

# Making Transitions Work



## **ANNUAL PLAN FISCAL YEAR 2013** (JULY 1, 2012 – JUNE 30, 2013)

ADOPTED ON APRIL 9, 2012  
APPROVED ON JUNE 15, 2012

[www.oakha.org](http://www.oakha.org)



Oakland Housing  
Authority

# Oakland Housing Authority

## Fiscal Year 2013 MTW Annual Plan

### Board of Commissioners

Moses L. Mayne, Jr., Chair  
Gregory Hartwig, Vice Chair  
Janny Castillo  
Marlene Hurd  
Barbara Montgomery  
Adhi Nagraj  
Tanya Pitts

### Senior Staff:

Eric Johnson, Executive Director  
Patricia Ison, Deputy Executive Director, Property Operations  
Phil Neville, Deputy Executive Director, Real Estate Development  
Janet Rice, Deputy Executive Director, Finance & Program Administration  
William Bailey, Director, Capital Improvements  
Carel Duplessis, Director, Police Services  
LeeAnn Farner, Director, California Affordable Housing Initiatives  
Anna Kaydanovskaya, Director, Asset Management  
Florice Lewis, Director, Human Resources  
Anthony Ma, Director, Finance  
Craig McBurney, Director, Information Technology  
Michelle Hasan, Director, Leased Housing

### Prepared by:

Anna Gwyn Simpson, with contributions from William Bailey, Caroline Barnett, Teela Carpenter, Bridget Galka, Michelle Hasan, Patricia Ison, Anna Kaydanovskaya, Doug Lee, Kit Liang, Anthony Ma, Phil Neville, Michael Pope, Janet Rice, and Nicole Thompson.

1619 Harrison Street  
Oakland, CA 94612  
(510) 874-1500  
[www.oakha.org](http://www.oakha.org)

# Oakland Housing Authority

## Fiscal Year 2013 MTW Annual Plan

### Table of Contents

Section I. Introduction.....	1
Section II. General Housing Authority Operating Information.....	4
Table 1: FY 2013 Housing Stock Inventory .....	4
Table 2: FY 2013 Planned Capital Expenditures.....	5
Table 3: HCV Units to be Project-based in FY 2013.....	6
Table 4: Anticipated Public Housing Units Leased in FY 2013.....	7
Table 5: Anticipated Housing Choice Voucher Units Leased in FY 2013.....	8
Table 6: Approved Project Based Voucher Allocations.....	9
Section III. Non-MTW Related Housing Authority Information.....	11
Section IV. Long-term MTW Plan.....	12
Section V. Proposed MTW Activities: HUD Approval Requested.....	13
Table 7: Proposed MTW Activities: HUD Approval Requested.....	13
Activity #13-01 Evaluation Metrics: Rent Reform Pilot Program.....	17
Section VI. Ongoing MTW Activities: HUD Approval Previously Granted.....	21
Table 8: Ongoing MTW Activities: HUD Approval Previously Granted.....	21
Activity #12-01 Eliminate Caps on PBV Allocations.....	23
Activity #11-01 PBV Occupancy Standards.....	24
Activity #11-02 Standardized Transfer Policy.....	24
Activity #11-03 SRO/Studio Apt. Project-based Preservation Program.....	25
Activity #11-04 Use of RHF Funds to Develop Non-Public Housing Units.....	25
Activity #11-05 PBV Transitional Housing Programs.....	26
Activity #10-01 Specialized Housing Programs.....	26
Activity #10-02 Program Extension for Households Receiving Zero HAP.....	27
Activity #10-03 Combined PBV HAP Contract for Multiple Non-contiguous Sites.....	27
Activity #10-04 Alternative Initial Rent Determination for PBV Units.....	28
Activity #10-05 Acceptance of Lower HAP in PBV Units.....	28
Activity #10-06 Local Housing Assistance Program.....	29

Activity #10-07 Disposition Relocation and Counseling Services.....	29
Activity #10-08 Redesign FSS Program.....	30
Activity #10-09 Waive 12 Month Minimum Stay in Converted PBV Units.....	31
Activity #09-01 Alternative HQS System.....	31
Activity #09-02 Short-Term Subsidy Program.....	32
Activity #08-01 Fund Affordable Housing Development Activities.....	33
Activity #07-01 Triennial Income Recertification.....	33
Activity #06-01 Site Based Wait Lists.....	34
Activity #06-02 Allocation of PBV Units: Without Competitive Process.....	35
Activity #06-03 Allocation of PBV Units: Using Existing Competitive Process.....	35
 Section VII. Sources and Uses of Funding.....	 37
Table 9: Planned Sources and Uses of MTW Funds.....	37
Table 10: Planned Sources and Uses of Special Purpose Funds.....	39
Table 11: Planned Sources and Uses of the COCC.....	40
Table 12: Reserve Balance at the Beginning of FY 2013.....	43
 Section VIII. Administrative.....	 44
 List of Appendices.....	 45
Appendix A. Glossary of Acronyms.....	46
Appendix B. Detailed Definition of Disability.....	49
Appendix C. Rent Reform Program Impact Analysis.....	52
Table 1: Comparison of Demographic and Economic Characteristics of Residents in the Pilot Programs.....	53
Table 2: Impact of Rent Reform Policy on Tenant Rent Payments.....	54
Table 3: Impact of Rent Reform Policy on Average Tenant Rent Payments.....	54
Table 4: Data on Households Under Existing Rent Policy.....	55
Table 5: Potential Hardship Cases.....	55
Appendix D. Replacement Housing Factor Plan.....	56
Appendix E. Changes to OHA's Administrative Plan and Admissions & Continued Occupancy Policy.....	59
Appendix F. Annual MTW Plan Certifications of Compliance.....	65
Appendix G. Board Resolution.....	68
Appendix H. Comments from Resident Advisory Board.....	71
Appendix I. Evidence of Public Process.....	81
Appendix J. Performance and Evaluation Report for Capital Fund Activities.....	89

## Section I. Introduction

---

The OAKLAND HOUSING AUTHORITY (OHA) was established in 1938 to assure the availability of quality housing for low-income persons. OHA operates federally funded and other low-income housing programs and assists over 15,000 of Oakland's lowest-income families, elderly and persons with disabilities. The mission of the OHA is:

*To assure the availability of quality housing for low-income persons and to promote the civic involvement and economic self-sufficiency of residents and to further the expansion of affordable housing within Oakland.*

As the City's largest provider of affordable housing, OHA recognizes that it takes a tremendous amount of support to help people make a home, and assist residents in building neighborhoods and communities. Accordingly, OHA has previously been recognized by the U.S. Department of Housing and Urban Development (HUD) as a "high performing" housing authority and has earned the opportunity to participate in the congressionally authorized Moving to Work Demonstration program.

### MTW Demonstration Program

OHA was selected to participate in the Moving to Work (MTW) Demonstration program in 2001 and executed its first MTW agreement with HUD in March of 2004. The original seven year contract was scheduled to expire on June 30, 2011. In February of 2009, OHA signed an Amended and Restated Moving to Work Agreement with the HUD. The new agreement extends OHA's participation in the MTW program through June 30, 2018.

MTW provides a unique opportunity for housing authorities to explore and test new and innovative methods of delivering housing and supportive services to low-income residents. Originally authorized under the Omnibus Consolidated Reversions and Appropriations Act of 1996, the MTW Demonstration program waives certain provisions of the Housing Act of 1937 and HUD's implementing requirements and regulations. In addition, using MTW authority, OHA may combine funding from several HUD programs into a Single Fund Budget with full flexibility. The Authority may use MTW funds in the Single Fund Budget for any eligible MTW activity including operating subsidy, capital improvements, acquisition and new construction, resident services and case management. In addition, OHA's agreement allows the MTW funds to be used outside of the traditional Public Housing and Section 8 programs to support local housing activities. The Oakland Housing Authority has renamed the MTW program "*Making Transitions Work*" in order to better reflect the potential of the demonstration program here in Oakland.

The United States Congress established the following three statutory goals when it approved the MTW Demonstration program:

- Reduce costs and achieve greater cost effectiveness in Federal expenditures;
- Give 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
- Increase housing choices for low income families.

## **Overview of the Agency's Goals and Objectives for FY 2013**

During FY 2013, OHA will focus its efforts on the goal of providing incentives to promote and encourage the economic self-sufficiency of residents and participants. OHA is proposing a large scale MTW Activity for FY 2013 to create a pilot rent reform program (MTW Activity #13-01). Using MTW flexibility, OHA is seeking approval to pilot a rent reform program at the Campbell Village public housing site, a 154-unit family building, and with the Section 8 assisted families in Asset Management Project (AMP) 10, 280 scattered units in East Oakland. The pilot program is designed to simplify the calculation of the tenant's portion of rent and create a less intrusive process for the participants.

The traditional model for determining a tenant's portion of rent involves complex calculations due, in part, to the variety of exclusions and deductions of income available to eligible households. Often times, the process of verifying eligibility for the deductions can be intrusive to the residents requiring them to provide detailed receipts for medical expenses, contact information for child care providers in order to confirm delivery of services, and other documentation. Under the new program, the total tenant rent payment will be determined based on a set percentage of the household's annual income. Deductions from annual income will be eliminated in place of the lower fixed percentage of annual income used to derive the tenant rent payment. This will simplify the process to calculate a tenant's portion of rent and will be less burdensome on residents.

This rent reform policy continues to use an income-based model for determining the tenant's portion of rent. The traditional income-based rent calculation model has been found to create a disincentive to work because as a family increases their earnings, their rent increases also. As a means of encouraging economic self-sufficiency and removing the disincentive to work, OHA intends to implement a biennial recertification schedule for work-eligible households in conjunction with an exclusion from the tenant's annual income for recent income increases. This will allow families to increase their income for up to 30 months before impacting their rent payment. OHA believes that this model will not only create administrative efficiencies for the housing authority, but will provide opportunities for residents and participants to move toward economic self-sufficiency.

### **The MTW Annual Plan**

As an MTW Agency, OHA submits an MTW Annual Plan to HUD containing the information outlined in Attachment B of the MTW Agreement. OHA's MTW Annual Plan is intended to provide residents, the public and HUD with information on OHA's programs and policies, including both approved and planned MTW activities and operating budgets and capital investment plans. The following provides a summary of the sections of the FY 2013 MTW Plan.

#### **Section I. Introduction**

This section provides general information about the MTW Demonstration program, an overview of OHA's goals and objectives for FY 2013, and a summary of the Plan.

#### **Section II. General Housing Authority Operating Information**

This section includes general housing stock, lease-up, and waiting list information.

#### **Section III. Non-MTW Related Housing Authority Information**

This section provides information on OHA activities that do not require MTW authorization.

#### Section IV. Long-term MTW Plan

This section gives an overview of OHA's long-term vision for participation in the MTW Demonstration program.

#### Section V. Proposed MTW Activities: HUD Approval Requested

This section includes information on the following proposed MTW activities:

- 13-01: Rent Reform Pilot Program

#### Section VI. Ongoing MTW Activities: HUD Approval Previously Granted

This section includes information on the following approved and ongoing MTW activities:

- 12-01: Eliminate Caps on PBV Allocations
- 11-01: PBV Occupancy Standards
- 11-02: Standardize Transfer Policy
- 11-03: SRO/Studio Apartment Project-based Preservation Program
- 11-04: Use of RHF Funds to Develop Non-Public Housing Units
- 11-05: PBV Transitional Housing Programs
- 10-01: Specialized Housing Programs
- 10-02: Program Extension for Households Receiving Zero HAP
- 10-03: Combined PBV HAP Contract for Non-contiguous Sites
- 10-04: Alternative Initial Rent Determination for PBV Units
- 10-05: Acceptance of Lower HAP in PBV Units
- 10-06: Local Housing Assistance Program
- 10-07: Disposition Relocation and Counseling Services
- 10-08: Redesign FSS Program
- 10-09: Waive 12 Month Minimum Stay Requirement in Converted PBV Units
- 09-01: Alternative HQS System
- 09-02: Short-Term Subsidy Program
- 08-01: Fund Affordable Housing Development Activities
- 07-01: Triennial Income Recertification
- 06-01: Site Based Wait Lists
- 06-02: Allocation of PBV Units: Without a Competitive Process
- 06-03: Allocation of PBV Units: Using Existing Competitive Process

#### Section VII. Sources and Uses of Funding

This section includes summary budget information for FY 2013 including planned sources and uses for MTW and non-MTW (special purpose) funds.

#### Section VIII. Administrative

This section includes information on agency directed evaluations of the demonstration.

## Section II. General Housing Authority Operating Information

### A. Housing Stock Information

<b>Table 1</b>	
<b>FY 2013 Housing Stock Inventory</b>	
	<b>Beginning of FY 2013 July 1, 2012</b>
<b>PUBLIC HOUSING</b>	
<b>Large Family Sites</b>	
Campbell Village	154
Lockwood Gardens	371
Peralta Villa	<u>390</u>
	915
<b>Designated Senior Sites</b>	
Harrison Towers	101
Adel Court	30
Oak Grove North	77
Oak Grove South	75
Palo Vista Gardens	<u>100</u>
	383
<b>HOPE VI Sites*</b>	
Linden Court	38
Mandela Gateway	46
Chestnut Court	45
Foothill Family Apts.	21
Lion Creek Crossings Phase 1	45
Lion Creek Crossings Phase 2	54
Lion Creek Crossings Phase 3	37
Lion Creek Crossings Phase 4	<u>21</u>
	307
<b>TOTAL PUBLIC HOUSING</b>	
	<b>1,605</b>
<b>VOUCHER PROGRAM</b>	
<b>MTW</b>	
General MTW HCV	12,687
<b>Non-MTW</b>	
Section 8 Mod Rehab	329
Section 8 Mainstream	175
VASH	<u>205</u>
	709
<b>TOTAL VOUCHERS</b>	
	<b>13,396</b>
<b>Shelter Plus Care Program</b>	<b>237</b>
<b>TOTAL INVENTORY</b>	
	<b>15,238</b>

\*Only the public housing units are counted for the HOPE IV sites.



## 1. Number of public housing units at the beginning of the Plan Year

The Oakland Housing Authority (OHA) will begin FY 2013 with 1,605 public housing units. One unit at Lockwood Gardens has been temporarily removed from the inventory. One unit at Lockwood Gardens has been merged with an adjacent unit to accommodate a family household consisting of two adults and ten children, a total of 12 people. OHA does not have a unit in its portfolio large enough to accommodate a family of this household size. Therefore, OHA has received approval from the HUD Field Office to merge the two units to create an eight-bedroom unit. When the family vacates the unit, OHA will convert the units back to two separate units. See Table 1 for a breakdown of the housing stock inventory by program type.

## 2. General description of any planned significant capital expenditures by development

Table 2 provides a list of the planned capital expenditures for FY 2013. No single project will account for 30 percent (30%) or more of the total budgeted capital expenditures for FY 2013.

Table 2 FY 2013 Planned Capital Expenditures	
Development	Description of Work
Palo Vista Gardens	Site Improvements
Authority Wide	ADA Unit Conversions
Scattered Sites	Site improvements, comprehensive dwelling structure renovations, and roof replacements
2508 76th Avenue	Removal of vacant buildings on OHA owned property requested by the City of Oakland

## 3. Description of any new public housing units to be added during the year by development

OHA does not anticipate adding any public housing units during FY 2013. Construction on Phase 4 of Lion Creek Crossings (LCC) was completed on December 16, 2011. Phase 4 includes 21 replacement public housing units and 51 affordable units. Of the 21 replacement public housing units, one is a two-bedroom unit that will be fully accessible according to the Uniform Federal Accessibility Standards and the remaining 20 are three-bedroom units. The 51 affordable units include 16 one-bedroom units, 27 two-bedroom units and eight three-bedroom units. Four units of the total 72 units will be fully accessible. LCC Phase 4 started leasing up units in December 2011. OHA anticipates that LCC Phase 4 will be fully occupied by June 2012.

## 4. Number of public housing units to be removed from the inventory during the year

OHA has applied to HUD for permission to dispose of five public housing sites designated for seniors, a total of 383 units. OHA anticipates the disposition process to occur over a one year period from the time approval is granted and Section 8 Tenant Protection Vouchers are awarded. If the disposition is approved, OHA anticipates removing the 383 units from the public housing inventory during FY 2013. More information regarding the disposition of the senior public housing sites can be found in Section III.

## 5. Number of MTW Housing Choice Vouchers (HCV) units authorized

OHA expects to begin FY 2013 with 12,687 authorized MTW Housing Choice Vouchers. See Table 1 for a breakdown of the housing stock inventory by program type.

## 6. Number of non-MTW HCV units authorized

OHA expects to begin FY 2013 with 709 authorized non-MTW vouchers. This number includes 329 Section 8 Moderate Rehabilitation (Mod Rehab) Vouchers, 175 Section 8 Mainstream Vouchers, and 205 Veterans Affairs Supportive Housing (VASH) Vouchers. OHA also administers a Shelter Plus Care program under contract with Alameda County providing 237 vouchers. See Table 1 for a breakdown of the housing stock inventory by program type.

As noted above, OHA has submitted an application to HUD for permission to dispose of five senior public housing sites. If the application is approved, OHA will apply for Section 8 Tenant Protection Vouchers (TPV) for the residents currently residing in the properties. OHA estimates that up to 383 TPV may be awarded as part of the disposition of the senior sites during FY 2013. The TPV will be awarded as non-MTW vouchers; and, at the anniversary of the contracts, OHA intends to convert these vouchers to the MTW HCV program.

## 7. Number of HCV units to be project-based during the Plan year

The OHA Board of Commissioners has approved allocating up to 2,650 of the current MTW HCV units for project-based assistance. During FY 2013, OHA estimates that it will project-base approximately 406 units. Table 3 provides a summary of the units scheduled to be project-based including a description of each project.

Table 3				
HCV Units to be Project-based in FY 2013				
Development Name	Date of Board Approval	# of PBV Units	Contract Date	Project Description
*Effie's House (10)	5/4/2009	2	8/1/2010	Low Income Families
*Drachma Housing (14)	5/4/2009	4	12/1/2010	Low Income Families
*OHA Scattered Sites (1554)	7/27/2009	200	Ongoing	Low Income Families / Public Housing Disposition
**Savoy- Phase 2 (101)	3/9/2010	46	In Dev.	Special Needs
St. Joseph's Family Apts.	10/25/2010	15	In Dev.	Low Income Families
MacArthur Apartments	10/25/2010	14	In Dev.	Low Income Families
***California Hotel – Phase 1 (135)	2/28/2011	88	In Dev.	Special Needs
*Madison Park	6/11/2011	25	Ongoing	Low Income Families / Mod Rehab Conversion
*Hugh Taylor House	6/11/2011	12	Ongoing	Low Income Families / Mod Rehab Conversion
<b>Total PBV Units</b>		<b>406</b>		

\* Conversion to PBV ongoing as units currently occupied by HCV assisted families turnover

\*\* Savoy-Phase 2 55 units completed in FY12; 46 units to be completed in FY 13

\*\*\* California Hotel-Phase1 88 units to be completed in FY13; 47 units to be completed in FY14

## B. Leasing Information – Planned

### 1. Anticipated total number of MTW public housing units leased in Plan Year

OHA anticipates leasing 1,502 of the available public housing units during FY 2013. This represents an overall routine vacancy rate of 3.3 percent (3.3%). See Table 4 for a breakdown of the estimated number of public housing units to be leased up during FY 2013.

As noted previously, OHA has submitted an application to HUD for permission to dispose of five public housing sites designated for seniors, a total of 383 units. If the disposition is approved by HUD and the subsequent request to HUD for Tenant Protection Vouchers is granted this fiscal year, OHA will remove 383 units from the Public Housing program. This is not reflected in Table 4 because the timeline for this activity is uncertain.

<b>Table 4</b>	
<b>Anticipated Public Housing Units Leased in FY 2013</b>	
Total Public Housing Units	1,605
Units Approved for Non-dwelling Use	(12)
Vacant Units Off-line for Rehabilitation	<u>(39)</u>
Total Public Housing Units Available	1,554
Routine Vacancies	(52)
<b>Total Public Housing Units Leased</b>	<b>1,502</b>
<b>Percent of Available Units Leased</b>	<b>96.7%</b>

### 2. Anticipated total number of non-MTW public housing units leased in Plan Year

OHA does not have any non-MTW public housing units.

### 3. Anticipated total number of MTW HCV units leased in Plan Year

OHA estimates that it will have 100 percent (100%) of the MTW HCV leased up at the end of FY 2013. See Table 5 for a breakdown of the projected HCV leased in FY 2013.

### 4. Anticipated total number of non-MTW HCV units leased in Plan Year

OHA estimates that it will have 96.2 percent (96.2%) of the non-MTW HCV leased up at the end of FY 2013. See Table 5 for a breakdown of the projected HCV leased in FY 2013.

<b>Table 5</b>			
<b>Housing Choice Vouchers Leased in FY 2013</b>			
	<b>Projected Authorized</b>	<b>Projected Leased</b>	<b>% Utilized</b>
<b>MTW Housing Choice Vouchers</b>			
MTW HCV	<u>12,687</u>	<u>12,687</u>	100.0%
<b>Total MTW HCV</b>	<b>12,687</b>	<b>12,687</b>	<b>100.0%</b>
<b>Non-MTW Housing Choice Vouchers</b>			
Section 8 Mod Rehab	329	320	97.3%
Section 8 Mainstream Program	175	167	95.4%
VASH	<u>205</u>	<u>195</u>	95.1%
<b>Total non-MTW HCV</b>	<b>709</b>	<b>682</b>	<b>96.2%</b>
<b>Total Housing Choice Vouchers</b>	<b>13,396</b>	<b>13,369</b>	<b>99.8%</b>

## 5. Description of anticipated issues relating to any potential difficulties in leasing units

### Public Housing Program

The long period of underfunding in the Public Housing program had previously caused the deferral of maintenance and repairs resulting in difficulty leasing apartments. With the flexibility of funding under MTW, OHA has been able to invest resources to aggressively address deferred maintenance and building repairs. This attention to enhancing vacancy turnover has resulted in several units being taken off-line for renovations. In addition, if the disposition of the senior sites is approved during the fiscal year, it may impact the Authority's ability to lease units.

Furthermore, OHA staff and the property management companies are conducting aggressive lease compliance activities to maintain the safety and peaceful enjoyment of the properties for the residents. OHA will continue to pursue aggressive lease compliance activities at these properties, which may result in higher than average vacancies. OHA is committed to this strategy as an effective way to maintain the security and safety of these properties for the residents.

### Voucher Program

One of the lease-up challenges faced by OHA is the significant amount of port-out vouchers administered by other housing authorities surrounding Oakland, nearly 1,500 port-out vouchers. If OHA was not a MTW agency, the 80 percent (80%) loss of administrative fee to other housing authorities as a result of the port-outs would create a significant financial burden. However, the flexibility provided under MTW allows OHA to provide this level of portability to nearby communities offering greater housing choices to our voucher holders.

## 6. Number of project-based vouchers in use at the beginning of the Plan Year

OHA estimates that 1,046 units will be under PBV HAP contract at the beginning of FY 2013. See Table 6 for a breakdown of the project-based vouchers allocated by project.

Table 6

## Approved Project Based Voucher Allocations as of July 1, 2012

Development Name	Date of Board Approval	# of PBV Units	Contract Date	Project Description
Mandela Gateway	2/12/2003	30	10/20/2004	Low Income Families
Fox Courts / Uptown Oakland	12/3/2004	20	5/15/2009	Low Income Families / Homeless with HIV/AIDS
Altenheim Senior Housing Phase I	7/13/2005	23	1/1/2007	Senior
Madison Apartments	7/13/2005	19	4/25/2008	Low Income Families
Seven Directions	7/13/2005	18	9/12/2008	Low Income Families
Lion Creek Crossings II	11/9/2005	18	7/3/2007	Low Income Families
Lion Creek Crossings III	6/14/2006	16	6/25/2008	Low Income Families
Orchards on Foothill	6/14/2006	64	11/7/2008	Senior
14 <sup>th</sup> St Apartments at Central Station	1/22/2007	20	11/25/2009	Low Income Families
Jack London Gateway - Phase II	2/26/2007	60	6/5/2009	Senior
St. Joseph's Senior Apts.	5/29/2007	83	8/22/2011	Senior
Tassafaronga Village Phase I	2/25/2008	80	4/23/2010	Low Income Families
Altenheim Senior Housing Phase II	4/28/2008	40	4/5/2010	Senior
Tassafaronga Village Phase II	7/21/2008	19	5/27/2010	Low Income Families / Homeless with HIV/AIDS
Fairmount Apartments	10/24/2008	16	3/8/2010	Low Income Families / Persons with Disabilities
*Effie's House (10)	5/4/2009	6	8/1/2010	Low Income Families
*Drachma Housing (14)	5/4/2009	4	12/1/2010	Low Income Families / Mod Rehab Conversion
*Harp Plaza (19)	5/24/2010	18	8/1/2010	Low Income Families
Foothill Family Partners	6/28/2010	11	8/1/2011	Low Income Families
*OHA Scattered Sites (1554)	7/27/2009	290	In Progress	Low Income Families / Public Housing Disposition
*Madison Park (96)	6/11/2011	3	In Progress	Low Income Families / Mod Rehab Conversion
*Hugh Taylor house (35)	6/11/2011	10	In Progress	Low Income Families / Mod Rehab Conversion
Harrison Street Senior Housing	4/23/2007	11	<i>pending</i>	Senior
Lion Creek Crossings IV	4/28/2008	10	<i>pending</i>	Low Income Families
720 E 11 <sup>th</sup> Street Apts.	4/28/2008	16	<i>pending</i>	Low Income Families / Homeless with HIV/AIDS
Slim Jenkins Court	5/4/2009	11	<i>pending</i>	Low Income Families
Merritt Crossing Apts. (6 <sup>th</sup> and Oak)	5/4/2009	13	<i>pending</i>	Senior
Savoy-Phase 1	3/9/2010	55	<i>pending</i>	Special Needs
James Lee Court	10/25/2010	12	<i>pending</i>	Low Income Families
Drasnin Manor	10/25/2010	25	<i>pending</i>	Low Income Families
Oak Point Limited (OPLP)	10/25/2010	15	<i>pending</i>	Low Income Families
Marcus Garvey Commons	4/11/2011	10	<i>pending</i>	Low Income Families
<b>Total PBV Units Under HAP Contracts</b>		<b>1,046</b>		

\* Conversion to PBV ongoing as units currently occupied by HCV-assisted families turnover

## **C. Wait List Information**

### **1. Description of anticipated changes in waiting lists**

There are no anticipated changes in the organization of the wait lists. All public housing wait lists are site-based and will continue to be through FY 2013. OHA will continue to operate a single wait list for the MTW HCV program while sites with allocations of PBV units will continue to operate site-based wait lists.

### **2. Description of anticipated changes in the number of families on the waiting lists and/or opening and closing of the waiting lists**

The demand for affordable housing in the city of Oakland far outpaces the supply. In response to such high demand, OHA has established wait lists that are only open for brief periods once every few years and then depleted as units come available. This is meant to alleviate exaggerated wait times for applicants and helps keep the lists refreshed and up-to-date.

#### Public Housing

OHA has almost depleted site-based waiting lists at several of the public housing properties. During FY 2013, OHA anticipates opening several of the public housing site-based waiting lists. OHA will issue public announcements and news releases, place advertisements in a variety of publications, and work with local government and community-based agencies to publicize the waiting list openings. As with previous waiting list openings, applications will be accepted online using OHA's website.

#### Voucher Program

The Section 8 waiting list was last opened in January 2011. This wait list is expected to remain closed during FY 2013.

In FY 2013, OHA anticipates opening the site-based waiting lists for the project-based voucher assisted units in the AMPs formerly part of the public housing portfolio. These properties are part of the Oakland Affordable Housing Preservation Initiative portfolio, an instrumentality of OHA.

## **Section III. Non-MTW Related Housing Authority Information**

---

### **A. Planned Sources and Uses of Other HUD or other Federal Funds (excluding HOPE VI)**

OHA elects not to include this optional information.

### **B. Description of non-MTW Activities**

#### Lion Creek Crossings (Coliseum Gardens) HOPE VI Redevelopment Project

The Revised Revitalization Plan (RRP) for the Lion Creek Crossings HOPE VI Revitalization Program includes the construction of 128 senior affordable housing units on the original 1.5 acre homeownership development site. OHA is working in collaboration with its development partners East Bay Asian Local Development Corporation and The Related Companies, to design and obtain the planning entitlements for the 128 senior units by June 2012.

#### Planned Demolition and Disposition Request

On December 22, 2010, OHA submitted an application to HUD for the disposition of 383 senior public housing units on five scattered sites (see Table 1 for a breakdown of the senior site inventory). The Authority came to this conclusion based on the costs associated with operating and managing this portfolio, as well as, the enormous backlog of deferred maintenance at the sites created by the lack of adequate subsidy in the Public Housing program over a sustained period of time. If the disposition is approved by HUD and the subsequent request to HUD for Tenant Protection Vouchers is granted, the Authority will transfer the control of the properties to the Oakland Senior Housing Initiatives (OSHI), a nonprofit corporation created by OHA for this purpose. The nonprofit corporation will maintain and manage the units using conventional financing and management strategies to address the physical needs of the properties and ensure their continued operation as affordable senior housing in the City of Oakland. Disposition will be contingent upon the future receipt of Section 8 resources.

The Authority is committed to maintaining the affordability of these scattered senior site units to low-income seniors earning at or below 60% of AMI for 55 years. After disposition, the senior units will be project-based to maintain their affordability at current levels, subject to compliance with HUD requirements. Residents who choose to move may request a Tenant-Based Voucher. Any proceeds from increased operating income will be utilized to improve the existing units and properties, or used to support the Public Housing program. OHA intends to continue to make progress in our efforts toward meeting our capital improvement and quality of life goals for all our households, including our senior households, by providing healthier, greener units and greater housing choice. OHA has determined that this is the most effective way to accomplish these goals.

## **Section IV. Long-Term MTW Plan**

---

The Oakland Housing Authority's long-term goals are to utilize its participation in the MTW Demonstration program to target the following primary areas.

### **Preserving and Enhancing the Public Housing Portfolio**

OHA has made a long-term commitment to use MTW authority to preserve and enhance its portfolio of public housing units through a combination of enhanced operations and aggressive efforts to address deferred maintenance and improve physical conditions.

### **Preserving and Expanding Affordable Housing Opportunities**

OHA's participation in the MTW program has allowed the Authority to preserve affordable housing resources and expand housing opportunities through real estate development, site acquisition, partnerships with nonprofit developers, and active coordination with the City of Oakland. These brick and mortar strategies will be combined with new innovative subsidy programs designed to meet local needs and initiatives.

### **Promoting Resident Empowerment, Self Sufficiency, and Educational Achievement**

The long-term success for many of OHA's clients requires a level of support beyond simply housing. MTW allows OHA to enhance the quality and reach of client services provided both in-house and in partnership with community based service providers who are experts in their respective fields.

### **Oakland Choice Housing Opportunities (OCHO): Expanding Housing Choice in the Public Housing Program**

One of the long-term goals of OHA is to expand housing opportunities for residents in the Public Housing program. Under the traditional system, depending on when and where there is an opening in the Public Housing or Housing Choice Voucher program; families admitted for assistance receive significantly different housing options. For public housing residents, their assistance, with very few exceptions, is limited to the unit they accept when they enter the program. Families are locked into a specific location and often do not move, despite changing family needs, because they cannot afford to lose this critical housing assistance. In contrast, a participant in the HCV program is able to relocate with continued assistance to meet the changing needs of their family. This bifurcated system results in a higher percentage of families receiving public housing assistance living in areas of concentrated poverty compared to families receiving HCV assistance. In an effort to expand the housing choices available to public housing residents and standardize policies across programs, OHA is in the process of implementing MTW Activity #11-02, which allows public housing residents to request a tenant-based voucher after meeting certain occupancy requirements and relocate to an area more suited to their personal circumstances and needs. More information on this activity can be found in Section VI.



## Section V. Proposed MTW Activities: HUD Approval Requested

This section includes information on proposed Moving to Work activities for which the Oakland Housing Authority is requesting HUD approval.

Table 7				
Proposed MTW Activities: HUD Approval Requested				
Activity #	MTW Activity Name	Description	Statutory Objective(s)	Authorization(s)
13-01	Rent Reform Pilot Program	<p>Creates a pilot program to test rent reform strategies at Campbell Village (Public Housing) and AMP 10 (Section 8) where:</p> <ul style="list-style-type: none"> <li>Total Tenant Payment (TTP) calculated based on 27.5% of gross annual income for seniors and disabled households and 27% for work-eligible households</li> <li>Triennial recertification schedule for senior and disabled households, biennial schedule for work-eligible households</li> <li>Eliminate all deductions and earned income disallowance.</li> <li>Recent increases in income excluded in recertification</li> <li>Absolute minimum rent of \$25</li> </ul>	<p>-Reduce costs and achieve greater cost effectiveness</p> <p>-Provide incentives for families with children to become economically self-sufficient</p>	Attachment C, Section C.4, C.11 Section D.1.c Section D.2.a

### MTW Activity #13-01: Rent Reform Pilot Program

#### A. Describe the activity

A key component of the MTW Demonstration program is the ability to develop, test, and evaluate an alternative rent policy designed to encourage employment and self-sufficiency by participating families. The traditional system for determining program rents is fraught with challenges including the following:

- ✓ The current policy includes complex rent calculations that are confusing for residents, staff, and stakeholders, often leading to misunderstandings, frustration, and miscalculations.
- ✓ The process for determining a family's rent can be intrusive due to the amount of personal information required for verification.
- ✓ The current policy creates a disincentive to work and increase earnings, thereby discouraging self-sufficiency.

In response to these challenges, OHA has developed a comprehensive rent reform policy designed to simplify the calculations used to determine tenant rent payments and to encourage participants to achieve self-sufficiency by creating incentives to gain and/or maintain employment and increase earning potential.

#### Rent Reform Pilot Program Overview

OHA plans to implement the new rent reform initiative as a pilot program in order to evaluate the effectiveness of the components before expanding this initiative to all programs and

participants. During this test phase of the pilot program, OHA will, at its discretion, withdraw components that are not working and/or move forward with implementing the policy for additional participants or properties based on the outcomes, after providing an opportunity for the public to comment on proposed changes.

For the pilot program, one group was identified from each of the main programs, Public Housing and Section 8. The groups selected are representative of the population in the two main programs in terms of the demographic and economic characteristics of the participants (See Table 1 in Appendix C). In the Public Housing program, the pilot site will be Campbell Village, a 154-unit family property. In the Section 8 program, the pilot sites will be all the scattered site properties in AMP 10, a total of 280 units, housing Section 8 assisted families, except for the property that houses the MOMS program. The MOMS program will continue to operate under the existing rent policy. Additionally, participants of the FSS program will operate under the existing rent policy and continue to use the traditional rent calculation.

At the pilot sites, households will be divided into two groups, senior and disabled households and work-eligible households. The definition of a senior and disabled household will follow the current HUD definitions used by OHA. The specific definitions for these groups are as follows:

#### Senior and Disabled Households:

- The head, spouse, or co-head, or sole member is an elderly person (24 CFR 5.403). An elderly person is defined as a person who is at least 62 years of age (24 CFR 5.100).
- The head, spouse, or co-head is a person with disabilities; two or more persons with disabilities living together; or one or more persons with disabilities living with one or more live-in aides (24 CFR 5.403)
- Disability is defined in detail in OHA's Admissions and Continued Occupancy Policy and Administrative Plan in Exhibit 3-1 and can be found in Appendix B.
- The majority of these households are on a fixed income, but this group also includes senior and/or disabled households not on a fixed income.

#### Work-Eligible Households:

- All households that do not meet the above definitions. In addition to wage earning households, this group includes non-senior, non-disabled families that are on a fixed income or who report no (zero) income.

OHA will continue to use an income-based rent model. However, the rent calculations and policies for these groups will be modified as follows:

#### Senior and Disabled Households

- Total Tenant Payment (TTP) calculated based on 27.5% of gross Annual Income
- Triennial recertification schedule with an annual COLA adjustment
- Choice to opt in to "work-eligible households" group if more than 50% of income comes from wages.

#### Work-Eligible Households

- Total Tenant Payment (TTP) calculated based on 27% of gross Annual Income
- Biennial recertification schedule

## All Households

- Annual Income will be calculated according to the federal regulations with the following exceptions:
  - Earned Income Disallowance eliminated
  - Assets – exclude income from assets when net assets are \$50,000 or less (existing OHA policy)
    - Assets verified upon admission to the program, but participants are allowed to self-certify assets at recertification if net assets remain less than \$50,000.
- Deductions eliminated (elderly/disabled deduction, dependent deduction, medical expenses, child care expenses)
- Absolute minimum rent established of \$25
- Households will still be eligible for a utility allowance. However, no rent will be reduced below the minimum rent due to a utility allowance.
- Recent income increase exclusion at recertification
- Flat rent – In the Public Housing program, households will still have the option to choose a flat rent or the rent reform income-based rent calculation during initial eligibility or at the time of recertification.

**Rent based on percentage of annual income:** In order to simplify the calculation, OHA plans to calculate rent based on a set percentage of the participant's annual income. The percentages for each group were determined based on an evaluation of the current residents at these properties and identifying (1) on average what the total tenant payment is as a percentage of annual income (TTP/Annual Income); and (2) what percentage would result in at least 70% of the residents receiving no increase or a decrease to their current rent payment. See the impact analysis for more details on these findings.

**Recertification schedule:** OHA has already implemented a triennial recertification schedule for elderly and disabled households on a fixed income. This schedule has been effective at reducing staff time and costs, as well as, being less intrusive and time consuming for residents. The triennial schedule will be expanded to include senior and/or disabled households that are not on a fixed income. For senior and disabled households, the rent payment will be adjusted in the interim years based on the cost of living adjustment (COLA) published by the Social Security Administration, which will result in a corresponding increase or decrease to the tenant's rent payment. For the work-eligible households, recertification will occur every two years. During the two years between recertification, rent will not be increased based on increases in income. Households in either group that report zero income will follow the existing policy requiring an interim reexamination every three months until income is established. Once income has been established, the household will switch to either a triennial or biennial recertification schedule based on their eligibility. Households will be able to request an interim recertification when their income decreases and will still be required to report changes in household composition between recertifications.

**Opt In to "Work-Eligible Households" Group:** Senior and disabled households will have the option to choose to be in the "work-eligible households" group if more than 50% of their income comes from wages. This will allow working senior and disabled households to take advantage of the lower percentage used for determining the rent payment. If a senior and disabled household chooses to opt in to the "work-eligible households" group, then they will follow the policies for that group and be subject to the biennial recertification schedule.

**Annual Income:** Annual income will be determined based on OHA's current policy with the exception of the Earned Income Disallowance (EID), which will be eliminated. The EID is not used by residents extensively throughout the programs and is not currently in use by any residents at Campbell Village or AMP 10. Additionally, OHA will maintain the current policy to exclude income from assets where the net asset value is less than \$50,000. Residents will be required to provide documentation upon admission to the program, but will be allowed to provide a self-certification of their assets at recertification. This will reduce the amount of paperwork that residents will have to provide for recertification and will lower the administrative burden for OHA.

**Deductions eliminated:** Under the traditional model, deductions are taken from the annual income to calculate the adjusted annual income. Under the new rent reform program, all deductions will be eliminated in place of a flat percentage of annual income (instead of determining an adjusted annual income). The percentage has been lowered from 30% of adjusted annual income to compensate for the average amount of deductions currently received by residents. In addition to reducing the amount of staff time to calculate rent, this policy will be less intrusive to residents as they will no longer need to provide all of the necessary paperwork to substantiate deductions.

**Absolute minimum rent:** Currently, the minimum rent in the Public Housing and Section 8 program is \$25 and \$50 respectively. However, due to utility allowances, some families pay less than the minimum rent. Under the new policy, the minimum rent for both programs in the pilot program will be \$25 and no rent will be reduced below the minimum rent amount by a utility allowance.

**Recent income exclusion at recertification:** Under the new policy, if any member of the household has received an increase in earned income during the last six months before their scheduled recertification, that increase in income will not be counted towards the calculation of their rent. This component will replace the Earned Income Disallowance (EID) that is currently available under the regulations. This component will offer residents an opportunity to increase their earnings for a maximum of 30 months before it impacts their rent payment.

## **B. Describe relationship to statutory objectives**

This activity relates to the statutory objectives to reduce cost and achieve greater cost effectiveness in federal expenditures and to encourage employment and self-sufficiency by participating families. OHA will be able to reduce costs and staff resources by eliminating deductions and streamlining the process for calculating rent. In addition, moving work-eligible families to a biennial schedule and excluding recent income increases will reduce the disincentive to work and encourage movement toward self-sufficiency.

## **C. Identify and discuss the anticipated impact**

The rent reform policy was designed to address local needs and concerns and have the following primary intended impacts:

- Stabilize the neighborhoods and schools in Oakland by creating a housing environment where families can grow economically without having to rapidly transition out of the housing programs and change their children's school.

- Promote and provide opportunities for higher income families to stay in Oakland, thereby contributing to the community both economically and as role models for other households.
- Create an environment that is less intrusive to residents and empowers them to make choices for their own life without compromising the necessary oversight needed to equitably and efficiently operate subsidized housing.
- Reduce the amount of staff time and resources spent on calculating, verifying and recertifying the tenant rent payment as a result of changes to the verification process for assets and the elimination of deductions.

## D. Evaluation Metrics

Evaluation metrics have been developed to measure the impacts of the rent reform policy in relation to the statutory objectives identified. OHA plans to track the metrics separately for the two groups, senior and disabled households and work-eligible households, as well as separating the benchmarks by program, Public Housing and Section 8. By doing this, OHA will be able to analyze the impacts on the groups and on the housing programs.

Two metrics will be used to track reductions in staff time and associated cost savings. The first metric will measure the reductions achieved as a result of eliminating deductions in the initial calculation of rent. Because information on dependents will be gathered for other regulatory reasons, the cost savings will primarily be a result of not calculating deductions based on medical expenses and child care expenses.

The second metric will track reductions achieved as a result of changing the recertification schedule. For the metrics related to the recertification schedules, it is assumed that for households on a triennial recertification schedule, one-third of the population will be reexamined each year. However, a straight one-third reduction in staff time and costs is not anticipated because of the COLA rent reviews conducted in the interim years. The time and cost to perform the COLA rent review is included in the calculations in order to provide a more complete picture of the time and cost savings for this activity. For the households on a biennial schedule, one-half of the population will be reexamined each year.

<b>#13-01 Evaluation Metrics</b>			
<b>Senior and Disabled Households</b>			
<b>Statutory Objective(s)</b>	<b>Measurement</b>	<b>Baseline</b>	<b>Benchmarks FY 2013</b>
Reduce costs and achieve greater cost effectiveness	Staff time to perform initial rent calculation per household	Public Housing: 90 minutes	72 minutes (20% reduction)
		Section 8: 45 minutes	36 minutes (20% reduction)
	Labor cost to perform initial rent calculation per household	Public Housing: \$54 (based on \$36 per hour)	\$43.20 (20% reduction)
		Section 8: \$31 (based on \$42 per hour)	\$24.80 (20% reduction)

<b>#13-01 Evaluation Metrics</b>			
<b>Senior and Disabled Households</b>			
<b>Statutory Objective(s)</b>	<b>Measurement</b>	<b>Baseline</b>	<b>Benchmarks FY 2013</b>
Reduce costs and achieve greater cost effectiveness	Staff time to perform all rent review re-examinations	Public Housing: 120 hours (based on 60 eligible households)	60 hours (50% reduction)
		Section 8: 67 hours (based on 67 eligible households)	37 hours (45% reduction)
	Labor cost to perform all rent review re-examinations	Public Housing: \$4,320 (based on 60 eligible households)	\$2,160 (50% reduction)
		Section 8: \$2,800 (based on 67 eligible households)	\$1,540 (45% reduction)

<b>#13-01 Evaluation Metrics</b>			
<b>Work-Eligible Households</b>			
<b>Statutory Objective(s)</b>	<b>Measurement</b>	<b>Baseline</b>	<b>Benchmarks FY 2013</b>
Reduce costs and achieve greater cost effectiveness	Staff time to perform initial rent calculation per household	Public Housing: 120 minutes	96 minutes (20% reduction)
		Section 8: 90 minutes	72 minutes (20% reduction)
	Labor cost to perform initial rent calculation per household	Public Housing: \$72 (based on \$36 per hour)	\$57.60 (20% reduction)
		Section 8: \$63 (based on \$42 per hour)	\$50.40 (20% reduction)
Reduce costs and achieve greater cost effectiveness	Staff time to perform all rent review re-examinations	Public Housing: 267 hours (based on 89 eligible households)	134 hours (50% reduction)
		Section 8: 362 hours (based on 181 eligible households)	181 hours (50% reduction)
	Labor cost to perform all rent review re-examinations	Public Housing: \$6,408 (based on 89 eligible households)	\$3,204 (50% reduction)
		Section 8: \$15,132 (based on 181 eligible households)	\$7,565 (50% reduction)
Provide incentives for families with children to become more economically self sufficient	Number of households with earned income	Public Housing: 42 households	46 households (10% increase)
		Section 8: 75 households	82 households (10% increase)
	Number of households with increases in income as a result of new policy	Public Housing: 0	5 households
		Section 8: 0	8 households
	Average annual income	Public Housing: \$10,926	\$12,020 (10% increase)
		Section 8: \$14,444	\$5,888 (10% increase)

## **E. Data Collection Process**

OHA will use its existing client database software (Boston Post and PHAMS) to track and report on data related to household income and changes in income. The baseline data for the staff time and resources spent on initial rent calculations was based on management estimates. The baseline data for the staff time and resources spent on recertifications was based on staff interviews and experience from the existing triennial recertification activity (#07-01). Staff will continue to track time spent on recertifications once the policy is implemented.

## **F. Authorizations**

This activity uses the authorizations found in Attachment C, Section C.4 and C.11, Section D.1.c, and Section D.2.a of OHA's Amended and Restated Agreement to conduct this activity.

## **G. Rent Reform**

### **1. Agency's Board approval of policy**

Board approval of this policy is included in Appendix G.

### **2. Impact Analysis**

The data for the impact analysis was based on the households residing at Campbell Village and in AMP 10 during February 2012. Detailed tables with the data on the impacts to residents can be found in Appendix C. Our analysis of the data found the following.

For Senior and Disabled Households (total of 127 households):

- 86% will have no change in their tenant rent payment or will have a decrease.
- Of those that will have an increase, 72% will have an increase of \$25 or less.
- Of the 28% that will have an increase of more than \$25 (5 households), 100% will qualify for the hardship rent increase cap of \$25.

For Work-Eligible Households (total of 270 households):

- 71% will have no change in their tenant rent payment or will have a decrease.
- Of those that will have an increase, 91% will have an increase of \$25 or less.
- Of the 9% that will have an increase of more than \$25 (7 households), 100% will qualify for the hardship rent increase cap of \$25 or will have the option to choose flat rent in the Public Housing program, which would result in no increase to their tenant rent payment.

### **3. Annual reevaluation of rent reform initiative**

OHA will evaluate the components of the rent reform policy at least annually to ensure that the intended outcomes are being reached. OHA will also review and analyze hardship requests to ensure that the policy is not negatively impacting or having a disparate impact on residents.

### **4. Hardship case criteria**

As described in the impact analysis, OHA expects that at least 70% of households will experience a decrease or no change in their rent payment. For the remaining households that

will experience an increase in their rent payment, a hardship policy has been developed to minimize the impacts on these families.

For households that have more than a \$25 increase in their tenant rent payment (estimated 3% of all households or 12 households), the rent increase will be capped at \$25 if they meet one of the following criteria:

- Three or more dependents, or
- Out-of-pocket child care expenses above \$2,000 annually, or
- Out-of-pocket medical expenses above \$1,500 annually

This cap will remain in effect for 12 months and can be renewed annually if the same conditions exist. Households will have to provide documentation substantiating that they meet the criteria outlined above.

Households that feel that the rent increase cap does not go far enough in addressing their hardship or households that do not qualify for the rent increase cap can request a hardship review if they received any increase in their rent. These households will be required to provide documentation substantiating their hardship. A committee of representatives from the Public Housing and Section 8 programs will be established to review the hardship requests on a case-by-case basis. The hardship committee will have the option to reduce the amount of increase to the tenant rent payment to a level that is affordable for the resident or to eliminate the increase to the tenant rent payment entirely. Based on the circumstances, the hardship committee will determine an appropriate length of time for the hardship reduction to remain in place. Reductions to rent increases will be reviewed and either extended or removed after the specific period of time or at the next scheduled recertification. If a household is denied a hardship request and disagrees with the determination, the household can appeal following OHA's grievance procedure.

## **5. Transition period**

Once the policy has been approved, OHA will move forward with implementation. OHA will meet with our client database administrator to outline the programming changes needed to the software to accommodate the new calculation of rent. After the software modifications are in place, implementation of the rent reform program will begin. OHA plans to recertify all families under the new rent calculation within the first six months of implementation. OHA anticipates that all families at the designated sites will be on the new rent reform program by the end of FY 2013.

## **6. Documentation of public hearing**

The public hearing for this policy was conducted in conjunction with the public hearing for the MTW Plan and was held on March 19, 2012. No oral or written comments were received during the public hearing. In addition, this policy was presented to the Resident Advisory Board on March 1, 2012 and again on March 29, 2012. Presentations were also done at the pilot sites for affected residents on March 16 and March 20, 2012. A meeting was held with a local advocacy group, Bay Area Legal Aid (BALA), on March 13, 2012 to review the rent reform policy and solicit their feedback. BALA did not submit any public comments regarding the MTW Plan or the proposed Rent Reform Pilot Program. Documentation and minutes from the RAB meetings can be found in Appendices H and I.



## Section VI. Ongoing MTW Activities: HUD Approval Granted

The activities discussed in this section have been approved by HUD in previous fiscal years.

### A. List of Ongoing Activities Including Plan Year Identified and Implemented

Table 8 provides a list of all ongoing MTW activities including the year the activity was implemented and the primary statutory objective(s) the activity is intended to impact. Each activity has been assigned a number based on the fiscal year in which the activity was identified (e.g. 12-01 indicates that the activity was identified in the FY 2012 MTW Annual Plan).

**Table 8**  
**Ongoing MTW Activities: HUD Approval Previously Granted**

Activity #	Fiscal Year Implemented	MTW Activity Name	Description	Statutory Objective(s)	Authorization(s)
12-01	2012	Eliminate Caps on PBV Allocations	Eliminates the cap on the total number of units the Authority can project-base and the number of units that can be project-based in a development	Increase housing choices	Attachment C, Section D.1.e
11-01	2011	PBV Occupancy Standards	Modifies the occupancy standards in the PBV program to be consistent with occupancy standards required by other state or locally administered funding in a development (e.g. LIHTC program)	Increase housing choices	Attachment C, Section D.7
11-02	To Be Determined (TBD)	Standardized Transfer Policy	Creates standard transfer policies in the Public Housing, Section 8, and project-based assistance programs to increase housing choices for residents.	Increase housing choices	Attachment C, Section B.1 Attachment D, Use of Funds
11-03	TBD	SRO/ Studio Apartment Project-based Preservation Program	Develops a PBV sub-program tailored to the needs of developments with SRO and studio units providing service enriched housing. OHA will commit long-term PBV subsidies to developments where there is a need to preserve the housing resource.	Increase housing choices	Attachment C, Section D.7
11-04	2012	Use of RHF Funds to Develop Non-Public Housing Units	Allows accumulated RHF funds to be used for the development of non-public housing affordable low-income housing such as LIHTC and/or PBV units.	Increase housing choices	Attachment C, Section B.1 Attachment D, Use of Funds
11-05	2011	PBV Transitional Housing Programs	Modifies PBV program rules to permit transitional service enriched housing to fill specific unmet community needs. Used to operate the MOMS program, which provides transitional service enriched housing to mothers returning from prison to reunite with their children.	Increase housing choices	Attachment C, Section B.1, B.4, D.1.a,b Attachment D, Section B.2
10-01	2010	Specialized Housing Programs	Increases allocation of resources to the MOMS program to improve outcomes and enhance program coordination. MOMS program is operated in partnership with the Alameda County Sheriff's Department.	Provide incentives for families with children to become economically self-sufficient	Attachment C, Section B.1, B4 Attachment D, Use of Funds
10-02	2010	Program Extension for Households Receiving \$0 HAP	Extends the period of time that a household can remain in the Section 8 program while receiving zero HAP assistance from 6 months to 24 months.	Provide incentives for families with children to become economically self-sufficient	Attachment C, Section D.1.b, D.3.a
10-03	2010	Combined PBV HAP Contract for Multiple Non-contiguous Sites	Allows a single PBV HAP contract to be executed for non-contiguous scattered site buildings organized by AMP or other logical grouping.	Reduce costs and achieve greater cost effectiveness	Attachment C, Section D.1.a, D.7

**Table 8****Ongoing MTW Activities: HUD Approval Previously Granted**

<b>Activity #</b>	<b>Fiscal Year Implemented</b>	<b>MTW Activity Name</b>	<b>Description</b>	<b>Statutory Objective(s)</b>	<b>Authorization(s)</b>
10-04	2010	Alternative Initial Rent Determination for PBV Units	Allows for the use of a comparability analysis or market study certified by an independent agency approved in determining rent reasonableness to establish the initial PBV contract rent.	Reduce costs and achieve greater cost effectiveness	Attachment C, Section D.2, D.7
10-05	2010	Acceptance of Lower HAP in PBV Units	In situations where a family becomes over housed as a result of conflicting occupancy policies in the conversion from Public Housing to Section 8, this activity allows the landlord or management agent to accept a lower HAP based on the appropriate number of bedrooms for the family and in order to keep the family in-place.	Increase housing choices	Attachment C, Section D.7
10-06	2010	Local Housing Assistance Program	Develops a Local Housing Assistance Program (LHAP) to assist households that otherwise might not qualify for or be successful in the traditional Public Housing and/or Section 8 programs. LHAP is provided directly to eligible families and to partnering agencies providing service enriched housing to special needs populations.	Increase housing choices	Attachment C, Section B.1 Attachment D, Use of Funds
10-07	2010	Disposition Relocation and Counseling Services	Provides counseling and relocation assistance to impacted public housing residents in developments approved for disposition.	-Provide incentives for families with children to become more economically self-sufficient -Increase housing choices	Attachment C, Section B.1 Attachment D, Use of Funds
10-08	2011	Redesign FSS Program	Redesigns the FSS Program to incorporate best practices in the industry and encourage partnerships with community based programs and initiatives.	Provide incentives for families with children to become economically self-sufficient	Attachment C, Section E
10-09	2010	Waive 12 Month Minimum Stay Requirement in Converted PBV Units	Waives the 12 month minimum stay requirement for existing tenants in units that have converted to PBV assistance as the result of an approved disposition.	Increase housing choices	Attachment C, Section D.7
09-02	2010	Short-Term Subsidy Program	Provides temporary housing assistance to preserve existing affordable housing resources and allow tenants to remain in-place.	-Reduce costs and achieve greater cost effectiveness -Increase housing choices	Attachment C, Section B.1 Attachment D, Use of Funds
08-01	2008	Fund Affordable Housing Development Activities	Utilize single-fund budget flexibility to leverage funds to preserve affordable housing resources and create new affordable housing opportunities in Oakland.	Increase housing choices	Attachment C, Section B.1 Attachment D, Use of Funds
07-01	2010	Triennial Income Recertification	Changes reexamination of income for elderly and disabled households on fixed incomes to every three years. Eligible households receive automatic adjustments to rent in interim years based on published cost of living adjustments (COLA) to the subsidy program (i.e. SS, SSI, etc.).	Reduce costs and achieve greater cost effectiveness	Attachment C, Section C.4, D.1.c
06-01	2006	Site Based Wait Lists	Establishes site based wait lists in all public housing sites, HOPE IV sites, and developments with PBV allocations.	Reduce costs and achieve greater cost effectiveness	Attachment C, Section C.1

**Table 8**

**Ongoing MTW Activities: HUD Approval Previously Granted**

Activity #	Fiscal Year Implemented	MTW Activity Name	Description	Statutory Objective(s)	Authorization(s)
06-02	2006	Allocation of PBV Units: Without Competitive Process	Allows for the allocation of PBV subsidy to developments owned directly or indirectly, through an affiliated partner, by OHA without using a competitive process.	-Reduce costs and achieve greater cost effectiveness -Increase housing choices	Attachment C, Section D.7.a
06-03	2006	Allocation of PBV Units: Using Existing Competitive Process	Allows for the allocation of PBV subsidy to qualifying developments using the City of Oakland NOFA/RFP or other existing competitive process.	-Reduce costs and achieve greater cost effectiveness -Increase housing choices	Attachment C, Section D.7.b

**B. Update on Status of Activity**

Additional information is provided on each activity including a brief status update and evaluation metrics for FY 2013.

**MTW Activity #12-01: Eliminate Caps on PBV Allocations**

*Description of MTW Activity:* Eliminate caps on project-based voucher (PBV) allocations. Under the existing regulations, Public Housing Authorities (PHA) are limited to project-basing up to 20 percent (20%) of the amount of budget authority allocated to the PHA by HUD in the PHA voucher program. In addition, PHAs are limited to project-basing up to 25 percent (25%) of units in a single development. Previously, OHA has received approval in the FY 2010 MTW Plan to remove the cap on the number of PBVs allocated to a single development. This activity expands on the previously approved activity to eliminate caps on PBV allocations in all areas.

*Anticipated Impacts:* Preserve the affordable housing stock as Public Housing and Moderate Rehabilitation program assisted units are converted to PBV assistance. Award projects to developers that will leverage the PBV funding commitment in order to build additional affordable housing.

*Status Update:* Ongoing

<b>#12-01 Evaluation Metrics</b>			
Statutory Objective	Measurement	Baseline	Benchmarks FY 2013
Increase housing choices	Number of units and development opportunities created in developments with allocations over 25%	Number of PBV units awarded above 25% of the total units in a project = 0	Number of PBV units awarded above 25% of the total units in a project = 100 new and/or preservation units
	Number of units awarded PBV assistance above the 20% cap of the total units in the voucher program	Number of PBV units awarded above 20% of total units in voucher program = 0	Number of PBV units awarded above 20% of total units in voucher program = 250 new and/or preservation units

**MTW Activity #11-01: PBV Occupancy Standards**

*Description of MTW Activity:* Modify the occupancy standards in the PBV program to be consistent with occupancy standards required by other state or locally administered funding in a development (e.g. LIHTC program). Based on family composition, under this activity a family may qualify for a larger bedroom size than they would have under the previous policy. The activity applies to new participants in the PBV program and to in-place families whose household composition changes would require them to relocate.

*Anticipated Impacts:* Create consistent occupancy standards for all units in a development regardless of source of subsidy, thereby, increasing housing options for households assisted with PBVs.

*Status Update:* Ongoing

<b>#11-01 Evaluation Metrics</b>			
<b>Statutory Objective</b>	<b>Measurement</b>	<b>Baseline</b>	<b>Benchmark FY 2013</b>
Increase housing choices	Number of households who would not qualify for an available unit based on household composition.	Number of households who qualify for an available unit who would not have qualified under the previous PBV rules = 0	Number of households who qualify for an available unit who would not have qualified under the previous PBV rules = 10 households

**MTW Activity #11-02: Standardize Transfer Policy**

*Description of MTW Activity:* Adopt a policy to allow residents to transfer from Public Housing or PBV assisted housing to the tenant-based Section 8 voucher program. Amend the current transfer policies to standardize the procedures across programs. Policy may include provisions such as the length of tenancy required to request a transfer voucher, impacts to the HCV wait list, and a cap on the number of transfer vouchers issued annually. Families may be required to complete a 2-year tenancy in order to be eligible to request a transfer voucher from either the Public Housing or PBV program. In order to limit the impact on the HCV waitlist, the issuance of vouchers may be subject to a one-for-one policy whereby at least one or more new vouchers are issued to families selected from the HCV tenant-based waiting list for every Public Housing or PBV transfer voucher issued. In order to control demand, OHA is considering limiting the number of transfer vouchers available to no more than 10 percent (10%) of the total units in the Public Housing and PBV programs combined per year.

*Anticipated Impacts:* Increase housing choices for families by allowing residents of public housing and PBV assisted housing the option to move when family, employment, or other circumstances change.

*Status Update:* Components of this policy may be implemented during FY 2013, such as the length of tenancy required to request a transfer voucher in the PBV program, but the overall implementation of this policy is on hold. OHA is concerned about the impact this policy may have on the Section 8 program in this unstable funding environment.

<b>#11-02 Evaluation Metrics</b>			
<b>Statutory Objective</b>	<b>Measurement</b>	<b>Baseline</b>	<b>Benchmarks FY 2013</b>
Increase housing choices	Number of households requesting a transfer voucher.	Number of families requesting a transfer voucher = 0	Number of families requesting a transfer voucher = 200

**MTW Activity #11-03: SRO/Studio Apartment Project-based Preservation Program**

*Description of MTW Activity:* Develop a PBV sub-program to award long-term Section 8 assistance to Single Room Occupancy (SRO) and studio apartment developments offering service enriched housing.

*Anticipated Impacts:* Preserve and improve distressed SRO/studio apartment developments with service enriched housing thereby increasing the housing options for these households.

*Status Update:* The policy is in development and will be included in the next revision of the Administrative Plan. After the policy has been incorporated into the Administrative Plan, OHA plans release a Notice of Funding Availability (NOFA) to solicit proposals in FY 2013.

<b>#11-03 Evaluation Metrics</b>			
<b>Statutory Objective</b>	<b>Measurement</b>	<b>Baseline</b>	<b>Benchmark FY 2013</b>
Increase housing choices	Number of units/projects awarded PBV assistance under this activity.	Number of SRO/studio units awarded PBV assistance under this activity = 0	Number of SRO/studio units awarded PBV assistance under this activity = 250

**MTW Activity #11-04: Use of RHF Funds to Develop Non-Public Housing Units**

*Description of MTW Activity:* Use Replacement Housing Factor (RHF) funds received as a result of an approved disposition of public housing units for the development of new low-income housing that does not include public housing designated units.

*Anticipated Impacts:* Develop low-income housing using multiple sources of financing, including the Low Income Housing Tax Credit (LIHTC) program, and, in some cases, project-based voucher subsidies. Expand opportunities to develop new and replacement low-income housing thereby increasing housing choices for families.

*Status Update:* OHA has amended its MTW Agreement to include an addition to Attachment D which allows OHA to accumulate RHF funding for up to ten years and use the funding to develop non-public housing affordable units (i.e. project-based voucher assisted units). See Appendix D for more information about OHA's RHF Plan. Implementation of OHA's RHF Plan does not need to be tracked as a separate MTW Activity, so this activity will be closed out in the FY 2012 MTW Report.

**MTW Activity #11-05: PBV Transitional Housing Program**

*Description of MTW Activity:* Develop a PBV sub-program to allow for transitional housing programs at developments serving low-income special needs households who otherwise might not qualify for or be successful in the Public Housing and/or Section 8 programs.

*Anticipated Impacts:* Expand housing options for low-income special needs families that would traditionally not be served by the Public Housing or Section 8 program.

*Status Update:* The PBV transitional housing program is under development. The program will be incorporated into the Administrative Plan revisions planned for FY 2013. The pilot project for this activity will be the Maximizing Opportunities for Mothers to Succeed (MOMS) program, which provides 11 units of service enriched transitional housing for women leaving the county jail system and reuniting with their children. The newly created transitional housing program guidelines will be implemented in FY 2013 after the revised Administrative Plan is approved.

<b>#11-05 Evaluation Metrics</b>			
<b>Statutory Objective</b>	<b>Measurement</b>	<b>Baseline</b>	<b>Benchmarks FY 2013</b>
Increase housing choices	Number of families participating in PBV transitional housing program	Number of families participating in PBV transitional housing program = 0	Number of families participating in PBV transitional housing program = 11 (100% increase)
	Number of new applicants meeting program requirements	Number of new applicants = 4	Number of new applicants = 6 (50% increase)

**MTW Activity #10-01: Specialized Housing Programs**

*Description of MTW Activity:* In partnership with the Alameda County Sheriff’s Department, OHA operates the MOMS program. This activity increases the allocation of resources to the MOMS program to improve outcomes and enhance program coordination among partners.

*Anticipated Impacts:* Improve self-sufficiency outcomes for residents.

*Status Update:* Ongoing.

<b>#10-01 Evaluation Metrics</b>			
<b>Statutory Objective</b>	<b>Measurement</b>	<b>Baseline</b>	<b>Benchmarks FY 2013</b>
Provide incentives for families with children to become more economically self-sufficient	Number of different types of services available	Types of services available = 0	Types of services available = 5
	Number of families graduating from the program	Number of families graduating = 0	Number of families graduating = 3

**MTW Activity #10-02: Program Extension for Households Receiving Zero HAP**

*Description of MTW Activity:* Modify the HCV program rules to allow participants receiving a Housing Assistance Payment (HAP) of zero (\$0) to remain in the program for up to 24 months before being terminated from the program.

*Anticipated Impacts:* Remove incentives for families to end employment or reduce sources of income in order to maintain housing assistance. Encourage employment and provide additional security for participants trying to increase their income.

*Status Update:* Ongoing

<b>#10-02 Evaluation Metrics</b>			
<b>Statutory Objective</b>	<b>Measurement</b>	<b>Baseline</b>	<b>Benchmarks FY 2013</b>
Provide incentives for families with children to become economically self sufficient	Number of families able to remain in Section 8 past 6 months	Number of families able to remain in Section 8 past 6 months = 0	Number of families able to remain in Section 8 past 6 months = 90
	Number of families that returned to a HAP payment after being at zero HAP assistance for more than 6 months	Number of families that returned to a HAP payment after being at zero HAP assistance for more than 6 months = 0	Number of families that returned to a HAP payment after being at zero HAP assistance for more than 6 months = 9
	Number of families that left Section 8 after being at zero HAP for more than 6 months	Number of families that left Section 8 after being at zero HAP for more than 6 months = 0	Number of families that left Section 8 after being at zero HAP for more than 6 months = 18

**MTW Activity #10-03: Combined PBV HAP Contract for Non-Contiguous Scattered Sites**

*Description of MTW Activity:* Modify PBV program rules to allow HAP contracts to be executed for non-contiguous buildings.

*Anticipated Impacts:* Reduce the staff time and administrative costs associated with preparing, executing, and managing the HAP contracts.

*Status Update:* Ongoing. In FY 2013, this activity will be used for the Oakland Point Limited Partnership, which is a scattered site project located in 8 buildings throughout West Oakland.

<b>#10-03 Evaluation Metrics</b>			
<b>Statutory Objective</b>	<b>Measurement</b>	<b>Baseline</b>	<b>Benchmarks FY 2013</b>
Reduce costs and achieve greater cost effectiveness	Number of HAP contracts executed for scattered sites	Number of HAP contracts executed for scattered sites = 8	Number of HAP contracts executed for scattered sites = 1
	Staff time to execute contracts for scattered sites	Staff time to execute HAP contracts at scattered sites = 48 hours	Staff time to execute HAP contracts at scattered sites = 6 hours

**MTW Activity #10-04: Alternative Initial Rent Determination for PBV Units**

*Description of MTW Activity:* Modify the PBV program requirement to use a state certified appraiser to determine the initial contract rent for each PBV project. Under this activity, initial contract rents are determined using a comparability analysis or market study certified by an independent agency approved to determine rent reasonableness for OHA-owned units. In addition, the definition of PBV “project” is expanded to include non-contiguous scattered sites grouped into Asset Management Properties (AMPs). Initial PBV contract rents are determined for each bedroom size within an AMP. The rent established for a two-bedroom unit is applicable to all two-bedroom units within an AMP and so on for all bedroom sizes.

*Anticipated Impacts:* Reduce the costs associated with establishing reasonable rents.

*Status Update:* Ongoing

<b>#10-04 Evaluation Metrics</b>			
<b>Statutory Objective</b>	<b>Measurement</b>	<b>Baseline</b>	<b>Benchmark FY 2013</b>
Reduce costs and achieve greater cost effectiveness	Per building cost to determine initial PBV program rents at scattered site units.	Per building cost to use a state certified appraiser for a market rent study = \$1,200	Per building cost to determine initial PBV program rents at scattered site units = \$150 (based on an 8 building project)

**MTW Activity #10-05: Acceptance of Lower HAP in PBV Units**

*Description of MTW Activity:* As a result of disposition, some households may become considered “over-housed” based on differences in the occupancy policies in the Public Housing and Section 8 programs. In these situations, this activity allows the landlord or management agent to accept a lower HAP based on the appropriate number of bedrooms for the family as opposed to the actual number of bedrooms in the unit.

*Anticipated Impacts:* Ensure access to housing for families impacted by disposition.

*Status Update:* Inactive. This activity was created to assist families impacted by disposition. The families impacted in the most recent disposition have already been assisted under this activity. OHA is evaluating whether this activity will be used in the future or if it will be closed out.

<b>#10-05 Evaluation Metrics</b>			
<b>Statutory Objective</b>	<b>Measurement</b>	<b>Baseline</b>	<b>Benchmark FY 2013</b>
Increase housing choices	Number of over-housed households eligible to remain in-place with PBV assistance	Number of over-housed households eligible to remain in-place with PBV assistance = 0	Number of over-housed households eligible to remain in-place with PBV assistance = N/A



**MTW Activity #10-06: Local Housing Assistance Program**

*Description of MTW Activity:* The Local Housing Assistance Program (LHAP) provides support to households that might not qualify for or be successful in the traditional Public Housing and/or Section 8 programs. LHAP provides subsidies to eligible households and to partnering agencies operating service enriched housing for low-income households with special needs.

*Anticipated Impacts:* Increase the housing choices for hard-to-house families and provide critical support to agencies operating serviced enriched housing for special needs households.

*Status Update:* For FY 2013, OHA plans to partner with the City of Oakland to provide housing subsidies to participants in a supportive housing program operated by the City.

<b>#10-06 Evaluation Metrics</b>			
<b>Statutory Objective</b>	<b>Measurement</b>	<b>Baseline</b>	<b>Benchmarks FY 2013</b>
Increase housing choices	Number of households assisted directly by LHAP	Number of households assisted directly by LHAP = 0	Number of households assisted directly by LHAP = 10
	Number of households assisted by partnering agencies receiving LHAP	Number of households assisted by partnering agencies receiving LHAP = 0	Number of households assisted by partnering agencies receiving LHAP = 90

**MTW Activity #10-07: Disposition Relocation and Counseling Services**

*Description of MTW Activity:* Provide counseling and relocation assistance to residents impacted by an approved disposition of public housing units.

*Anticipated Impacts:* Increase participants' knowledge and understanding of housing options available in the community and improve outcomes for households that receive a transfer voucher.

*Status Update:* Families impacted by disposition have already been provided relocation and counseling assistance in previous fiscal years. If the disposition of the senior sites is approved during FY 2013, this activity will be used to provide those resources again and the benchmark will be revised. The transfer voucher requests are ongoing.

<b>#10-07 Evaluation Metrics</b>			
<b>Statutory Objective</b>	<b>Measurement</b>	<b>Baseline</b>	<b>Benchmarks FY 2013</b>
Increase housing choices	Amount of resources available for relocation and counseling	Amount of resources available for relocation and counseling = 0	Amount of resources available for relocation and counseling = N/A
	Number of transfer vouchers requested	Number of transfer vouchers requested = 0	Number of transfer vouchers requested = 200

**MTW Activity #10-08: Redesign FSS Program**

*Description of MTW Activity:* Redesign the Family Self Sufficiency (FSS) program building on best practices in the industry and, where applicable, working in tandem with other community-based programs and initiatives.

*Anticipated Impacts:* Increase participant enrollment in the program and improve outcomes by better matching program design with participant needs.

*Status Update:* This activity was implemented in FY 2011, but the redesign of the program continues to be ongoing. The proposed redesign of OHA’s FSS program contains three elements based on best practices in the field:

1. Enrollment of two groups of participants in cohorts: The use of a cohort model will better facilitate the provision of trainings and support for participants in the first six to twelve months of their Contract of Participation. In addition, cohorts will facilitate the creation of formal and informal social networks that participants rely on for support and access to information on everything from employment prospects to community based services.
2. Redesign of Case Management to Focus on the Whole Family: In terms of family self-sufficiency, providing support to the entire family improves outcomes. The Contract of Participation would still be limited to the head of household but programs and services would be extended to the whole family.
3. Family Selection Process: OHA will explore a selection process that provides some preference to two groups: families with children receiving cash aid (Temporary Assistance to Needy Families (TANF)) and individuals enrolled in OHA’s employment assistance programs. Providing a focus on families with children is consistent with the statutory goals of the MTW program. The focus on families receiving cash aid (TANF) is in response to the recent and proposed changes to the administration of TANF in California. These changes include reductions in the number of months of continuous aid and increased sanctions for non-compliance. Individuals enrolled in employment service prior to participating in the FSS program will increase their ability to become self-sufficient early in the program.

<b>#10-08 Evaluation Metrics</b>			
<b>Statutory Objective</b>	<b>Measurement</b>	<b>Baseline</b>	<b>Benchmarks FY 2013</b>
Provide incentives for families with children to become economically self-sufficient	Number of families participating in the FSS program	Number of families enrolled in FSS = 222	Number of families enrolled in FSS = 300
		Number of new contracts signed = 43	Number of new contracts signed = 100
		Number of workshops held = 3	Number of workshops held = 10

**MTW Activity #10-09: Waive 12 Month Minimum Stay Requirement in Converted PBVs**

*Description of MTW Activity:* Waives the 12 month minimum stay requirement for existing tenants in units that have converted to PBV assistance as the result of an approved disposition. Under the existing PBV regulations, households must complete a one year tenancy in the unit before they can request a tenant-based voucher and move with continued assistance. This activity would allow residents that are in-place at the time of an approved disposition where the units are being converted to PBV assistance, to move at any time.

*Anticipated Impacts:* Ensure housing choices are available to residents impacted by disposition.

*Status Update:* This activity was originally proposed and approved as part of the FY 2010 MTW Annual Plan (Proposed MTW Activity #6). The activity went through a public comment process as part of the public comment period for the FY 2010 MTW Plan; and a public hearing was held on March 31, 2009. This activity was left out of the reporting for the last year, but is being reactivated as an activity. This activity will be used in cases where future dispositions are approved to convert units to PBV assistance.

<b>#10-09 Evaluation Metrics</b>			
<b>Statutory Objective</b>	<b>Measurement</b>	<b>Baseline</b>	<b>Benchmarks FY 2013</b>
Increase housing choices	Number of households in PBV units requesting a voucher after less than 1 year in the unit	Number of households in PBV units requesting a voucher after less than 1 year in the unit = 0	Number of households in PBV units requesting a voucher after less than 1 year in the unit = 40

**MTW Activity #09-01: Alternative HQS System**

*Description of MTW Activity:* Develop an alternative inspection methodology and frequency for HQS inspections based on a risk assessment system and findings from prior inspections. Properties that are HQS compliant and pass their first inspection are only inspected every two years. Properties that fail on the first inspection remain on the annual inspection schedule. Properties that fail to pass HQS after two inspections will be inspected more frequently and require semi-annual inspections for the next year. After two inspections that pass, the property may be placed back on an annual or biennial inspection schedule. Results of the inspections are submitted electronically to HUD via the HUD 50058 form and stored electronically in OHA's database.

*Anticipated Impacts:* The protocol is designed to be less intrusive to residents, requiring fewer inspections in properties that maintain units in good condition. In addition, resources can be better allocated to focus on properties with HQS deficiencies rather than on properties with a history of compliance.

*Status Update:* Ongoing. The baselines were established in FY 2011.

<b>#09-01 Evaluation Metrics</b>			
<b>Statutory Objective</b>	<b>Measurement</b>	<b>Baseline</b>	<b>Benchmarks FY 2013</b>
Reduce costs and achieve greater cost effectiveness	Number of units inspected annually	Number of units inspected annually = 10,807	Number of units inspected annually = 7,584 (30% reduction)
	Number of inspections conducted annually	Number of inspections conducted annually = 10,807	Number of inspections conducted annually = 8,582 (21% reduction)
	Cost to perform HQS inspections annually	Cost to perform HQS inspections annually = \$332,855	Cost to perform HQS inspections annually = \$264,326 (21% reduction)

**MTW Activity #09-02: Short-Term Subsidy Program**

*Description of MTW Activity:* Provide temporary subsidy funding to buildings 1) that were developed with assistance from the City of Oakland, 2) where there is a risk of an imminent threat of displacement of low income households, and 3) where it can be reasonably expected that providing short-term subsidy assistance will provide the necessary time for the ownership entities and funders to restructure debt, increase revenue and/or change the ownership structure necessary to preserve the affordable housing resource.

*Anticipated Impacts:* Preserving existing housing resources with a short-term subsidy is more cost effective in many circumstances than relocating in-place families and providing a HAP. Keeping units in service and providing options for tenant to stay in place increases housing choice.

*Status Update:* This activity is under evaluation to determine its effectiveness and efficiency prior to any new commitments being made. This activity may be closed out in the FY 2012 MTW Report.

<b>#09-02 Evaluation Metrics</b>			
<b>Statutory Objectives</b>	<b>Measurement</b>	<b>Baseline</b>	<b>Benchmarks FY 2013</b>
Reduce costs and achieve greater cost effectiveness	Cost to issue subsidies	Cost to issue new HCV annually	Cost to issue short-term subsidy
Increase housing choices	Number of families occupying units	Number of families living in units that may be taken out of service	Number of families given the option to remain in-place

**MTW Activity #08-01: Fund Affordable Housing Development Activities**

*Description of MTW Activity:* Utilize Single Fund Flexibility to leverage funds to preserve affordable housing resources and create new affordable housing opportunities in Oakland.

*Anticipated Impacts:* Create new and replacement affordable housing thereby increasing the housing choices for low-income households.

*Status Update:* Ongoing

<b>#08-01 Evaluation Metrics</b>			
<b>Statutory Objective</b>	<b>Measurement</b>	<b>Baseline</b>	<b>Benchmark FY 2013</b>
Increase housing choices	Number of affordable housing units in predevelopment, constructed or rehabilitated	Number of affordable housing units brought on-line = 0	Number of affordable housing units brought on-line = 73 units; under construction = 100 units; in predevelopment = 150 units

**MTW Activity #07-01: Triennial Income Recertification**

*Description of MTW Activity:* Conduct income reexaminations every three (3) years for elderly and disabled households on fixed incomes in the Public Housing and Section 8 programs. In the interim years, an automatic adjustment is applied to the households' housing payment equal to the cost of living adjustment (COLA) made to the households' related income subsidy program.

*Hardship Exception (Rent Reform activity):* Households may request an interim review at any time if they believe their rent portion would be lower than the stated cost of living increase or decrease.

*Anticipated Impacts:* Reduce the administrative time and costs associated with conducting reexaminations for these households on fixed incomes.

*Status Update:* Currently implemented in the HCV program and at two senior public housing properties. Plans are on hold to implement at the other senior sites due to the pending disposition application.

<b>#07-01 Evaluation Metrics</b>			
<b>Statutory Objective</b>	<b>Measurement</b>	<b>Baseline</b>	<b>Benchmarks FY 2013</b>
Reduce costs and achieve greater cost effectiveness	Number of full rent review examinations performed	Section 8: Number of full rent reviews = 2,678	Section 8: Number of full rent reviews = 883 (67% reduction)
		Public Housing: Number of full rent reviews = 147	Public Housing: Number of full rent reviews = 59 (60% reduction)

<b>#07-01 Evaluation Metrics</b>			
<b>Statutory Objective</b>	<b>Measurement</b>	<b>Baseline</b>	<b>Benchmarks FY 2013</b>
Reduce costs and achieve greater cost effectiveness	Staff time to perform all rent review reexaminations	Section 8: Staff time to perform all rent reviews = 2,678 hours	Section 8: Staff time to perform all rent reviews = 1,475 hours (45% reduction)
		Public Housing: Staff time to perform all rent reviews = 441 hours	Public Housing: Staff time to perform all rent reviews = 220 hours (50% reduction)
	Labor cost to perform all rent review reexaminations	Section 8: Cost to perform all rent reviews = \$111,940	Section 8: Cost to perform all rent reviews = \$57,985 (48% reduction)
		Public Housing: Cost to perform all rent reviews = \$11,025	Public Housing: Cost to perform all rent reviews = \$5,513 (50% reduction)

**MTW Activity #06-01: Site Based Wait Lists**

*Description of MTW Activity:* Establish site based wait lists at all public housing sites, HOPE VI sites, and developments with PBV allocations.

*Anticipated Impacts:* The selection and pre-screening of prospective tenants at each site improves efficiency and reduces the duplication of administrative functions. Site based wait lists allow applicants to choose what sites or areas of the city they choose to live, and reduces the number of households rejecting an apartment because it is not near the family's support systems, work and schools. Applicants may apply for multiple lists as well. Additionally, OHA has chosen to loterize its site based wait lists down to a number that offers can be made to in a reasonable period of time. Thus, the site based wait lists will be opened and closed more frequently thereby increasing the frequency of access to affordable housing opportunities, reducing the long waiting periods for applicants, and reducing the need and cost of wait list purging and maintenance.

*Status Update:* Ongoing

<b>#06-01 Evaluation Metrics</b>			
<b>Statutory Objective</b>	<b>Measurement</b>	<b>Baseline</b>	<b>Benchmarks FY 2013</b>
Reduce costs and achieve greater cost effectiveness	Time per household to lease a unit to an applicant in Public Housing	Time to determine program eligibility, offer a unit to an applicant, and have them sign the lease = 19 hours per household	Time to determine program eligibility, offer a unit to an applicant, and have them sign the lease = 11 hours per household
	Cost per vacancy to lease a unit to an applicant in Public Housing	Cost to determine program eligibility, offer a unit to an applicant, and have them sign the lease = \$875 per vacancy	Cost to determine program eligibility, offer a unit to an applicant, and have them sign the lease = \$500 per vacancy

<b>#06-01 Evaluation Metrics</b>			
<b>Statutory Objective</b>	<b>Measurement</b>	<b>Baseline</b>	<b>Benchmarks FY 2013</b>
Reduce costs and achieve greater cost effectiveness	Annual cost to lease available vacant units to public housing applicants	Annual cost to lease available vacant units to public housing applicants = \$110,000	Annual cost to lease available vacant units to public housing applicants = \$77,000

**MTW Activity #06-02: Allocation of PBV Units: Without a Competitive Process**

*Description of MTW Activity:* Allocate PBV units to developments owned directly or through a partnership affiliated with OHA without using a competitive process.

*Anticipated Impacts:* Reduce the administrative time and development costs associated with issuing a Request for Proposal (RFP) when OHA has a qualifying development. Increase housing choices by creating new or replacement affordable housing opportunities.

*Status Update:* Ongoing

<b>#06-02 Evaluation Metrics</b>			
<b>Statutory Objectives</b>	<b>Measurement</b>	<b>Baseline</b>	<b>Benchmarks FY 2013</b>
Reduce costs and achieve greater cost effectiveness	Cost to develop and issue a RFP	Cost to develop and issue one RFP = \$7,500	Cost to develop and issue one RFP = \$0
	Cost to respond to an RFP	Cost to respond to one RFP = \$4,000	Cost to respond to one RFP = \$0
Increase housing choices	Number of PBV units allocated without using a competitive process	Number of PBV units allocated without a competitive process = 0	Number of PBV units allocated without a competitive process = 176

**MTW Activity #06-03: Allocation of PBV Units: Using Existing Competitive Process**

*Description of MTW Activity:* Allocate PBV units to qualifying developments using the City of Oakland Notice of Funding Availability (NOFA)/ RFP or other existing competitive process.

*Anticipated Impacts:* Reduce the administrative time and development costs associated with issuing a RFP. Increase housing choices by creating new or replacement affordable housing opportunities.

*Status Update:* Ongoing

<b>#06-03 Evaluation Metrics</b>			
<b>Statutory Objectives</b>	<b>Measurement</b>	<b>Baseline</b>	<b>Benchmarks FY 2013</b>
Reduce costs and achieve greater cost effectiveness	Cost to develop and issue a RFP	Cost to develop and issue one RFP = \$7,500	Cost to develop and issue one RFP = \$0
Increase housing choices	Number of PBV units allocated using an existing competitive process	Number of PBV units allocated using an existing competitive process = 0	Number of PBV units allocated using an existing competitive process = 150

### **C. Changes, Modifications, or Additions to Attachment C Authorizations**

There are no changes to the Attachment C authorizations for the MTW activities.

### **D. Use of Outside Evaluators**

Currently, OHA is not using outside evaluators to measure the ongoing activities identified above. During 2012, OHA plans to solicit proposals from outside evaluators through a Request for Proposals (RFP) process. OHA anticipates working with outside evaluators in FY 2013 to begin a longitudinal study that will measure the impacts of the MTW activities from FY 2013 through FY 2019, one year past the expiration of the current MTW Agreement.



## Section VII. Sources and Uses of Funding

Included in this section are the planned sources and uses of funding in the consolidated MTW and Special Purpose program budgets.

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

Using MTW flexibility, OHA consolidates the Public Housing Operating Subsidy, the Capital Fund Program (CFP), which includes including Replacement Housing Factor (RHF) funds, and the Section 8 Housing Choice Voucher Block Grant program funding into a Single Fund Budget.

Table 9 FY 2013 Planned Sources and Uses of MTW Funds						
	Public Housing	Capital Fund Program	Housing Choice Vouchers	Real Estate Development	Local Programs	MTW Consolidated
<b>SOURCES</b>						
Rental Income	4,100,000	-	-	-	10,000	4,110,000
Subsidy Earned	6,300,000	-	186,000,000	-	-	192,300,000
HUD Grants (CFP)	-	2,782,575	-	-	-	2,782,575
HUD Grants (RHF)	-	3,611,056	-	-	-	3,611,056
Investment Income	-	-	200,000	-	-	200,000
Other Revenue <sup>1</sup>	101,000	-	475,000	-	208,000	784,000
<b>TOTAL SOURCES</b>	<b>10,501,000</b>	<b>6,393,631</b>	<b>186,675,000</b>	<b>-</b>	<b>218,000</b>	<b>203,787,631</b>
<b>USES</b>						
Administrative	1,500,000	300,000	13,600,000	-	3,000	15,403,000
Tenant Services	950,000	-	1,550,000	-	-	2,500,000
Utilities	1,300,000	-	-	-	-	1,300,000
Maintenance	2,000,000	-	26,000	-	-	2,026,000
Protective Services	1,869,500	-	960,000	-	-	2,829,500
General	963,052	-	-	-	-	963,052
Housing Assistance Payments	-	-	162,000,000	-	1,522,500	163,522,500
Capital Expenditures	1,500,000	6,093,631	75,000	14,717,720	-	22,386,351
Indirect Cost Allocations	3,527,852	-	1,727,000	-	30,000	5,284,852
<b>TOTAL USES</b>	<b>13,610,404</b>	<b>6,393,631</b>	<b>179,938,000</b>	<b>14,717,720</b>	<b>1,555,500</b>	<b>216,215,255</b>
<b>Surplus (Deficit)</b>	<b>(3,109,404)</b>	<b>-</b>	<b>6,737,000</b>	<b>(14,717,720)</b>	<b>(1,337,500)</b>	<b>(12,427,624)</b>
Operating Transfers To/(From)	-	-	-	-	-	-
<b>Excess (Deficiency) of Revenue Over (under) Expenses</b>	<b>(3,109,404)</b>	<b>-</b>	<b>6,737,000</b>	<b>(14,717,720)</b>	<b>(1,337,500)</b>	<b>(12,427,624)</b>

<sup>1</sup> "Other Revenue" includes income from parking lots owned by the Authority, parking concessions, sign boards, investments, and interest on bank accounts.

The column for "Local Program" consists primarily of the expenses for the Sponsor Based Housing Assistance Program, which is part of MTW Activity #10-06 Local Housing Assistance Programs. The rental income showing in that column consist of tenant rental payments from assisted tenants in non-public housing OHA owned properties.

The HUD Grants (RHF) line includes funding received in Calendar Year 2012 for Replacement Housing Factor funds. This funding will be accumulated and used for development of low-income housing as outlined in the RHF Plan found in Appendix D. To date, OHA has accumulated two years of first increment RHF funding, a total of \$7,494,309, and three years of second increment RHF funding totaling \$277,301.

In preparing the FY 2013 budget, OHA made every effort to manage expenses to revenues and be conscious of our mandate to support the residents of Oakland. OHA anticipates a deficit in the MTW consolidated budget of \$12,427,624. This deficit is made up of two primary activities:

1. \$14,717,720 in Real Estate Development for continued development of affordable housing for the residents of Oakland.
2. \$1,522,500 in Local Programs for the Sponsor Based Housing Assistance Program to support the residents of Oakland.

This deficit will be offset in part by the \$1.7 million in program income expected from the Non-MTW consolidated budget (see Table 10). The remainder of the deficit will be funded from OHA reserves.

Additionally, OHA plans to sell five disposed properties pursuant to the approved Disposition Application #DDA003364. OHA will use the proceeds from the sale for the development of affordable housing. While this activity is planned for FY 2013, the estimated revenue has not been included in the budget because the timeline for this activity is uncertain.

## B. Planned Sources and Uses of State or Local Funds

Table 10 FY 2013 Planned Sources and Uses of Special Purpose Funds						
	Non-MTW Vouchers	ROSS	Other (State/Local)	Real Estate Development	CAHI	Non-MTW Consolidated
<b>SOURCES</b>						
Rental Income	-	-	5,000	-	-	5,000
Subsidy Earned	6,432,000	-	-	-	360,000,000	366,432,000
HUD Grants (CFP)	-	69,000	-	-	-	69,000
Investment Income	-	-	105,000	-	-	105,000
Other Revenue	6,000	-	-	245,000	-	251,000
<b>TOTAL SOURCES</b>	<b>6,438,000</b>	<b>69,000</b>	<b>110,000</b>	<b>245,000</b>	<b>360,000,000</b>	<b>366,862,000</b>
<b>USES</b>						
Administrative	230,000	69,000	70,000	480,000	288,100	1,137,100
Tenant Services	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
Maintenance	-	-	-	-	-	-
Protective Services	-	-	-	-	-	-
General	-	-	25,000	-	10,700,000	10,725,000
HAP	5,800,000	-	-	-	347,000,000	352,800,000
Capital Expenditures	-	-	-	-	-	-
Indirect Cost Allocation	408,000	-	15,000	-	68,000	491,000
<b>TOTAL USES</b>	<b>6,438,000</b>	<b>69,000</b>	<b>110,000</b>	<b>480,000</b>	<b>358,056,100</b>	<b>365,153,100</b>
<b>Surplus(Deficit)</b>	-	-	-	<b>(235,000)</b>	<b>1,943,900</b>	<b>1,708,900</b>
Operating Transfers To/(From)	-	-	-	-	-	-
<b>Excess (Deficiency)of Revenue Over(under) Expenses</b>	-	-	-	<b>(235,000)</b>	<b>1,943,900</b>	<b>1,708,900</b>

### C. Planned Sources and Uses of the COCC

OHA has elected to use an OMB A-87 compliant multi-basis cost allocation plan for allocating the Central Office Cost Center (COCC) expenses.

<b>Table 11</b>	
<b>FY 2013 Planned Sources &amp; Uses of the COCC</b>	
<b>SOURCES</b>	
Administration	8,216,150
Maintenance	127,600
Utilities	46,000
General	248,000
<b>Total Sources</b>	<b>8,637,750</b>
<b>USES</b>	
Salaries	4,408,000
Benefits	2,717,000
Office Expenses	1,137,150
Maintenance & Contract Costs	127,600
General Expenses	248,000
<b>Total Uses</b>	<b>8,637,750</b>
<b>Net Income (Deficit)</b>	<b>-</b>

### D. Cost Allocation Approach – Deviations from 1937 Act

OHA is using a cost allocation methodology that is consistent with the 1937 Act. Asset Management consists of several components. OHA differs from the asset management regulations in the following areas:

- **Public Housing Funding:** OHA's MTW Agreement allows the Agency to continue utilizing the frozen FY 2004 PUM formula income (\$242.80) in the calculation of operating subsidy through the end of the MTW Agreement in FY 2018.
- **Section 8 Funding:** The MTW Plan dictates that MTW vouchers will be funded utilizing the initial year's per unit cost (PUC) multiplied by the annual inflation factor and will not be dependent on the number of vouchers issued and reported in the VMS.
- **Accounting:** In accordance with HUD's PIH Notice 2008-16, the Oakland Housing Authority has elected to maintain a central office cost center (COCC) and allocate the overhead costs across federal programs based on an OMB A-87 compliant cost allocation plan. Therefore, the Agency will not be implementing a fee-for-service approach.
- **OHA will be utilizing the MTW Financial Data Schedule (FDS)** in order to report the Authority's fiscal year financial activity as directed by HUD's "Standard MTW Agreement". All MTW funds will be reported in the appropriate programs and then transferred to a single MTW fund to be utilized in a manner consistent with OHA's MTW Plan.

## **E. Use of Single Fund Flexibility**

OHA has used single fund flexibility to fund many activities in support of the Authority's long-term goals for the MTW program. The sources included in the MTW Single Fund Budget are summarized above in Table 9. The following is a description of the types of activities that have been implemented utilizing single fund flexibility.

- Preserving and Enhancing the Public Housing Portfolio
  - OHA has utilized the single-fund budget authority to establish a level of funding for each of the public housing developments which is comparable to Section 8 rents in the same vicinity. The increase in revenue allows the property managers to address any deferred maintenance issues and improve the physical condition of the property while providing the highest level of service to our residents.
- Preserving and Expanding Affordable Housing Opportunities
  - OHA has utilized the MTW flexibility in order to expand housing opportunities through real estate development, site acquisition, and partnerships with nonprofit developers. The single-fund budget authority has allowed the Authority the ability to provide short and long-term financial assistance to encourage investment in affordable housing development.
- Promoting Resident Empowerment and Self-Sufficiency
  - MTW flexibility has allowed OHA the opportunity to enhance the quality and reach of client services provided both in-house and in partnership with community based service providers for both the public housing and Section 8 residents. Single fund flexibility has also allowed OHA to provide the Neighborhood Orientation Workshop (NOW) Program and the Neighborhood Leadership Institute to all clients in the Public Housing and Section 8 program. These programs are designed to support successful tenants, good neighbors and leadership skills. In addition, OHA has created the Department of Family and Community Partnerships to consolidate and enhance the coordination and delivery of services to clients across all OHA programs.
- Providing a Consistent Level of Security to Our Residents
  - OHA's ability to increase the funding level at public housing developments has provided the additional revenue required to provide a consistent level of security to our residents.

### Oakland Housing Authority Police Department

In addition to these activities, the single fund budget is used in part to operate the Oakland Housing Authority Police Department (OHAPD). OHAPD is committed to providing police services in accordance with the law and guided by a spirit of fairness, compassion and excellence. Always sensitive to the needs of the public, the Department's success is built upon a community policing philosophy executed by the staff of dynamic and energetic professionals who are focused on providing effective, efficient and professional police services to the citizens served. OHAPD received international accreditation from the Commission on Accreditation for Law Enforcement Agencies (CALEA) in March, 1999, and was reaccredited in 2002, 2005 and 2008.

The Oakland Housing Authority Police Department is proud of its continued efforts to enhance the quality of life for OHA residents. OHAPD is an active participant in many community meetings and community building activities including the following.

- ❖ Mediation – OHAPD uses mediation as a tool to address ongoing disputes between neighbors and complaints from the community regarding disturbances and personal conflicts. OHAPD works with residents and community members to reach resolution thereby reducing future conflicts.
- ❖ Student Attendance Review Board (SARB) – OHAPD partners with the Oakland Unified School District to address truancy among youth in the community.
- ❖ Health Realization – OHAPD participates in and organizes this training resource for residents and community members as an empowerment tool.
- ❖ National Night Out – A national event hosted by the OHAPD to encourage residents and community members to take back their neighborhoods.
- ❖ Youth Summer Programs – OHAPD coordinates, plans, and recruits youth participants for summer programs through partnerships with community service providers and local businesses.
- ❖ School Liaison Program – This program provides a forum through which students, parents, faculty, and law enforcement officers can establish partnerships. In this program, youth are taught that every human being has direct access to an innate, core state of commonsense, of wise and compassionate vision, of unconditional self esteem and motivation to improve the quality of life for themselves and their community. This model helps the youth to cultivate healthy alternatives to violence and expand their personal vision for their life.
- ❖ Holiday Activities – During the holidays, OHAPD provides Christmas trees and food baskets for residents needing extra assistance.

**F. Reserve Balances at the Beginning of the Plan Year (Optional)**

<b>Table 12</b> <b>Reserve Balance at the Beginning of FY 2013*</b>	
6/30/2011 Unapproved audited Financial Data Schedules (FDS) submitted to HUD on 3/31/2012-Unrestricted Reserves	\$93,977,129
6/30/2012 Budget - Income	4,160,015
<b>Total Projected Reserves before Obligations &amp; Expenditures</b>	<b>\$98,137,144</b>
Post Medical Retirement Benefits through FY 2014	(30,389,744)
Land purchases	(14,717,720)
Pre-development loans	(18,305,111)
Office Facility	(5,000,000)
Lions Creek Crossing - Loan Restriction	(7,527,292)
Keller Plaza - Loan Restriction	(8,200,000)
<b>Projected Unrestricted Reserve</b>	<b>\$13,997,277</b>
* OHA's reserve balance includes reserves from nonprofit instrumentalities such as CAHI.	

**G. Planned Sources and Uses by AMP (Optional)**

OHA elects not to include this optional information.

## **Section VIII. Administrative**

---

### **A. Resolution signed by the Board of Commissioners adopting the Annual MTW Plan Certification of Compliance**

See Appendix F and G.

### **B. Description of any planned or ongoing Agency-directed evaluations of the demonstration**

Currently, OHA is not using outside evaluators to measure MTW activities. During 2012, OHA plans to solicit proposals from outside evaluators through a Request for Proposals (RFP) process to evaluate the proposed rent reform activities identified in Section V. OHA anticipates working with outside evaluators in FY 2013 to begin a longitudinal study that will measure the impacts of the MTW activities from FY 2013 through FY 2019, one year past the expiration of the current MTW Agreement.



## List of Appendices

---

Appendix A. Glossary of Acronyms

Appendix B. Detailed Definitions Related to Disabilities

Appendix C. Rent Reform Program Impact Analysis

Appendix D. Replacement Housing Factor Plan

Appendix E. Changes to OHA's Administrative Plan and Admissions and Continued  
Occupancy Policy

Appendix F. Annual MTW Plan Certifications of Compliance

Appendix G. Board Resolution

Appendix H. Comments from Resident Advisory Board

Appendix I. Evidence of Public Process

Appendix J. Performance and Evaluation Report for Capital Fund Activities

## **APPENDIX A**

---

### **Glossary of Acronyms**

## Glossary

**AMI** – Area Median Income. HUD estimates the median family income for an area in the current year and adjusts that amount for different family sizes so that family incomes may be expressed as a percentage of the area median income. Housing programs are often limited to households that earn a percent of the Area Median Income.

**AMP** – Asset Management Project. A building or collection of buildings that are managed as a single project as part of HUD’s requirement that PHAs adopt asset management practices.

**ARRA** – American Recovery and Reinvestment Act. Signed into law by President Obama to provide economic “stimulus”. The Act includes funding for PHAs to spend on capital improvements.

**COLA** – Cost of Living Adjustment. The federal government adjusts assistance programs, such as Social Security, annually based on changes in the cost-of-living index. The adjustment is a percentage amount that is added to the prior year’s amount.

**FCP** – OHA’s Department of Family and Community Partnerships.

**FSS** – Family Self-Sufficiency. A program operated by a PHA to promote self-sufficiency of families in the Section 8 and Public Housing programs.

**FY** – Fiscal Year. A 12 month period used for budgeting and used to distinguish a budget or fiscal year from a calendar year. OHA’s fiscal year runs from July 1 through June 30.

**FYE** – Fiscal Year End. OHA’s fiscal year end is June 30.

**HAP** – Housing Assistance Payment. The monthly payment by a PHA to a property owner to subsidize a family’s rent payment.

**HCV** – Housing Choice Voucher. Sometimes referred to as a Section 8 voucher or tenant-based voucher, the voucher provides assistance to a family so that they can rent an apartment in the private rental market.

**HOPE VI** – Housing Opportunities for People Everywhere. A national HUD program designed to rebuild severely distressed public housing. The program was originally funded in 1993.

**HQS** – Housing Quality Standards. The minimum standard that a unit must meet in order to be eligible for funding under the Section 8 program.

**HUD** – United States Department of Housing and Urban Development. The federal government agency responsible for funding and regulating local public housing authorities.

**LHAP** – Local Housing Assistance Programs. Under this MTW Activity, OHA has developed local housing programs that provide support to households that might not qualify for or be successful in the traditional Public Housing and/or Section 8 programs.

**Mod Rehab** – Moderate Rehabilitation. The Section 8 Moderate Rehabilitation program provides project-based rental assistance for low income families. Assistance is limited to properties previously rehabilitated pursuant to a HAP contract between an owner and a PHA.

**MOMS** – Maximizing Opportunities for Mothers to Succeed. A partnership between OHA and the Alameda County Sheriff's Department. The program provides 11 units of service enriched housing for women leaving the county jail system and reuniting with their children.

**MTW** – Moving to Work. A national demonstration program for high performing public housing authorities. OHA has named its MTW program "Making Transitions Work".

**NOFA** – Notice of Funding Availability. As part of a grant process, NOFAs are issued to dictate the format and content of proposals received in response to funding availability.

**OHA** – Oakland Housing Authority.

**PBV** – Project Based Voucher. Ongoing housing subsidy payments that are tied to a specific unit.

**PHA** – Public Housing Authority.

**REAC** – Real Estate Assessment Center. A HUD department with the mission of providing and promoting the effective use of accurate, timely and reliable information assessing the condition of HUD's portfolio; providing information to help ensure safe, decent and affordable housing; and restoring the public trust by identifying fraud, abuse and waste of HUD resources.

**RFP** – Request for Proposals. As part of a procurement or grant process, RFPs are issued to dictate the format and content of proposals received in response to funding availability.

**RHF** – Replacement Housing Factor. These are Capital Fund Grants that are awarded to PHAs that have removed units from their inventory for the sole purpose of developing new public housing units.

**SRO** – Single Room Occupancy. A unit that only allows occupancy by one person. These units may contain a kitchen or bathroom, or both.

**TANF** – Temporary Assistance to Needy Families. A federal assistance program providing cash assistance to low-income families with children.

**TPV** – Tenant Protection Voucher. A voucher issued to families displaced due to an approved demolition/disposition request, natural disaster, or other circumstance as determined by HUD. The vouchers provide families with tenant-based rental assistance that they can use in the private rental market.

**VASH** – Veterans Affairs Supportive Housing. This HUD program combines tenant-based rental assistance for homeless veterans with case management and clinical services provided by the Department of Veteran's Affairs at their medical centers and community-based outreach clinics.

## **APPENDIX B**

---

### **Detailed Definitions Related to Disabilities**

Exhibit 3-1 of OHA's Administrative Plan and  
Admissions & Continued Occupancy Policy

## EXHIBIT 3-1: DETAILED DEFINITIONS RELATED TO DISABILITIES

### Person with Disabilities [24 CFR 5.403]

The term *person with disabilities* means a person who has any of the following types of conditions.

- Has a disability, as defined in 42 U.S.C. Section 423(d)(1)(A), which reads:

Inability to engage in any substantial gainful activity by reason of any medically determinable physical or mental impairment which can be expected to result in death or which has lasted or can be expected to last for a continuous period of not less than 12 months

In the case of an individual who has attained the age of 55 and is blind (within the meaning of "blindness" as defined in section 416(i)(1) of this title), inability by reason of such blindness to engage in substantial gainful activity, requiring skills or ability comparable to those of any gainful activity in which he has previously engaged with some regularity and over a substantial period of time.

- Has a developmental disability as defined in the Developmental Disabilities Assistance and Bill of Rights Act [42 U.S.C.6001(8)], which defines developmental disability in functional terms as:

A severe, chronic disability of a person 5 years of age or older which:

- Is attributable to a mental or physical impairment or combination of mental and physical impairments
  - Is manifested before the person attains age twenty-two
  - Is likely to continue indefinitely
  - Results in substantial functional limitations in three or more of the following areas of major life activity: (1) self-care; (2) receptive and responsive language; (3) learning; (4) mobility; (5) self-direction; (6) capacity for independent living; and (7) economic self-sufficiency
  - Reflects the person's need for a combination and sequence of special, interdisciplinary, or generic care, treatment, or other services which are of lifelong or extended duration and are individually planned and coordinated; except that such term, when applied to infants and young children, means individuals from birth to age 5, inclusive, who have substantial developmental delay or specific congenital or acquired conditions with a high probability of resulting in developmental disabilities if services are not provided.
- Has a physical, mental, or emotional impairment that is expected to be of long-continued and indefinite duration; substantially impedes his or her ability to live independently, and is of such a nature that the ability to live independently could be improved by more suitable housing conditions.

People with the acquired immunodeficiency syndrome (AIDS) or any conditions arising from the etiologic agent for AIDS are not excluded from this definition.

A person whose disability is based solely on any drug or alcohol dependence does not qualify as a person with disabilities for the purposes of this program.

For purposes of reasonable accommodation and program accessibility for persons with disabilities, the term person with disabilities refers to an individual with handicaps.

### **Individual with Handicaps [24 CFR 8.3]**

*Individual with handicaps* means any person who has a physical or mental impairment that substantially limits one or more major life activities; has a record of such an impairment; or is regarded as having such an impairment. The term does not include any individual who is an alcoholic or drug abuser whose current use of alcohol or drugs prevents the individual from participating in the program or activity in question, or whose participation, by reason of such current alcohol or drug abuse, would constitute a direct threat to property or the safety of others. As used in this definition, the phrase:

- (1) Physical or mental impairment includes:
  - (a) Any physiological disorder or condition, cosmetic disfigurement, or anatomical loss affecting one or more of the following body systems: neurological; musculoskeletal; special sense organs; respiratory, including speech organs; cardiovascular; reproductive; digestive; genito-urinary; hemic and lymphatic; skin; and endocrine
  - (b) Any mental or psychological disorder, such as mental retardation, organic brain syndrome, emotional or mental illness, and specific learning disabilities. The term physical or mental impairment includes, but is not limited to, such diseases and conditions as orthopedic, visual, speech and hearing impairments, cerebral palsy, autism, epilepsy, muscular dystrophy, multiple sclerosis, cancer, heart disease, diabetes, mental retardation, emotional illness, drug addiction and alcoholism.
- (2) Major life activities means functions such as caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning and working.
- (3) Has a record of such an impairment means has a history of, or has been misclassified as having, a mental or physical impairment that substantially limits one or more major life activities.
- (4) Is regarded as having an impairment means:
  - (a) Has a physical or mental impairment that does not substantially limit one or more major life activities but that is treated by a recipient as constituting such a limitation
  - (b) Has a physical or mental impairment that substantially limits one or more major life activities only as a result of the attitudes of others toward such impairment
  - (c) Has none of the impairments defined in paragraph (a) of this section but is treated by a recipient as having such an impairment

## **APPENDIX C**

---

### **Rent Reform Impact Analysis**



**Table 1  
Comparison of Demographic and Economic Characteristics of Residents in the Pilot Programs**

	Family Public Housing Sites*	Campbell Village	All MTW Section 8**	All OAHPI***	AMP 10
<b>Family Type Based on Head of Household</b>					
Elderly (≥ 62 years old)	21%	21%	22%	15%	13%
<i>Elderly Disabled</i>	<i>13%</i>	<i>13%</i>	<i>17%</i>	<i>10%</i>	<i>7%</i>
<i>Elderly Non-Disabled</i>	<i>8%</i>	<i>7%</i>	<i>5%</i>	<i>5%</i>	<i>5%</i>
Disabled (< 62 years old)	17%	20%	22%	15%	15%
Family	61%	60%	56%	70%	73%
Total	100%	100%	100%	100%	100%
<b>Race Based on Head of Household</b>					
White	4%	4%	6%	8%	8%
Black/African American	74%	84%	73%	76%	75%
American Indian/Alaskan Native	1%	1%	1%	0%	0%
Asian	17%	10%	20%	15%	15%
Native Hawaiian/Other Pacific Islander	0%	0%	0%	0%	0%
More than 1 Race and/or Other	1%	1%	1%	1%	2%
Not Reported	4%	0%	0%	0%	0%
Total	100%	100%	100%	100%	100%
<b>Ethnicity Based on Head of Household</b>					
Hispanic	5%	5%	4%	7%	8%
Non-Hispanic	91%	95%	96%	93%	92%
Not Reported	4%	0%	0%	0%	0%
Total	100%	100%	100%	100%	100%
<b>Type of Income of all Household Members</b>					
Wages	31%	25%	22%	24%	21%
Welfare	18%	19%	25%	33%	35%
SSI	21%	24%	24%	18%	17%
SS & Pensions	17%	22%	15%	11%	8%
Other	13%	10%	15%	14%	18%
Total	100%	100%	100%	100%	100%
<b>Households with at least 1 working member</b>					
Percentage of Households	31%	38%	36%	43%	39%
<b>Household Income Percent of AMI</b>					
0% - 30%	84%	88%	80%	73%	76%
31% - 50%	12%	12%	16%	19%	20%
51% - 80%	3%	0%	4%	5%	2%
Over 80%	1%	0%	1%	4%	2%
Total	100%	100%	100%	100%	100%
<b>Number of People in the Household</b>					
1 Person	36%	46%	33%	15%	12%
2 People	28%	33%	28%	22%	24%
3 People	17%	11%	17%	23%	24%
4 People	11%	8%	13%	24%	26%
5 People	4%	3%	5%	11%	10%
6+ People	3%	0%	3%	4%	4%
Total	100%	100%	100%	100%	100%

\* This data does not include the senior-designated Public Housing properties. Campbell Village was compared to other family-designated Public Housing sites.

\*\* This data includes all MTW Housing Choice Voucher recipients. This data set does not include non-MTW voucher holders that are participants of specially funded and designated programs (i.e. Mainstream, Mod Rehab, VASH).

\*\*\* This data includes all the scattered site AMPs that were previously part of the Public Housing portfolio but have been disposed and converted to project-based Section 8 units under the Oakland Affordable Housing Preservation Initiatives (OAHPI), an instrumentality of OHA.

**Table 2**  
**Impact of Rent Reform Policy on Tenant Rent Payments**

**Senior and Disabled Households**

Changes in Tenant Rent Payment	Campbell Village			AMP 10			Combined		
	# of Households	% of Households	Average Amount of Change	# of Households	% of Households	Average Amount of Change	# of Households	% of Households	Average Amount of Change
No change in rent	7	12%	\$0	2	3%	\$0	9	7%	\$0
Rent decrease	41	68%	-\$16	59	88%	-\$29	100	79%	-\$24
Rent increase (see breakdown below)	12	20%	\$29	6	9%	\$18	18	14%	\$25
<b>Total</b>	<b>60</b>	<b>100%</b>		<b>67</b>	<b>100%</b>		<b>127</b>	<b>100%</b>	
Breakdown of Rent Increases**	# of Households	% of Households		# of Households	% of Households		# of Households	% of Households	
\$1 to \$10	4	33%		3	50%		7	39%	
\$11 to \$25	4	33%		2	25%		6	33%	
\$26 to \$50	2	17%		0	8%		2	11%	
\$51 to \$100	1	8%		1	8%		2	11%	
greater than \$100	1	8%		0	0%		1	6%	
<b>Total</b>	<b>12</b>	<b>100%</b>		<b>6</b>	<b>100%</b>		<b>18</b>	<b>100%</b>	

**Work-Eligible Households**

Changes in Tenant Rent Payment	Campbell Village			AMP 10			Combined		
	# of Households	% of Households	Average Amount of Change	# of Households	% of Households	Average Amount of Change	# of Households	% of Households	Average Amount of Change
No change in rent	19	21%	\$0	8	4%	\$0	27	10%	\$0
Rent decrease	55	62%	-\$23	110	61%	-\$39	165	61%	-\$34
Rent increase (see breakdown below)	15	17%	\$32	63	35%	\$19	78	29%	\$22
<b>Total</b>	<b>89</b>	<b>100%</b>		<b>181</b>	<b>100%</b>		<b>270</b>	<b>100%</b>	
Breakdown of Rent Increases**	# of Households	% of Households		# of Households	% of Households		# of Households	% of Households	
\$1 to \$10	9	60%		18	29%		27	35%	
\$11 to \$25	3	20%		41	65%		44	56%	
\$26 to \$50	0	0%		2	3%		2	3%	
\$51 to \$100	1	7%		0	0%		1	1%	
greater than \$100	2	13%		2	3%		4	5%	
<b>Total</b>	<b>15</b>	<b>100%</b>		<b>63</b>	<b>100%</b>		<b>78</b>	<b>100%</b>	

\*\* These figures do not account for households that would be eligible for the hardship policy, which would cap the rent increase at \$25. These figures also do not account for families that would choose the flat rent option in the Public Housing program and therefore may have no increase or a smaller increase in their rent than reflected above.

**Table 3**  
**Impact of Rent Reform Policy on Average Tenant Rent Payment**

	Campbell Village	AMP 10
<b>Senior and Disabled Households</b>		
Average Tenant Rent Payment Before	\$228	\$364
Average Tenant Rent Payment After	\$223	\$340
<b>Work-Eligible Households</b>		
Average Tenant Rent Payment Before	\$202	\$283
Average Tenant Rent Payment After	\$193	\$266

**Table 4**  
**Data on Households Under Existing Rent Policy**

<b>Senior and Disabled Households</b>									
	<b>Campbell Village</b>			<b>AMP 10</b>			<b>Combined</b>		
	# of Households	% of All Households	Average Amount	# of Households	% of All Households	Average Amount	# of Households	% of All Households	Average Amount
<b>All Households</b>	<b>60</b>	<b>100%</b>		<b>67</b>	<b>100%</b>		<b>127</b>	<b>100%</b>	
Households Receiving Deductions*									
Medical Expenses Deduction	10	17%	\$1,891	8	12%	\$759	18	14%	\$1,388
Elderly/ Disabled Deduction	60	100%	\$400	67	100%	\$400	127	100%	\$400
Dependent Deduction	6	10%	\$640	35	52%	\$933	41	32%	\$890
Child Care Expenses Deduction	0	0%	\$0	0	0%	\$0	0	0%	\$0
Components of Annual Income Calculation									
Assets	26	43%	\$1,387	17	25%	\$3,666	43	34%	\$2,288
Earned Income Disallowance	0	0%	\$0	0	0%	\$0	0	0%	\$0
Households Paying <\$25 in Monthly Rent	0	0%		0	0%		0	0%	
<b>Work-Eligible Households</b>									
	<b>Campbell Village</b>			<b>AMP 10</b>			<b>Combined</b>		
	# of Households	% of All Households	Average Amount	# of Households	% of All Households	Average Amount	# of Households	% of All Households	Average Amount
<b>All Households</b>	<b>89</b>	<b>100%</b>		<b>181</b>	<b>100%</b>		<b>270</b>	<b>100%</b>	
Households Receiving Deductions*									
Medical Expenses Deduction	0	0%	\$0	2	1%	\$759	2	1%	\$759
Elderly/ Disabled Deduction	2	2%	\$400	0	0%	\$400	2	1%	\$400
Dependent Deduction	55	62%	\$777	157	87%	\$933	212	79%	\$893
Child Care Expenses Deduction	0	0%	\$0	6	3%	\$0	6	2%	\$0
Components of Annual Income Calculation									
Assets	32	36%	\$2,581	17	9%	\$3,666	49	18%	\$2,957
Earned Income Disallowance	0	0%	\$0	0	0%	\$0	0	0%	\$0
Households Paying <\$25 in Monthly Rent	0	0%		20	11%	\$4	20	7%	\$4

\*Households may fall into more than one category depending on the deductions they qualify for.

**Table 5**  
**Data on Households Under Existing Rent Policy - Potential Hardship Cases**

<b>Senior and Disabled Households</b>						
	<b>Campbell Village</b>		<b>AMP 10</b>		<b>Combined</b>	
	# of Households	% of All Households	# of Households	% of All Households	# of Households	% of All Households
Three or more dependents	0	0%	9	13%	9	7%
Child Care Expenses above \$2,000 per year	0	0%	0	0%	0	0%
Medical Expenses above \$1,500 per year	4	7%	1	1%	5	4%
<b>Work-Eligible Households</b>						
	<b>Campbell Village</b>		<b>AMP 10</b>		<b>Combined</b>	
	# of Households	% of All Households	# of Households	% of All Households	# of Households	% of All Households
Three or more dependents	7	8%	60	33%	67	25%
Child Care Expenses above \$2,000 per year	0	0%	4	2%	4	1%
Medical Expenses above \$1,500 per year	0	0%	1	1%	1	0%

## **APPENDIX D**

---

### **Replacement Housing Factor Plan**

## Oakland Housing Authority Replacement Housing Factor Plan

### First Increment Funding

OHA has received first increment RHF funds as a result of the disposition of 87 public housing units at the former Tassafaronga site and 1,615 public housing units at scattered sites. OHA plans to utilize these RHF funds pursuant to Option 3 of OHA's MTW Agreement. OHA intends to combine RHF funds into the MTW Block Grant, accumulate the RHF grants for five years, and be eligible for the second increment of RHF funds. OHA needs to accumulate the RHF grants in order to have sufficient funds to develop new affordable housing units.

The subject grants are:

<b>Grant Number</b>	<b>Amount</b>	<b>Project – Increment</b>
CA39R003501-11	\$3,883,253	Tassafaronga (87 units) – year 2 of 5 Scattered Sites (1,615 units) – year 1 of 5
CA39R003501-12	\$3,611,056	Tassafaronga (87 units) – year 3 of 5 Scattered Sites (1,615 units) – year 2 of 5
CA39R003501-13	\$3,883,253 (estimated)	Tassafaronga (87 units) – year 4 of 5 Scattered Sites (1,615 units) – year 3 of 5
CA39R003501-14	\$3,883,253 (estimated)	Tassafaronga (87 units) – year 5 of 5 Scattered Sites (1,615 units) – year 4 of 5
CA39R003501-15	\$3,679,818 (estimated)	Scattered Sites (1,615 units) – year 5 of 5
<i>Total 1<sup>st</sup> Increment</i>	<i>\$18,940,633</i>	

This funding will be used to fill gaps in financing as needed to develop affordable housing units at the following four sites that are currently owned by OHA and located in Oakland, California. OHA will ensure that the requisite number of affordable housing units required under the "Proportionality Test" will be developed. OHA plans to commit RHF funds to develop up to 386 affordable housing rental units at development sites in the order that the sites are listed below:

1. Lion Creek Crossings Phase V (128 senior units)
2. Lakeside Senior Apartments (92 senior units)
3. Grand Avenue (68 family units)
4. 1110 Jackson (98 family units)

It is OHA's understanding from the information posted on the HUD Capital Fund webpage that the obligation end date for these funds will be October 29, 2017 and the disbursement end date will be October 29, 2019. OHA will develop new units in accordance with the requirements found in OHA's MTW Agreement and will meet the newly established obligation and disbursement deadlines.

## Second Increment Funding

OHA has received second increment Replacement Housing Factor (RHF) funds as a result of the disposition of 34 public housing units at scattered sites and 19 public housing units at scattered sites. OHA plans to utilize these RHF funds pursuant to Option 3 of OHA's MTW Agreement. OHA intends to combine RHF funds into the MTW Block Grant and accumulate the funds for five years. OHA needs to accumulate these RHF grants in order to have sufficient funds to develop new affordable housing units.

The subject grants are:

<b>Grant Number</b>	<b>Amount</b>	<b>Project – Increment</b>
CA39R003502-09	\$8,443	Scattered Sites (34 units) – year 3 of 5 (2 <sup>nd</sup> ) Scattered Sites (19 units) – year 1 of 5 (2 <sup>nd</sup> )
CA39R003502-10	\$148,127	Scattered Sites (34 units) – year 4 of 5 (2 <sup>nd</sup> ) Scattered Sites (19 units) – year 2 of 5 (2 <sup>nd</sup> )
CA39R003502-11	\$120,731	Scattered Sites (34 units) – year 5 of 5 (2 <sup>nd</sup> ) Scattered Sites (19 units) – year 3 of 5 (2 <sup>nd</sup> )
CA39R003502-12	\$43,281 (estimated)	Scattered Sites (19 units) – year 4 of 5 (2 <sup>nd</sup> )
CA39R003502-13	\$43,281 (estimated)	Scattered Sites (19 units) – year 5 of 5 (2 <sup>nd</sup> )
<i>Total 2<sup>nd</sup> Increment</i>	<i>\$363,863</i>	

This funding will be used to fill gaps in financing as needed to develop affordable housing units at the following four sites that are currently owned by OHA and located in Oakland, California. OHA will ensure that the requisite number of affordable housing units required under the “Proportionality Test” will be developed. OHA plans to commit RHF funds to develop up to 386 affordable housing rental units at development sites in the order that the sites are listed below:

1. Lion Creek Crossings Phase V (128 senior units)
2. Lakeside Senior Apartments (92 senior units)
3. Grand Avenue (68 family units)
4. 1110 Jackson (98 family units)

It is OHA's understanding from the information posted on the HUD Capital Fund webpage that the obligation end date for these funds will be October 29, 2015 and the disbursement end date will be October 29, 2017. OHA will develop new units in accordance with the requirements found in OHA's MTW Agreement and will meet the newly established obligation and disbursement deadlines.

OHA confirms that its FY 2012 MTW Annual Plan was approved by HUD on June 28, 2011. OHA is in compliance with the obligation and expenditure deadlines on all of its Capital Fund Grants and is current on its LOCCS reporting. OHA understands that it must obtain a firm commitment of substantial additional funds other than public housing funds to meet the leverage requirement. When the leveraged funds are secured, OHA will submit written documentation confirming the funding.

## **APPENDIX E**

---

### **Changes to OHA's Administrative Plan and Admissions & Continued Occupancy Policy**

Sections Revised February 22, 2012

## **Oakland Housing Authority Administrative Plan**

### **3-III.D. SCREENING**

#### **Screening for Eligibility**

OHA is authorized to obtain criminal conviction records from law enforcement agencies to screen applicants for admission to the HCV program. This authority assists OHA in complying with HUD requirements and OHA policies to deny assistance to applicants who are engaging in or have engaged in certain criminal activities. In order to obtain access to the records OHA must require every applicant family to submit a consent form signed by each adult household member [24 CFR 5.903].

OHA may not pass along to the applicant the costs of a criminal records check [24 CFR 960.204(d)].

OHA will perform criminal background checks through local law enforcement for all adult household members.

If the results of the criminal background check indicate there may have been past criminal activity, but the results are inconclusive, OHA will request a fingerprint card and will request information from the National Crime Information Center (NCIC).

OHA is required to perform criminal background checks necessary to determine whether any household member is subject to a lifetime registration requirement under a state sex offender program in the state where the housing is located, as well as in any other state where a household member is known to have resided [24 CFR 982.553(a)(2)(i)].

If OHA proposes to deny admission based on a criminal record or on lifetime sex offender registration information, OHA must notify the household of the proposed action and must provide the subject of the record a copy of the record and an opportunity to dispute the accuracy and relevance of the information prior to a denial of admission [24 CFR 5.903(f) and 5.905(d)].



## **Oakland Housing Authority Administrative Plan**

### **3-III.F. NOTICE OF ELIGIBILITY OR DENIAL**

OHA will notify an applicant family of its final determination of eligibility in accordance with the policies in Section 4-III.E.

If OHA uses a criminal record or sex offender registration information obtained under 24 CFR 5, Subpart J, as the basis of a denial, a copy of the record must accompany the notice to deny, with an opportunity for the applicant to dispute the accuracy and relevance of the information before OHA can move to deny the application. In addition, a copy of the record must be provided to the subject of the record [24 CFR 5.903(f) and 5.905(d)]. OHA must give the subject of record an opportunity to dispute the accuracy and relevance of that record, in the informal review process in accordance with program requirements [24 CFR 982.553(d)]

#### OHA Policy

If, based on general suitability, a criminal record, or sex offender registration information, an applicant appears to be ineligible; OHA will notify the applicant in writing of the proposed denial. The applicant will be given 10 business days to dispute the accuracy and relevance of the information. If the family does not contact OHA to dispute the information within 10 business days, OHA will proceed with issuing the notice of denial of admission. An applicant that does not exercise their right to dispute the accuracy of the information prior to issuance of the official denial letter will still be given the opportunity to do so as part of the informal review process.

The OHA notification of denial will include a reminder of the family's right to bring counsel and to referral information for local legal services organizations.

Notice requirements related to denying admission are contained in Section 3-III.B. Notice requirements related to denying admission to noncitizens are contained in Section 3-II.B.

### **16-III.B. INFORMAL REVIEWS**

#### **Informal Review Procedures [24 CFR 982.554(b)]**

The informal review will be conducted by a person other than the one who made or approved the decision under review, or a subordinate of this person.

The applicant will be provided an opportunity to present written or oral objections to the decision of OHA. The person conducting the review will make a determination as to whether assistance should be granted or denied.

If the decision to deny admission is upheld, the applicant will be provided written notification that this is their last administrative review and the decision is final.

## **Oakland Housing Authority Admissions & Continued Occupancy Policy**

### **3-III.D. SCREENING Screening for Eligibility**

OHA is authorized to obtain criminal conviction records from law enforcement agencies to screen applicants for admission to the public housing program. This authority assists OHA in complying with HUD requirements and OHA policies to deny assistance to applicants who are engaging in or have engaged in certain criminal activities. In order to obtain access to the records OHA must require every applicant family to submit a consent form signed by each adult household member [24 CFR 5.903].

OHA may not pass along to the applicant the costs of a criminal records check [24 CFR 960.204(d)].

OHA will perform criminal background checks through local law enforcement for all adult household members.

If the results of the criminal background check indicate there may have been past criminal activity, but the results are inconclusive, OHA will request a fingerprint card and will request information from the National Crime Information Center (NCIC).

OHA is required to perform criminal background checks necessary to determine whether any household member is subject to a lifetime registration requirement under a state sex offender program in the state where the housing is located, as well as in any other state where a household member is known to have resided [24 CFR 960.204(a)(4)].

If OHA proposes to deny admission based on a criminal record or on lifetime sex offender registration information, OHA must notify the household of the proposed action and must provide the subject of the record a copy of the record and an opportunity to dispute the accuracy and relevance of the information prior to a denial of admission [24 CFR 5.903(f) and 5.905(d)].

## **Oakland Housing Authority Admissions & Continued Occupancy Policy**

### **3-III.F. NOTICE OF ELIGIBILITY OR DENIAL**

OHA will notify an applicant family of its final determination of eligibility in accordance with the policies in Section 4-III.E.

If OHA uses a criminal record or sex offender registration information obtained under 24 CFR 5, Subpart J, as the basis of a denial, a copy of the record must accompany the notice to deny, with an opportunity for the applicant to dispute the accuracy and relevance of the information before OHA can move to deny the application. In addition, a copy of the record must be provided to the subject of the record [24 CFR 5.903(f) and 5.905(d)]. OHA must give the subject of record an opportunity to dispute the accuracy and relevance of that record, in the informal review process in accordance with program requirements [24 CFR 982.553(d)]

#### OHA Policy

If, based on general suitability, a criminal record, or sex offender registration information, an applicant appears to be ineligible; OHA will notify the applicant in writing of the proposed denial. The applicant will be given 10 business days to dispute the accuracy and relevance of the information. If the family does not contact OHA to dispute the information within 10 business days, OHA will proceed with issuing the notice of denial of admission. An applicant that does not exercise their right to dispute the accuracy of the information prior to issuance of the official denial letter will still be given the opportunity to do so as part of the informal review process.

The OHA notification of denial will include a reminder of the family's right to bring counsel and to referral information for local legal services organizations.

Notice requirements related to denying admission are contained in Section 3-III.B. Notice requirements related to denying admission to noncitizens are contained in Section 3-II.B.

## **Oakland Housing Authority Admissions & Continued Occupancy Policy**

### **14-I.B. INFORMAL HEARING PROCESS [24 CFR 960.208(a) and PH Occupancy Guide Book, p. 58]**

#### **Scheduling an Informal Hearing**

##### OHA Policy

A request for an informal hearing must be made in writing and delivered to OHA either in person or by first class mail, by the close of the business day, no later than 10 business days from the date of OHA's notification of denial of admission.

OHA must schedule and send written notice of the informal hearing within 10 business days of the family's request.

#### **Conducting an Informal Hearing [PH Occupancy Guide Book, p. 58]**

##### OHA Policy

The informal hearing will be conducted by an OHA staff person other than the one who made the decision under review, or a subordinate of this person.

The applicant will be provided an opportunity to present written or oral objections to the decision of OHA.

The person conducting the hearing will make the determination whether the admission should be granted or denied.

If the decision to deny admission is upheld, the applicant will be provided written notification that this is their last administrative review and the decision is final.

## **APPENDIX F**

---

### **Annual MTW Plan Certifications of Compliance**

**Annual Moving to Work Plan  
Certifications of Compliance**

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

**Certifications of Compliance with Regulations:  
Board Resolution to Accompany the Annual Moving to Work Plan**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the Annual Moving to Work Plan for the PHA fiscal year beginning 7/1/2012, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The PHA published a notice that a hearing would be held, that the Plan and all information relevant to the public hearing was available for public inspection for at least 30 days, that there were no less than 15 days between the public hearing and the approval of the Plan by the Board of Commissioners, and that the PHA and conducted a public hearing to discuss the Plan and invited public comment.
2. The Agency took into consideration public and resident comment before approval of the Plan by the Board of Commissioners or Board of Directors in order to incorporate any public comments into the Annual MTW Plan.
3. The PHA 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.
4. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
5. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
6. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
7. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
8. The PHA will comply with requirements with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.
9. The PHA will comply with requirements with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment and implementing regulations at 49 CFR Part 24.
10. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
11. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105( a).
12. The PHA will provide HUD or the responsible entity any documentation that the Department needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58.
13. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
14. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
15. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.

16. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments) and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments.).

17. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the Moving to Work Agreement and Statement of Authorizations and included in its Plan.

18. All attachments to the Plan have been and will continue to be available at all times and all locations that the Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its Plan and will continue to be made available at least at the primary business office of the PHA.

Oakland Housing Authority

PHA Name

CA003

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)

Moses L. Mayne, Jr.

Name of Authorized Official

Chairman, OHA Board of Commissioners

Title

Signature

Acting Chair

Commissioner Adhi Nagraj

Date

April 9, 2012

## **APPENDIX G**

---

### **Board Resolution**



**THE BOARD OF COMMISSIONERS OF THE  
HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA**

On Motion of Commissioner: Tanya Pitts

Seconded by Commissioner: Janny Castillo

And approved by the following vote: Commissioners: Tanya Pitts, Janny Castillo, Adhi Nagraj, Marlene Hurd, Barbara Montgomery

AYES: 5

NAYS: 0

ABSTAIN: 0

EXCUSED: (2) Chair, Moses L. Mayne, Jr., Vice-Chair Gregory Hartwig

ABSENT: 0

**THE FOLLOWING RESOLUTION WAS ADOPTED:**

**NUMBER: 4432**

**RESOLUTION ADOPTING THE FISCAL YEAR 2013  
MOVING TO WORK ANNUAL PLAN AND CERTIFICATIONS OF COMPLIANCE**

WHEREAS, the Oakland Housing Authority Board of Commissioners is required to submit to the U.S. Department of Housing and Urban Development (HUD) a "Moving to Work" (MTW) Annual Plan; and

WHEREAS, the Oakland Housing Authority (OHA) named its local MTW Program "Making Transitions Work"; and

WHEREAS, the Fiscal Year (FY) 2013 MTW Annual Plan provides OHA residents, the public and HUD with baseline information on OHA programs, proposed and previously approved MTW activities, and a budget for FY 2013; and

WHEREAS, the FY 2013 MTW Annual Plan identifies the areas in which OHA intends to use its participation in MTW to explore and test new and innovative methods to reduce costs and achieve greater cost effectiveness, provide incentives for families with children to become economically self-sufficient, and increase housing choices for low-income families in Oakland; and

WHEREAS, the Oakland Housing Authority gathered resident and community input during a 30-day written comment period, a Resident Advisory Board (RAB) meeting held on March 1, 2012 and March 29, 2012, and a Public Hearing held on March 19, 2012; and

WHEREAS, the FY 2013 MTW Annual Plan has been finalized after giving consideration to comments received from the members of the RAB and from the public; and

WHEREAS, the Board of Commissioners must adopt a FY 2013 MTW Annual Plan prior to submission to HUD; and

WHEREAS, the Certifications of Compliance with the MTW requirements must be included with the MTW Annual Plan; and

WHEREAS, the Certification states that the FY 2013 MTW Annual Plan will be carried out in compliance with all applicable MTW regulations and requirements of the U.S. Department of Housing and Urban Development (HUD); and

WHEREAS, the FY 2013 MTW Annual Plan is in compliance with all HUD regulations.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF  
COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF  
OAKLAND, CALIFORNIA;**

THAT, the Board of Commissioners adopts the FY 2013 MTW Annual Plan; and

THAT, the Chair of the Board of Commissioners is authorized to certify that the Oakland Housing Authority will comply with all regulations as stated in the Certifications of Compliance; and

THAT, the Executive Director, on behalf of the Authority, is hereby authorized to submit the FY 2013 MTW Annual Plan and Certifications of Compliance to the US Department of Housing and Urban Development, and to take all actions necessary to implement the foregoing resolution.

*I certify that the foregoing resolution is a full, true and correct copy of a resolution passed by the Commissioners of the Housing Authority of the City of Oakland, California on April 9, 2012.*

  
Secretary / Executive Director

**ADOPTED: April 9, 2012**

**RESOLUTION NO. 4432**

## **APPENDIX H**

---

### **Comments from the Resident Advisory Board (RAB)**

**Resident Advisory Board**  
Thursday, March 1, 2012  
Meeting Minutes

**RAB members in attendance:**

Deborah Carney, Janny Castillo (Commissioner), William Curry, Melvin Finister, Lillian Gibson, Johnnie Green, Robert Mitchell, Sharon Montgomery, Sheliah Najeeullah and Annie Perry.

**Special Guests:**

Joann Bernstine, Bessie Barnes, Bernice Jordan, Dreena Rivera, Billy Smith, Brandy Smith, Evelyn Tilson, Racheal Vasquez and Betty Lou Wright.

**Staff members in attendance:**

Stephanie Christmas, Michelle Hasan, Patricia Ison, Eric Johnson, Shawn Johnson, Anna Kaydanovskaya, Terry McCully, Janet Rice, Jillian Ryan, Anna Gwyn Simpson and Nicole Thompson.

**1. Welcome, Introductions & Roll Call**

The meeting commenced at 5:30 p.m. Nicole Thompson, Acting Manager of Family & Community Partnerships, welcomed attendees and asked that each person introduce themselves. Nicole completed the roll call and then reviewed the meeting's agenda. Nicole told the RAB about the Mayor's Youth Job Fair which was hosted at Oakland Housing Authority's Lockwood Gardens Community Room earlier in the day which was well attended by youth.

**2. FY 2013 Making Transitions Work (MTW) Annual Plan**

Anna Gwyn Simpson, Senior Policy Analyst for the Executive Office, presented the FY 2013 Making Transitions Work (MTW) Annual Plan. She began by providing a general overview of MTW, explaining that the current agreement goes through FY 2018 and that the FY 2013 MTW Annual Plan covers the period of time between July 1, 2012 and June 30, 2013. Ms. Simpson covered the three Statutory Objectives of MTW; to increase housing choices for low-income families, to provide incentives for families with children to become economically self-sufficient and to reduce cost and achieve greater cost effectiveness. A chart of OHA's current Housing Stock Portfolio was presented, along with maps showing where OHA's Section 8 Housing, Public Housing and OAHPI sites are located.

Ms. Simpson explained OHA's proposed activity #13-01, the Rent Reform Pilot Program. She explained that OHA intends to change the way that rent is calculated in the Section 8 and Public Housing programs. The sites selected for the Rent Reform Pilot Program are Campbell Village (Public Housing) and AMP 10 (Section 8). These two sites were selected because they most closely

represent OHA's resident demographics for their respective programs. Demographics for each site were presented along with an explanation that FSS Program and MOMS Program (a program for transitional mothers who are ex-offenders being reunited with their children) participants would be excluded from the pilot.

Under the Rent Reform Pilot Program, households will be split into two groups, senior and disabled households and work-eligible households. The groups were separated due to the fixed, usually unchanging, income which is typical of senior and disabled households. The work-eligible households have a goal of increasing self-sufficiency. Current rent calculation practices were explained and compared to the new program which calculates the Total Tenant payment (TTP) based on a percentage of the gross Annual Income. Deductions and the earned income disallowance would be eliminated and income from assets of less than \$50,000 would be excluded (which is an existing OHA policy). For the senior and disabled households, the percentage selected is 27.5% and for the work-eligible households the percentage is 27%. These percentages were determined based on ensuring that at least 70% of the households would have a decrease in their rent or no change to their rent.

**Q: What will happen with the 30% of households whose rents increase?**

**A:** *We have a hardship policy in place which would cap the increase at \$25.00. Additionally we can review each household on a case-by-case basis if a household feels that an increase of \$25 creates a hardship.*

**Q: Will the disabled be allowed any deductions such as for in-home help?**

**A:** *There are certain exclusions from annual income in the rent policy that will not change. We would have to look to see if in-home help would be one of these exclusions. Exclusions and deductions are different and the hardships policies will be place.*

**Q: Will there be an annual increase in the rent?**

**A:** *If approval for this policy is received, we will begin to roll the program out at these two sites. Rent would be recalculated using this format. Also the recertification schedule will change, senior and disabled households will only have to come in for a recertification every three years with an annual cost of living adjustment (COLA) and for the work-eligible households the recertification will be every two years.*

**Q: Is there already an activity where recertification occurs every three years?**

**A:** *Yes, seniors and disabled individuals who are on a fixed income in Section 8 or living in Public Housing at Oak Groves North and South are already on a triennial recertification schedule.*

Under the Rent Reform Program there is a recent income increase disregard at recertification, so if you are in the work-eligible group and you receive an increase in pay in the six months prior to your recertification it won't be taken into consideration. When you add that time onto the two years until your next recertification, you could end up paying the lesser rent rate for up to 30 months.

**Q: How long will it be until this policy goes into effect?**

**A:** *Once OHA gets approval from HUD we will begin implementing. Implementation should occur between July 2012 and June 2013.*

**Q: I have been trying to get a disabled head of household status for the last three years. Will I lose any retroactive pay I may be eligible for due to being a disabled head of household once the new program is implemented?**

**A:** *We would need to put you in touch with someone in your program to answer your question about retro pay possibly owed for previous years. Under the new program there would not be a deduction for being disabled.*

In Campbell Village, we expect approximately 80% of households to see no rent change or a reduction in rent and in AMP 10, we expect to see 91% of households to see no change or a reduction in rent.

The plan calls for an absolute minimum rent of \$25.00. The utility allowance will still exist, but it will not push a tenants rent below \$25.00. The federal budget is proposing a minimum rent of \$69.45 per month. If this is approved there is a possibility that it could impact our programs. Eric Johnson, Executive Director of OHA, explained that every comment made during the public comment will be documented and put into a report which will be sent to HUD. Once HUD reviews OHA's plan, HUD may want OHA to make some changes, prior to approval. Eric stated that, HUD may be concerned that OHA is proposing to lower the percentage of rent we collect and they may not agree with our proposal for a \$25 minimum rent. OHA's legal council is still trying to find out if we will be exempt from the minimum rent being proposed in the President's budget and/or a rent rate established in the act being proposed by congress.

**Q: Can staff please clarify why the minimum rent of \$25 may be a sticking point with HUD?**

**A:** *The President's proposed budget could increase the minimum rent to approximately \$70-\$75. Because this is being introduced through a budget, instead of regulations, it may be more difficult for the minimum rent aspect of our plan to be approved.*

Sharon Montgomery motioned to support the \$25 minimum rent. Sheliah Najeeullah requested an option in the future for residents to be able pay their rent

electronically. Eric Johnson agreed that electronic payments would be beneficial and that OHA will be looking into this in the future.

Anna Gwyn Simpson continued the presentation, mentioning OHA's 21 ongoing MTW activities, which are documented in the MTW Plan. Lastly, she reviewed the budget for the FY 2013 MTW, where the funding comes from and how funds are spent.

**Q: When is this proposal going to HUD?**

**A:** *OHA will be holding a public hearing at a special Board of Commissioners meeting March 19, 2012 and then the final proposal will go before the Board of Commissioners on April 9, 2012. The proposal will then be submitted to HUD around April 16, 2012.*

**Q: Would the RAB have time to review this material and hold a special meeting to provide additional feedback on the proposal?**

**A:** *The public comment period ends March 23<sup>rd</sup> but we could hold the next RAB meeting the last week of March and still be able to incorporate any comments made prior to presenting the proposal to the Board of Commissioners.*

There was a motion to hold a special RAB meeting on March 29<sup>th</sup> to make comments on the MTW Plan in place of the April 5<sup>th</sup> RAB meeting. Ms. Simpson made her contact information available for any questions that might come up prior to the next meeting, and said that any comments pertaining to the plan can be submitted to her prior to the end of the public comment period.

### **3. RAB's Vision Group Updates**

Commissioner Janny Castillo encouraged Vision group members who have not yet met to exchange information and set a first meeting date. She then asked for groups who have met to update the RAB on their progress. Sheliah Najeeullah gave a report of Vision Group I, she and Robin Johnson met at Lockwood Gardens Community Room on February 9, 2012. Topic covered included: setting meeting rules and norms and establishing group positions such as coordinators and sub-coordinators. There was also discussion about establishing a tenant council and setting agendas for future meetings. Members of Vision Group III reported that they will be having their first meeting on March 8, 2012 at 1:30pm at the Palo Vista Gardens Community Room. The group also advertised that they are organizing a group for knitting, crocheting and other crafts in the upcoming OUR Voice resident newsletter. Also under Vision Group III, Robert Mitchell stated that he and Johnnie Green will be working with OHAPD Chief Duplessis about having a presentation for the RAB about community safety.

**Q: Will the knitting and crocheting class require existing knowledge or will some assistance be provided?**

**A:** *There are some members who are willing to assist in teaching.*

Commissioner Castillo told the RAB that she will continue to meet with staff monthly to bring continuing training to the RAB meetings, while the Vision Groups continue to do their work outside of RAB meetings. Commissioner Castillo acknowledged Bettye Lou Wright for her attendance at the previous Board of Commissioners meeting. Commissioner Castillo also updated RAB members on the February Board of Commissioners meeting. At that meeting Mr. Curry was honored for the work he did as a Commissioner with OHA. Additional updates included news that OHA is working to fill the 61 vacant units they currently have and that in May, one of the homes OHA is working to fill is planned to be a youth home for foster children.

**Q:** **Does OHA have any programs for developmental disabled adults?**

**A:** *We don't manage these types of units but we do subsidize them through the Section 8 program. These units are managed by organizations which specialize in these types of services.*

Commissioner Castillo also provided program updates which were presented at the Board of Commissioners meeting, including news that 27 OHA families are currently in contract to purchase a home through OHA's Homeownership program and discussed a partnership with YEP which has resulted in a home being renovated by youth and is now ready to go on the market, with another home currently under renovation. Commissioner Hurd, via Commissioner Castillo, reported that the Ad Hoc Education Committee did meet this last month and they are continuing to work with OUSD to support OHA's children.

#### **4. How To Facilitate A Meeting**

Jillian Ryan, Administrative Assistant of Family & Community Partnerships, gave a presentation on how to facilitate a meeting providing tip and ideas on ways in which to prepare for and lead successful meetings. Topics covered included: creating an agenda, sending out invitations, preparing the meeting space, starting on time and staying on topic. This training directly supports the RAB's vision work by providing skills which will promote more effective meetings when residents gathering in their Vision groups.

#### **5. Public Comment**

The next Board of Commissioners meeting will be held on April 9<sup>th</sup>, 2012 at 6:00pm. The Resident Advisory Board meeting adjourned at 7:30 p.m.

As a result of a vote to convene early to meet the reporting and public comment deadline for the FY 2013 MTW Plan a special **RAB meeting will be held on March 29, 2012.**



**Resident Advisory Board**  
Thursday, March 29, 2012  
Meeting Minutes

**RAB members in attendance:**

Melvin Finister, Lillian Gibson, Marlene Hurd (Commissioner), Robert Mitchell, Barbara Montgomery (Commissioner), Sharon Montgomery, Tina Moses, Sheliah Najeeullah and Annie Perry.

**Special Guests:**

Aminah Adcock, Glenda Alonzo, Joann Bernstein, Bessie Barnes, Aeeshah Clotley, Henrime Cunningham, Quennette Gonzalez, Nadra Hannah, Jessifer Johnson, Bernice Jordan, Tamika Lyles, Annette Miller, Rhonda Moore, Heather Mulvang, Dreena Rivera, Billy Smith, Maria Valdez, Racheal Vasquez, Joyce Whittington and Bettye Lou Wright.

**Staff members in attendance:**

Ugonna Atulobi, Lenita Ellis, Eric Johnson, Shawn Johnson, Anna Kaydanovskaya, Patraya Lowe-Smith, Janet Rice, Jillian Ryan, Anna Gwyn Simpson, Nicole Thompson and Sonya Wright.

**1. Welcome, Introductions & Roll Call**

The meeting commenced at 5:30 p.m. Nicole Thompson, Acting Manager of Family & Community Partnerships, welcomed attendees and asked that each person introduce themselves. Nicole announced a slight change to the meeting's agenda, adding a Recommendation to Request that HUD Rescind Approval of the 2010 Senior Site Disposition Application submitted to HUD by Eric Johnson. Nicole then completed the roll call.

**2. Recommendation to Request that HUD Rescind Approval of the 2010 Senior Site Disposition Application Submitted to HUD**

Eric Johnson, Executive Director, announced the receipt of a letter from HUD in response to OHA's Senior Site Disposition Application which was submitted in 2010. The application requested the conversion of 5 senior Public Housing sites to Project Based sites. Mr. Johnson stated that HUD altered and only approved a portion of the application that OHA submitted. The conditions of the application submitted by OHA asked that 383 units be converted to project-based Section 8 units. The terms which HUD wants OHA to adhere to instead only included four senior sites totaling 283 units, disallowing Palo Vista development units. Mr. Johnson explained the intent of the application was to allow OHA to leverage all 383 units in order to provide necessary maintenance and repairs to the entire

senior housing portfolio, but especially Oak Groves North and South. HUD's response to our application recommends that OHA sell 283 units in an open bid to obtain \$26 million and then use that money to rebuild the same number of units. This is not what was approved by the RAB, the Board of Commissioners or anyone else affiliated with OHA. Additionally it isn't feasible to rebuild the same number of units with this amount of money. Following the presentation and discussion, the RAB passed a unanimous motion disapproving of HUD actions and conditions related to the application, that altered in a significant way conditions set forth in the application submitted by the Authority, voiced disapproval of the over year-and-a-half delay in receiving any response to the application, and stating that the RAB was in full support of requesting that HUD rescind their approval of the application.

### **3. FY 2013 Making Transitions Work (MTW) Annual Plan**

Anna Gwyn Simpson, Senior Policy Analyst for the Executive Office was asked by the RAB at the last meeting to give this presentation again to allow the RAB to have time to review the MTW Annual Plan in detail prior to making public comments. Ms. Simpson provided a general overview of the existing MTW Annual Plan, reviewed the goals and objectives for FY 2013 and explained the new Rent Reform Program being piloted at Campbell Village and AMP 10 in Section 8. (For specific details, see the RAB minutes from March 1, 2012). Ms. Simpson additionally provided examples of how a work-eligible and a senior and disabled household's rent would be calculated under the pilot program.

The topic of Absolute Minimum Rent came up again. Mr. Johnson spoke with the head of MTW when he was in Washington, DC, who explained that OHA's ability to continue its proposal to implement an absolute minimum rent of \$25 will be dependent on how the new federal minimum rent legislation is worded. If the amendment is made to the Housing Act of 1937, OHA should be allowed to maintain the \$25 minimum rent based on its Moving to Work plan approval. OHA is still advocating maintaining the \$25 minimum rent regardless of the federal legislation to raise the federal minimum.

**Q: How will rent be calculated with families who are part of the local program?**

**A:** *The local program, in which rent is calculated by the number of bedrooms not income, does not apply to these calculations.*

**Q: Does the hardship policy apply when a resident experiences a personal tragedy such as loss of a family member?**

**A:** *Hardship pertains strictly to income, not to personal tragedies or unexpected circumstances. An example would be if a resident had extensive medical expenses which put a hardship on the tenant's ability to pay their rent, a hardship might be granted based on how those expenses*

*are affecting ones overall income. Hardships are reviewed on a case-by-case basis.*

**Q: Is there a time limit on hardship?**

**A:** *Yes, a hardship is renewed or revisited on a yearly basis.*

**Q: How often will senior and disabled household's income be recalculated?**

**A:** *There will be an annual rent calculation based on Social Security's published information. The triennial review pertains to how often a resident has to bring in paperwork and go through the full review process.*

**Q: Has it been documented that residents would like to have the ability to pay their rent electronically?**

**A:** *Yes, that has been noted.*

**Q: When will the Rent Reform Pilot Program be implemented?**

**A:** *It will be submitted to HUD in April and we usually get responses in May or June. After receiving approval we will begin implementation.*

Ms. Tina Moses stated she thinks the program is wonderful in that it will overall be saving residents some money.

**Q: When will this program be implemented across OHA?**

**A:** *This will depend on how long it take us to determine that the program is benefiting everyone and implemented correctly at the pilot sites.*

Ms. Bettye Lou Wright reminded everyone that this is a pilot program and that everyone not at the pilot sites should still maintain all of their exemption records. This is also true for tenants who will be applying for hardships. Mr. Johnson reminded residents that OHA is starting small with the pilot program in case there is a need for adjustments to the program, and to be certain that residents are being helped, not hurt by the rent reform and hardship policy.

**Q: Under the Hardship Policy how did you arrive at the amount of \$1500 annually for out-of-pocket medical expenses?**

**A:** *We looked at households under the pilot program who would have an increase in rent of more than \$25 at both pilot sites. When we looked at their circumstances, expenses over this amount seemed to be pushing them into this hardship. During the pilot program we will continue to watch this amount and verify that \$1500 is indeed the appropriate number or make adjustments as needed.*

**Q: How long will the program be in testing?**

**A:** *We will test the program until we feel that everyone is protected. If the minimum rent law is implemented we will attempt to roll the rent reform*

*program out as soon as possible to protect our residents from drastically raised rents.*

#### **4. Public Comment**

Neighborhood Leadership Institute (NLI) program participants were allowed to ask questions about the MTW presentation during the public comment portion of the meeting.

**Q: How were Campbell Village and AMP 10 selected as the pilot sites?**

**A:** *They both are representative of the demographics of OHA's Public Housing and Section 8 programs and they are both relatively small, making the pilot more manageable. (See minutes from the March 1, 2012 meeting for addition information).*

Bettye Lou Wright apologized for calling for a motion at the last RAB meeting as a non-RAB member.

The next Board of Commissioners meeting will be held on April 9<sup>th</sup>, 2012 at 6:00pm. The Resident Advisory Board meeting adjourned at 6:35p.m.

**The next RAB meeting will be held on May 3, 2012.**

## **APPENDIX I**

---

### **Evidence of Public Process**

## Description of Public Process

The Oakland Housing Authority held several meetings to ensure that residents, community members, and stakeholders would have an opportunity to provide comments on the FY 2013 MTW Plan. The following table lists the public notifications and the meetings that were convened.

Beginning of Public Comment Period	February 22, 2012
Notification sent to community partners	February 22, 2012
Resident Advisory Board Meeting	March 1, 2012
Meeting with Bay Area Legal Aid	March 13, 2012
Public Notice published in Oakland Tribune	March 14, 2012
Meeting with Campbell Village Residents	March 16 & 20, 2012
Public Hearing	March 19, 2012
Meeting with AMP 10 Residents	March 20, 2012
Resident Advisory Board Meeting	March 29, 2012
End of Public Comment Period	March 23, 2012



Oakland Housing  
Authority

February 22, 2012

## Announcement and Notice of Public Hearing

The Oakland Housing Authority (OHA) has published the draft Fiscal Year (FY) 2013 Moving to Work (MTW) Annual Plan. Included in the MTW Annual Plan are changes to the Administrative Plan for the Section 8 program and the Admissions and Continued Occupancy Policy for the Public Housing program. OHA will hold a public hearing on **March 19, 2012 at 6:00 PM** to hear public comments on the draft MTW Annual Plan. The public is invited to attend and provide comments.

**Public Hearing Date:** Monday, March 19, 2012

**Time:** 6:00 PM

**Location:** Commissioner's Room, 1619 Harrison Street, Oakland, CA 94612

**Telephone:** (510) 874-1512 or (510) 874-1511

In addition, written comments on the draft FY 2013 MTW Annual Plan will be accepted through 4:30 PM on Friday, March 23, 2012. Written comments should be addressed to Anna Gwyn Simpson, Executive Office, 1619 Harrison Street, Oakland, California, 94612, or may be submitted by email to [agsimpson@oakha.org](mailto:agsimpson@oakha.org).

OHA's FY 2013 MTW Annual Plan is intended to provide residents, the public, and HUD with information on OHA's programs and policies, including both approved and proposed MTW activities, operating budgets and capital investment plans.

Copies of the draft FY 2013 MTW Annual Plan can be found on the Oakland Housing Authority's web site at [www.oakha.org](http://www.oakha.org) or by calling (510) 874-1511.

---

Language translation services are available in 151 languages at all offices at no cost.

所有辦公地點都會免費提供151種的外語翻譯服務。

Los servicios de traducción en 151 idiomas están disponibles en todas las oficinas sin ningún costo.

Chương trình thông dịch đầy đủ cho tới 151 tiếng nói miễn phí cho quý vị đang có tại nhiều văn phòng gần đây.

To request interpretation services call (510) 874-1653. TDD number (510) 832-0633

# Oakland Tribune

c/o Bay Area News Group-East Bay  
7677 Oakport St., #950  
Oakland, CA 94621  
Legal Advertising  
(800) 595-9595 opt. 4

Legal No. 0004365775

Oakland Housing Authority  
Attn: Accounts Payable, 1619 Harrison St. 2nd floor  
Oakland CA 94612

## PROOF OF PUBLICATION

FILE NO. 3/19 2013 MTW

In the matter of

Oakland Tribune

The Oakland Tribune

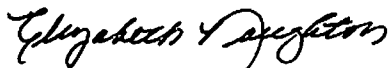
I am a citizen of the United States; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am the Legal Advertising Clerk of the printer and publisher of The Oakland Tribune, a newspaper published in the English language in the City of Oakland, County of Alameda, State of California.

I declare that The Oakland Tribune is a newspaper of general circulation as defined by the laws of the State of California as determined by this court's order, dated December 6, 1951, in the action entitled In the Matter of the Ascertainment and Establishment of the Standing of The Oakland Tribune as a Newspaper of General Circulation, Case Number 237798. Said order states that "The Oakland Tribune is a newspaper of general circulation within the City of Oakland, and the County of Alameda, and the State of California, within the meaning and intent of Chapter 1, Division 7, Title 1 [ §§ 6000 et seq. ], of the Government Code of the State of California." Said order has not been revoked, vacated, or set aside.

I declare that the notice, of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

3/14/2012

I certify (or declare) under the penalty of perjury that the foregoing is true and correct.



Public Notice Advertising Clerk





## Oakland Housing Authority Announcement and Notice of Public Hearing

The Oakland Housing Authority (OHA) has published the draft Fiscal Year (FY) 2013 Moving to Work (MTW) Annual Plan. Included in the MTW Annual Plan are changes to the Administrative Plan for the Section 8 program and the Admissions and Continued Occupancy Policy for the Public Housing program. OHA will hold a public hearing on **March 19, 2012 at 6:00 PM** to hear public comments on the draft MTW Annual Plan. The public is invited to attend and provide comments.

**Public Hearing Date:** Monday, March 19, 2012  
**Time:** 6:00 PM  
**Location:** Commissioner's Room, 1619 Harrison Street,  
Oakland, CA 94612  
**Telephone:** (510) 874-1512 or (510) 874-1511

In addition, written comments on the draft FY 2013 MTW Annual Plan will be accepted through 4:30 PM on Friday, March 23, 2012. Written comments should be addressed to Anna Gwyn Simpson, Executive Office, 1619 Harrison Street, Oakland, California, 94612, or may be submitted by email to [agsimpson@oakha.org](mailto:agsimpson@oakha.org).

OHA's FY 2013 MTW Annual Plan is intended to provide residents, the public, and HUD with information on OHA's programs and policies, including both approved and proposed MTW activities, operating budgets and capital investment plans.

Copies of the draft FY 2013 MTW Annual Plan can be found on the Oakland Housing Authority's web site at [www.oakha.org](http://www.oakha.org) or by calling (510) 874-1512.

Language translation services are available in 151 languages at all offices at no cost.

所有辦公地點都會免費提供 151 種的外語翻譯服務。

Los servicios de traducción en 151 idiomas están disponibles en todos las oficinas sin ningún costo.

Chương trình thông dịch đầy đủ cho tới 151 tiếng nói miễn phí cho quý vị đang có tại nhiều văn phòng gần đây.

To request interpretation services call (510) 874-1512.  
TDD number (510) 832-0633

OT #4365775; Mar. 14, 2012

THE CAMPBELL VILLAGE MANAGEMENT OFFICE

---

Dear Residents:

Oakland Housing Authority has informed us that they will be implementing a **Rent Reform Policy** that encourages employment and self-sufficiency. This Rent Reform Policy will change the calculation of the rent for Public Housing Program participants. The following changes in rent calculations are proposed:

Senior and Disabled Households	Family Households
Total Tenant Payment (TTP) calculated based on 27.5% of gross Annual Income	Total Tenant Payment (TTP) calculated based on 27% of gross Annual Income
Triennial recertification schedule with an annual Cost of Living Adjustment (once every three years)	Biennial recertification schedule (once every two years)

- Deductions eliminated
- Earned Income Disallowance eliminated
- Income from assets of less than \$50,000 excluded (existing OHA policy)
  - Self-certification of assets at recertification

Per OHA’s request, a meeting with all residents to discuss these changes has been scheduled for three separate days. Please make sure to attend one of these meetings at the Campbell Village Community Center:

**Friday, March 16<sup>th</sup>, 2012 @ 3:00pm**

**Tuesday, March 20<sup>th</sup>, 2012 @ 11:00am**

**Tuesday, March 20<sup>th</sup> @ 4:00pm**

Please make arrangements to attend this important meeting to get accurate, up to date information as well as answers to questions you may have. **Please RSVP to one of the meetings by Thursday, March 15<sup>th</sup>!**

Sincerely,

Campbell Village Management



## NOTICE OF COMMUNITY MEETING

March 5, 2012

**TO: ALL RESIDENTS OF AMP 10**

**RE: Community "Town Hall" Meeting**

**WHEN: 6:00pm to 7:30pm - Tuesday, March 20, 2012**

**WHERE: Lockwood Gardens Community Room  
1327 65<sup>th</sup> Avenue, Oakland, CA**

The Oakland Housing Authority (OHA) will be holding a community meeting from **6:00pm to 7:30pm on TUESDAY, MARCH 20, 2012, at the Lockwood Gardens Community Room** to discuss various issues related to your tenancy, including a proposed Rent Reform pilot program under the Making Transitions Work (MTW) program. There will be a Q&A session afterward to address any questions you may have regarding the program as well as other issues that may be of current concern to you.

Please make arrangements to attend this important meeting so that you can get accurate, up to date information as well as answers to questions you may have. We look forward to seeing you there!

**OHA - Office of Property Operations/AMP 10**

**Rent Reform Pilot Program Presentations  
Resident Questions & Comments  
March 2012**

**Question:** *Is the rent going up?*

**Answer:** We are changing the way rent is calculated. For some people the rent may go up but for most people, the rent will go down.

**Q:** *I'm a working adult with no children, and don't currently receive deductions. How would the rent reform impact me?*

**A:** You will most likely see a decrease in your rent.

**Q:** *I like that we will only have to come in every other year (work-eligible household). When is the program going to start?*

**A:** Later this year; July would be the earliest. We need to get HUD approval first. We will notify you before it is implemented.

**Q:** *What if you don't have kids?*

**A:** You will probably have a decrease in your rent.

**Q:** *What if you go to school?*

**A:** Rent will be calculated based on income. If income is currently excluded, that is not going to change.

**Q:** *How is rent calculated with foster child income/payments?*

**A:** Payments received for the care of foster children is excluded from your annual income. The existing exclusions to annual income will not change and will still be available to residents.

**Q:** *In regards to the hardship policy: are dental expenses considered out-of-pocket medical expenses?*

**A:** Incidental medical expenses do not count, only repeated, recurring, cyclical medical expenses.

## APPENDIX J

---

### Performance and Evaluation Report for Capital Fund Activities

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 8/31/2011

Part I: Summary		Grant Type and Number		FFY of Grant: 2012	
PHA Name: CA003 - Housing Authority of the City of Oakland, California		Capital Fund Program Grant No: CA39P003501-12		FFY of Grant Approval: 2012	
Type of Grant		Reserve for Disasters/Emergencies			
<input checked="" type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Revised Annual Statement (revision no: )			
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance and Evaluation Report			
Summary by Development Account		Total Estimated Cost		Total Actual Cost <sup>1</sup>	
Line		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>				
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs	2,777,224			
17	1499 Development Activities <sup>4</sup>				

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 08/31/2011

<b>Part I: Summary</b>		FFY of Grant: 2012 FFY of Grant Approval: 2012	
PHA Name: CA003 - Housing Authority of the City of Oakland, California	Grant Type and Number Capital Fund Program Grant No: CA39P003501-12 Replacement Housing Factor Grant No: Date of CFFP:		
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Summary by Development Account <input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost	Total Actual Cost <sup>1</sup>
		Original	Revised <sup>2</sup>
18a	1501 Collateralization or Debt Service paid by the PHA		Obligated
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant:: (sum of lines 2 - 19)	2,777,224	
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
Signature of Executive Director		Signature of Public Housing Director	
Date		Date	

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.







Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

Part I: Summary		Grant Type and Number Capital Fund Program Grant No: CA39PM0350111 Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant: 2011 FFY of Grant Approval: 2011	
PHA Name: Oakland Housing Authority (CA003)		Reserve for Disasters/Emergencies <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:		Revised Annual Statement (revision no: ) <input type="checkbox"/> Final Performance and Evaluation Report	
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:		Summary by Development Account		Total Estimated Cost	
Line		Original	Revised <sup>1</sup>	Obligated	Total Actual Cost <sup>1</sup> Expended
1	Total non-CFFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>				
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				3,013,514
17	1499 Development Activities <sup>4</sup>				

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

<b>Part I: Summary</b>		FFY of Grant: 2011	
PHA Name: Oakland Housing Authority (CA003)	Grant Type and Number Capital Fund Program Grant No: CA39P00350111 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant Approval: 2011	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending: Summary by Development Account		<input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Final Performance and Evaluation Report	
Line		Total Estimated Cost	Total Actual Cost <sup>1</sup>
		Original	Revised <sup>2</sup> Obligated Expended
18a	1501 Collateralization or Debt Service paid by the PHIA		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant: (sum of lines 2 - 19)	3,013,514	
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
Signature of Executive Director		Signature of Public Housing Director	
		Date 7-29-11	
		Date	

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFF Grants for operations.  
<sup>4</sup> RHF funds shall be included here.





Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 8/31/2011

Part I: Summary		FFY of Grant: 2010 FFY of Grant Approval: 2010		
PHA Name: CA003 Housing Authority of the City of Oakland, CA				
Grant Type and Number Capital Fund Program Grant No: CA39P003501-10 Replacement Housing Factor Grant No: N Date of CFFP:				
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:				
<input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Final Performance and Evaluation Report				
Line	Summary by Development Account	Total Estimated Cost Revised <sup>2</sup>	Obligated	Total Actual Cost <sup>1</sup> Expended
1	Total non-CFP Funds			
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>			
3	1408 Management Improvements			
4	1410 Administration (may not exceed 10% of line 21)			
5	1411 Audit			
6	1415 Liquidated Damages			
7	1430 Fees and Costs	42,172		
8	1440 Site Acquisition			
9	1450 Site Improvement	3,883,274		
10	1460 Dwelling Structures	3,831,454		
11	1465.1 Dwelling Equipment—Nonexpendable	13,311		
12	1470 Non-dwelling Structures	399,866		
13	1475 Non-dwelling Equipment	54,087		
14	1485 Demolition			
15	1492 Moving to Work Demonstration			
16	1495.1 Relocation Costs	8,224,164		
17	1499 Development Activities <sup>4</sup>			

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 08/31/2011

<b>Part I: Summary</b>		FFY of Grant: 2010 FFY of Grant Approval: 2010	
PHA Name: CA003 Housing Authority of the City of Oakland, CA	Grant Type and Number Capital Fund Program Grant No: CA39P003501-10 Replacement Housing Factor Grant No: Date of CFFP:		
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 3 ) <input type="checkbox"/> Final Performance and Evaluation Report	
Summary by Development Account		Total Estimated Cost	
Line		Original	Revised <sup>2</sup>
18a	1501 Collateralization or Debt Service paid by the PHA		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant:: (sum of lines 2 - 19)	8,224,164	8,224,164
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
<b>Signature of Executive Director</b>		<b>Signature of Public Housing Director</b>	
Date 5/10/12		Date	

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.







Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

<b>Part I: Summary</b>		FFY of Grant: 2009 FFY of Grant Approval: 2009	
PHA Name: CA003 Oakland Housing Authority	Grant Type and Number Capital Fund Program Grant No: CAJ9P003501-09 Replacement Housing Factor Grant No: Date of CFFP:		
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Reserve for Disasters/Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (revision no:2 ) <input type="checkbox"/> Final Performance and Evaluation Report	
Line	Summary by Development Account	Total Estimated Cost	Total Actual Cost <sup>1</sup>
		Original	Obligated Expended
1	Total non-CFP Funds		
2	1406 Operations (may not exceed 20% of line 21) <sup>2</sup>	1,693,694	
3	1408 Management Improvements		
4	1410 Administration (may not exceed 10% of line 21)	846,847	
5	1411 Audit		
6	1415 Liquidated Damages		
7	1430 Fees and Costs	225,000	40,497
8	1440 Site Acquisition		
9	1450 Site Improvement	4,950,000	7,378,119
10	1460 Dwelling Structures		582,031
11	1465.1 Dwelling Equipment—Nonexpendable		
12	1470 Non-dwelling Structures		467,825
13	1475 Non-dwelling Equipment		
14	1485 Demolition		
15	1492 Moving to Work Demonstration		
16	1495.1 Relocation Costs		
17	1499 Development Activities <sup>4</sup>		

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

<b>Part I: Summary</b>		FFY of Grant: 2009	
PHA Name: CA 003 Oakland Housing Authority	Grant Type and Number Capital Fund Program Grant No: CA39P003501-09 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant Approval: 2009	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending: Summary by Development Account		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2 ) <input type="checkbox"/> Final Performance and Evaluation Report	
Line		Total Estimated Cost	Total Actual Cost <sup>1</sup>
		Original	Revised <sup>2</sup> Obligated
18a	1501 Collateralization or Debt Service paid by the PHA		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)	252,931	
20	Amount of Annual Grant: (sum of lines 2 - 19)	8,468,472	8,468,472
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities	500,000	
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
Signature of Executive Director		Signature of Public Housing Director	
		Date 7.29.11	
		Date	

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

Part II: Supporting Pages		Federal FFY of Grant: 2009						
PHA Name: CA003 Oakland Housing Authority		Grant Type and Number Capital Fund Program Grant No: CA39P003501-09 CFFP (Yes/No): No Replacement Housing Factor Grant No:						
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
Authority Wide	Roof Replacement	1450	65	1,200,000	0			
Authority Wide	Interior Enhancements UPCS	1450	650	2,000,000	0			
CA003000104P	Lockwood Gardens Moisture Barrier	1450	372	500,000	0			
CA003000105P	Oak Grove North Elevators Replacement	1450	77	150,000	0			
CA003000106P	Oak Grove South Elevators Replacement	1450	75	250,000	0			
CA003000109P	9500-9510 Sunnyside St. Restoration	1450	15	600,000	0			
Authority Wide	AMP Office Improvements	1450	10	250,000	0			
Authority Wide	Fees and Costs	1430			40,497			
Authority Wide	Non-dwelling Structure Improvements	1470			414,679			
CA003000105P	Oak Grove North Non-dwelling Structure	1470	77		53,146			
CA003000101P	Harrison Towers Site Improvements	1450	101		380,563			
CA003000106P	Oak Grove South Site Improvements	1450	75		5,215			
CA003000109P	AMP 9 Site Improvements	1450	278		1,535,587			
CA003000110P	AMP 10 Site Improvements	1450	280		1,002,836			
CA003000111P	AMP 11 Site Improvements	1450	272		983,776			
CA003000112P	AMP 12 Site Improvements	1450	243		1,441,141			
CA003000113P	AMP 13 Site Improvements	1450	242		834,435			
CA003000114P	AMP 14 Site Improvements	1450	239		1,194,566			
CA003000103P	Campbell Village Dwelling Structure	1460	154		52,100			

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.



Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 8/31/2011

Part I: Summary		Grant Type and Number		FFY of Grant: 2012	
PHA Name: CA003 - Housing Authority of the City of Oakland, California		Capital Fund Program Grant No: CA39R003501-12		FFY of Grant Approval: 2012	
Date of CFFP:		Replacement Housing Factor Grant No: CA39R003501-12			
Type of Grant	Summary by Development Account	Original	Revised <sup>2</sup>	Obligated	Total Actual Cost <sup>1</sup> Expended
<input checked="" type="checkbox"/> Original Annual Statement and Evaluation Report for Period Ending:	<input type="checkbox"/> Reserve for Disasters/Emergencies				
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:	<input type="checkbox"/> Final Performance and Evaluation Report				
Line					
1	Total non-CFF Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>				
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs	3,611,056			
17	1499 Development Activities <sup>4</sup>				

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 08/31/2011

<b>Part I: Summary</b>		FFY of Grant: 2012 FFY of Grant Approval: 2012	
PHA Name: CA003 - Housing Authority of the City of Oakland, California	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: CA39R003501-12 Date of CFFP: California		
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Final Performance and Evaluation Report	
Type of Grant		Total Estimated Cost	
<input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Reserve for Disasters/Emergencies		Revised <sup>2</sup>	
Line	Summary by Development Account	Original	Total Actual Cost <sup>1</sup>
18a	1501 Collateralization or Debt Service paid by the PHA		Obligated
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		Expended
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant: (sum of lines 2 - 19)	3,611,056	
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
Signature of Executive Director		Date	Signature of Public Housing Director
		6-6-12	

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.







**Annual Statement/Performance and Evaluation Report  
Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
Capital Fund Financing Program**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 8/31/2011

<b>Part I: Summary</b>		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: CA39R003501-11 Date of CFFP:		FFY of Grant: 2011 FFY of Grant Approval: 2011
PHA Name: CA003 - Housing Authority of the City of Oakland, California				
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending		<input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Final Performance and Evaluation Report		
Summary by Development Account		Total Estimated Cost		Total Actual Cost <sup>1</sup>
L/line		Original	Obligated	Expended
1	Total non-CFP Funds			
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>			
3	1408 Management Improvements			
4	1410 Administration (may not exceed 10% of line 21)			
5	1411 Audit			
6	1415 Liquidated Damages			
7	1430 Fees and Costs			
8	1440 Site Acquisition			
9	1450 Site Improvement			
10	1460 Dwelling Structures			
11	1465.1 Dwelling Equipment—Nonexpendable			
12	1470 Non-dwelling Structures			
13	1475 Non-dwelling Equipment			
14	1485 Demolition			
15	1492 Moving to Work Demonstration	\$3,883,253		
16	1495.1 Relocation Costs			
17	1499 Development Activities <sup>4</sup>			

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 08/31/2011

<b>Part I: Summary</b>		FFY of Grant: 2011	
PHA Name: CA003 - Housing Authority of the City of Oakland, California	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: CA39R003501-11 Date of CFFP:	FFY of Grant Approval: 2011	
Type of Grant		<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Performance and Evaluation Report for Period Ending:	
Line	Summary by Development Account	Total Estimated Cost	Total Actual Cost <sup>1</sup>
		Original	Revised <sup>2</sup> Obligated      Expended
18a	1501 Collateralization or Debt Service paid by the PHA		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant: (sum of lines 2 - 19)	\$3,883,253	
21	Amount of line 20 Related to LBIP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
Signature of Executive Director		Signature of Public Housing Director	
		Date	Date
		4/28/11	

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.





Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 8/31/2011

Part I: Summary		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: CA39R003502-11 Date of CFFP:	FFY of Grant: 2011 FFY of Grant Approval: 2011
Type of Grant	<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:	<input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Summary by Development Account	<input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Final Performance and Evaluation Report
Line		Total Estimated Cost	Total Actual Cost <sup>1</sup>
		Original	Obligated
		Revised <sup>2</sup>	Expended
1	Total non-CFF Funds		
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>		
3	1408 Management Improvements		
4	1410 Administration (may not exceed 10% of line 21)		
5	1411 Audit		
6	1415 Liquidated Damages		
7	1430 Fees and Costs		
8	1440 Site Acquisition		
9	1450 Site Improvement		
10	1460 Dwelling Structures		
11	1465.1 Dwelling Equipment—Nonexpendable		
12	1470 Non-dwelling Structures		
13	1475 Non-dwelling Equipment		
14	1485 Demolition		
15	1492 Moving to Work Demonstration	\$120,731	
16	1495.1 Relocation Costs		
17	1499 Development Activities <sup>4</sup>		

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFF Grants for operations.  
<sup>4</sup> RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 08/31/2011

<b>Part I: Summary</b>		FFY of Grant: 2011	
PHA Name: CA003 - Housing Authority of the City of Oakland, California		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: CA39R003502-11 Date of CFFP:	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Final Performance and Evaluation Report	
Type of Grant <input checked="" type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Performance and Evaluation Report for Period Ending:		Total Estimated Cost Original Revised Total Actual Cost <sup>1</sup> Obligated Expended	
Line	Summary by Development Account	Original	Expended
18a	1501 Collateralization or Debt Service paid by the PHA		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant: (sum of lines 2 - 19)	\$120,731	
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
Signature of Executive Director		Signature of Public Housing Director	
Date		Date	

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.







Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

Part I: Summary		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: CA39R003502-10 Date of CFFP:		FFY of Grant: 2010 FFY of Grant Approval: 2010	
PHA Name: CA003 - Housing Authority of the City of Oakland		Reserve for Disasters/Emergencies Original Annual Statement Performance and Evaluation Report for Period Ending:		Revised Annual Statement (revision no: ) Final Performance and Evaluation Report	
Line	Summary by Development Account	Total Estimated Cost	Obligated	Total Actual Cost <sup>1</sup>	Expended
		Original	Revised <sup>2</sup>		
1	Total non-CFF Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>				
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs	\$148,127			
17	1499 Development Activities <sup>4</sup>				

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFF Grants for operations.  
<sup>4</sup> RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report  
Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
Capital Fund Financing Program

<b>Part I: Summary</b>		FFY of Grant: 2010 FFY of Grant Approval: 2010			
PHA Name: CA003 - Housing Authority of the City of Oakland	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: CA39R003402-10 Date of CFFP:				
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost Original	Revised <sup>1</sup>	Obligated	Total Actual Cost <sup>1</sup> Expended
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant: (sum of lines 2 - 19)	\$148,127			
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
Signature of Executive Director		Date 4.12.11		Signature of Public Housing Director	
				Date	

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.





Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

<b>Part I: Summary</b>		FFY of Grant: 2009 FFY of Grant Approval: 2009	
PHA Name: CA003 - Housing Authority of the City of Oakland	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: CA39R003502-09 Date of CFFP:		
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:	<input type="checkbox"/> Reserve for Disasters/Emergencies	<input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Final Performance and Evaluation Report	
Line	Summary by Development Account	Total Estimated Cost	Total Actual Cost <sup>1</sup>
		Original	Obligated Expended
1	Total non-CFF Funds		
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>		
3	1408 Management Improvements		
4	1410 Administration (may not exceed 10% of line 21)		
5	1411 Audit		
6	1415 Liquidated Damages		
7	1430 Fees and Costs		
8	1440 Site Acquisition		
9	1450 Site Improvement		
10	1460 Dwelling Structures		
11	1465.1 Dwelling Equipment—Nonexpendable		
12	1470 Non-dwelling Structures		
13	1475 Non-dwelling Equipment		
14	1485 Demolition		
15	1492 Moving to Work Demonstration	\$8,443	
16	1495.1 Relocation Costs		
17	1499 Development Activities <sup>4</sup>		

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFF Grants for operations.  
<sup>4</sup> RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report  
Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
Capital Fund Financing Program

<b>Part I: Summary</b>		FFY of Grant: 2009 FFY of Grant Approval: 2009	
PHA Name: CA003 - Housing Authority of the City of Oakland		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: CA39R003502-09 Date of CFFP:	
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Final Performance and Evaluation Report	
Line	Summary by Development Account	Total Estimated Cost Original	Total Actual Cost <sup>1</sup> Obligated Expended
18a	1501 Collateralization or Debt Service paid by the PHA		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment		
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant: (sum of lines 2 - 19)	\$8,443	
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities		
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs		
25	Amount of line 20 Related to Energy Conservation Measures		
Signature of Executive Director		Date	Signature of Public Housing Director
		4-12-11	

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.





