launch: DHCD will continue to dedicate funds to support Launch, a program that connects low-income youth living in subsidized housing to programs and services that help them obtain employment and a sustaining wage. In FY 2020, DHCD and partners will continue aggressive outreach strategies to increase enrollment in the program. While DHCD has allocated funding for up to 400 participants, DHCD currently expects successful enrollment of 200 individuals.
- Previously approved MTW activities related to the owner incentive fund, reasonable rent, and payment standard exceptions will continue to be implemented.
- In FY 2020, DHCD will utilize Single Fund flexibility to implement a number of new initiatives. New initiatives include:
  - Development of a Data Warehouse: DHCD will use up to \$150,000, in Single Fund Flexibility, to support the development and implementation of a data warehouse. The Data Warehouse will pool and house HCV client data for DHCD's voucher administering agencies and will allow for the sharing of information. This will improve DHCD's ability to review program outcomes and understand the impact of program and policy interventions.
  - MTW Program Evaluations: DHCD will use up to \$500,000, in Single Fund Flexibility, over the course of three years, to fund MTW program evaluations. Specifically, in FY 2020, DHCD will select a third party to perform program evaluations of two of the new MTW programs, ABL and Launch. Program evaluations will collect data and information on participant outcomes as a result of the targeted MTW initiatives and assist DHCD in revising program provisions to better serve participants.
  - Workforce Development Initiative: DHCD will use up to \$2M in single funds for a workforce development initiative, with the goal of building connections between housing and employment through supporting voucher holders in pursuing long term economic mobility. Examples of workforce development initiatives include, but are not limited to, paying for slots in skills training programs and supporting households to access computer based skills through providing households with laptops and expert training in computer basics.
  - Career Navigation Initiative: DHCD will use up to \$500,000 in Single Fund Flexibility to support a career navigation initiative for HCV participants. Funds will support the cost of Career Navigators (Navigators), who will support individuals in connecting with jobs and navigating the education and training landscape. The Navigators will meet one-on-one with individuals to help them identify a career path that fits with the available jobs in their region with good wages, benefits and opportunity for advancement. Navigators will also work with participants to identify training or education opportunities, facilitate employer relationships and support participants through the process of finding a job and post-employment transition.



In FY 2020, DHCD will continue to explore new initiatives that will further the MTW statutory objectives and DHCD's long-term MTW goals. DHCD is committed to reviewing rent simplification alternatives in FY 2020 and has developed a resource tool to determine the financial impact to participants and DHCD based on changes to income and rent policies. DHCD will work with RAAs to develop and implement MTW activities in its efforts to improve customer service for applicants, program participants and property owners.

## **B. Overview of Long Term Goals**

DHCD's participation in the MTW program supports a wide range of positive housing and supportive service outcomes for thousands of participating low-income households, including families with children, seniors and people with disabilities. The programmatic flexibility afforded by MTW continues to be an important component of the Commonwealth's overall housing strategy. The extension of the MTW Agreement until 2028 will ensure continuity of this valuable set of program tools and resources.

DHCD's long-term MTW strategy is designed to demonstrate that: 1) Housing stabilization can provide low-income households with a foundation for achieving economic self-sufficiency; and, 2) Administrative costs savings can be redirected to provide meaningful assistance to additional program participants and owners. DHCD believes that affordable housing can provide the foundation that allows low-income households to enter the economic mainstream and access good jobs and education. Maximizing the value of limited federal program dollars to help families achieve important economic goals, enabling them to move on so that program dollars can help serve additional families is a key goal.

Additional principles that continue to guide DHCD's MTW strategy include:

- MTW activities must relate to one or more of the three statutory objectives, i.e. reducing cost and/or promoting administrative efficiency, increasing housing choice, and supporting families in achieving economic self-sufficiency.
- MTW flexibility will be utilized to promote tighter linkages and synergy between the HCV program and other related Commonwealth programs and policy goals such as preventing or reducing homelessness; supporting self-sufficiency and economic independence initiatives; preserving and expanding state-assisted public housing and project-based affordable housing; supporting those who have one or more disabilities; and stabilizing neighborhoods. DHCD will also consider the goals of the MTW Annual Plan in the context of the Consolidated Plan and as a resource and tool to Affirmatively Further Fair Housing Opportunities.
- By identifying and addressing administrative efficiency opportunities, MTW flexibility will be used wherever feasible to increase the number of extremely and very low-income households served and the overall quality of leased housing units.
- MTW program initiatives will respond to differences among regional and local housing markets.

DHCD is committed to continuing to provide opportunities for broad-based input from its RAA contractors, program participants, housing advocates and other stakeholders to inform the design of DHCD's MTW initiatives.

## II. General Operating Information

### A. Housing Stock Information

Through its Housing Choice Voucher (HCV) program, DHCD provides rental assistance to families, seniors and persons with disabilities at properties owned by private or non-profit owners. DHCD partners with a wide array of mission-driven, non-profit and for profit organizations to provide quality housing opportunities.

#### i. Planned New Public Housing Units

DHCD does not administer a federal public housing program.

**Table 1: Planned New Public Housing Units in FY 2020**

AMP Name and Number	Bedroom Size						Total Units	Population Type*	# of UFAS Units	
	0/1	2	3	4	5	6+			Fully Accessible	Adaptable
N/A	0	0	0	0	0	0	0	N/A	0	0
N/A	0	0	0	0	0	0	0	N/A	0	0
N/A	0	0	0	0	0	0	0	N/A	0	0
<b>Total Public Housing Units to be Added in the Plan Year</b>							<b>0</b>			

\*Population Type: General, Elderly, Disabled, Elderly/Disabled, Other

If "Population Type is "Other" please describe:

N/A
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#### ii. Planned Public Housing Units to Be Removed

DHCD does not administer a federal public housing program.

**Table 2: Planned Public Housing Units to Be Removed in FY 2020**

AMP Name and Number	Number of Units to be Removed	Explanation for Removal
N/A	0	N/A
N/A	0	N/A
N/A	0	N/A
	<b>0</b>	<b>Total Public Housing Units to be Removed in the Plan Year</b>

#### iii. Planned New Project Based Vouchers

**Table 3: Planned New Project Based Vouchers\***

\*The new 50900 requires reporting of planned PBVs, which will be either under AHAP or HAP during the Annual Plan fiscal year. DHCD's PBVs are allocated through the state's competitive rental round and in concert with the award of Low Income Housing Tax Credits. Proposals are due in February of each year,

with funding announcements made in the Spring. Given DHCD's MTW Plan is due to HUD prior to the award of FY 2020 PBV funding, DHCD cannot identify which projects will be awarded PBVs at this time. Further, of the awards made, DHCD cannot determine at this time which proposals will pass all screening thresholds and enter into AHAP or HAP contracts. DHCD will report on all projects and PBVs committed and leased/issued in FY 2020 in the FY 2020 Annual Report.

Property Name	# of Vouchers to be Project-Based	RAD?	Description of Project
See explanation above			
		<b>Planned Total Vouchers to be Newly Project-Based</b>	

*iv. Planned Existing Project Based Vouchers*

**Table 4: Planned Existing Project Based Vouchers**

Property Name	Number of Project-Based Vouchers	Planned Status at End of FY 2020*	RAD?	Description of Project
140 East Street	2	Leased/Issued	No	Elderly/Disabled units
YMCA	30	Leased/Issued	No	Elderly/Disabled units; two units for homeless individuals
Pine Woods	5	Leased/Issued	No	Family and Elderly/Disabled units
Hillside Avenue	5	Leased/Issued	No	Family and Elderly/Disabled units
Rice Silk Mill	5	Leased/Issued	No	Family units
57 Main Street	4	Leased/Issued	No	Family - PHA-owned rehab of three-story, mixed-use building
Dalton Apartments	8	Leased/Issued	No	Family - Substantial rehab of existing multifamily housing; 11 separate buildings
Berkshire Peak (formerly Riverview Homes)	8	Leased/Issued	No	Disabled - Units reserved for disabled; new construction
Forest Springs, Great Barrington	5	Leased/Issued	No	Family - New construction
Lenox Schoolhouse, Lenox	4	Leased/Issued	No	Age Restricted (55+ older) - Existing project changing from Assisted Living to 55 and older
Lincoln Hotel	63	Leased/Issued	No	Family units
Salem Harbor	4	Leased/Issued	No	Family units
Twelve Summer Street	4	Leased/Issued	No	Family units
Reviviendo	3	Leased/Issued	No	Units for homeless individuals; 105 Newbury Street, 105 Haverhill Street, 60 - 62 Newbury Street, 10 Jackson Terrace
Salem Heights	72	Leased/Issued	No	Family units
Conant Village	15	Leased/Issued	No	Family units
Residences at Stonybrook	4	Leased/Issued	No	Family units
Cordovan at Haverhill Station	8	Leased/Issued	No	Family units
Fina House	7	Leased/Issued	No	Family units

Property Name	Number of Project-Based Vouchers	Planned Status at End of FY 2020*	RAD?	Description of Project
Whipple School Annex	8	Leased/Issued	No	Elderly/Disabled units
Winter Street	13	Leased/Issued	No	Family - Workforce rental housing
Lafayette Housing	8	Leased/Issued	No	Family units; 10 Congress Street, 3-13 Prince Street Place
48-64 Middlesex Street	6	Leased/Issued	No	Family units
Salem Point LP/Harbor, Ward, Peabody Streets	7	Leased/Issued	No	Family units; 43, 57-59, 64 Harbor; 43 Ward; and 38 Peabody Street
Sirk Building	8	Leased/Issued	No	Family units
St. Joseph's Apartments	4	Leased/Issued	No	Family units
Loring Towers	8	Leased/Issued	No	Family units
Palmer Cove	6	Leased/Issued	No	Family and Elderly/Disabled units, supportive services
Hayes	4	Leased/Issued	No	Elderly/Disabled Units
Acre High School Apartments	8	Leased/Issued	No	Family and Elderly/Disabled units
Cabot Street Homes	8	Leased/Issued	No	Elderly/Disabled units
Sacred Heart	8	Leased/Issued	No	Elderly/Disabled units; 23 Hawley Street, 30 Groton Street, 32 Groton Street
Saunders School Apartments	16	Leased/Issued	No	Supportive services
Firehouse Place	4	Leased/Issued	No	Family and Elderly/Disabled units
Holcroft Park Apartments	8	Leased/Issued	No	Family and Elderly/Disabled units; 30 Mill Street; 10, 22, 30 Grant Street
Powderhouse Village	8	Leased/Issued	No	Elderly/Disabled units
Steven's Corner	8	Leased/Issued	No	Family and Elderly/Disabled units
Union Crossing	8	Leased/Issued	No	Family units
Unity House	8	Leased/Issued	No	Family units; supportive services
Holcroft Park Homes Phase II	8	Leased/Issued	No	Family and Elderly/Disabled units
Wadleigh House	7	Leased/Issued	No	Supportive services
Conifer Hill Commons II	8	Leased/Issued	No	Family - Six units have disabled preference; new construction of three-story townhouse
Conifer Hill Commons Phase I	8	Leased/Issued	No	Family - Six units have disabled preference; new construction of three-story townhouse
Home Together	4	Leased/Issued	No	Family - New construction of two duplex buildings
Hope in Action	49	Leased/Issued	Yes	RAD (Rent Supp) - Existing Family Housing - seven scattered sites/two towns
Paige Apartments	8	Leased/Issued	No	Supportive - Individual Service Plans (ISP) tailored to tenant needs. Services vary and can include: GED, parenting classes, employment training, financial management, referrals to other provider agencies
St. Joseph's Redevelopment	8	Leased/Issued	No	Family (3 units) and Disabled (5 units) - New construction of four-story, mixed-use building

Property Name	Number of Project-Based Vouchers	Planned Status at End of FY 2020*	RAD?	Description of Project
YWCA Market Street	4	Leased/Issued	No	Family - Rehab of an existing five-unit building plus a new addition for five units
108 Newbury Street	4	Leased/Issued	No	Family - New construction of four-story building
Counting House Lofts	6	Leased/Issued	No	Family - Adaptive reuse of historic mill (six stories)
First Lowell	30	Leased/Issued	No	Expiring Use Project - Family - 30 out of 37 EVs converted to PBVs
165 Winter Street	3	Leased/Issued	No	Family - Substantial rehab of historic former school
Malden Mills Phase II	7	Leased/Issued	No	Family - Adaptive reuse of historic mill building into 62 units
Congress Street Residences	8	Leased/Issued	No	Family - New construction; Dow, Palmer, Congress, Perkins, Ward Streets
Duck Mill/Union Crossing Phase II	8	Leased/Issued	No	Family - Adaptive reuse of historic mill; PBVs serve 30% AMI families
Residences at Stonybrook Phase II	8	Leased/Issued	No	Family - New construction of seven townhouse-style buildings
Tenney Place Phase I	8	Leased/Issued	No	Family - New construction of two buildings
Harbor and Lafayette Homes	4	Leased/Issued	No	Moderate Rehabilitation with existing tenants
885C State Highway	1	Leased/Issued	No	Family - New construction - 40B project
Founders Court/979 Falmouth Road	2	Leased/Issued	No	Family units
32 Old Ann Page Way	2	Leased/Issued	No	Family and Elderly/Disabled units
40A Nelson Avenue	3	Leased/Issued	No	Family units
58 Harry Kemp Way	4	Leased/Issued	No	Family units
Morgan Woods/Pennywise Path	6	Leased/Issued	No	Family units
Barnstable Senior/Lombard Farm	8	Leased/Issued	No	Elderly/Disabled units
Barnstable Family/Kimber Woods	7	Leased/Issued	No	Family units
Residences at Canal Bluff	3	Leased/Issued	No	Family units
Thankful Chase	5	Leased/Issued	No	Family and Elderly/Disabled units
Village Green Phase I	6	Leased/Issued	No	Family – New construction of two, three-story buildings
Village Green Phase II	8	Leased/Issued	No	Family - New construction - Phase II - PBVs are at 30% AMI
Veterans Park Apartments/Schoolhouse Green	8	Leased/Issued	No	Elderly/Disabled units
Clay Pond Cove	8	Leased/Issued	No	Family units
Kings Landing	78	Leased/Issued	No	Expiring Use Project - Family - 78 out of 108 EVs converted to PBVs
Sally's Way	4	Leased/Issued	No	Family - New construction of six buildings on town-owned land (99-year lease)

Property Name	Number of Project-Based Vouchers	Planned Status at End of FY 2020*	RAD?	Description of Project
Stage Coach Residences	6	Leased/Issued	No	Family (4 units) and Disabled (2 units) - New construction/surplus PHA land
Breezy Acres Expansion/Great Cove Community	8	Leased/Issued	No	Family - New construction of five duplex buildings
Mashpee Village Phase II	8	Leased/Issued	No	Family - Rehab of existing affordable housing; 51 garden-style buildings
Melpet/Route 134 Community Housing	7	Leased/Issued	No	Family - New construction of eight farmhouse-style buildings
Stable Path Residences	5	Leased/Issued	No	Family - New construction of 10 buildings (2- and 3-bedroom townhouses)
250 Gull Pond Road, Wellfleet	2	Leased/Issued	No	Family - New construction of three two-unit townhouses
Canal Bluffs III (Highmeadows)	7	Leased/Issued	No	Family- new construction 2 + 3 bedroom units
Acushnet Commons	3	Leased/Issued	No	Family units
Westport Village Apartments	12	Leased/Issued	No	Elderly/Disabled units
Bliss School	8	Leased/Issued	No	Family units
Kensington Court @ Lakeville Station	8	Leased/Issued	No	Family units
Ocean Shores	8	Leased/Issued	No	Elderly/Disabled units
Village at 815 Main	5	Leased/Issued	No	Family units
154-168 Eagle Street	8	Leased/Issued	No	Family units; supportive services
Ingraham Place	8	Leased/Issued	No	Supportive services
Depot Crossing	8	Leased/Issued	No	Family units
Oscar Romero	8	Leased/Issued	No	Family and Elderly/Disabled units
Ames Shovel Works/Main and Oliver Streets	8	Leased/Issued	No	Family - Substantial rehab of historic factory complex
Woods at Wareham	19	Leased/Issued	No	Expiring Use Project - Family - 19 out of 22 EVs converted to PBVs
Marion Village Estates/Front Street/Route 105	8	Leased/Issued	No	Family - New construction of two buildings/two stories
Carpenters Glen	8	Leased/Issued	No	Family - Rehab of existing townhouse-style development
Village at Lincoln Park	3	Leased/Issued	No	Family - New construction on former amusement park site
Island Creek North/Age Unrestricted	8	Leased/Issued	No	New construction - One four-story building; fitness center/community room
Shoe Shop Place	5	Leased/Issued	No	Family - Adaptive reuse of an old mill creating rental housing
Island Creek North	8	Leased/Issued	No	Age-Restricted (55+ older) - New construction; one four-story building
Montello Welcome Home	8	Leased/Issued	No	Supportive Housing - Homeless preference; new construction of 20-unit building (+1-2units)
Jewel Crossing, North Attleboro	8	Leased/Issued	No	Family - New construction; mixed income

Property Name	Number of Project-Based Vouchers	Planned Status at End of FY 2020*	RAD?	Description of Project
Kennedy Building Apartments, Hanover	4	Leased/Issued	No	Family - Adaptive reuse of old school building
Village at Lincoln Park Senior, Dartmouth	8	Leased/Issued	No	Elderly - New construction
Noquochoke Village	8	Committed	No	Family- New construction
Montello Welcome Home II	8	Leased/Issued	No	New construction. Supportive housing services- homeless preference.
Mechanic Mill	8	Committed	No	Rehab.
Knitting Mills	8	Committed	No	New construction
Herring Brook Hill (River Street)	8	Committed	No	New construction
Washington Square	8	Leased/Issued	No	Family and Elderly/Disabled units
Gateway Residences on Washington	8	Leased/Issued	No	Family - New construction mixed-use building
1129 Dorchester Avenue	8	Leased/Issued	No	Family and Elderly/Disabled units
1285-1291 Mass Avenue	4	Leased/Issued	No	Family units
14-24 Roach Street	8	Leased/Issued	No	Family units
32 Kent Street	8	Leased/Issued	No	Family and Elderly/Disabled units
48 Water Street	6	Leased/Issued	No	Units for homeless individuals
1202 Commonwealth Avenue	6	Leased/Issued	No	Units for homeless individuals
1740 Washington Street	8	Leased/Issued	No	Units for homeless individuals
19 Hancock Street	3	Leased/Issued	No	Units for homeless individuals
28 Mount Pleasant Street	2	Leased/Issued	No	Units for homeless individuals
430-436 Dudley Street	3	Leased/Issued	No	Units for homeless individuals
4-6 Ashland Street	3	Leased/Issued	No	Units for homeless individuals
82 Green Street	10	Leased/Issued	No	Units for homeless individuals
Russell Terrace	2	Leased/Issued	No	Units for homeless individuals
Amory Street/10 and 20 Amory Avenue	10	Leased/Issued	No	Family units
Boston YWCA	20	Leased/Issued	No	Units for homeless individuals
Marshall Place Apartments	8	Leased/Issued	No	Elderly/Disabled units
Pelham House	3	Leased/Issued	No	Elderly/Disabled units
Ruggles Assisted Living	35	Leased/Issued	No	Supportive services
Zelma Lacey Mishawum	20	Leased/Issued	No	Supportive services
Familias Unidas	8	Leased/Issued	No	Supportive services
Four Addresses in Arlington/Summer Broadway Bow Webster	4	Leased/Issued	No	Family units; 29 Bow Street, 288B Summer Street, 77 Webster Street, 222 Broadway
Harbor Cove/63 Washington Avenue	24	Leased/Issued	No	Supportive services
Squantum Gardens/The Moorings	39	Leased/Issued	No	Elderly/Disabled units
Janus Highlands	8	Leased/Issued	No	Family units
TILL Building	5	Leased/Issued	No	Family units
Coolidge School Apts.	4	Leased/Issued	No	Elderly/Disabled units
Doe House	5	Leased/Issued	No	Units for homeless individuals
Grandfamilies House	8	Leased/Issued	No	Supportive services
109 Gilman Street	1	Leased/Issued	No	Family unit

Mass. DHCD MTW Annual Plan FY 2020

Property Name	Number of Project-Based Vouchers	Planned Status at End of FY 2020*	RAD?	Description of Project
447 Concord Road	4	Leased/Issued	No	Family units
Capen Court	8	Leased/Issued	No	Elderly/Disabled units
Granite Street Housing	5	Leased/Issued	No	Supportive services
Renwood-PWA Ltd. Part./158 Walnut Avenue	8	Leased/Issued	No	Supportive services
Renwood-PWA Ltd. Part./36 Edgewood Street	3	Leased/Issued	No	Supportive services
Renwood-PWA Ltd. Part./526 Mass. Avenue	7	Leased/Issued	No	Supportive services
Spencer Green	8	Leased/Issued	No	Family and Elderly/Disabled units
St. Polycarp I	8	Leased/Issued	No	Family and Elderly/Disabled units
1060 Belmont Street	7	Leased/Issued	No	Family and Elderly/Disabled units
Spencer Row	8	Leased/Issued	No	Family and Elderly/Disabled units
Capital Square Apartments	8	Leased/Issued	No	Family units
6 Fort Street	8	Leased/Issued	No	Family and Elderly/Disabled units
Hearth at Olmstead Green	15	Leased/Issued	No	Elderly/Disabled units
Putnam Green	8	Leased/Issued	No	Family units
St. Polycarp-Phase II	8	Leased/Issued	No	Family units
75 Cross Street	8	Leased/Issued	No	Supportive services
Highland Terrace	8	Leased/Issued	No	Family and Elderly/Disabled units
Winter Gardens	6	Leased/Issued	No	Family and Elderly/Disabled units
Commonwealth Apartments	88	Leased/Issued	No	Expiring Use Project - Family - 88 out of 106 EVs converted to PBVs
St. Polycarp-Phase III	8	Leased/Issued	No	Family and Disabled - Three units reserved for disabled - New construction of three-story building
Unquity House	139	Leased/Issued	Yes	RAD (Rent Supp) - Existing Elderly Housing - one high rise
Veteran's Supportive Housing/1323 Broadway Street	7	Leased/Issued	No	Supportive Housing - Homeless veterans; rehab of former nursing home
525 Beach Street	7	Leased/Issued	No	Family and Disabled - Three units reserved for disabled - new construction of four-story building
Bellingham Hill Family Homes	7	Leased/Issued	No	Supportive - Individual Service Plans (ISP) tailored to tenant needs. Services vary and can include: GED, parenting classes, employment training, financial management, referrals to other provider agencies
Jackson Commons	8	Leased/Issued	No	Family - New construction of four-story building
Winthrop Apartments	8	Leased/Issued	No	Elderly - New construction of four-story building
One Beach	8	Leased/Issued	No	Age-Restricted (55+ older) - New construction; four stories/elevator
66 Hudson at One Greenway	8	Leased/Issued	No	Disabled - PBV units reserved for disabled; new construction of 10-story high-rise



Property Name	Number of Project-Based Vouchers	Planned Status at End of FY 2020*	RAD?	Description of Project
86 Dummer Street	2	Leased/Issued	No	Family - New construction of rental in a three-story building
Bedford Green Apts.	69	Leased/Issued	No	VASH PBV rental on VA campus
East Howard Street/Veterans Housing	8	Leased/Issued	No	Supportive Housing - Veterans preference; new construction, one building
Kendrigan Place	8	Leased/Issued	No	Family - Rehab of existing six-story building
North Bellingham Veterans Home	8	Leased/Issued	No	Supportive Housing - Veterans preference; substantial rehab of legion post
The Flats @ 22 (formerly Standard Box Apartments)	5	Leased/Issued	No	Family and Disabled - Four units reserved for disabled; new construction/townhouse style
181 Washington Street	8	Leased/Issued	No	Family - New construction of four-story, mixed-use building
75 Amory Avenue	8	Leased/Issued	No	Family - New construction rental PBVs at 30% AMI
Bridgeview Center	8	Leased/Issued	No	Family and Disabled - New construction of mixed-use, multi-story building
Oxford Ping on 3-4 Ping Street	4	Leased/Issued	No	Disabled - New construction of 10-story (w/elevator) building; PBV units reserved for disabled
RTH Riverway	8	Leased/Issued	No	Disabled - Units reserved for disabled; new construction of 10-story building
Greater Four Corners Stabilization - Pilot, Boston	2	Leased/Issued	No	Family - Scattered site rehab of four buildings
Kaszanek House, Malden	8	Leased/Issued	No	Rehab of 11-unit SRO facility with a homeless preference
Parcel 25 Phase 1A, Boston	8	Leased/Issued	No	Family - New construction; five-story, mixed-use building
Washington Street SRO, Malden	4	Leased/Issued	No	Rehab of SRO facility (three-story building) preference for disabled
Coppersmith Village Apartments, Boston	8	Leased/Issued	No	
220 Orchard Hill Drive	25	Leased/Issued	No	Family and Elderly/Disabled units
1-7 Piedmont Street	3	Leased/Issued	No	Elderly/Disabled units
5 Benefit Street	4	Leased/Issued	No	Family units
9 May Street	8	Leased/Issued	No	Family and Elderly/Disabled units
470 Main Street	7	Leased/Issued	No	Family and Elderly/Disabled units
Freedom Village	6	Leased/Issued	No	Family and Elderly/Disabled units
Southgate Place	6	Leased/Issued	No	Family and Elderly/Disabled units
Tri-Town Landing I	8	Leased/Issued	No	Family units
Bowers Brook	4	Leased/Issued	No	Elderly/Disabled units
Fitchburg Place	8	Leased/Issued	No	Elderly/Disabled units
KGH Phase 4	5	Leased/Issued	No	Family and Elderly/Disabled units
North Village	134	Leased/Issued	Yes	RAD (Rent Supp) - Existing Family Housing; 12 townhouse-style buildings
Water Mill (formerly Whitney Carriage)	8	Leased/Issued	No	Family and Elderly/Disabled units

Property Name	Number of Project-Based Vouchers	Planned Status at End of FY 2020*	RAD?	Description of Project
Austin Corridor II	5	Leased/Issued	No	Family - Substantial rehab of six separate buildings
Hadley Building	8	Leased/Issued	No	Family - Historic rehab of former furniture store
Armory Street Apartments	1	Leased/Issued	No	Disabled - PBV unit reserved for disabled; new construction of four-unit building
Sitkowski School	8	Leased/Issued	No	Elderly - Substantial rehab of former school
Loft @ 30 Pines (formerly Heywood Wakefield 4)	8	Leased/Issued	No	Family - Substantial rehab of historic former mill
Prichard Academy	2	Leased/Issued	No	Family - Rehab of two four-story buildings
Tri-Town Landing	8	Leased/Issued	No	Family - New construction on site of former drive-in
Tri-Town Landing II	8	Leased/Issued	No	Family - New construction of three-story building; former drive-in
Worcester Loomworks 2	8	Leased/Issued	No	Family - New construction (55 units); former mill site
Fitchburg Yarn Mill	8	Leased/Issued	No	Family units
Ivory Keys Apartments	8	Leased/Issued	No	Family - Substantial rehab of historic former piano factory
Bethany Hill School	10	Leased/Issued	No	Family units
Baker Street	20	Leased/Issued	No	Family units
High Rock Homes	8	Leased/Issued	No	Family units
Wilber School	8	Leased/Issued	No	Family units
Cutler Heights	7	Leased/Issued	No	Family and Elderly/Disabled units
Mayhew Court	12	Leased/Issued	No	Family units
Old High School Commons	6	Leased/Issued	No	Family and Elderly/Disabled units
Sudbury	11	Leased/Issued	No	Family units; 41 Great Road, 56 Great Road, 11 Ford, 19 Greenwood, 10 Landham
Summerhill Glen	89	Leased/Issued	No	Expiring Use Project - Family - 89 out of 120 EVs converted to PBVs
Wilkins Glen	82	Leased/Issued	No	Expiring Use Project - Family - 82 out of 103 EVs converted to PBVs
Benfield Farms/South Street	5	Leased/Issued	No	Elderly - New construction facility for the elderly
Edmands House	59	Leased/Issued	No	Expiring Use Project - Family - 59 out of 68 EVs converted to PBVs
McCarthy Village/Whittlesey Village	12	Leased/Issued	No	Family - New construction of six duplexes on surplus housing authority land
Middlebury Arms	49	Leased/Issued	No	Expiring Use Project - Family - 49 out of 62 EVs converted to PBVs
Coolidge at Sudbury	8	Leased/Issued	No	Age-Restricted (55+ older) - New construction of four-story building
Spring Gate	181	Leased/Issued	Yes	RAD (Rent Supp) - Existing Family Housing - two-story, townhouse-style buildings

Property Name	Number of Project-Based Vouchers	Planned Status at End of FY 2020*	RAD?	Description of Project
Pilot Grove Apartments II	7	Leased/Issued	No	Family - New construction of five townhouse buildings
Westfield Hotel	5	Leased/Issued	No	Supportive services
Hillside Village	16	Leased/Issued	No	Family units
Westhampton Senior	3	Leased/Issued	No	Elderly/Disabled units
Earle Street	15	Leased/Issued	No	Family units; supportive services
Paradise Pond Apartments	8	Leased/Issued	No	Family units
Village at Hospital Hill	8	Leased/Issued	No	Elderly/Disabled units
46-48 School Street	2	Leased/Issued	No	Family units
Prospect Hill	4	Leased/Issued	No	Family units
Sanford Apartments	5	Leased/Issued	No	Family units
Village at Hospital Hill II <i>Part of Phase I</i>	8	Leased/Issued	No	Elderly/Disabled units
Borinquen Apartments (formerly Villa Borinquen)	8	Leased/Issued	No	Family and Elderly/Disabled units
Reed House Annex	8	Leased/Issued	No	Supportive services
580 South Summer Street	12	Leased/Issued	No	Family - Rehab with 1, 2, and 3 BR units
Cumber Homes Apartments/Cumberland and Dwight	8	Leased/Issued	No	Family units
King Street	5	Leased/Issued	No	Supportive services
Tapley Court	8	Leased/Issued	No	Family and Elderly/Disabled units
Spring Hill	37	Leased/Issued	Yes	RAD (Rent Supp) - Existing Family Housing - two-story, townhouse-style buildings
Spring Meadow	52	Leased/Issued	No	Expiring Use Project - Family - 52 out of 98 EVs converted to PBVs
Westhampton Woods/Senior Housing-Phase II	2	Leased/Issued	No	Elderly - New construction of four duplex buildings
Ames Privilege 2	4	Leased/Issued	No	Family - Substantial rehab of historic mill complex
Cottage Square	8	Leased/Issued	No	Family - Adaptive reuse of former mill (four stories)
Highland Village	110	Leased/Issued	Yes	RAD (Rent Supp) - Existing Family Housing - two-story, townhouse-style buildings
Olympia Oaks	8	Leased/Issued	No	Family - New construction; 11 buildings
Outing Park I	94	Leased/Issued	Yes	RAD (Mod Rehab) - Families - Existing multi buildings
Outing Park II	81	Leased/Issued	Yes	RAD (Mod Rehab) - Families - Existing multi buildings
Chestnut Park Apartments	8	Leased/Issued	No	Family - Adaptive reuse of former church and school; 85, 95, 57-60 Chestnut Street, 218 Hampden Street
Village Center/Haydenville	6	Leased/Issued	No	Family - Rehabilitation of seven scattered site buildings: 11, 13 South Main Street; 1 North Main Street; 148 Main Street; 12 Williams Street; 397 Main Road; Chesterfield

Property Name	Number of Project-Based Vouchers	Planned Status at End of FY 2020*	RAD?	Description of Project
Chapin School Veterans Housing	43	Leased/Issued	No	Adaptive reuse of former school for Veterans
Goshen Senior Housing, Goshen	6	Leased/Issued	No	Elderly - New construction
Ludlow Mill, Ludlow	8	Leased/Issued	No	Age Restricted (55+ older) - Adaptive reuse of historic mill building
The Kendall	8	Leased/Issued	No	Existing SRO; six units at 50% AMI and two units at 30% AMI
48 & 52 Franklin St & 348 Chestnut St	24	Leased/Issued	No	Family - Rehab with 1, 2, and 3 BR units
Puerta de la Esperanza	27	Leased/Issued	No	Family - Rehab with 1, 2, and 3 BR units
Central Building	8	Leased/Issued	No	Substantial Rehabilitation of an historic building creating mixed-income rental units; 50 affordable, 5 market rate
The Residences at Salisbury Square	8	Leased/Issued	No	Family - New construction of affordable rental housing
Residences at Brighton Marine	8	Leased/Issued	No	New construction, family units 100% preference for veterans
General Heath Square Apartments	8	Leased/Issued	No	New construction, family units
North Square at the Mill District	8	Leased/Issued	No	New construction, family units at 30% AMI
Carter School	8	Leased/Issued	No	Substantial Rehab--Adaptive Reuse, Family units at 50% AMI
Moseley Apartments	6	Leased/Issued	No	Substantial Rehab--Adaptive Reuse, Family units at 30% AMI
Yarmouth Green	7	Leased/Issued	No	New construction, family housing at 30% AMI
Mechanic Mill 2017	8	Leased/Issued	No	Substantial Rehab-Adaptive Reuse, Family units at 30%
River Street	4	Leased/Issued	No	New construction elderly (60+) 1-BR units at 30%
Campbell-Purcell	8	Leased/Issued	No	New construction, family units at 30% AMI
Bostwick Gardens	8	Leased/Issued	No	New construction and Rehab, elderly, at 50% AMI
Chestnut Crossing	8	Leased/Issued	No	Mod Rehab, 0-BR units at 50%
Gerson Building, Haverhill	8	Leased/Issued	No	New construction, family housing, 70% veterans preference at 50% AMI
Mashpee Wampanoag Housing	8	Leased/Issued	No	New construction, family housing, 30% AMI
Olmsted Green 100	8	Leased/Issued	No	New construction, family housing at 50% AMI
<b>3,529</b>		<b>Planned Total Existing Project-Based Vouchers</b>		

\* Select "Planned Status at the End of Plan Year" from Committed, Leased/Issued

**v. Planned Other Changes to MTW Housing Stock Anticipated During the Plan Year**

**Table 5: Planned Other Changes to MTW Housing Stock**

Description
DHCD does not own or manage any federally funded public housing.

*vi. General Description of All Planned Capital Expenditures During the Plan Year*

**Table 6: General Description of All Planned Capital Expenditures During the Plan Year**

Description
DHCD does not own or manage any federally funded public housing nor does it receive public housing capital funds from HUD.

**B. Leasing Information**

*i. Planned Number of Households Served*

Table 7 below provides information only on MTW households that DHCD plans to serve during FY 2020. In total, in FY 2020 DHCD expects to serve 20,680 MTW and 715 Non-MTW households.

**Table 7: Planned Number of Households Served**

Planned Number of Households Served Through:	Planned Number of Unit Months Occupied/Leased	Planned Number of Households to Be Served
MTW Public Housing Units Leased	NA	NA
MTW Housing Choice Vouchers (HCV) Utilized	243,156	20,263
Local, Non-Traditional: Tenant-Based	5,004	417
Local, Non-Traditional: Property-Based	0	0
Local, Non-Traditional: Homeownership	N/A	N/A
<b>Planned Total Households Served</b>	<b>248,160</b>	<b>20,680</b>

**Table 7A: Local, Non-Traditional Housing Programs**

Local, Non-Traditional Category	MTW Activity Name/Number	Planned Number of Unit Months Occupied/Leased	Planned Number of Households to Be Served
Tenant-Based	Family Economic Stability Program (FESP)	576	48
Tenant-Based	Youth Transition to Success Program (YTTSP)	684	57
Tenant-Based	Expanding Housing Opportunities: Relocation Assistance	3,744*	312
Property-Based	Affordable Housing Preservation and Development Fund	0	0**
Homeownership	N/A	N/A	N/A
<b>Planned Households Served – Local Non-Traditional Programs</b>		<b>5,004</b>	<b>417</b>

\* DHCD used the HUD required methodology to calculate Planned Number of Unit Months Occupied/Leased; however, DHCD does not expect all 312 HHs to be leased/relocated for all 12 months of the plan year.

\*\*While funds will be used in FY 2020 for the preservation of two state aided public housing developments, DHCD does not anticipate the units to be ready and leased up in the plan year.

Table 7B provides information on Non-MTW vouchers projected to be leased during FY 2020. This table is not a requirement of Attachment B to the Standard MTW Agreement.

**Table 7B: Non-MTW Voucher Households**

Non-MTW Households to be Served Through:	Planned Number of Unit Months Occupied/Leased	Planned Number of Households to be Served
VASH	6,670	556
Mainstream 811	1,068	89
Mainstream 5	842	70
<b>Total Non-MTW Households Projected to be Served</b>	<b>8,580</b>	<b>715</b>

*ii. Discussion of Any Anticipated Issues/Possible Solutions Related to Leasing*

**Table 8: Anticipated Issues and Possible Solutions Related to Leasing**

Housing Program	Description of Anticipated Leasing Issues and Possible Solutions
MTW Public Housing	N/A
MTW Housing Choice Voucher	DHCD does not anticipate any leasing issues in the MTW HCV program.
Local, Non-Traditional	DHCD does not anticipate any leasing issues in any of the Local, Non-Traditional activities.

## C. Waiting List Information

*i. Waiting List Information Anticipated*

**Table 9: Waiting List Information Anticipated**

Waiting List Name	Description	Number of Households on Waiting List	Waiting List Open, Partially Open or Closed	Plans to Open the Waiting List During the Plan Year
Federal MTW Housing Choice Voucher Program, Federal Non-MTW Housing Choice Voucher Units	Other*	121,633	Open	Yes
Tenant-Based Local Non-Traditional MTW Housing Assistance Program	Other**	186	Open	Yes

*\*DHCD combines site-based and centrally managed wait list features. All of DHCD's Section 8 programs (including MTW and Non-MTW vouchers) use a regional, centrally managed wait list with the exception of certain Project Based developments. There are currently one hundred forty nine (149) Project Based developments that have site-based wait lists that each development is responsible for managing (does not reflect the PB contracts planned for FY 2020). The remaining Project Based developments have centrally managed waitlists maintained by DHCD and each regional administering agency.*

*\*\* The Tenant-Based Local Non-Traditional MTW Housing Assistance Program is the Family Economic Stability Program. The waitlist for this program is managed by the Metropolitan Boston Housing Partnership. Applicants must meet certain requirements such as working at least part-time or participating in a full-time job training program.*

**Describe any duplication of applicants across waiting lists:**

The individuals on the Local Non-Traditional Waiting List for the FES program may also be on the Federal HCV Waiting List.
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**ii. *Planned Changes to Waiting List in the Plan Year***

DHCD plans the following changes to the waiting list:

Waiting List Name	Description of Planned Changes to Waiting List
Federal MTW Housing Choice Voucher Program, Federal Non-MTW Housing Choice Voucher Units	<ul style="list-style-type: none"> <li>DHCD was awarded 89 new Mainstream (Section 811) vouchers. As a result, DHCD will be developing and implementing a limited preference for non-elderly persons with disabilities transitioning out of institutional and other segregated settings and those with disabilities experiencing homelessness. DHCD will also revise its Administrative Plan accordingly.</li> <li>Additionally, while this is not a change to the organization of the waiting list or waiting list policies, DHCD is currently updating the HCV waiting list and the update will be completed in FY 2020. DHCD anticipates that the purge will result in a reduction in the number of households on the waiting list, which will be reflected in future plans.</li> </ul>

### **III. Proposed MTW Activities**

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#### **Activity 2020-1: Massachusetts Student Housing Security Pilot**

##### **Description of MTW Activity**

DHCD plans to utilize MTW Block Grant funding flexibility to support a housing stability program for college students who are experiencing homelessness. Specifically, DHCD will work in partnership with the Department of Higher Education (DHE) and the Interagency Council on Housing and Homelessness (ICHH) to launch the Massachusetts Student Housing Security Pilot program, which will provide scholarships, for housing and other college related expenses, to income eligible, homeless college students.

DHCD will provide up to \$200,000 in MTW funds to DHE, annually for an initial two years. DHCD will execute an MOU with DHE or ICHH, to issue funding directly to designated local colleges. DHCD will clearly stipulate requirements for compliance, as well as, reporting requirements in the MoU. DHE, the ICHH and the Local Colleges will have a standing committee that will be responsible for reporting up to DHCD both on compliance and MTW reporting requirements. DHCD will approve all program guidance created by the committee and continued funding will be contingent on compliance with HUD requirements and the MoU.

Designated local colleges will be responsible for identifying eligible participants, defined as currently admitted, full-time students, who are HCV income eligible, meet HUD's definition of Unaccompanied Homeless Youth or who have recently aged out of foster care and meet HUD's criteria of an independent student. Colleges will utilize FASFA applications in order to determine income eligibility as well as the amount of funds needed for housing and college related expenses such as classes, supplies, etc. DHE will be responsible for ensuring that participants meet HUD's criteria of an independent student. Based on individual participant housing needs, DHE will issue up to \$10,000 per participant, in MTW funds, for housing related costs, per school year. DHCD will implement a maximum participant term of 4 years, which equates to a \$40,000 lifetime scholarship max). Housing related costs will be limited to housing assistance, in the form of rent for housing and dormitory costs and may include security deposits. While identified housing will be subject to HUD's HQS requirements, participants will be permitted to reside in shared housing. DHE will contract with either DHCD's regional administering agencies or a third party to conduct HQS inspections. Any inspector will be required to document proper training/certification. HQS inspection records will be forwarded to and maintained by DHCD. Participants will also be eligible to receive financial aid from other sources for other college related identified expenses.

Participants must continue to remain enrolled full-time and maintain passing grades in order to be eligible for a renewed scholarship each academic year. Students receiving assistance are expected to maintain continuous enrollment with the goal of earning degrees and/or certificates of value. Every student will be required to utilize academic support services and counseling services available at their respective campuses and through community-based service providers who will work with students, providing case management. In the event that a student needs to take a leave from his or her academic program, such a leave would be considered temporary and all efforts will be made to get the student to re-enroll, perhaps in a different academic program, or at another institution.

The clients served under this activity will not be participants in the Housing Choice Voucher Program or residents of federal public housing. This local non-traditional activity falls under the category of Rental Subsidy Programs as defined in HUD PIH Notice 2011-45 (Notice), and will conform to the General Parameters detailed in parts 5.A. and 5.B. of the Notice.



Upon HUD approval, DHCD will issue the funds to DHE for the 2020-2021 school year. DHCD intends to fully fund the housing related costs of the scholarships, for two years, serving at minimum 20 students annually. Subsequent to the Pilot's first two years, DHCD may continue funding by matching every private dollar fundraised/donated to the program, up to \$200,000 annually.

### Statutory Objective

This activity meets the statutory objective of giving incentives to families where the head of household is working, is seeking work, or is preparing for work by participating in job training, educational programs, or programs that assist people to obtain employment and become economically self-sufficient. By subsidizing housing costs for college-enrolled students, the program will support low-income students in completing a college degree and better position students to obtain post-graduate employment.

### Implementation

Upon HUD approval, DHCD will develop and execute an MOU with DHE and/or ICHH. Additionally, program plans, policies and procedures will be developed along with a tracking mechanism to monitor outcomes. Selection of eligible recipients is anticipated in FY 2020.

### Metrics

The metrics below will be compiled using DHCD's housing software as well as data and reports from program partners.

<i><b>CE #4: Increase in Resources Leveraged</b></i>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Amount of funds leveraged in dollars (increase).	\$0.00	\$302,380		
<i><b>SS #3: Increase in Positive Outcomes in Employment Status</b></i>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Unemployed*	0	14		
	0%	70%		
Employed Part-Time or Full-Time *	0	6		
	0%	30%		
Enrolled in an Educational Program or Job Training	0 households	20 households		
	0%	100%		
* This initiative is not anticipated to increase the number of households employed, as the goal of the Activity is keep students enrolled in college.				
<i><b>SS #5: Households Assisted by Services that Increase Self Sufficiency</b></i>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Number of households receiving services aimed to increase self-sufficiency (increase).	0	20 households		

<i>SS #8: Households Transitioned to Self Sufficiency*</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households transitioned to self-sufficiency (increase).	0	5 households		
<i>*Self-sufficiency is defined as graduation from college.</i>				

### **Cost Implications**

DHCD anticipates spending a total of \$400,000 over the course of 2 years to support 20 households annually. Subsequent to the Pilot's first two years, DHCD may continue funding the program by matching private dollars fundraised/donated; however, DHCD is currently unable to determine that amount.

### **Need/Justification for MTW Flexibility**

Using the MTW Agreement Attachment D, Broader Uses of Funds, DHCD is seeking flexibility to provide funding for housing subsidies to eligible low-income youth aging out of foster care and homeless college students that are not otherwise permitted under the Housing Choice Voucher and public housing programs established in Sections 8 and 9 of the US Housing Act of 1937. The Massachusetts Student Housing Security Pilot program will provide eligible individuals with supports to remove barriers and complete post-secondary education necessary for meaningful employment and economic self-sufficiency.

### **Rent Reform/Term Limit Information**

Not applicable.

## **IV. Approved MTW Activities**

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This section of the Annual Plan summarizes and provides a status update on MTW activities that have been previously approved by HUD and implemented by DHCD. As required, this section also includes summary information on MTW activities that have not yet been implemented, closed out activities, or activities placed on hold by DHCD.

### **A. Implemented Activities**

#### **Activity 2000-1: Family Economic Stability (FES) Program**

##### **Description/Update**

FESP tests an assistance model, which provides a fixed annual stipend to eligible families, regardless of future income or family composition changes. Within certain guidelines, participants exercise considerable decision-making in the utilization of the funds. Case management and program coordination is provided by designated MTW Advisors at each participating agency. Participants may select any housing unit, which they deem affordable and appropriate for their needs and which pass a Housing Quality Standards inspection.

Eligibility for the FES Program is targeted to low-income working families who meet the following criteria:

- Receive, or have received in the past 12 months, public assistance: TAFDC, EA, SNAP;
- Are committed to maintaining employment and agree to provide information to assess the effectiveness of the program; and,
- Families who are working at least part-time, who are imminently employed, or who are enrolled in a full-time job-training program.

FES provides participants with a “flat subsidy” that is not tied to household income. When a participant increases their earned income, as required by the program, their rent subsidy will not decrease. Conversely, if participants lose their jobs, their subsidy will not increase. FES staff and participants work closely to manage employment stability to avoid sudden loss of income. Participants are supported in their housing search and selection to determine the most affordable unit based on family size and counseled to consider the challenges of a flat subsidy when selecting potential housing. Participants are also required to participate in financial coaching.

DHCD continues to review and adjust subsidies levels for consistency with housing costs and has raised fixed subsidies for both new and existing FES participants. In FY 2020 DHCD will continue to review expansion of support funds to include incentive payments for completion of goals such as retaining employment, removal from TANF or completion of a job-training program. Incentives payments will be part of the \$1,800 year cap.

To date, Metro Housing|Boston in Boston, MA is the only RAA that operates the FES program. Metro Housing|Boston anticipates serving 48 households in their FES program in FY 2020. The FES program currently has a waitlist of 186 households.

The FES program continues to assist participants in reaching goals related to increasing earned income, career progress, improving credit and financial literacy skills, increasing asset base and developing a three-year housing stability plan.

#### **Plan Year Approved, Implemented, Amended**

Approved FY 2000 and implemented FY 2001.

#### **Planned Non-Significant Changes**

No non-significant changes are planned.

#### **Planned Changes to Metrics/Data Collection**

DHCD slightly revised the benchmark for metric SS #5: Households Assisted by Services that Increase Self Sufficiency to reflect the number of households anticipated to be served in FY 2020.

#### **Metrics**

<i><b>CE #4: Increase in Resources Leveraged*</b></i>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Amount of funds leveraged in dollars (increase).	\$0.00	\$0.00		
<i>* This metric has been required by HUD. DHCD does not leverage funds in connection with this activity and does not consider this metric applicable to this activity.</i>				
<i><b>SS #1: Increase in Household Income</b></i>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Average earned income of households affected by this policy in dollars (increase).	\$18,937	\$27,957		
<i><b>SS #2: Increase in Household Savings</b></i>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Average amount of <b>escrow</b> of households affected by this policy in dollars (increase).	\$0.00	\$1,914		
Average amount of <b>savings</b> of households affected by this policy in dollars (increase).	\$0.00	\$381		
<i><b>SS #3: Increase in Positive Outcomes in Employment Status</b></i>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Unemployed	1 participant	10 participants		
	1% of participants	20% of participants		
Employed Part-Time or Full-Time	85 participants	40 participants		
	99% of participants	80% of participants		

Enrolled in an Educational Program or Job Training	0 participants	8 participants		
	0% of participants	16% of participants		
<i>*Participation in education is required only at some point in the program. Totals will vary based on when current participants participate in their required education component.</i>				
<b>SS #4: Households Removed from Temporary Assistance for Needy Families (TANF)</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Number of households receiving TANF assistance (decrease).	4 households in FY 2015	7 households		
<b>SS #5: Households Assisted by Services that Increase Self Sufficiency</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Number of households receiving services aimed to increase self-sufficiency (increase).	0 households	48 households		
<b>SS #6: Reducing Per Unit Subsidy Costs for Participating Households</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Average amount of Section 8 subsidy per household affected by this policy in dollars (decrease).	\$450 in FY 2015	\$1,133		
<b>SS #7: Increase in Agency Rental Revenue*</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Total Household contributions towards housing assistance (increase).	\$473 in FY 2015	\$674		
<i>*Represents Average Tenant Rent to Owner.</i>				
<b>SS #8: Households Transitioned to Self Sufficiency*</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Number of households transitioned to self-sufficiency (increase).	0 households	0 households*		
<i>*Self-sufficiency is defined as graduation from the FES program.</i>				
<b>HC #5: Increase in Resident Mobility</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase).	0 households	5 households		
<b>HC #6: Increase in Homeownership Opportunities</b>				

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households that purchased a home as a result of the activity (increase).	0 households	0 households		

**Planned Significant Changes**

No significant changes are planned.

## Activity 2010-2: Payment Standard Exceptions

### Description/Update

Under this MTW initiative, DHCD is authorized to approve any documented and reasonable exception to payment standards as a reasonable accommodation for HCV households with disabled household members without HUD approval.

This policy is utilized without regard to the percentage increase requested over the payment standard. Generally, DHCD will not impose a limit on the number of exception payment standards; however, DHCD reserves the right to limit the number of payment standard exceptions when and if budgetary issues arise.

DHCD will continue to utilize its MTW authority to approve payment standard exceptions without prior HUD approval. In FY 2020, DHCD anticipates receipt of approximately 8 requests for reasonable accommodation payment standard exceptions. This estimate is based on historical precedent.

### Plan Year Approved, Implemented, Amended

Approved and implemented FY 2010.

### Planned Non-Significant Changes

No non-significant changes are planned.

### Planned Changes to Metrics/Data Collection

No changes to metrics or data collection methods are planned.

### Metrics

<i>HC #5: Increase in Resident Mobility*</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase).	0 households	5 households		
<i>CE #1: Agency Cost Savings*</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Total cost of task in dollars (decrease).	<b>Total cost of time prior to implementation:</b> \$82  <b>Time to process request:</b> 1.5 hours  <b>FY 2011 Requests:</b> 3  <b>Staff hourly rate:</b> \$18.17	<b>Total cost of time after implementation:</b> \$79  <b>Time to process request:</b> .75 hours  <b>Requests:</b> 5  <b>Staff hourly rate:</b> \$21.00		
<i>CE #2: Staff Time Savings*</i>				

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Total time to complete the task in staff hours (decrease).	<b>Time to process request:</b> 1.5 hours  <b>FY 2011 Requests:</b> 3  <b>Total time prior to implementation:</b> 4.5 hours	<b>Total time after implementation:</b> 3.75 hours  <b>Time to process request:</b> .75 hours  <b>Requests:</b> 5		
<i>*These metrics include payment standard exception requests that were granted as a reasonable accommodation.</i>				

### Planned Significant Changes

No significant changes are planned.



## Activity 2010-3: Owner Incentive Fund

### Description/Update

An Owner Incentive Fund pilot initiative was established in January 2010 to promote upgrades to the housing stock in areas of the state with a large percentage of older, deteriorated housing stock. DHCD's goals for this activity are:

- Leasing higher quality units including incentivizing owners to upgrade existing housing at least one grade level, i.e. from a "C" to a "B" grade, or from a "B" to an "A" grade;
- Increasing the number of units that are accessible to persons with disabilities;
- Expanding the number of units leased in currently underserved neighborhoods; and,
- Encouraging new owner participation.

The program has been piloted by the Berkshire Housing Development Corporation (BHDC) since inception. Participating owners are eligible for a flat fee financial incentive payable over the first year of the HAP contract, provided that their unit is compliant with HQS at all times during this initial term. At the end of the first year under HAP contract, owners are eligible for an additional one-time payment under certain conditions.

DHCD has the flexibility to adjust the program criteria and payment amounts as needed to respond to local market conditions, particularly when planning an expansion of this program to additional RAAs. DHCD will continue to assess the feasibility of expanding the program to other regions using the same program parameters, with a focus on increasing the number of new landlords participating in the program, and increasing the number of units available in high opportunity communities.

### Plan Year Approved, Implemented, Amended

Approved and implemented FY 2010.

### Planned Non-Significant Changes

No non-significant changes are planned.

### Planned Changes to Metrics/Data Collection

No changes to metrics or data collection methods are planned.

### Metrics

<i>HC #5: Increase in Resident Mobility</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase).	0 households	5 households		

### Planned Significant Changes

No significant changes are planned.

## Activity 2010-4: Development of Local Forms

### Description/Update

Under this initiative, DHCD develops local versions of forms, as needed, to streamline processing, utilize “plain language”, address MTW policies, and address local housing market features. New forms are rolled out to RAA contractors as they are completed.

To date, DHCD has developed local versions of the PBV HAP and AHAP forms to incorporate relevant MTW provisions. The revised forms have been implemented at all new expiring use projects. Additionally, DHCD has implemented its local versions of the FSS Contract of Participation and Individual Training and Service Plan to reflect DHCD’s MTW FSS program. While the new FSS forms do not result in agency savings, the new forms more accurately reflect DHCD’s MTW FSS program.

In FY 2020, DHCD will prepare local versions of the HCV Tenancy Addendum, the Project Based Tenancy Addendum as well as update the MTW Authorization Exhibit to cover expiring use and regular PBV vouchers. DHCD will also prepare a local version of the Privacy Act notice to reflect DHCD’s biennial and triennial recertification cycles. DHCD will continue to look for new ways to streamline processing and enable greater staff efficiency while maintaining required data elements and transparency.

### Plan Year Approved, Implemented, Amended

Approved FY 2010 and implemented FY 2013.

### Planned Non-Significant Changes

No non-significant changes are planned.

### Planned Changes to Metrics/Data Collection

Benchmarks for CE #1 and CE #2 are based on the annual average number of new PBV contracts. No other changes to metrics or data collection methods are planned.

### Metrics

<i>CE #1: Agency Cost Savings</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Total cost of task in dollars (decrease).	<b>Total cost prior to implementation:</b> \$400  <b>HAP Contracts executed in FY 13:</b> 11  <b>Time to Prepare HAP contract prior to implementation:</b> 2 hours  <b>Average hourly wage:</b> \$18.17	<b>Total cost after implementation:</b> \$53  <b>Expected HAP Contracts executed in FY 2020:</b> 10  <b>Time to Prepare HAP contract after implementation:</b> .25 hours  <b>Average hourly wage:</b> \$21		
<i>CE #2: Staff Time Savings</i>				

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Total time to complete the task in staff hours (decrease).	<b>Total staff time required prior to implementation:</b> 22 hours  <b>HAP Contracts executed in FY 13:</b> 11  <b>Time to Prepare HAP contract prior to implementation:</b> 2 hours	<b>Total staff time required after implementation:</b> 2.5 hours  <b>Expected HAP Contracts executed in FY 2020:</b> 10  <b>Time to Prepare HAP contract after implementation:</b> .25 hours		

#### Planned Significant Changes

No significant changes are planned.

## **Activity 2011-2: Supporting Neighborhoods of Opportunity in Mass. (SNO Mass)**

### **(Formerly Your Choice Program & Opportunity Neighborhoods)**

#### **Description/Update**

Under this initiative, DHCD established the Supporting Neighborhoods of Opportunity in Massachusetts (SNO Mass) Program. The purpose of DHCD's SNO Mass MTW initiative is to provide significant supports and encouragement to existing voucher participants and/or new voucher holders who wish to move to areas with empirically documented improved educational systems, job opportunities, social services and other opportunities in the expectation that over time their need for housing and other subsidies will abate or diminish.

Existing participants and/or voucher holders interested in moving into these areas will be provided with case management support both before and after the move through the participating RAAs. Other incentives may be provided based on family needs and budget availability such as transportation assistance, childcare referrals, training stipends, etc. Families will be encouraged or required to develop a family plan to access opportunities in their new neighborhoods with a special focus on positive outcome educational programs for children and available jobs for adults.

This activity was approved in 2011. In FY 2018, DHCD conducted an analysis of current voucher holder locations, rental market data and opportunity neighborhoods and selected two RAAs to begin a pilot program under this activity. In FY 2019, DHCD began implementation of the SNO Mass pilot. Pilot RAAs have hired 2 full-time employees each to support participants interested as well as enrolled in the program. DHCD expects RAAs to provide orientation to 200 interested households, enroll and provide counseling to 70 households (30% of orientation attendees), engage 50 households in housing search and ultimately move or lease up 20 households in identified opportunity neighborhoods.

DHCD is currently exploring the expansion of the program to include other regions throughout the state. DHCD will examine the success of the program as well as the financial impact of supporting participants in higher market communities and may increase the number households served as well as regions in FY 2020.

#### **Plan Year Approved, Implemented, Amended**

Approved FY 2011 and implementation activities began in FY 2018.

#### **Planned Non-Significant Changes**

No non-significant changes are planned.

#### **Planned Changes to Metrics/Data Collection**

DHCD has updated the metrics to include benchmark data based on program implementation plans.

#### **Metrics**

<i>HC #5: Increase in Resident Mobility</i>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark*</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase).	0 households	20 HHs		

*\*While RAAs will provide outreach to 200 households, DHCD expects only 20 households will move/lease up a unit in a better neighborhood as a result of the program.*

***HC #7: Households Assisted by Services that Increase Housing Choice***

<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark**</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Number of households receiving services aimed to increase housing choice (increase).	0 households	200 HHs		
<b>** RAAs expect to provide outreach and information on the program to 200 households.</b>				

**Planned Significant Changes**

No significant changes are planned.

## **Activity 2011-4: Multi-Year Recertifications (Formerly Biennial Recertification Process)**

### **Description/Update**

Under this initiative, the following recertification policies apply:

- Allow biennial recertifications for all MTW households;
- Limit the number of voluntary interim recertifications that a MTW family may complete between regular biennial recertifications to two (2). Required interim recertifications do not count against the limit. The following households are exempt from this provision and are able to complete an interim recertification at any time: elderly and disabled households, households that live in an Expiring Use project on the conversion date and select a PBV, and FSS households;
- Any household that believes they would benefit by an annual recertification may request an annual income recertification. If a household has requested and is approved for an annual recertification frequency, DHCD will allow one voluntary interim recertification between annual recertifications.

This initiative is fully implemented. In FY 2020, DHCD plans to continue the biennial recertification process. DHCD continues to benefit from overall cost and time savings for processing biennial recertifications. As families generally do not have to report increases in income between biennial recertifications, this activity also has a positive financial impact for families.

### **Plan Year Approved, Implemented, Amended**

Approved FY 2011; implemented and modified FY 2012.

### **Planned Non-Significant Changes**

In FY 2020 DHCD will implement a triennial recertification cycle for elderly/disabled households where the sole source of all household income is from fixed income sources, i.e. SS, SSI or pension. An impact analysis has been completed (see below) to illustrate the financial impact of going from a biennial to triennial recertification frequency for elderly/disabled households on fixed incomes. The impact analysis assumes that income increases 2.3% each year while all other rent related factors remain constant. DHCD has reviewed the potential impact on available funding and determined that the change is fiscally viable. However, it is important to note that the financial impact is difficult to estimate, as there are many unknown factors such as future changes in contract rents, FMRs, payment standards, household income, etc. Future increases and decreases in unknown factors will affect the financial impact, therefore, the information below is an estimate and is subject to change.

As shown below, almost all households would experience a decrease in family share as a result of triennial recertifications. Additionally, DHCD may experience a \$784,212 increase in total HAP.

<b>Impact in Year 3</b>	
Number of Fixed Income Elderly/Disabled Households	3,912
<b>Annual Total HAP</b>	
With Biennial	\$46,086,600
With Triennial	\$46,870,812
Change in Annual Total HAP	\$784,212
<b>Family Share</b>	
Households with No Change	17
Households with an Increase	0
Households with a Decrease	3,895
From 1 to \$10	332
From 11 to \$25	3,132
From 26 to \$50	414
From 51 to \$75	16
From 76 to \$100	1
From 101 to \$200	0
From 201 to \$300	0
From 301 to \$400	0

### Planned Changes to Metrics/Data Collection

Benchmarks for CE #1 and CE #2 have been updated to reflect the addition of a triennial recertification frequency for elderly/disabled households on fixed incomes.

### Metrics

<b>CE #1: Agency Cost Savings*</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Total cost of task in dollars (decrease).	<b>Total Cost of Activity Prior to Implementation:</b> \$922,037  <b>Number of vouchers:</b> 20,298  <b>Time per Recertification:</b> 2.5 hours  <b>Average Hourly Staff Rate:</b> \$18.17	<b>Anticipated Total Cost of Activity in FY 2020:</b> \$391,844*  <b>Anticipated Number of Recertifications:</b> 8,293  <b>Time per Recertification:</b> 2.25 hours		

		<b>Average Hourly Staff Rate:</b> \$21.00		
<i>*Accounts for cost savings from Biennial/Triennial Recertifications and Rent Simplification.</i>				
<b>CE #2: Staff Time Savings*</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Total time to complete the task in staff hours (decrease).	<b>Total Time Spent on Activity Prior to Implementation:</b> 50,745 hours  <b>Number of vouchers:</b> 20,298  <b>Time per Recertification:</b> 2.5 hours	<b>Anticipated Total Time Spent on Activity in FY 2020:</b> 18,659 hours  <b>Anticipated Number of Recertifications:</b> 8,293  <b>Time per Recertification:</b> 2.25 hours		
<i>*Accounts for time savings from Biennial/Triennial Recertifications and Rent Simplification.</i>				
<b>SS #1: Increase in Household Income*</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark**</b>	<b>Outcome**</b>	<b>Benchmark Achieved?</b>
Average earned income of households affected by this policy in dollars (increase).	\$19,058	\$21,871		
<i>*Accounts for time savings from Biennial Recertifications and Rent Simplification.</i>				
<i>**Represents average earned income for workable households.</i>				
<b>SS #3: Increase in Positive Outcomes in Employment Status</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Employed Part-Time or Full-Time	5,019 households in FY 2011	3,688 households		
	54% of work-able households	40% of work-able households		
<b>SS #4: Households Removed from Temporary Assistance for Needy Families (TANF)</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Number of households receiving TANF assistance (decrease).	2,920 households in FY 2011	2,150 households		
<b>SS #8: Households Transitioned to Self Sufficiency</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Number of households transitioned to self-sufficiency (increase).	0 households	110 households*		



<i>*Households that were EOPd at zero HAP.</i>
------------------------------------------------

**Planned Significant Changes**

No significant changes are planned.

## Activity 2011-5: Youth Transition to Success Program (YTTSP)

### Description/Update

DHCD initially designed and implemented a time-limited program to provide continued support to and build upon the successes of youth currently participating in its Family Unification - Aging Out of Foster Care Program that are facing the expiration on their subsidy. As the demand for FUP vouchers continued to grow, DHCD has expanded the YTTSP program throughout the years. YTTSP now provides subsidies and support to a broader group of youth, which includes FUP AOP referrals, “College” referrals from DCF and referrals for individuals enrolled in a full-time designated employment program, referred from other providers outside of DCF. Participants receive a shallow short-term and time-limited, supportive services funds for education, training and employment related expenses, an escrow account and case management. Where DCF services are required for participation in this program, participation in the program ends when DCF services end.

The following outlines eligibility requirements:

#### *FUP AOP Referrals:*

- Referred by DCF;
- Participated in FUP AOP for no less than 18 months;
- Employed for at least 12 hours per week;
- Enrolled in an education or training program at the time of referral;
- Participant in good standing under FUP AOP, including no tenancy violations and current on rent;
- Income eligible for the HCV program; and,
- Meet other DHCD eligibility screening requirements.

#### *College Referrals:*

- Referred by DCF;
- Enrolled in a full-time or part-time moving to full-time post-secondary degree or Associate’s Degree program at the time of referral;
- Income eligible for the HCV program; and,
- Meet other DHCD eligibility screening requirements.

#### *Other Agency Referrals:*

- Enrolled in a full-time designated employment program;
- Income eligible for the HCV program; and,
- Meet other DHCD eligibility screening requirements.

YTTSP will provide participants with:

- A flat rental subsidy that steps down annually by 15% after the first two years. Thereafter, the subsidy will decrease 15% per year for the remaining three years;
- A matched savings account up to \$800/year; and,
- An annual support budget of \$500 for expenses related to sustaining employment and meeting educational goals.

In FY 2020, DHCD anticipates a total of 57 households will be served by this activity (27 from the two DCF referral groups and 30 from Other Agency Referrals).

### Plan Year Approved, Implemented, Amended

Approved FY 2011 and implemented FY 2013.

### Planned Non-Significant Changes

DHCD will revise the eligibility requirements for FUP AOP and College Referrals to include individuals who have completed 9 college level credits, but did not complete a full year of college. This will allow the program to serve individuals who have demonstrated the ability to successfully complete college work, but due to unforeseen issues, may not have been able to continue. Additionally, all YTTSP referrals will now have subsidies that hold steady for years one and two and then decrease 15% for the remaining three years.

### Planned Changes to Metrics/Data Collection

DHCD increased benchmarks to reflect additional youth, which will be served by this activity (Other Agency Referrals) in FY 2020. This addition was approved in the FY 2019 Plan.

### Metrics

CE #4: Increase in Resources Leveraged				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Amount of funds leveraged in dollars (increase).	\$0.00	\$380,000*		
*This number is tied to the number of participants and assumes an increase in participation in FY 2020.				
SS #1: Increase in Household Income				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average earned income of households affected by this policy in dollars (increase).	\$9,492 for current YTTSP participants at time of enrollment	\$10,012*		
*Where participants enroll in school and reduce hours worked, this benchmark may be overstated.				
SS #2: Increase in Household Savings				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average amount of savings/escrow of households affected by this policy in dollars (increase).	\$0	\$680 savings		
SS #3: Increase in Positive Outcomes in Employment Status				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Enrolled in an Educational Program or Job Training	7 participants	34 participants		
	100% of participants	60% of participants		
Unemployed	0 participants	40 participants		
	0% of participants	70% of participants		
Employed Part-Time or Full-Time	7 participants	17 participants		
	100% of participants	30 % of participants		
SS #4: Households Removed from Temporary Assistance for Needy Families (TANF)				

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households receiving TANF assistance (decrease).	0 households	4 Households		
<i>SS #5: Households Assisted by Services that Increase Self Sufficiency</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households receiving services aimed to increase self-sufficiency (increase).	0 households	57 households		
<i>SS #8: Households Transitioned to Self Sufficiency*</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households transitioned to self-sufficiency (increase).	0 households	3 households		
<i>*Self-sufficiency is defined as graduation from the YTTS program.</i>				
<i>HC #7: Households Assisted by Services that Increase Housing Choice</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households receiving services aimed to increase housing choice (increase).	0	57		

### **Planned Significant Changes**

No significant changes are planned.

## Activity 2012-1: MTW Utility Allowances

### Description/Update

Under this initiative, DHCD established a simplified Utility Allowance (UA) schedule and eliminated Utility Allowance Payments under \$25. In FY 2014, DHCD designed a UA model that eliminated all utility allowances except for heat. However, in FY 2017, in response to concerns about rising electricity costs, DHCD implemented a revision to the UA model to include a utility allowance for other electricity. Finally, under this activity, DHCD modified its UA policy to reflect discretionary periodic review of HCV utility allowance schedules to determine if adjustments are required. Annual updates are no longer required. DHCD maintains UA schedules for tenant-paid heat and other electricity that are based upon normal consumption by energy-conscious households as well as by unit size. DHCD's UA schedules do not vary by geographical area and/or building type. Utility allowances for any other tenant paid utilities are not provided. DHCD determines reasonable accommodations for utilities on a case-by-case basis.

In FY 2020, DHCD will review the UAs for heat and other electricity and, as needed, update the UA schedule to reflect market changes in these utilities.

### Plan Year Approved, Implemented, Amended

- UAP \$25 or less
  - Approved FY 2012
  - Implemented FY 2012
- Simplified UA Schedule – Heat only
  - Approved FY 2014
  - Implemented FY 2014
- Other Electricity
  - Approved FY 2016
  - Implemented FY 2017
- Discretionary Periodic UA Review
  - Approved FY 2019
  - Implemented FY 2019

### Planned Non-Significant Changes

No non-significant changes are planned.

### Planned Changes to Metrics/Data Collection

No changes to metrics or data collection methods are planned.

### Metrics

<i>CE #1: Agency Cost Savings</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Total cost of task in dollars (decrease).	\$31,476,912	\$22,547,940		
<i>CE #2: Staff Time Savings</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?

Total time to complete the task in staff hours (decrease).	<b>Total staff time prior to implementation:</b> 2,256 hours  <b>Time required to calculate UA:</b> 8 minutes  <b>Number of UA calculated in FY 13:</b> 16,919	<b>Anticipated total staff time after implementation:</b> 1,491  <b>Time required to calculate UA:</b> 5 minutes  <b>Anticipated number of UAs:</b> 17,894		
<b>CE #3: Decrease in Error Rate of Task Execution</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Average error rate in completing a task as a percentage (decrease).	10%	4%		
<b>CE #5: Increase in Agency Rental Revenue*</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Average Tenant Rent Share (increase).	\$382 per household in FY 2014	\$326 per household		
*DHCD does not have any rental revenue and has been instructed by HUD to report on Average Tenant Rent to Owner.				

### Planned Significant Changes

No significant changes are planned.

## Activity 2012-4: Expiring Use Preservation Initiative

### Description/Update

This initiative was designed to preserve the long-term affordability of expiring use properties. DHCD will make use of the resources provided by HUD in the form of Enhanced and Tenant Protection Vouchers to continue the affordability of the units in these projects by converting eligible units immediately to Project-Based Units with a 15-year affordability period.

Since its approval, this initiative has been modified so that MTW flexibilities may extend to units converted to PBV under RAD. Additionally, DHCD modified the income eligibility requirements for tenants who occupy units at the time of a RAD conversion to the PBV program.

In FY 2020, DHCD does not anticipate any additional developments will be added to its expiring use or RAD inventory. To date, DHCD has 9 expiring use contracts with a total of 546 units under HAP contract. Additionally, DHCD has completed 8 Rental Assistance Demonstration (RAD) conversion projects and currently provides a subsidy for 825 units under this program.

### Plan Year Approved, Implemented, Amended

Approved FY 2012 and implemented FY 2013.

### Planned Non-Significant Changes

No non-significant changes are planned.

### Planned Changes to Metrics/Data Collection

No changes to metrics or data collection methods are planned.

### Metrics

<i>HC #2: Units of Housing Preserved</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of housing units preserved for households at or below 80% AMI that would otherwise not be available (increase).	0 housing units	1,371 housing units*		
<i>*Previously DHCD has included only Expiring Use units when setting benchmarks and determining outcomes for this metric. This figure includes all RAD and Expiring Use units and DHCD will continue to use this methodology going forward and does not include any additional units for FY 2020</i>				

### Planned Significant Changes

No significant changes are planned.

## **Activity 2012-5: Family Self Sufficiency Program Enhancements**

### **Description/Update**

DHCD uses MTW funds to enhance the existing Family Self-Sufficiency (FSS) Program. These features will encourage participation and successful completion of the program. Features include, but are not limited to:

- Providing escrow funds for clients who would otherwise be ineligible for the escrow component of the FSS due to their level of earned income at the time they join the program;
- Establishing goal-specific incentive payments to be awarded when a family attains an established goal (i.e., completion of a GED, successful completion of a semester of college courses, etc.); and,
- Establishing a \$5,000 incentive payment for FSS graduates that choose to withdraw from the HCV program within 2 years of completion of the FSS program and who apply and are approved for homeownership.

In November of 2013, DHCD also began providing “gap” funding to address financial barriers to employment, and increase long-term economic capacity by providing participants with incentives to complete education and training programs before entering the workforce.

In January 2014, DHCD implemented the revisions to the enhanced FSS program including:

- Placement of an absolute cap on the amount of escrow regardless of prior FSS participation at any of DHCD’s RAAs statewide. The cap, which may be periodically reviewed and updated at DHCD’s discretion, will be set at \$25,000 per household; and,
- Modification to the requirement that an FSS applicant must have an interim or annual recertification within 120 days prior to FSS enrollment.

To encourage the goal of homeownership for applicable households in the FSS program, DHCD obtained approval to modify its current FSS program to allow certain households to define a path to homeownership by utilizing individualized homeownership education, financial coaching and a modified savings/escrow component. DHCD has not yet implemented this enhancement; however, plans are underway for implementation in FY 2020.

DHCD implemented local versions of the FSS Contract of Participation (COP) and Individual Training and Services Plan (ITSP). The local versions of the COP and ITSP allow DHCD to more accurately reflect program requirements and incentives for FSS participants. In 2020, DHCD will continue to implement the previously approved goal-specific incentive payments as well as implement the matched savings homeownership incentive. DHCD anticipates that approximately 100 new participants will join the FSS Program in FY 2020.

### **Plan Year Approved, Implemented, Amended**

Approved FY 2012 and implemented FY 2013.

### **Planned Non-Significant Changes**

No non-significant changes are planned.

### **Planned Changes to Metrics/Data Collection**



No changes to metrics or data collection methods are planned.

## Metrics

<i>SS #1: Increase in Household Income</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average earned income of households affected by this policy in dollars (increase).	\$20,554	\$24,478		
<i>SS #2: Increase in Household Savings</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average amount of <b>escrow</b> of households affected by this policy in dollars (increase).	\$0.00	\$3,915		
<i>SS #3: Increase in Positive Outcomes in Employment Status</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Unemployed	501 participants	278 participants		
	57% of participants	29% of participants		
Employed Part-Time or Full-Time	372 participants	669 participants		
	43% of participants	71% of participants		
<i>SS #4: Households Removed from Temporary Assistance for Needy Families (TANF)</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households receiving TANF assistance (decrease).	162 households	75 households		
<i>SS #5: Households Assisted by Services that Increase Self-Sufficiency</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households receiving services aimed to increase self-sufficiency (increase).	0	947		
<i>SS #6: Reducing Per Unit Subsidy Costs for Participating Households</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average amount of Section 8 subsidy per household affected by this policy in dollars (decrease).	\$931 in FY 2014	\$908		
<i>SS #7: Increase in Agency Rental Revenue*</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?

Total Household contributions towards housing assistance (increase).	\$388 FY 2014	\$570		
<i>*Represents Average Tenant Rent to Owner.</i>				
<b><i>SS #8: Households Transitioned to Self Sufficiency*</i></b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Number of households transitioned to self-sufficiency (increase).	0 households	75 households		
<i>*Self-sufficiency is defined as graduation from the FSS program.</i>				

#### **Planned Significant Changes**

No significant changes are planned.

## **Activity 2015-1: Rent Simplification**

### **(Changes to Activity 2012-2)**

In FY 2012, HUD approved DHCD's Rent Simplification activity. In FY 2016, DHCD received HUD approval on changes to the Rent Simplification activity; however, DHCD has not implemented any of the changes except for the provisions outlined below. The components of rent simplification, which are currently in effect are as follows:

- Minimum Rent of \$50;
- Exclusion of all Full-Time Student Income;
- Streamlined Earned Income Disregard;
- Streamlined Asset Verification and Calculation;
- Application of the Payment Standard in effect on the effective date of the regular recertification, regardless of any change in the Payment Standard from year to year;
- Application of the Payment Standard used at the last regular recertification during an interim recertification; and,
- Streamlined approach for calculation of unreimbursed medical expenses by using the prior year's paid, unreimbursed medical expenses plus prospective medical insurance premiums. Over-the-counter medications must be accompanied by a physician's prescription and paid receipt.

In addition to the provisions above, there are number of rent simp policies which HUD has approved and DHCD has not yet implemented. DHCD may implement the previously approved provisions in FY 2020:

- Revised Mixed Families rent formula where mixed families will pay an additional 10% of TTP regardless of the number of family members without citizenship or eligible immigration status;
- The income disregard for households with children who returned to the unit after completing two or four year post-secondary degree or accredited technical school programs;
- Application of payment standards based on Small Area FMRs.

### **Plan Year Approved, Implemented, Amended**

Approved FY 2012, implemented FY 2012 and modified FY 2016.

### **Planned Non-Significant Changes**

In FY 2020 DHCD will modify the rent simplification policy related to payment standards. Currently, DHCD does not update payment standards at the time of interim recertification. As DHCD is proposing a triennial recertification cycle for elderly/disabled households on fixed incomes, not applying the current payment standard at interim recertification for increases in contract rent places a financial burden on the family. The payment standard applied at the last regular recertification may not reflect current market trends and the potential impact is a rent share in excess of 30% of adjusted income. Where households cannot afford the additional rent burden, they may be forced to move, which is an expensive and administratively burdensome process. Accordingly, when elderly/disabled households on triennial recertification cycles have interim recertifications related to increases in contract rents, DHCD will apply the payment standard in effect at the time of the interim recertification. Where the payment standard in effect at the time of the applicable interim recertification reflects a decrease when compared to the payment standard applied at the last regular recertification, DHCD will not update the payment standard at the interim recertification and will wait until the next regular recertification to update the payment standard.

### **Planned Changes to Metrics/Data Collection**

As the cost and time savings for this activity are also tied to the Biennial Recertification activity, the benchmarks have been updated to reflect the triennial recertification frequency. No other changes to metrics or data collection methods are planned.

## Metrics

<b>CE #1: Agency Cost Savings</b>				
<b>Unit of Measurement</b>	<b>Baseline*</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Total cost of task in dollars (decrease).	<b>Total Cost of Activity Prior to Implementation:</b> \$922,037  <b>Number of vouchers:</b> 20,298  <b>Time per Recertification:</b> 2.5 hours  <b>Average Hourly Staff Rate:</b> \$18.17	<b>Anticipated Total Cost of Activity in FY 2020:</b> \$391,844**  <b>Anticipated Number of Recertifications:</b> 8,293  <b>Time per Recertification:</b> 2.25 hours  <b>Average Hourly Staff Rate:</b> \$21.00		
<i>*Baseline represents the metrics used when this activity was initially proposed.</i>				
<i>**Accounts for cost savings from Biennial/Triennial Recertifications and Rent Simplification.</i>				
<b>CE #2: Staff Time Savings</b>				
<b>Unit of Measurement</b>	<b>Baseline*</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Total amount of staff time dedicated to the task prior to implementation of the activity (in hours).	<b>Total Time Spent on Activity Prior to Implementation:</b> 50,745 hours  <b>Number of vouchers:</b> 20,298  <b>Time per Recertification:</b> 2.5 hours	<b>Anticipated Total Time Spent on Activity in FY 2020:</b> 18,659 hours**  <b>Anticipated Number of Recertifications:</b> 8,293  <b>Time per Recertification:</b> 2.25 hours		
<i>*Baseline represents the metrics used when this activity was initially proposed.</i>				
<i>**Accounts for cost savings from Biennial/Triennial Recertifications and Rent Simplification.</i>				
<b>CE #3: Decrease in Error Rate of Task Execution</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>

Average error rate in completing a task as a percentage (decrease)	21% Average error rate for income and rent errors	19%		
<b>CE #5: Increase in Agency Rental Revenue*</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Increase in agency rental revenue in dollars (increase)	\$382	\$326		
*DHCD does not have any rental revenue and has been instructed by HUD to report on average tenant rent to owner.				
<b>HC #5: Increase in Resident Mobility</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase).	0	1,000		
<b>SS #1: Increase in Household Income</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Average earned income of households affected by this policy in dollars (increase).	\$19,058	\$21,871*		
*Represents MTW households with earned income.				
<b>SS #3: Increase in Positive Outcomes in Employment Status*</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Unemployed	3,850 Households**	5,802 Households**		
	43% of Households	60% of Households		
Employed Part-Time or Full-Time	5,164 Households**	3,868 Households**		
	57% of Households	40% of Households		
*HUD is requiring the use of this metric; however, DHCD does not believe it is applicable in this context of this MTW activity.				
**Represents work-able households				
<b>SS #4: Households Removed from Temporary Assistance for Needy Families (TANF)*</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Number of households receiving TANF assistance (decrease).	2,316 Households on TANF in FY 2015	2,150 Households		
*HUD is requiring the use of this metric; however, DHCD does not believe it is applicable in this context of this MTW activity.				
<b>SS #5: Households Assisted by Services that Increase Self Sufficiency*</b>				

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households receiving services aimed to increase self-sufficiency (increase).	913 Households  Total Number of FSS participants	947 Households		
<i>*HUD is requiring the use of this metric; however, DHCD does not believe it is applicable in this context of this MTW activity.</i>				
<b>SS #6: Reducing Per Unit Subsidy Costs for Participating Households*</b>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average amount of Section 8 subsidy per household affected by this policy in dollars (decrease).	\$870 FY 2015	\$900		
<i>*HUD is requiring the use of this metric; however, DHCD does not believe it is applicable in this context of this MTW activity.</i>				
<b>SS #7: Increase in Agency Rental Revenue*</b>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Total Household contributions towards housing assistance (increase).	\$382	\$326		
<i>*Represents Average Tenant Rent to Owner.</i>				
<b>SS #8: Households Transitioned to Self Sufficiency*</b>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households transitioned to self-sufficiency (increase).	57**	110**		
<i>*DHCD has indicated that DHCD does not believe the Self-Sufficiency metrics are applicable to this activity. However, HUD has required their use.</i>				
<i>**Households that were EOPd at zero HAP.</i>				

### Planned Significant Changes

No significant changes are planned.

## Activity 2018-1: Expanding Housing Opportunities: Relocation Assistance

### Description/Update

In FY 2018, HUD approved DHCD's Expanding Housing Opportunities activity. Under this Activity, DHCD will use MTW funding flexibility to support a comprehensive redevelopment program that will preserve existing state-aided low-income housing. Construction and long term operating funding will be from state and private equity sources. MTW funds will primarily support rental subsidies and relocation costs associated with short-term housing for low-income residents during construction. No MTW funds will be used to support construction. Relocation assistance under this activity will be provided to eligible families at or below 80% of AMI and may include, but not be limited to, providing security deposits and up to 60 days of vacancy payments to ensure retention of units in the PHA's jurisdiction for relocated families.

DHCD issued an RFP and awarded planning grants to two Local Housing Authorities (LHAs), Somerville Housing Authority (SHA) and Chelsea Housing Authority (CHA), for the preservation and redevelopment of public housing. Both projects are making progress towards project closings and DHCD expects that in FY 2020 the projects will commence relocation for existing residents in anticipation of planned demolition.

### Plan Year Approved, Implemented, Amended

Approved FY 2018, planned implementation FY 2020.

### Planned Non-Significant Changes

No non-significant changes are planned.

### Planned Changes to Metrics/Data Collection

No changes to metrics or data collection methods are planned.

### Metrics

<i>HC #2: Units of Housing Preserved</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of housing units preserved for households at or below 80% AMI that would otherwise not be available (increase). If units reach a specific type of household, give that type in this box.	0	312		
<i>HC #4: Displacement Prevention</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households at or below 80% AMI that would lose assistance or need to move (decrease). If units reach a specific type of household, give that type in this box.	0	312		

### Planned Significant Changes

No significant changes are planned.

## Activity 2018-2: Residential Assistance for Families in Transition (RAFT)

### Description/Update

In FY 2018, HUD approved and DHCD implemented the Residential Assistance for Families in Transition (RAFT) activity. Under this activity, MTW funds are being utilized to expand DHCD's important homelessness prevention program, which targets families with children under the age of 21 who are homeless or at risk of homelessness. RAFT offers flexible financial assistance designed to meet each family's particular needs. Eligible uses include moving cost assistance, rent and utility arrears, or utility bills. RAFT also helps families who must move but do not have enough money to pay a security deposit, utility startup costs, or first/last month's rent, and to buy furniture (no more than \$1,000 of the family's RAFT benefit can be paid for furniture).

In FY 2018, DHCD contracted with Metro Housing|Boston to begin administering RAFT with MTW funds. Currently, 222 households are being served by this initiative. The activity was intended to provide a boost in the number of families prevented from homelessness. DHCD will monitor the family homelessness rate, and will determine whether the activity shall continue to serve families in FY 2020 or if additional MTW funding is not needed.

### Plan Year Approved, Implemented, Amended

Approved and implemented FY 2018.

### Planned Non-Significant Changes

No non-significant changes are planned.

### Planned Changes to Metrics/Data Collection

No changes to metrics or data collection methods are planned.

### Metrics

<i>HC #4: Displacement Prevention</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households at or below 80% AMI that would lose assistance or need to move (decrease). If units reach a specific type of household, give that type in this box	0	300		
<i>HC #5: Increase in Resident Mobility</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity.	0	300		
<i>HC #7: Households Assisted by Services that Increase Housing Choice</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households receiving services aimed to increase housing choice (increase).	0	300		



**Planned Significant Changes**

No significant changes are planned.

## Activity 2018-3: Support for the Secure Jobs Initiative: Vouchers and Services

### Description/Update

In FY 2018, HUD approved DHCD's Support for the Secure Jobs Initiative: Vouchers and Services activity. Under this activity, DHCD utilizes MTW vouchers and MTW Block Grant funding flexibility to support and expand on the Secure Jobs Initiative (SJI), which provides integrated case management, employment supports and housing assistance for homeless and low-income families.

DHCD will provide Housing Choice Vouchers to up to 50 eligible families referred from the SJI program. Supportive services will be provided to participants using MTW Block Grant funds. Referrals from SJI will be made upon completion of training or job placement. DHCD will screen SJI referrals per its Administrative Plan screening policies. Income, rent and subsidy will be calculated per DHCD's MTW income and rent policies.

Implementation planning began in FY 2018, with the issuance and completion of a procurement to contract with the partnering agencies who will be delivering the service component of the program. Currently, the administering agency, Department of Transitional Assistance, is preparing to commence the first lottery, where the first set of vouchers will be issued. Voucher issuance is planned as follows:

- FY 2019: 10 vouchers
- FY 2020: 25 vouchers
- FY 2021: 15 vouchers

### Plan Year Approved, Implemented, Amended

Approved FY 2018 and implemented FY 2019.

### Planned Non-Significant Changes

No non-significant changes are planned.

### Planned Changes to Metrics/Data Collection

DHCD updated the benchmark for CE #4, Increase in Resources Leveraged, to reflect the most recent Secure Jobs funding from the Commonwealth. Additionally, DHCD developed baselines and benchmarks for metrics that were previously reported as TBD.

### Metrics

<i>CE #4: Increase in Resources Leveraged</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Amount of funds leveraged in dollars (increase)	\$0	\$63,000		
<i>SS #1: Increase in Household Income</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average earned income of households affected by this policy in dollars (increase).	\$4,341	\$6,212		

<b>SS #3: Increase in Positive Outcomes in Employment Status</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Unemployed	21	0		
	86%	0%		
Employed Part-Time or Full-Time	4	25		
	14%	100%		
Enrolled in an Educational Program or Job Training	Not available	5		
	Not available	20%		
<b>SS #4: Households Removed from Temporary Assistance for Needy Families (TANF)</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Number of households receiving TANF assistance (decrease).	4	3		
<b>SS #5: Households Assisted by Services that Increase Self Sufficiency</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Number of households receiving services aimed to increase self-sufficiency (increase).	0 households	25 households		
<b>SS #6: Reducing Per Unit Subsidy Costs for Participating Households</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Average amount of Section 8 subsidy per household affected by this policy in dollars (decrease).	\$1,264	\$1,264		
<b>SS #7: Increase in Agency Rental Revenue*</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Total Household contributions towards housing assistance (increase).	\$150	\$150		
<i>*Represents Average TTP.</i>				
<b>SS #8: Households Transitioned to Self Sufficiency*</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Number of households transitioned to self-sufficiency (increase).	0 households	25 households		
<i>*Self-sufficiency is defined as participants who have secured subsidized or market rate housing.</i>				
<b>HC #5: Increase in Resident Mobility</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase).	0 households	25 households		

**Planned Significant Changes**

No significant changes are planned.

## Activity 2018-4: Support for the Secure Jobs Initiative: Services Only

### Description/Update

In FY 2018, HUD approved DHCD's Support for the Secure Jobs Initiative: Services Only activity and DHCD began implementation planning. Using MTW Block Grant funding flexibility, this activity builds upon the services portion of the Secure Jobs Initiative (SJI) program. The clients served under this activity are not participants in the Housing Choice Voucher program or residents of federal public housing. Low-income participants in this activity receive supportive services, but not vouchers. Leveraging other state and private dollars, MTW Block Grant funds partially support recruitment and referral, intake and assessment, completion of IEPs, job readiness training, career counseling, job development and connecting participants to employers and post-employment placement services. MTW Block Grant service dollars are used flexibly to pay for small expenses such as licensure tests, RMV fees, transportation passes, uniforms and other expenses that may act as barriers to successful employment.

By FY 2019, the procurement for service providers had been completed and the state executed contracts with 8 partnering agencies that began providing services. It is anticipated that MTW Block Grant funds will support up to 750 participants in FY 2020.

### Plan Year Approved, Implemented, Amended

Approved FY 2018 and implemented FY 2019.

### Planned Non-Significant Changes

No non-significant changes are planned.

### Planned Changes to Metrics/Data Collection

The following changes were made to the metrics below:

- CE #4, Increase in Resources Leveraged: The benchmark was updated to reflect the most recent Secure Jobs funding from the Commonwealth.
- SS #5, Households Assisted by Services that Increase Self Sufficiency: The baseline was revised to zero. Zero households received services through MTW funding prior to the activity being implemented. The benchmark was also updated to reflect the number of participants anticipated to be served in FY 2020.

### Metrics

<i>CE #4: Increase in Resources Leveraged</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Amount of funds leveraged in dollars (increase)	\$0	\$940,000		
<i>SS #1: Increase in Household Income</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average earned income of households affected by this policy in dollars (increase).	\$4,341	\$6,212		

<b>SS #3: Increase in Positive Outcomes in Employment Status</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Unemployed	630	315		
	74%	38%		
Employed Part-Time or Full-Time	177	412		
	22%	50%		
Enrolled in an Educational Program or Job Training	642*	128**		
	78%	20%		
<i>*Represents SJI participants who have a high school level education or less.</i> <i>** Represents SJI participants who have a high school level education or less and who enroll in an education or job training program</i>				
<b>SS #4: Households Removed from Temporary Assistance for Needy Families (TANF)</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Number of households receiving TANF assistance (decrease).	477	239		
<b>SS #5: Households Assisted by Services that Increase Self Sufficiency</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Number of households receiving services aimed to increase self-sufficiency (increase).	0 households	750 households		
<b>SS #6: Reducing Per Unit Subsidy Costs for Participating Households</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Average amount of Section 8 subsidy per household affected by this policy in dollars (decrease).	N/A*	N/A*		
<i>*Participants in this activity do not receive a Section 8 subsidy.</i>				
<b>SS #7: Increase in Agency Rental Revenue*</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Total Household contributions towards housing assistance (increase).	N/A	N/A		
<i>*Participants in this activity are not assisted in PH or Section 8.</i>				
<b>SS #8: Households Transitioned to Self Sufficiency*</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Number of households transitioned to self-sufficiency (increase).	0 households	329 households		
<i>*Self-sufficiency is defined as participants who have secured subsidized or market rate housing.</i>				
<b>HC #5: Increase in Resident Mobility</b>				

Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase).	0	TBD		

**Planned Significant Changes**

No significant changes are planned.

## Activity 2018-5: A Better Life Program Model

### Description/Update

In FY 2018, HUD approved and DHCD implemented the A Better Life Program Model activity. The program is intended to provide eligible families with skills necessary for meaningful employment and effectively remove barriers to obtaining self-sufficiency. Under this activity, four Local Housing Authorities (LHAs), Chelsea, Gloucester, New Bedford and Taunton, received funding from DHCD to operate the “A Better Life Self-Sufficiency (ABL) Program” at state-aided public housing developments. Eligibility for the ABL program is limited to low-income applicants and existing residents in the LHA’s state housing programs.

To date, MTW Block Grant service dollars have gone to support planning grants, which were a result of a DHCD issued NOFA. Planning grants were used by the LHAs to deploy staff, consultants and life coaches to draft LHA-specific ABL programs that are responsive to the unique needs of their population. LHAs are also utilizing grant funding for marketing materials, resident outreach and putting in place service delivery models with partners. Currently, DHCD is assessing planning completed by the four LHAs as well as their implementation plans. In FY 2019, DHCD will issue implementation grants to LHAs and LHAs will begin serving households and will continue to do so in FY 2020.

### Plan Year Approved, Implemented, Amended

Approved and implemented FY 2018.

### Planned Non-Significant Changes

No non-significant changes are planned.

### Planned Changes to Metrics/Data Collection

DHCD established baseline and benchmarks for required metrics below as applicable and/or available. Given the ABL program has not been rolled out yet and DHCD does not have information regarding the future ABL participants, DHCD utilized data from a similar program, MassLEAP, as a proxy for baseline and benchmark information, where data was available. MassLEAP provides eligible participants with a set of supportive services needed to support meaningful and sustainable earned income growth. Specifically, DHCD used MassLEAP data for public housing participants in the Metro–Boston area. Information below is based on 37 MassLEAP participants. For data that is not currently available, DHCD will implement a data collection tool to ensure information is available on program outcomes upon rollout.

### Metrics

<i>SS #1: Increase in Household Income</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average earned income of households affected by this policy in dollars (increase).	\$15,259	\$25,589		
<i>SS #2: Increase in Household Savings</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average amount of savings/escrow of households affected by this policy (in dollars)	\$524	\$1,239		



<b><i>SS #3: Increase in Positive Outcomes in Employment Status</i></b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Unemployed	133	84		
	38%	24%		
Employed Part-Time or Full-Time	217	266		
	62%	76%		
Enrolled in an Educational Program or Job Training	Not available	Not available		
	Not available	Not available		
<b><i>SS #4: Households Removed from Temporary Assistance for Needy Families (TANF)</i></b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Number of households receiving TANF assistance (decrease).	Not available	Not available		
<b><i>SS #5: Households Assisted by Services that Increase Self Sufficiency</i></b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Number of households receiving services aimed to increase self-sufficiency (increase).	0	350		
<b><i>SS #6: Reducing Per Unit Subsidy Costs for Participating Households</i></b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Average amount of Section 8 and/or 9 subsidy per household affected by this policy in dollars (decrease).	Not available	Not available		
<b><i>SS #7: Increase in Agency Rental Revenue</i></b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Total Household contributions towards housing assistance (increase).	Not available	Not available		
<b><i>SS #8: Households Transitioned to Self Sufficiency*</i></b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Number of households transitioned to self-sufficiency (increase).	0 households	0 households		
<i>*Self-sufficiency is defined as graduation on completion of the service plan.</i>				

### **Planned Significant Changes**

No significant changes are planned.

## Activity 2018-6: Health Starts at Home

### Description/Update

In FY 2018, HUD approved and DHCD implemented the Health Starts at Home (HSH) activity. Under this activity, DHCD is collaborating with The Boston Foundation (TBF) to provide up to fifty (50) Housing Choice Vouchers to eligible participants in TBF's HSH initiative. The vouchers allocated under this activity are standard MTW vouchers and all MTW policies and applicable regulatory requirements apply. TBF is a community foundation that provides grants to nonprofit organizations and designs special funding initiatives to address critical challenges in the community.

Applicants for HSH vouchers are referred to the applicable RAA from Building Bridges to Better Health (BB2BH), Chelsea Homes for Health and Mortar Between the Bricks and will be selected according to the date and time of referral. Applicants are screened according to DHCD eligibility and screening requirements. Income, rent and subsidy are calculated per DHCD's MTW income and rent policies. Vouchers are administered by the appropriate RAA.

HSH participants are subject to all DHCD MTW policies unless superseded by HSH program policies. HSH vouchers are not time-limited; however, DHCD will not reissue HSH vouchers upon turnover.

To date, all vouchers have been issued and 26 households are leased up. The remainder are searching for housing and it is anticipated most will be leased up prior to FY 2020. A few households may require voucher extensions due to reasonable accommodations, which could extend into FY 2020.

### Plan Year Approved, Implemented, Amended

Approved and implemented FY 2018.

### Planned Non-Significant Changes

No non-significant changes are planned.

### Planned Changes to Metrics/Data Collection

No changes to metrics or data collection methods are planned.

### Metrics

<i>HC #4: Displacement Prevention</i>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households at or below 80% AMI that would lose assistance or need to move (decrease)	0	50		
<b>Local Metric: Decrease in Households Receiving Homelessness Assistance</b>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of Household Receiving Homelessness Assistance (decrease)	0	50		
<b>HC #5: Increase in Resident Mobility</b>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?

Number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase).	0	50		
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**Planned Significant Changes**

No significant changes are planned.

## **Activity 2018-7: Enhanced Local Project-Based Voucher Program**

### **Description/Update**

In FY 2018, HUD approved DHCD's Enhanced Local Project-Based Voucher Program activity. Through its project-based voucher (PBV) program, DHCD partners with for-profit and non-profit housing providers to expand the supply of affordable housing to low-income families. To meet the evolving needs of the Agency and the residents served, DHCD enhanced and expanded its existing PBV program as follows:

- DHCD authorized owners/managers of PBV developments to be responsible for all PBV waiting list intake and management functions for their developments. Applicants contact the owner/manager of a specific development in order to file an application. Applicant files and the waiting list itself are maintained at the development site. Owner/managers are responsible for contacting and screening applicants who come to the top of the waiting list, collecting all needed information from the applicant, and then forwarding the applicant to the RAA for eligibility determination and processing.
- Increase the 20% cap on PB units in DHCD's portfolio. DHCD will use a 40% as the cap for budget authority allocated to Project-Based vouchers.
- Project base up to 100% of the dwelling units in any PBV project or building.
- Initial PBV rents will continue to be determined in conformance with the provisions of 24 CFR 983.301 through 983.305 as applicable; however, for re-determined rents to owners of PBV units, rent to owner will not exceed the lowest of the following amounts:
  - The reasonable rent;
  - The rent requested by the owner; or
  - Such other amount determined by DHCD to be appropriate for the unit, based upon the nature of the unit and the RFP from which the owner was selected. For example, in certain cases, DHCD believes a shallower or higher subsidy may be more appropriate.
- Waive the option that allows PBV participant families to move with a tenant-based voucher after one year of assistance in a project-based unit.
- Provide a project-based transfer preference for families who have verified educational opportunities or employment offers that are more than twenty-five (25) miles from the family's current project-based unit. The project-based transfer preference is subject to availability of another project-based unit within a twenty-five (25) mile radius of the educational opportunity or employment offer.
- Provide a project-based transfer preference for families who are over- or under-housed and who are willing to move to a project-based unit in another RAA's jurisdiction. Unit offers will be made consistent with the family composition and DHCD occupancy standards.

### **Plan Year Approved, Implemented, Amended**

Enhanced Local PBV: Approved and implemented FY 2018.

PBV Site-Based Waiting Lists were approved in FY 2010 and implementation began in FY 2013.

### **Planned Non-Significant Changes**

In FY 2020, DHCD will review the portion of this activity related to project-based opt-out requests for tenant-based vouchers. In a prior plan year, DHCD received approval to discontinue providing tenant-based

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Mass. DHCD MTW Annual Plan FY 2020

vouchers to project-based participants; however, DHCD may choose not to implement this portion of the approved activity. DHCD may retain its existing policy and continue to allow project-based participant requests for tenant-based vouchers with threshold caps for each RAA. A determination will be made in FY 2020.

#### **Planned Changes to Metrics/Data Collection**

The new 50900 requires reporting of planned PBVs that will be either under AHAP or HAP during the Annual Plan fiscal year. DHCD's PBVs are allocated through the state's competitive rental round and in concert with the award of Low Income Housing Tax Credits. Proposals are due in February of each year, with funding announcements made in the spring. Given that DHCD's MTW Plan is due to HUD prior to the award of FY 2020 PBV funding, DHCD cannot identify which projects will be awarded PBVs at this time. Further, of the awards made, at this time DHCD cannot determine which proposals will pass all screening thresholds and enter into AHAP or HAP contracts. DHCD will report on all projects and PBVs committed and leased/issued in FY 2020 in the FY 2020 Annual Report. Accordingly, the benchmark reflects known PBV units under contract.

#### **Metrics**

<i><b>HC #4: Displacement Prevention</b></i>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Number of households at or below 80% of AMI that would lose assistance or need to move (decrease).	0	3,535*		
<i>*Represents the number of PBV units made available under this activity.</i>				

#### **Planned Significant Changes**

No significant changes are planned.

## Activity 2018-9: Affordable Housing Preservation and Development Fund

### Description/Update

In FY 2018, HUD approved and DHCD began the implementation of the Affordable Housing Preservation and Development Fund activity. Under this activity, DHCD utilizes MTW Block Grant funds to support the development and preservation of affordable rental housing units through implementation of a new Affordable Housing Preservation and Development Fund (AHPD). AHPD funds will provide loans to eligible projects to leverage private equity and state-aided public housing capital resources.

AHPD funds support development and preservation of rental units targeted for households earning less than 80% of Area Median Income. DHCD requires deed restrictions or other legally binding covenants to ensure long-term affordability in conformance with the applicable Notice. Where AHPD provides grant funding, the minimum affordability term is thirty years unless otherwise approved by HUD. Units must meet HQS standards throughout the term.

In FY 2018, DHCD awarded funding to two Local Housing Authorities (LHAs), Boston Housing Authority (BHA) and Cambridge Housing Authority (CHA), to substantially rehab and preserve state aided public housing developments.

- CHA: MTW funding will be used to substantially rehab three state aided public housing sites for disabled individuals, with a total of 25 units. MTW funding of \$1.129M is being used to leverage another \$270,000. The project will begin in July of 2019 and construction is expected to be completed sometime in FY 2020.
- BHA: MTW funding of approximately \$4M leveraged approximately \$25M in other funding sources (including permanent debt, federal 4% LIHTC, state and federal historic tax credits, a seller note, and FHLB soft debt) to preserve an apartment building built in 1949, consisting of 72 units. Relocation of existing tenants and phased, substantial rehabilitation of the property will begin in FY 2019. The scope of work includes updating the fire alarm system and all kitchens and bathrooms, and completing accessibility and common area upgrades, new energy efficient mechanical systems and landscaping throughout. The estimated construction period is 24 months. In FY 2020, DHCD anticipates that the project will remain under construction and spend approximately \$1.6M in MTW funds, with the balance disbursed at the estimated permanent loan closing in December of 2020.

In FY 2020, DHCD may also utilize funds under this activity for the preservation and development of other affordable housing. Specifically, DHCD may provide gap financing to developers that submit applications to DHCD for Low Income Housing Tax Credits.

### Plan Year Approved, Implemented, Amended

Approved and implemented FY 2018.

### Planned Non-Significant Changes

In FY 2020, DHCD plans to extend the scope of the AHPD Activity as following:

- Given the high rates of family homelessness in the Commonwealth, there is a shortage of available family congregate shelter. In an effort to support the state's initiatives to reduce family homelessness, DHCD will provide MTW funding to shelter providers, through a competitive process, to develop and/or acquire new family congregate sites. Shelters brought online as a result of this initiative will serve families at or below 80% AMI and meet HQS standards. This initiative meets the statutory objective of increasing housing choice, by providing families, who would otherwise not have a place to live, a housing option. Per HUD's form 50900, MTW PHAs are

required to re-propose activities that require "significant changes." A "significant change" is defined when 1) the nature of the activity has changed such that an additional MTW authorization is needed or 2) when an MTW PHA fundamentally changes the nature and scope of an activity to the extent that there is the potential for a different impact on residents (e.g. changing the calculation of rent). Given that this revision does not trigger either of the provisions that define a "significant change", DHCD has included this as a non-significant change to Activity 2018-9, Affordable Housing Preservation and Development Fund.

#### **Planned Changes to Metrics/Data Collection**

DHCD updated the benchmarks to reflect current plans.

#### **Metrics**

<i><b>CE #4: Increase in Resources Leveraged</b></i>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Amount of funds leveraged in dollars (increase).	\$0	\$25.6M		
<i><b>HC #1: Additional Units of Housing Made Available</b></i>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Number of new housing units made available for households at or below 80% AMI as a result of the activity (increase).	0	97		
<i><b>HC #2: Units of Housing Preserved</b></i>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Number of housing units preserved for households at or below 80% AMI that would otherwise not be available (increase).	0	97		

#### **Planned Significant Changes**

No significant changes are planned.

## **Activity 2019-1: Launch**

### **(Formerly Pathways to Prosperity)**

#### **Description/Update**

Under the Launch program, DHCD will use up to \$2M per year for three years, in MTW Block Grant funding flexibility to connect low-income youth ages 18-24, living in subsidized housing in the Boston area, to programs and services that help them obtain employment and a sustaining wage. DHCD has contracted with The United Way of Massachusetts Bay to recruit, engage and connect targeted youth to employment readiness, job placement, vocational training, certificate programs and/or other post-secondary education programs. Additionally, DHCD has provided funding for up to 40 participants, recruited and referred by the United Way, to participate in the Year Up program. The Year Up program combines hands-on skills development, courses eligible for college credit, and corporate internships to prepare students for success in professional careers and higher education.

For Launch participants who are also participants in DHCD's federal HCV program, DHCD may exclude 100% of the increase in earned income for up to a 3-year period. The exclusion period begins after enrollment in Launch, at the point where earned income increases and continues regardless of employment status, until the end of the period determined by DHCD.

Other adults living in subsidized housing in the Boston area who are outside of this age range also are connected to services. Specifically, DHCD has connected with other employment training and referral agencies who are responsible for referring low-income adults outside of the 18-24 age range to area job training providers such as Secure Jobs, Jewish Vocational Services and/or One-Stop Career Centers.

DHCD has dedicated MTW Block Grant funds to support up to four hundred (400) participants per year for a three-year period. However, given partnering agencies' recent experience in outreach initiatives and challenges in enrolling the target population, DHCD does not expect to reach the goal of 400 participants in FY 2020. To date, United Way has completed outreach to over 200 youth and yet only successfully connected 24 individuals with job coaches. DHCD and partnering agencies will continue to aggressively recruit individuals for the program; however, DHCD anticipates only serving 200 participants in FY 2020.

#### **Plan Year Approved, Implemented, Amended**

Approved and implemented FY 2019.

#### **Planned Non-Significant Changes**

No non-significant changes are planned.

#### **Planned Changes to Metrics/Data Collection**

DHCD developed baselines and benchmarks for metrics previously identified as TBD, where available. As many of the participants of this program are not HCV participants, DHCD does not have preliminary information on this population. Administering agencies will be collecting data on participant outcomes, which will be provided in DHCD's Annual Report. DHCD may develop additional program metrics after the first full year of implementation.

Where applicable, DHCD used data from other MTW programs, such as YTTS and HCV, to populate baselines and benchmarks.

#### **Metrics**

<i>CE #4: Increase in Resources Leveraged</i>
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Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Amount of funds leveraged in dollars (increase)	0	\$2,564,220		
<b>SS #1: Increase in Household Income</b>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average earned income of households affected by this policy in dollars (increase).	\$9,492	\$10,012		
<b>SS #3: Increase in Positive Outcomes in Employment Status</b>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Unemployed	170	140		
	85%	70%		
Employed Part-Time or Full-Time	30	60		
	15%	30%		
Enrolled in an Educational Program or Job Training	20	40		
	10%	20%		
<b>SS #4: Households Removed from Temporary Assistance for Needy Families (TANF)</b>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households receiving TANF assistance (decrease).*	TBD	TBD		
*DHCD will collect data on the number of households receiving TANF from administering agencies and will include information in the next report.				
<b>SS #5: Households Assisted by Services that Increase Self Sufficiency</b>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Number of households receiving services aimed to increase self-sufficiency (increase).	0 households	200 households/year		
<b>SS #6: Reducing Per Unit Subsidy Costs for Participating Households</b>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Average amount of Section 8 subsidy per household affected by this policy in dollars (decrease).*	Not available	Not available		
*Participants in this program are residents of multiple types of subsidized housing, many of which may not be Section 8. Average amount of subsidy is not available to DHCD or the administering agencies.				
<b>SS #7: Increase in Agency Rental Revenue</b>				
Unit of Measurement	Baseline	Benchmark	Outcome	Benchmark Achieved?
Total Household contributions towards housing assistance (increase).*	Not available	Not available		

<i>*Participants in this program are residents of multiple types of subsidized housing, many of which may not be Section 8. Rental revenue in dollars is not available to DHCD or the administering agencies.</i>				
<b>SS #8: Households Transitioned to Self Sufficiency*</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Number of households transitioned to self-sufficiency (increase).	0 households	150 households**		
<i>*Self-sufficiency is defined as participants who exit the program for any other reason than termination of housing subsidy.  **DHCD does not expect households to transition to self-sufficiency in year 1 of the program. The benchmark reflects what DHCD anticipates after a minimum of two years of program participation.</i>				
<b>HC #5: Increase in Resident Mobility</b>				
<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>	<b>Outcome</b>	<b>Benchmark Achieved?</b>
Number of households able to move to a better unit and/or neighborhood of opportunity as a result of the activity (increase).*	N/A	N/A		
<i>*This metric is not applicable to the Launch program. Program participants are individuals already living in subsidized housing, and in most cases participants will stay in their current housing situation. Case management will target education and employment goals. DHCD has other programs that focus on housing mobility.</i>				

#### **Planned Significant Changes**

No significant changes are planned.

## **B. Not Yet Implemented Activities**

### **Activity 2011-1: Value Vouchers**

#### **Description/Update**

DHCD plans to implement a new “MTW value voucher” targeted to the homeless and those with disabilities. This initiative will provide a lower cost subsidy than a conventional voucher. Participants will be offered units in privately assisted housing developments where the rental costs are lower (generally by 25% or more) than current HUD published FMRs, but still not affordable to very-low and extremely low-income households. These would generally be units in LIHTC, Section 236, and certain state funded developments, for example, where rents are generally set at or below 60% of AMI.

#### **Timetable for Implementation**

This activity was approved by HUD in 2011; however, DHCD has not utilized this flexibility to date and has not established a firm implementation timetable.

#### **Explanation of Non-Significant Changes Since Approval**

No changes have been made since approval.

## **C. Activities on Hold**

Currently there are no activities on hold.

## D. Closed Out Activities

The following table summarizes previously approved MTW activities that DHCD has completed, discontinued, or determined do not require MTW authority to implement.

**Table 10: Closed-Out MTW Activities**

Activity	Plan Year Approved	Plan Year Implemented	Close Out Year	Reason for Close Out
Biennial Inspections (Activity 2011-3)	FY 2011	FY 2013	FY 2015	DHCD closed out this activity as an MTW initiative due to the 2014 Appropriations Act, which allows DHCD to transition to a biennial inspection schedule without MTW authority.
Project Based Voucher Discretionary Moves (Activity 2012-3)	FY 2012	FY 2012	FY 2018	DHCD proposed and received HUD approval for a new Local Project-Based Voucher Program, which includes revisions to the PBV opt out policy.
Rent Reasonableness (Activity 2013-1)	FY 2013	FY 2013	FY 2018 Note: The FY 2019 Plan included this activity; however, prior to the end of FY 2018 (after the FY 2019 was submitted) DHCD closed this activity.	Under HOTMA, the trigger for reasonable rent redeterminations increased from a 5% decrease to a 10% decrease in FMR from one year to the next. DHCD determined that a 10% decrease in FMR was such that a reasonable rent redetermination would be warranted to ensure that subsidies paid are in line with market rents.
PBV Rent Reasonableness (Activity 2013-2)	FY 2013	FY 2013	FY 2019	DHCD closed out this activity and consolidated it with the approved Enhanced PBV Program activity (Activity 2018-7). This action will allow DHCD to report on all Enhanced PB activity features under one activity.
Equity Builder Program (Activity 2018-8)	FY 2018	N/A	FY 2020	After discussions with for-profit and non-profit owners, DHCD determined the activity was not financially feasible. Owners relayed lack of interest in pursuing the program and a lack of financial benefits. As the success of the program is dependent on owners providing LTO units, DHCD has decided to close the activity out.

## V. Sources and Uses of MTW Funds

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### A. Estimated Sources and Uses of MTW Funds

DHCD's operates an MTW program that involves only Housing Choice Vouchers. The tables below provide a projection of sources and uses for the MTW program for FY 2020. Note that no state or local funds are utilized. Note also that HCV funding is allocated on a calendar year (CY) basis. As of the posting of this Plan, DHCD has not been notified of total renewal funding for the CY; thus, the amounts listed below may change based on actual funding levels. DHCD will provide information on actual source and use amounts as part of the MTW Annual Report.

#### i. Estimated Sources of MTW Funds

**Table 11: Estimated Sources of MTW Funding for FY 2020**

<b>FDS Line Item Number</b>	<b>FDS Line Item Name</b>	<b>Dollar Amount</b>
70500 (70300+70400)	Total Tenant Revenue	\$0
70600	HUD PHA Operating Grants	\$246,540,500
70610	Capital Grants	\$0
70700 (70710+70720+70730+70740+70750)	Total Fee Revenue	\$23,215,160
71100+72000	Interest Income	\$120,600
71600	Gain or Loss on Sale of Capital Assets	\$0
71200+71300+71310+71400+71500	Other Income	\$7,800
<b>70000</b>	<b>Total Revenue</b>	<b>\$269,884,060</b>

#### ii. Estimated Uses of MTW Funds

**Table 12: Estimated Uses of MTW Funding for FY 2020**

<b>FDS Line Item Number</b>	<b>FDS Line Item Name</b>	<b>Dollar Amount</b>
91000 (91100+91200+91400+91500+91600+91700+91800+91900)	Total Operating – Administrative	\$6,180,000
91300+91310+92000	Management Fee Expense	\$23,200,000
91810	Allocated Overhead	\$75,000
92500 (92100+92200+92300+92400)	Total Tenant Services	\$710,000
93000 (93100+93600+93200+93300+93400+93800)	Total Utilities	\$0

<b>FDS Line Item Number</b>	<b>FDS Line Item Name</b>	<b>Dollar Amount</b>
93500+93700	Labor	\$0
94000 (94100+94200+94300+94500)	Total Ordinary Maintenance	\$0
95000 (95100+95200+95300+95500)	Total Protective Services	\$0
96100 (96110+96120+96130+96140)	Total Insurance Premiums	\$0
96000 (96200+96210+96300+96400+96500+96600+96800)	Total Other General Expenses	\$0
96700 (96710+96720+96730)	Total Interest Expense & Amortization Cost	\$0
97100+97200	Total Extraordinary Maintenance	\$0
97300+97350	HAP + HAP Portability-In	\$230,650,105
97400	Depreciation Expense	\$0
97500+97600+97700+97800	All Other Expense	\$9,068,955
<b>90000</b>	<b>Total Expenses</b>	<b>\$269,884,060</b>

**Please describe any variances between Estimated Total Revenue and Estimated Total Expenses:**

N/A
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***iii. Description of Planned Use of MTW Single Fund Flexibility***

Under the MTW Program, DHCD is authorized to establish an MTW Block Grant budget. Activities that utilize Block Grant single fund flexibility are described below:

- DHCD will use up to \$150,000, in Single Fund Flexibility, to support the development and implementation of a data warehouse. DHCD is partnering with the Regional Housing Network (RHN), made up of nine regionally based non-profit housing agencies and one regional housing authority, to design an RHN Data Warehouse. The RHN Data Warehouse will pool and house client data for all participating organizations and will allow for the sharing of information. The system will house common data points across all agencies, which will be collected through tracking and data management protocols, pre-assessment and assessment processes and evaluation procedures. This will allow DHCD to be able to better review program outcomes and understand the impact of program and policy interventions. System design will also include data bridges to allow data to flow directly from member organizations' existing or newly developed software systems and/or client management systems to an RHN data warehouse.
- DHCD will use up to \$500,000, in Single Fund Flexibility over three years, to fund MTW program evaluations. Specifically, in FY 2020, DHCD will use a third party to perform program evaluations of two of the new MTW programs, ABL and Launch. Program evaluations will collect data and information on the participant outcomes as a result of the targeted MTW initiatives and assist DHCD in revising program provisions to better serve participants.
- DHCD will use up to \$500,000 in Single Fund Flexibility to support a career navigation initiative for HCV participants. Specifically the funds will support the cost of Career Navigators

(Navigators), currently located at Career Centers across the state. Navigators will meet one-on-one with individuals to help them identify a career path that fits with the available jobs in their region with good wages, benefits and opportunity for advancement. Navigators will also work with participants to identify training or education opportunities, facilitate employer relationships and support participants through the process of finding a job and post-employment transition. Individuals will be referred to Navigators by FSS Coordinators. Given the Career Centers' specialized expertise in career navigation/job development and strong employer relationships, they are best suited to support HCV participants in this aspect of self-sufficiency development. Additionally, funds will support the development resources, such as regional employment maps. The employment resources will assist staff at Career Centers and RAAs in directing participants toward areas of employment opportunity. Navigators and FSS Coordinators will be brought together quarterly for training and networking.

- Prosperity Coordinator: DHCD plans to utilize approximately \$150,000 to fund an Economic Prosperity Coordinator (EPC). The EPC will be responsible for planning, implementation and oversight of all MTW programs that support economic prosperity. No additional MTW waivers are required to implement this activity.
- Supportive Services:
  - Workforce Development: DHCD will use up to \$2M in single funds for a workforce development initiative. The goal of the initiative is to build the connection between housing and employment through supporting voucher holders in pursuing long-term economic mobility. Funds will be provided to each RAA, which will in turn invest in targeted initiatives for an identified target population, within the MTW portfolio, which have achievable outcomes to support individuals on their path to long term economic mobility. These initiatives may be part of a continuum of services that RAAs offer and can lead to enrollment in FSS or deeper engagement with FSS for currently enrolled households. Examples of workforce development initiatives include, but are not limited to, paying for slots in skills training programs and hiring an onsite career center navigator to connect individuals to jobs and navigate the education and training landscape.
  - Education Partnership: DHCD will use up to \$2M in single fund flexibility on educational activities that target youth members of DHCD voucher households. The purpose of this education initiative is to provide younger students with the support needed to ensure positive educational outcomes and to provide family members who may be of high school age or older with greater exposure to career and post-graduation educational options. Support and educational activities will be tailored to the participant based on need and age. For example, educational activities, which target elementary school students or older, will include afterschool programming for students that exposes participants, through hands on learning activities, to science, technology, engineering, mathematics, music, and arts.

DHCD's RAAs will identify high quality education programs/activities in place in their regions and then look to establish partnerships with these agencies. DHCD will address the barriers to access and may provide funding for an education program initiative for HCV youth in the impacted area. The education partnership activity includes a financial incentive for a college saving account contribution upon program completion.

  - Other Supportive Services: DHCD will use approximately \$726,000 in MTW funds on activities to support a wide range of supportive services for DHCD program participants



including: expansion of FSS programming, job training and placement; educational partnership initiatives; affordable homeownership programs and other economic development and self-sufficiency program activities. This includes funding for case management services to connect targeted HCV youth ages 18-24 to employment readiness, job placement, vocational training, certificate programs and/or other post-secondary education programs under the proposed MTW Pathways to Prosperity activities.

- **VASH Leasing:** On average, DHCD intends to operate the VASH program within the approved VASH budget and authorized unit count. However, recognizing the overriding importance of providing affordable housing to VASH-eligible veterans, DHCD may, on a limited basis, utilize MTW Block Grant funds to temporarily support higher leasing and/or HAP expenditure levels. DHCD projects that approximately \$225,000 in MTW funds will be utilized in FY 2017 for this purpose. No additional MTW waivers are required.
- **Homelessness Prevention:** DHCD will use approximately \$225,000 to cover housing related costs to prevent homelessness in two areas: 1) For DHCD's VASH participants, where other resources are unavailable and upon request from the VAMC, DHCD may provide funds to cover security deposits, first and last month's rent, rent and utility arrearages. Support per VASH participant has a lifetime cap at an amount equivalent to two month's rent. 2) Under the MTW RAFT activity, DHCD may provide homelessness prevention resources (i.e. utility arrearage payments, etc.) to a limited subset of MTW HCV households that are participating in the RAFT program and who have been determined to be at risk for homelessness.
- **Supportive Housing Initiative:** DHCD intends to use approximately \$300,000 per year in MTW Block Grant funds to partially fund intensive supportive services for income eligible households at DHCD-funded Project Based Voucher developments. Supportive service funding will be provided to eligible non-profit PBV owners, and generally shall not exceed \$2,000 per household per year. DHCD will establish a competitive process to award these funds. Eligible supportive services may include case management and other services designed to help participants increase household income and improve economic self-sufficiency. No additional MTW waivers are required to implement this activity.

## B. Local Asset Management Plan

i. *Is the MTW PHA allocating costs within statute?*

Yes

ii. *Is the MTW PHA implementing a local asset management plan (LAMP)?*

No

iii. *Has the MTW PHA provided a LAMP in the appendix?*

No

iv. *If the MTW PHA has provided a LAMP in the appendix, please describe any proposed changes to the LAMP in the Plan Year or state that the MTW PHA does not plan to make any changes in the Plan year.*

Not applicable

## C. Rental Assistance Demonstration (RAD) Participation

### i. Description of the RAD Participation

As DHCD does not own or operate any federal public housing units, only Second Component RAD conversions are undertaken. DHCD understands the relevance and inherent housing preservation and expansion benefits related to the conversion of Rent Supplement, Rental Assistance Payments and Mod/Rehab program units to project-based assistance under the RAD program. Table 13 below indicates that DHCD does not anticipate any RAD Component 2 conversions in FY 2020.

Table 14 includes those developments that DHCD has converted through the RAD program. DHCD entered into HAP contracts for RAD conversions beginning in FY 2013. The last conversion entered into was in FY 2015. To date there are 825 units converted under RAD Component 2 to Project Based Assistance.

**Table 13: RAD Conversions Planned in FY 2020**

<b>Rental Assistance Demonstration (RAD) Participation</b>
DHCD does not anticipate any RAD conversions will take place in FY 2020

**Table 14: RAD Conversions Completed or Projected to be Completed by the End of FY 2020**

<b>Rental Assistance Demonstration (RAD) Participation</b>
To date, the following RAD conversions have taken place:

<b>Property Name</b>	<b>No. of Units Converted to PBV</b>	<b>RAD Conversion Type</b>	<b>FY Reported</b>	<b>Description</b>
North Village	134	2 <sup>nd</sup> Component Rent Supplement	FY 2013	Existing family housing
Hope in Action	49	2 <sup>nd</sup> Component Rent Supplement	FY 2014	Existing family housing
Spring Hill	37	2 <sup>nd</sup> Component Rent Supplement	FY 2014	Existing family housing
Unquity House	139	2 <sup>nd</sup> Component Rent Supplement	FY 2014	Existing elderly housing
Highland Village	110	2 <sup>nd</sup> Component Rent Supplement	FY 2015	Existing family housing
Outing Park I	94	2 <sup>nd</sup> Component Mod/Rehab	FY 2015	Existing family housing
Outing Park II	81	2 <sup>nd</sup> Component Mod/Rehab	FY 2015	Existing family housing
Spring Gate	181	2 <sup>nd</sup> Component Rent Supplement	FY 2015	Existing family housing
<b>TOTAL</b>	<b>825</b>			

ii. *Has the MTW PHA submitted a RAD Significant Amendment in the appendix? A RAD Significant Amendment should only be included if it is a new or amended version that requires HUD approval.*

No

iii. *If the MTW PHA has provided a RAD Significant Amendment in the appendix, please state whether it is the first RAD Significant Amendment submitted or describe any proposed changes from the prior RAD Significant Amendment.*

Not applicable
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## **VI. Administrative**

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### **A. Board Resolution and Certifications of Compliance**

DHCD does not have a Board of Commissioners and, therefore, does not have a Board resolution process in place. DHCD's Undersecretary is the official authorized to sign the attached Certifications of Compliance. The required signed MTW Annual Plan Certifications of Compliance with Regulations is attached in Appendix B.

### **B. Documentation of Public Process**

DHCD provided public notice of the draft Annual Plan. The public comment period extended from February 25, 2019 through April 4, 2019. Open public hearings were conducted on March 18, 2019 in Springfield, MA (no public comments were presented at the hearing) and March 19, 2019 in Boston, MA (1 in attendance). Copies of public notices, a summary of comments and responses, and sign-in sheets are attached in Appendix C.

### **C. Planned and Ongoing Evaluations**

DHCD, in collaboration with its network of Regional Administering Agencies, utilizes internal resources to track and monitor performance of proposed and ongoing MTW activities. DHCD plans to complete additional MTW program evaluations. Specifically, in FY 2020, DHCD will select third party evaluators to begin program evaluations of two of the new MTW programs, ABL and Launch. Program evaluations will collect data and information to assess the performance and success of the targeted MTW initiatives. DHCD will provide evaluation results in future reports.

### **D. Lobbying Disclosures**

DHCD does not have any lobbying activities to disclose. DHCD has included the Lobbying Activities (SF-LLL) form in Appendix D and Certification of Payments (HUD-50071) form in Appendix E.

## **Appendix A: Listing of Regional Administering Agencies**

*Berkshire Housing Development Corp.*

One Fenn Street  
Pittsfield, MA 01201  
413.499.4887

*Community Teamwork, Inc.*

155 Merrimack Street  
Lowell, MA 01852  
978.459.0551

*Housing Assistance Corp*

460 West Main Street  
Hyannis, MA 02601  
508.771.5400

*Housing Solutions for Southeastern Mass.*

169 Summer Street  
Kingston, MA 02364  
781.422.4200

*Lynn Housing Authority & Neighborhood Development*

10 Church Street  
Lynn, MA 01902  
781.592.1966

*Metro Housing/Boston*

1411 Tremont Street  
Boston, MA 02120  
617.859.0400

*RCAP Solutions*

12 E. Worcester Street  
Worcester, MA 01604  
978.630.6600

*South Middlesex Opportunity Council*

7 Bishop Street  
Framingham, MA 01702  
508.620.2336

*Way Finders*

322 Main Street  
Springfield, MA 01105  
413.233.1500

## Appendix B: Certification of Compliance with Regulations

OMB Control Number: 2577-0216  
Expiration Date: 01/31/2021

CERTIFICATIONS OF COMPLIANCE	
<p align="center"><b>U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT</b>  <b>OFFICE OF PUBIC AND INDIAN HOUSING</b></p> <p align="center"><b>Certifications of Compliance with Regulations:</b>  <b>Board Resolution to Accompany the Annual Moving to Work Plan</b></p>	
<p>Acting on behalf of the Board of Commissioners of the Moving to Work Public Housing Agency (MTW PHA) listed below, as its Chairman or other authorized MTW PHA official if there is no Board of Commissioners, I approve the submission of the Annual Moving to Work Plan for the MTW PHA Plan Year beginning July 1, 2019, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:</p>	
<ol style="list-style-type: none"> <li>(1) The MTW PHA published a notice that a hearing would be held, that the Plan and all information relevant to the public hearing was available for public inspection for at least 30 days, that there were no less than 15 days between the public hearing and the approval of the Plan by the Board of Commissioners, and that the MTW PHA conducted a public hearing to discuss the Plan and invited public comment.</li> <li>(2) The MTW PHA took into consideration public and resident comments (including those of its Resident Advisory Board or Boards) before approval of the Plan by the Board of Commissioners or Board of Directors in order to incorporate any public comments into the Annual MTW Plan.</li> <li>(3) The MTW PHA certifies that the Board of Directors has reviewed and approved the budget for the Capital Fund Program grants contained in the Capital Fund Program Annual Statement/Performance and Evaluation Report, form HUD-50075.1 (or successor form as required by HUD).</li> <li>(4) The MTW PHA will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.</li> <li>(5) The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.</li> <li>(6) The Plan contains a certification by the appropriate state or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the MTW PHA's jurisdiction and a description of the manner in which the Plan is consistent with the applicable Consolidated Plan.</li> <li>(7) The MTW PHA will affirmatively further fair housing by fulfilling the requirements at 24 CFR 903.7(o) and 24 CFR 903.15(d), which means that it will take meaningful actions to further the goals identified in the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR 5.150 through 5.180, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR 903.7(o)(3). Until such time as the MTW PHA is required to submit an AFH, and that AFH has been accepted by HUD, the MTW PHA will address impediments to fair housing choice identified in the Analysis of Impediments to fair housing choice associated with any applicable Consolidated or Annual Action Plan under 24 CFR Part 91.</li> <li>(8) The MTW PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.</li> <li>(9) In accordance with 24 CFR 5.105(a)(2), HUD's Equal Access Rule, the MTW PHA will not make a determination of eligibility for housing based on sexual orientation, gender identify, or marital status and will make no inquiries concerning the gender identification or sexual orientation of an applicant for or occupant of HUD-assisted housing.</li> <li>(10) The MTW PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.</li> <li>(11) The MTW PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.</li> <li>(12) The MTW PHA will comply with requirements with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.</li> <li>(13) The MTW PHA will comply with requirements with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment and implementing regulations at 49 CFR Part 24.</li> </ol>	

HUD FORM 50900: Certifications of Compliance

24



- (14) The MTW PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
- (15) The MTW PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
- (16) The MTW PHA will provide HUD or the responsible entity any documentation needed to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58. Regardless of who acts as the responsible entity, the MTW PHA will maintain documentation that verifies compliance with environmental requirements pursuant to 24 Part 58 and 24 CFR Part 50 and will make this documentation available to HUD upon its request.
- (17) With respect to public housing and applicable local, non-traditional development the MTW PHA will comply with Davis-Bacon or HUD determined wage rate requirements under section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
- (18) The MTW PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
- (19) The MTW PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.
- (20) The MTW PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments) and 24 CFR Part 200.
- (21) The MTW PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the Moving to Work Agreement and Statement of Authorizations and included in its Plan.
- (22) All attachments to the Plan have been and will continue to be available at all times and all locations that the Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the MTW PHA in its Plan and will continue to be made available at least at the primary business office of the MTW PHA.

Commonwealth of Massachusetts Dept. of Housing & Community Development MA901

MTW PHA NAME

MTW PHA NUMBER/HA CODE

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

Jennifer Maddox

Acting Undersecretary

NAME OF AUTHORIZED OFFICIAL

TITLE

*Jennifer Maddox*

*4/12/2019*

SIGNATURE

DATE

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

## **Appendix C: Documentation of Public Process**

(Includes Public Notice, Sign-in Sheets and Summary of Comments and Related Responses)



## Public Notice

### Massachusetts Department of Housing and Community Development (DHCD)

Funding Agency for the Regional Housing Choice Voucher Program administered by:  
Berkshire Housing Development Corporation in Pittsfield, MA; Community Teamwork, Inc. in  
Lowell, MA; Way Finders in Springfield, MA; Housing Assistance Corporation in Hyannis, MA;  
Lynn Housing Authority and Neighborhood Development in Lynn, MA; Metro Housing Boston in  
Boston, MA; RCAP Solutions, Inc. in Worcester, MA; South Middlesex Opportunity Council in  
Framingham, MA; Housing Solutions for Southeastern MA in Kingston, MA

#### NOTICE OF PUBLIC HEARINGS REGARDING DHCD'S HOUSING CHOICE VOUCHER PROGRAM (HCVP) DRAFT MOVING TO WORK (MTW) PROGRAM ANNUAL PLAN FOR FY 2020

MARCH 18 AND MARCH 19, 2019

March 18, 2019 at Springfield Mason Square Library, 765 State Street, Springfield  
MA 01109

1:30 PM to 3:00 PM, Community Room

March 19, 2019 at Department of Housing Community Development, 100  
Cambridge Street, Boston MA 02114

11:00 AM – 12:30 PM, Conf. Room B, 2<sup>nd</sup> fl.

In accordance with its MTW Agreement, DHCD will hold public hearings prior to finalizing its FY 2020 Moving to Work Annual Plan. This plan provides details about DHCD's proposed MTW activities that will commence beginning July 1, 2019.

DHCD's draft MTW Annual Plan is available on DHCD's Website at: [www.mass.gov/dhcd](http://www.mass.gov/dhcd) under *Moving to Work Plans*. Additionally, this document will be mailed upon request, or an appointment scheduled to view it, by calling Cynthia Casey at DHCD at (617) 573-1206 between the hours of 9 a.m. and 4:00 p.m.

DHCD will accept written comments through Thursday, April 4, 2019. Written comments should be addressed to:

Bureau of Rental Assistance  
Massachusetts Department of Housing and Community Development  
100 Cambridge Street - Suite 300  
Boston, MA 02114  
Attention: MTW Annual Plan Comments  
FAX: (617) 573-1345

*If you plan to attend the hearing in Boston on March 19th, please call or email Cynthia Casey, 617-573-1206/Cynthia.Casey@mass.gov to provide your name, which will be forwarded to the building's security staff. Please bring photo I.D. Failure to list your name in advance could delay your attendance at the hearing.*

*If you plan to attend the hearing in Springfield on March 18th, please call 617-573-1206 to confirm your attendance.*

If you require an accommodation (materials in Braille/large print, sign language interpreters, etc.), please contact DHCD at 617-573-1206 no later than March 14, 2019.



Commonwealth of Massachusetts  
**DEPARTMENT OF HOUSING &  
COMMUNITY DEVELOPMENT**

Charles D. Baker, Governor ♦ Karyn E. Polito, Lt. Governor ♦ Janelle Chan, Undersecretary

**SIGN-IN SHEET**

**PUBLIC HEARING FOR  
2020 MTW ANNUAL PLAN**

DATE: 3/19/19

LOCATION: Boston - 100 Cambridge St.

NAME	REPRESENTING
Brendan Goodwin	DHCD
Marysue Schneider Melan	DHCD
Sue Nohi	Metro Housing/Boston
Anna Rothman-Shore	DHCD
Karenne Keisler	DHCD

Cambridge Street, Suite 300  
Boston, Massachusetts 02114



[www.mass.gov/dhcd](http://www.mass.gov/dhcd)  
617.573.1100



Commonwealth of Massachusetts  
**DEPARTMENT OF HOUSING &  
COMMUNITY DEVELOPMENT**

Charles D. Baker, Governor ♦ Karyn E. Polito, Lt. Governor ♦ Janelle Chan, Undersecretary

**SIGN-IN SHEET**

**PUBLIC HEARING FOR  
2020 MTW ANNUAL PLAN**

DATE: March 18, 2019  
LOCATION: Springfield MA

NAME	REPRESENTING
Joanne McKenna	DHCD

## Summary of Public Comments & DHCD Responses

The table below includes a summary of the comments received at the Fiscal Year 2020 MTW Plan Public Hearings held on March 18, 2019 in Springfield, MA and on March 19, 2019 in Boston, Massachusetts. Also included in the table below are summaries of comments received, in writing, regarding the Fiscal Year 2020 MTW Plan. Where comments made at the hearing and comments received in writing are similar (from the same agency/stakeholder), DHCD summarized and included the comment once. Finally, the table below includes DHCD's responses to the comments.

No.	Topic	Comment	DHCD Response
<b>Metro Housing  Boston - Sue Nohl</b>			
1.	Self-Sufficiency & Choice Mobility	<ul style="list-style-type: none"> <li>Metro Housing supports DHCD's efforts on self-sufficiency and choice mobility and appreciate the new initiatives provided using single fund flexibility – Workforce Development and Career Navigation</li> </ul>	<ul style="list-style-type: none"> <li>DHCD thanks Metro Housing for its support of DHCD programming.</li> </ul>
2.	Data Warehouse	<ul style="list-style-type: none"> <li>Metro Housing supports the development of a data warehouse as a tool to better analyze data to inform the effectiveness of the program as well as future program development</li> </ul>	<ul style="list-style-type: none"> <li>DHCD thanks Metro Housing for its support of DHCD programming.</li> </ul>
3.	Program Evaluation	<ul style="list-style-type: none"> <li>Metro Housing encourages DHCD, as funding allows, to conduct in-depth evaluations of existing programs and activities as a springboard for development of new programs and for larger targeted groups.</li> </ul>	<ul style="list-style-type: none"> <li>DHCD continues to explore new options for program supports and incentives.</li> </ul>
4.	Family Economic Stability Program	<ul style="list-style-type: none"> <li>Metro Housing appreciates the increase in subsidy by 10% in response to changes in the housing market.</li> </ul>	<ul style="list-style-type: none"> <li>No response required.</li> </ul>
5.	Supporting Neighborhood Opportunity in Mass (SNO Mass)	<ul style="list-style-type: none"> <li>After the pilot is completed, Metro Housing would like to be considered as a future site for this important initiative.</li> </ul>	<ul style="list-style-type: none"> <li>DHCD will consider this request when adding future sites</li> </ul>
6.	Multi-Year Recertifications	<ul style="list-style-type: none"> <li>Metro Housing applauds DHCD's efforts to expand this activity to support triennial recertifications for elderly/disabled families on fixed incomes. This efforts supports self-sufficiency for these families as well as administrative efficiencies to the RAAs.</li> </ul>	<ul style="list-style-type: none"> <li>No response required.</li> </ul>
7.	Youth Transition to	<ul style="list-style-type: none"> <li>Metro Housing appreciates the change to the eligibility pool as well</li> </ul>	<ul style="list-style-type: none"> <li>No response required.</li> </ul>

No.	Topic	Comment	DHCD Response
	Success Program (YTTSP)	as the modification to the subsidy level. These changes will assist program participants in successfully entering and completing the program.	
8.	Rent Simplification	<ul style="list-style-type: none"> <li>Metro Housing supports the recent change to the Payment Standard (PS) policy to allow update of the PS for elderly/disabled households during interim certifications related to increases in contract rent. This change will decrease the financial burden on elderly/disabled households.</li> </ul>	<ul style="list-style-type: none"> <li>No response required</li> </ul>
9.	Residential Assistance for Families in Transition	<ul style="list-style-type: none"> <li>Metro Housing would like to request that DHCD monitor the need for these funds and, where available consider use of MTW funds on participants in federal housing.</li> </ul>	<ul style="list-style-type: none"> <li>DHCD continues to explore new options for program supports and incentives.</li> </ul>
10.	Support for Secure Jobs	<ul style="list-style-type: none"> <li>Metro Housing supports DHCD's efforts for this program and welcomed the opportunity to have vouchers allocated for this program.</li> </ul>	<ul style="list-style-type: none"> <li>DHCD will consider this request when allocating additional vouchers for this program.</li> </ul>
11.	Enhanced Local Project Based Program	<ul style="list-style-type: none"> <li>Metro Housing would like to work with DHCD to review how the PBV policies can be modified to improve administration of the PBV program.</li> </ul>	<ul style="list-style-type: none"> <li>DHCD will reach solicit feedback from all RAAs when reviewing and revising PBV program policies.</li> </ul>
<b>Wayfinders, Nancy Rivera</b>			
12.	Support of Activities	<ul style="list-style-type: none"> <li>Wayfinders provided a letter of support regarding the planned activities, as well as support for the planned activities and initiatives using single fund flexibility</li> </ul>	<ul style="list-style-type: none"> <li>DHCD thanks Wayfinders for its support of DHCD programming.</li> </ul>
<b>Community Economic Development Assistance Corporation</b>			
13.	Affordable Housing Preservation and Development Fund, Activity 2018-9	<ul style="list-style-type: none"> <li>CEDAC recommends expanding Activity 2018-9 to allow AHPD funds to be used as a source of operating assistance.</li> </ul>	<ul style="list-style-type: none"> <li>DHCD will not use MTW funds to support operating assistance for state public housing agencies or units. The activity has been amended to reflect removal of this portion of the activity.</li> </ul>
<b>Regional Housing Network (RHN) of Massachusetts</b>			
14.	General	<ul style="list-style-type: none"> <li>RHN thanks DHCD for the opportunity to comment on DHCD's FY 2020 MTW Plan.</li> </ul>	<ul style="list-style-type: none"> <li>DHCD thanks RHN for its comments and feedback on the FY 2020 Plan.</li> </ul>
15.	Use of technology	<ul style="list-style-type: none"> <li>RHN encourages DHCD to continue to expand its use of</li> </ul>	<ul style="list-style-type: none"> <li>DHCD will continue to explore opportunities to increase</li> </ul>

No.	Topic	Comment	DHCD Response
		technology to add efficiencies to the program. Specifically, converting to an on-line waiting lists, which would increase access and improve delivery of customer information.	automation and efficiencies using technology.
16.	Geographic distribution	<ul style="list-style-type: none"> <li>RHN emphasizes the importance that all regions of the state benefit more or less equally from the MTW program.</li> </ul>	<ul style="list-style-type: none"> <li>DHCD understands and agrees with the importance of distributing the program's benefits across the state.</li> </ul>
17.	Support	<ul style="list-style-type: none"> <li>RHN supports all of the highlights of the plan, particularly:               <ol style="list-style-type: none"> <li>The initiative to develop a data warehouse;</li> <li>MTW program evaluations;</li> <li>The Workforce Development Initiative; and</li> <li>The Career Navigator Initiative.</li> </ol> </li> </ul>	<ul style="list-style-type: none"> <li>DHCD appreciates RHN's support for the proposed initiatives.</li> </ul>
<b>Massachusetts Law Reform Institute (MLRI)</b>			
18.	General	<ul style="list-style-type: none"> <li>MLRI appreciates the opportunity to submit comments and proposals on DHCD's Draft Annual MTW Plan for FY 20.</li> <li>MLRI notes DHCD's MTW program is rightly regarded as one of the best in the country.</li> </ul>	<ul style="list-style-type: none"> <li>DHCD appreciates MLRI's comments and feedback on the FY 2020 MTW Plan.</li> </ul>
19.	MTW expenditures	<ul style="list-style-type: none"> <li>Given the housing needs of our poorest households, MLRI is concerned that the plan, as in the recent past, proposes to divert millions of MTW funds to other purposes.</li> <li>MLRI urges DHCD to continue to spend MTW dollars mostly on housing for extremely-low and very-low income households.</li> </ul>	<ul style="list-style-type: none"> <li>DHCD continues to believe that its funding priorities are consistent with the statutory goals of the MTW program.</li> <li>DHCD will continue to develop new programs to benefit low income families in the Commonwealth to support economic self-sufficiency and housing choice.</li> </ul>
20.	Program needs and the current context	<ul style="list-style-type: none"> <li>Except in rare circumstances, the HCV program should not be used as a funding source for other activities that are not adequately supported by other state agencies or the legislature.</li> </ul>	<ul style="list-style-type: none"> <li>DHCD acknowledges MLRI's position on funding; however, as stated above, DHCD feels that its programs and priorities are consistent with the statutory objectives for the MTW program.</li> </ul>

No.	Topic	Comment	DHCD Response
21.	Program needs and the current context	<ul style="list-style-type: none"> <li>MLRI understands that DHCD has the discretion to use its funds for local nontraditional purposes, however asks that DHCD exercise that discretion in the service of MTW applicants, voucher holders and participants.</li> </ul>	<ul style="list-style-type: none"> <li>DHCD continues to develop and implement new programs for MTW applicants and participants in addition to developing local non-traditional programs to support other income eligible individuals in the Commonwealth to achieve economic self-sufficiency and to increase housing choice.</li> </ul>
22.	Program needs and the current context	<ul style="list-style-type: none"> <li>Issue more vouchers.</li> </ul>	<ul style="list-style-type: none"> <li>DHCD will continue to explore opportunities to increase the number of vouchers in the future.</li> </ul>
23.	Program needs and the current context	<ul style="list-style-type: none"> <li>Expand SNO Mass and Small Area FMRs; MLRI appreciates SNO Mass has been launched and urges DHCD to take this one step further and utilize Small Area Fair Market Rents (SAFMRs) in targeted regions where they will be the most useful.</li> </ul>	<ul style="list-style-type: none"> <li>DHCD is currently exploring the expansion of SNO MASS to include other regions throughout the state. DHCD will examine the success of the program as well as the financial impact of supporting participants in higher market communities and may increase the number households served as well as regions in FY 2020. Additionally, DHCD may reconsider adopting the SAFMRs in the future.</li> </ul>
24.	Program needs and the current context	<ul style="list-style-type: none"> <li>Implement a fairer application process for project-based housing applications. MLRI requests DHCD to start with posting all PB developments on the DHCD website and re-evaluate the fairness, civil rights implications and burden on applicants of site based applications and waiting lists.</li> </ul>	<ul style="list-style-type: none"> <li>DHCD anticipates retaining the SBWL structure for the PB program, however, as resources are available, will consider enhancing the website to include information on each PB development. DHCD will ensure that policies and processes do not have adverse fair housing or civil rights implications.</li> </ul>
25.	Program needs and the current context	<ul style="list-style-type: none"> <li>Support training and employment opportunities for HCV participants.</li> </ul>	<ul style="list-style-type: none"> <li>DHCD has proposed two initiatives in the FY 2020 plan which support expanding employment opportunities for HCV participants, including the Workforce Development Initiative and the Career Navigation Initiative.</li> </ul>



No.	Topic	Comment	DHCD Response
26.	Program needs and the current context	<ul style="list-style-type: none"> <li>Provide housing search assistance and resources for voucher holders in tight and expensive markets.</li> </ul>	<ul style="list-style-type: none"> <li>DHCD's Supporting Neighborhood Opportunity program includes housing search assistance. Additionally the Support for Secure Jobs activity also has a housing search assistance component.</li> </ul>
27.	Program needs and the current context	<ul style="list-style-type: none"> <li>Create a demonstration program to assist people with criminal records to successfully rent with their vouchers</li> </ul>	<ul style="list-style-type: none"> <li>In FY 2020 DHCD does not have any planned initiatives around assisting individuals with criminal records. DHCD may at some future date look to allocate vouchers for individuals in these types of programs. DHCD will take this suggestion under advisement when developing future MTW priorities and activities.</li> </ul>
28.	Program needs and the current context	<ul style="list-style-type: none"> <li>If MTW funds are used for state programs, DHCD should direct those funds to much needed improvements in our sister state voucher program – MRVP (e.g. increase payment standards and ceiling rents, increase administrative fees, etc.).</li> </ul>	<ul style="list-style-type: none"> <li>DHCD will take this suggestion under advisement when developing future MTW priorities and activities.</li> </ul>
29.	Achieving fair housing outcomes in the MTW program	<ul style="list-style-type: none"> <li>MLRI urges DHCD to increase its efforts to address fair housing impediments in the MTW program, set fair housing goals, measure outcomes and adjust policies accordingly to better meet fair housing objectives and the Department's legal obligation to Affirmatively Further Fair Housing.</li> </ul>	<ul style="list-style-type: none"> <li>DHCD will explore opportunities to further fair housing goals.</li> </ul>
30.	Achieving fair housing outcomes in the MTW program	<ul style="list-style-type: none"> <li>MLRI urges DHCD to work harder to give applicants and participants the opportunity to live in neighborhoods with high performing schools, low crime rates and other amenities. The Sno Mass program is a great start.</li> </ul>	<ul style="list-style-type: none"> <li>DHCD's SNO Mass program supports expanding opportunities to use vouchers in low poverty areas. DHCD will explore opportunities to expand the program in the future.</li> </ul>
31.	Suggestions to comply with the duty to affirmatively further fair housing in the MTW	<ul style="list-style-type: none"> <li>Implement the Department's proposals in the 2013 and upcoming FY 20 Analysis of Impediments to Fair Housing. DHCD should take into account the 2003 AI suggestions as it develops activities, they include:</li> </ul>	<ul style="list-style-type: none"> <li>In response to MLRI's suggestions to comply with the duty to affirmatively further fair housing in the MTW Program</li> </ul>



No.	Topic	Comment	DHCD Response
	Program	<ol style="list-style-type: none"> <li>1. A real choice program with resources and program adjustments (such as SNO Mass);</li> <li>2. Small Area FMRs (SAFMRS);</li> <li>3. Web-based consumer information;</li> <li>4. Payment standard exceptions for opportunity moves; and,</li> <li>5. Action on site based PB lists.</li> </ol>	<ol style="list-style-type: none"> <li>1. DHCD has implemented the SNO Mass program to advance voucher holders' choice.</li> <li>2. DHCD may reconsider adopting SAFMRs in the future.</li> <li>3. DHCD will explore opportunities to expand web-based information.</li> <li>4. SNO Mass includes a feature to offer higher payment standards in neighborhoods of opportunity.</li> <li>5. DHCD anticipates retaining the SBWL structure for the PB program, however, as resources are available, will consider enhancing the website to include information on each PB development.</li> </ol>
32.	Suggestions to comply with the duty to affirmatively further fair housing in the MTW Program	<ul style="list-style-type: none"> <li>• MLRI also asks DHCD to conduct a rigorous analysis of where vouchers are used in each of the regions and work with the RAAs to make sure new voucher holders are told at briefings about the benefits of renting in higher opportunity areas and provided with some resources to enable those moves if families choose after being informed of the benefits.</li> </ul>	<ul style="list-style-type: none"> <li>• Prior to implementing SNO Mass, DHCD completed geospatial analysis to identify opportunity neighborhoods using indicators such as proximity to education institutions, public transit, medical facilities and places of employment. Additionally, under the SNO Mass Program, voucher holders are told at briefings about the benefits of renting in higher opportunity areas and provided with some resources to enable those moves if families choose after being informed of the benefits.</li> </ul>
33.	Suggestions to comply with the duty to affirmatively further fair housing in the MTW Program	<ul style="list-style-type: none"> <li>• Collect, analyze and post data and maps to determine fair housing objectives and activities.</li> </ul>	<ul style="list-style-type: none"> <li>• DHCD will review MLRI's recommendations and, as resources are available, will consider posting the suggested data.</li> </ul>

No.	Topic	Comment	DHCD Response
34.	Suggestions to comply with the duty to affirmatively further fair housing in the MTW Program	<ul style="list-style-type: none"> <li>Review and modify the disparate impact of HCV residency preferences on racial and ethnic minorities.</li> </ul>	<ul style="list-style-type: none"> <li>DHCD reviews policies, including those on preferences, and determines such policies consistent with regulatory, agency and fair housing rules and regulations.</li> </ul>
35.	MTW website improvements	<ul style="list-style-type: none"> <li>MTW information should be as transparent and accessible as possible. DHCD should use some of the resources it is dedicating to programs not directly related to the HCV program to improve the website which should include at least:               <ol style="list-style-type: none"> <li>1. Data and maps showing the characteristics of tenant-based and project-based program participants, the location of their units, and the characteristics of their neighborhoods.</li> <li>2. A list of PB units with addresses and details about available units and how to apply</li> <li>3. A list of landlords who have expressed interest in renting to voucher holders.</li> <li>4. We propose that DHCD make the website more useful to all stakeholders – starting with a list of PBV developments and units.</li> </ol> </li> </ul>	<ul style="list-style-type: none"> <li>The Commonwealth continues to make user-friendly enhancements to the website. DHCD will review website content and make determinations on changes and enhancements.</li> </ul>
36.	The MTW Plan should be more user-friendly for all stakeholders and the public	<ul style="list-style-type: none"> <li>MLRI appreciates the summary of short and long term goals and objectives at the beginning of the plan.</li> </ul>	<ul style="list-style-type: none"> <li>No response required.</li> </ul>
37.	The MTW Plan should be more user-friendly for all stakeholders and the public	<ul style="list-style-type: none"> <li>MLRI understands that the presentation of the plan is largely dictated by HUD, but there is need for more improvement. If DHCD continues to use this format, MLRI requests DHCD to provide a glossary and clear instructions on how to read the tables.</li> </ul>	<ul style="list-style-type: none"> <li>DHCD is bound by the HUD template in completing the MTW Plan, however, given time and resources, DHCD may consider preparing an annual plan/report which provides a glossary and clear instructions on how to read the tables.</li> </ul>

No.	Topic	Comment	DHCD Response
38.	The MTW Plan should be more user-friendly for all stakeholders and the public	<ul style="list-style-type: none"> <li>MLRI also feels it is very difficult to understand how much MTW funding is projected for various projects and requests DHCD to develop a more readable format in addition to whatever HUD requires.</li> </ul>	<ul style="list-style-type: none"> <li>Upon request, DHCD can provide responses to specific questions regarding terms required by HUD in the MTW Plan and Report templates.</li> </ul>
39.	Activity 2012-1: MTW Utility Allowance:	<ul style="list-style-type: none"> <li>MLRI thanks DHCD for revising the utility allowance to include an allowance for “other electricity”.</li> <li>MLRI remains concerned about the long period of time before adjustments become effective and urges DHCD to implement this immediately for all participants.</li> <li>MLRI continues to be concerned about the lack of UA for water and sewer and urges DHCD to include this in the FY 2020 Plan.</li> </ul>	<ul style="list-style-type: none"> <li>No response required.</li> <li>DHCD began implementation of the revised utility allowance schedule in January of 2018. DHCD has applied the revised UA schedule to many households, including all new admissions, moves and those who have had recertifications in 2018 and 2019. Implementation of the revised schedule will be complete within the next six months.</li> <li>DHCD will monitor rent burdens and utility costs and propose changes when needs are identified. Needs are always balanced by funding constraints.</li> </ul>
40.	Activity 2018-3: Support for the Secure Jobs Initiative: Vouchers & Services	<ul style="list-style-type: none"> <li>MLRI asks the amount of funds for this activity.</li> <li>Most of the services appear to be directed to clients not connected to the MTW program.</li> <li>MLRI asks how they be confident that the program has good results.</li> </ul>	<p>DHCD has allocated a total maximum obligation of \$1.9M in MTW funds to support services for both Secure Jobs Activities. Funds will be utilized between FY2018 to FY2020.</p> <ul style="list-style-type: none"> <li>All participants under this activity will be MTW voucher holders.</li> <li>DHCD will monitor program outcomes and revise the program as needed to improve results and better serve participants.</li> </ul>
41.	Activity 2018-4: Support for the Secure Jobs	<ul style="list-style-type: none"> <li>MLRI asks the amount of funds for this activity.</li> </ul>	<p>DHCD has allocated a total maximum obligation of \$1.9M in MTW funds to support</p>

No.	Topic	Comment	DHCD Response
	Initiative: Services Only	<ul style="list-style-type: none"> <li>MLRI does not know if this state program is effective or if it has been evaluated</li> <li>MLRI urges DHCD not to spend MTW dollars on a program that is obviously not sufficiently funded by the state and doesn't involve MTW at all.</li> </ul>	<p>services for both Secure Jobs Activities. Funds will be utilized between FY2018 to FY2020.</p> <ul style="list-style-type: none"> <li>DHCD will monitor program outcomes and revise the program as needed to improve results and better serve participants.</li> <li>While participants of this activity are not MTW voucher holders, DHCD feels that it is consistent with MTW priorities and statutory objectives as it increases self-sufficiency for low income households.</li> </ul>
42.	Activity 2018-4: A Better Life	<ul style="list-style-type: none"> <li>MLRI asks the amount of funds for this activity</li> <li>MLRI states that the mandatory work/training program for state public housing residents or applicants is an unproven and costly project.</li> <li>Further, ABL for state housing programs has absolutely nothing to do with the HCV program. MLRI states after this year the program should not receive any more MTW funds.</li> <li>MLRI does appreciate that DHCD plans to finance evaluations of this program.</li> </ul>	<ul style="list-style-type: none"> <li>DHCD has allocated \$1.1M for ABL Implementation for 18 months starting May 2019 through October 2020:</li> <li>DHCD will monitor program outcomes and revise the program as needed to improve results and better serve participants.</li> <li>While participants of this activity are not MTW voucher holders, DHCD feels that it is consistent with MTW priorities and statutory objectives as it increases self-sufficiency for low income households.</li> <li>No response required.</li> </ul>
43.	Activity 2018-7: Enhanced Local Project-Based Voucher Program:	<ul style="list-style-type: none"> <li>MLRI requests an explanation as to why DHCD is restricting PBV tenants the option to move with a tenant-based voucher after one year only to certain listed and very limited "good cause" reasons.</li> </ul>	<ul style="list-style-type: none"> <li>The MTW opt-out policy has a limiting effect on the number of PB families who can move with a tenant based voucher, and provides: <ul style="list-style-type: none"> <li>Opportunities for PB families to move with a tenant based voucher and incentivizes</li> </ul> </li> </ul>

No.	Topic	Comment	DHCD Response
			<p>families to work or seek educational opportunities as a vehicle to obtain a tenant based voucher, and</p> <ul style="list-style-type: none"> <li>○ More opportunities to issue tenant based vouchers to applicants on the waiting list.</li> </ul> <p>However, In FY 2020 DHCD may revise the PB opt-out policy and allow PBV families to request and obtain Tenant Based vouchers using the previously established threshold caps.</p>
44.	Activity 2018-8: Equity Builder Program	<ul style="list-style-type: none"> <li>• MLRI appreciates that DHCD did indeed take a careful look at this activity and decide to close it out</li> </ul>	<ul style="list-style-type: none"> <li>• No response required.</li> </ul>
45.	Activity 2011-1: Value Vouchers	<ul style="list-style-type: none"> <li>• MLRI is disappointed that DHCD has postponed this approved program and instead prioritized services and state programs. MLRI urges DHCD to prioritize the implementation of this program.</li> </ul>	<ul style="list-style-type: none"> <li>• DHCD continues to review and prioritize all MTW activities to determine where best to use funds to meet existing needs as well as statutory goals and objectives.</li> </ul>
46.	Activity 2010-1: PBV Site-based waiting lists:	<ul style="list-style-type: none"> <li>• MLRI again urges DHCD to modify the site based admissions policy for project-based developments and post PB opportunities on the MTW website with complete instructions on how to apply.</li> </ul>	<ul style="list-style-type: none"> <li>• DHCD anticipates retaining the SBWL structure for the PB program and, as resources are available, will consider enhancing the website to include information on each PB development as well as information regarding how to apply. DHCD will continue to work with PBV Site-Based Waiting List owners to ensure fair housing compliance and equal access across the Commonwealth.</li> </ul>
47.	Mixed Families Rent Formula:	<ul style="list-style-type: none"> <li>• MLRI is concerned the mixed family rent formula which was included in the FY 2019 MTW plan appears to be deleted from this year's plan with no explanation.</li> </ul>	<ul style="list-style-type: none"> <li>• The mixed families rent formula is part of the Rent Simplification Activity and has been added to the Plan. DHCD will revise its software to account for the revised formula</li> </ul>

No.	Topic	Comment	DHCD Response
			and implement the policy in FY 2020.

## Appendix D: Disclosure of Lobbying Activities (SF-LLL)

<p style="color: red;">Not Applicable</p> <b>DISCLOSURE OF LOBBYING ACTIVITIES</b>		<p>Approved by OMB 0348-0046</p>
<p>Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352 (See reverse for public burden disclosure.)</p>		
<b>1. Type of Federal Action:</b> <input type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. Report Type:</b> <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change <b>For Material Change Only:</b> year _____ quarter _____ date of last report _____
<b>4. Name and Address of Reporting Entity:</b> <input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known:  <b>Congressional District, if known:</b> 4c		<b>5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:</b>  <b>Congressional District, if known:</b>
<b>6. Federal Department/Agency:</b>		<b>7. Federal Program Name/Description:</b>  CFDA Number, if applicable: _____
<b>8. Federal Action Number, if known:</b>		<b>9. Award Amount, if known:</b> \$ _____
<b>10. a. Name and Address of Lobbying Registrant</b> <i>(if individual, last name, first name, MI):</i>		<b>b. Individuals Performing Services</b> <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i>
<b>11.</b> Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the Ser above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.		Signature: _____ Print Name: _____ Title: _____ Telephone No.: _____ Date: _____
<b>Federal Use Only:</b>		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

## Appendix E: Certification of Payments (HUD-50071)

### Certification of Payments to Influence Federal Transactions

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

OMB Approval No. 2577-0157 (Exp. 03/31/2020)

Applicant Name

Commonwealth of Massachusetts Department of Housing & Community Development  
Program/Activity Receiving Federal Grant Funding

Moving to Work Program

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all sub recipients shall certify and disclose accordingly.

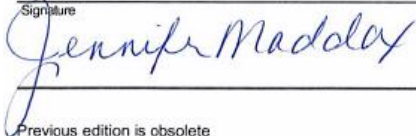
This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

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

Name of Authorized Official  
Jennifer Maddox

Title  
Acting Undersecretary

Signature



Date (mm/dd/yyyy)

04/12/2019

Previous edition is obsolete

form HUD 50071 (01/14)  
ref. Handbooks 7417.1, 7475.13, 7485.1, & 7485.3