



INLIVIAN  
HOUSING ED FIN

# 2024 Moving to Work Annual Plan

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# I. Introduction

## A. Overview of Short-Term MTW Goals and Objectives

In 2006, INLIVIAN, was selected as one of the 39 original housing authorities in the nation to participate in the U. S. Department of Housing and Urban Development (HUD) Moving to Work (MTW) Demonstration program. In April 2016, the MTW agreement was extended for an additional ten years through 2028. INLIVIAN has branded the local effort Moving Forward, which reflects a combination of shared intent, forward movement and an image of affordable housing that serves as a safety net and platform for rebuilding lives.

INLIVIAN's MTW designation allows it to waive certain statutes and HUD regulations in order to increase housing choice for low-income families, encourage households to pursue self-sufficiency, and improve administrative and operational cost effectiveness. This authority allows INLIVIAN to test new methods to improve housing services and to better meet the dynamic and everchanging needs of the greater Charlotte-Mecklenburg area.

INLIVIAN's MTW designation, in short allows policies to be implemented which reach beyond traditional forms of housing assistance. MTW is an essential part of INLIVIAN's day-to-day operations as we continue to achieve our mission to develop, operate and provide quality housing in sustainable communities of choice for residents of diverse incomes. In Fiscal Year 2024, INLIVIAN will:

- Continue to expand organizational capacity in development expertise, private property management, and other entrepreneurial activities that generate more non-government resources.
- Advocate for affordable housing issues and communicate with elected officials to present INLIVIAN's transformation from a traditional governmental agency to a public-private enterprise and a respected business partner.
- Continue to invest in staff development to foster a culture of teamwork, knowledge sharing, and professionalism consistent with other non-profit and for-profit providers.
- Cooperate with City, County, and State governments to better leverage resources to create mixed-income developments and create a housing continuum that serves families with diverse incomes.
- Leverage supportive services and partnerships that that benefit INLIVIAN clients by increasing self-sufficiency, enhance mobility opportunities, and increase access to technology.

## B. Overview of Long-Term MTW Goals and Objectives

The Charlotte Housing Authority (CHA), founded in 1939, was rebranded as INLIVIAN in 2019 to reflect our Vision and Mission Statements. Inspired by the word enliven which means to “restore to life, give life to”; INLIVIAN restores communities, restores hope to people priced out of the housing market, and reflects our mission to help people live successful lives.

To carry out our mission to create innovative housing solutions in desirable communities for residents of diverse incomes and facilitate access to services to help them succeed, INLIVIAN has launched three separate entities that create a fully functional “Family of Companies”.



Horizon Development Properties (HDP) is INLIVIAN’s a nonprofit development company. HDP guided by a mission to develop, operate, and provide housing in sustainable communities of choice for residents of diverse incomes. They embody this mission by developing and managing a portfolio of high quality affordable rental housing for families throughout Charlotte-Mecklenburg.



Blue Horizon Management Company (BHMC)The mission of Blue Horizon Management Company (BHMC) is to manage sustainable and economically diverse communities, promoting high quality standards for our residents and owners.



Creating Opportunity for Resident Empowerment (CORE) is INLIVIAN’s nonprofit supportive services entity and the heartbeat of the organization. CORE provides supportive services to INLIVIAN residents by assessing the needs of our residents and coordinating enriching, resident-focused programs that assist and encourage residents along the path to achieving the economic and social independence.

INLIVIAN’s forward thinking leadership has developed the following long-term strategic goals to increase the supply of diverse price-point housing and improve the quality of life for our customers:

### **GOAL 1**

#### **Elevate the Customer Experience by Providing a Culture of Service Excellence.**

Excellent customer service is the hallmark of a successful organization. INLIVIAN places an emphasis on providing its residents, voucher holders, staff, landlords, contractors, developers, and the public at-large with excellent customer service. This can take the form of a successful virtual visit to the INLIVIAN website, or an in-person visit to INLIVIAN’s headquarters. INLIVIAN will work to enhance its customer experience by developing and implementing an ongoing system for gathering and responding to customer feedback.

## **GOAL 2**

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### **Acquire, Develop, and Preserve Diverse Price Point Housing.**

INLIVIAN facilitates the creation of housing at different price points to sustain and enhance communities by leveraging workforce and market rate housing in order to serve low- and moderate-income housing in the same development. INLIVIAN will put additional focus on using its real estate assets toward expanding the supply of permanent mixed income units in Charlotte to ensure that it remains viable and can effectively service the needs of the Charlotte community. INLIVIAN has set a goal of preserving or creating units of diverse price points through the acquisition, rehabilitation, and development of permanent workforce, market rate and affordable units in desirable neighborhoods.

## **GOAL 3**

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### **Create and Enhance Diverse Income Streams to Support INLIVIAN's Mission.**

INLIVIAN has a long and successful track record of leveraging private investment in its affordable housing stock, making it an attractive candidate for additional private funding. As part of its organizational transformation and creation of its subsidiary companies, INLIVIAN has developed expertise in development, technology, property management, asset management, bond monitoring, social service provision, and other areas.

Through its subsidiary companies, INLIVIAN will operate on a fee-for-service basis to other government, non-profit, and for-profit entities. With the successful utilization of RAD and MTW flexibilities, INLIVIAN can continue to foster innovation and evolve into a visionary agency that is able to better compete in the area's competitive market.

## **GOAL 4**

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### **Develop and Maintain Meaningful Mutually Beneficial External Partnerships that Further INLIVIAN's Mission.**

This new INLIVIAN structure will allow the organization the versatility it needs to use resources more flexibly and enter into partnerships that are more mutually beneficial. Empowered by MTW, INLIVIAN is uniquely positioned in the Charlotte metro region to strategically engage in cross-sector partnerships with allies in education, health, social services, and workforce development to better ensure the impact of social investments for INLIVIAN clients are maximized. With these coordinated efforts, the multiple barriers which often exist on the road to self-sufficiency can be better addressed.

## **GOAL 5**

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### **Implement a Communication Strategy That Educates the Public on INLIVIAN's Transformation and Engages Stakeholders in Advocacy Efforts that Further INLIVIAN's Mission.**



INLIVIAN will continue its advocacy campaign to foster a greater understanding of the complexity of the affordable housing problem in Charlotte and increase the probability that sufficient public support can be generated to protect important housing subsidy programs on the federal, state, and local levels. INLIVIAN will educate partners and the community-at-large about its mission by continuing to implement strategies that engage others in its advocacy efforts for more funding for housing and services. INLIVIAN will need more allies to be successful in maintaining current subsidy levels in this difficult budget climate and in an environment of growing demand for agency services.

## **GOAL 6**

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### **Acquire, Retain and Develop Top Talent.**

Our people are one of our most valuable assets. As a viable competitor in the talent market, INLIVIAN must focus on rapidly developing its workforce skills and the capabilities of emerging leadership candidates to shape top talent. Our talent management efforts will focus on acquiring, retaining, and developing the necessary talent to achieve our goals. To this end, INLIVIAN will focus on four talent management initiatives:

- we will recruit a diverse workforce that will meet the needs of the organization;
- we will provide comprehensive development and engagement programs to help staff and managers attain professional growth and accomplish their goals;
- we will provide the necessary tools that prepare our staff for internal and external environmental changes; and
- we will ensure our compensation and performance management processes align with staff performance with organizational goals.



## II. General Operating Information

### A. Housing Stock Information

#### Planned New Public Housing Units

ASSET MANAGEMENT PROJECT (AMP) NAME AND NUMBER	BEDROOM SIZE						TOTAL UNITS	POPULATION TYPE*	# of Uniform Federal Accessibility Standards (UFAS) Units
	0/1	2	3	4	5	6+			Fully Accessible
N/A	0	0	0	0	0	0	0	N/A	0
N/A	0	0	0	0	0	0	0	N/A	0
N/A	0	0	0	0	0	0	0	N/A	0

**Total Public Housing units to be added in the plan year: 0**

#### Planned Public Housing Units To Be Removed

PROPERTY NAME	NUMBER OF UNITS TO BE REMOVED	EXPLANATION FOR REMOVAL

**Total Public Housing units to be removed in the plan year: 0**

INLIVIAN submitted a Section 18 Demolition Application to the Special Applications Center (SAC) on September 2022 to demolish its last-standing public housing development, Dillehay Courts, due to their obsolete and severely distressed physical state. The estimated rehabilitation cost is \$26,226,433, which is 85.97% of the 2022 TDC limit. The application was for the demolition of 1 non-dwelling building and 26 dwelling buildings containing 99 dwelling units. Removal of these 100 units will result in the agency having no Section 9 units in its inventory. The demolition application was approved by the Special Applications Center on April 27, 2023.

INLIVIAN plans to request 81 tenant protection vouchers (TPVs) from HUD. After demolition, INLIVIAN intends to use the vacant land for a future affordable housing development. INLIVIAN does not plan to close out its Public Housing Program. INLIVIAN will utilize its full Faircloth authority to develop additional units under Faircloth-to-RAD.



### Planned New Project Based Vouchers

Tenant-based vouchers that INLIVIAN anticipates project-basing for the first time during the Plan Year. These include only those in which at least an Agreement to enter into a Housing Assistance Payment (AHAP) will be in place by the end of the Plan Year.

PROPERTY NAME	NUMBER OF VOUCHERS TO BE PROJECT-BASED	RAD? (Yes/No)	DESCRIPTION OF PROJECT
<b>7<sup>th</sup> Street</b>	20	No	7 <sup>th</sup> Street was awarded under a previously competitive process in partnership with the City of Charlotte and Local Initiatives Support Corporation (LISC) to increase affordable housing. Development will consist of 105 family units the serve a range of families up to 80% AMI.
<b>Trella Uptown (8<sup>th</sup> &amp; Tryon)</b>	69	No	INLIVIAN, through its Moving to Work Community Based Rental Assistance (CBRA) program, is authorized to project-base Section 8 assistance at properties owned directly or indirectly by the agency, subject to the U.S. Department of Housing and Urban Development's (HUD) requirements regarding subsidy layering. Under this authority, INLIVIAN intends to project-base 69 vouchers at the proposed Eighth & Tryon development.
<b>American Rescue Plan Act (ARPA)</b>	27	No	INLIVIAN will partner with Mecklenburg County in order to leverage and align governmental funding sources to address the negative economic impact on households experiencing increased housing insecurity by awarding PBVs through a previously competitive ARPA process to affordable housing developments that reduce and prevent homelessness and housing instability.
<b>Freedom Flats</b>	11	No	INLIVIAN, through its Moving to Work Community Based Rental Assistance (CBRA) program, is authorized to project-base Section 8 assistance at properties owned directly or indirectly by the agency, subject to the U.S. Department of Housing and Urban Development's (HUD) requirements regarding subsidy layering. Under this authority, INLIVIAN intends to project-base 11 vouchers at the

PROPERTY NAME	NUMBER OF VOUCHERS TO BE PROJECT-BASED	RAD? (Yes/No)	DESCRIPTION OF PROJECT
			Freedom Flats.on this transaction. We intend to add subsidy to the 11 30% AMI units.
<b>City / LISC MOU</b>	36	No	INLIVIAN entered into a Memorandum of Understanding (MOU) with the City of Charlotte and the Local Initiatives Support Corporation (LISC) to increase the supply of affordable housing by way of project-based voucher subsidies as an additional strategy to maximize the agency's MTW authority to meet local housing needs. Under the MOU, INLIVIAN sets aside funding for project-based vouchers annually as part of the agency's existing HUD approved Community Based Rental Assistance (CBRA) policy. The PBVs are awarded using a previously competitive process and the award of PBVs is contingent upon projects meeting HUD requirements, including but not limited to, Environmental Review and Subsidy Layering Review approvals.

#### **Planned Total Vouchers to be newly Project Based: 163**

INLIVIAN is engaged in community development activities that leverage workforce (PBV, RAD, and Tax Credit) and market rate housing to generate resources that support the creation of mixed income developments. These efforts have been through INLIVIAN's development subsidiary Horizon Development Properties (HDP), Public Private Partnerships (P3), and the use of project-based vouchers and local non-traditional activities to increase the supply of affordable housing in Mecklenburg County.

#### **Planned Existing Project Based Vouchers**

PROPERTY NAME	NUMBER OF VOUCHERS TO BE PROJECT-BASED	RAD?	DESCRIPTION OF PROJECT
940 Brevard	100	yes,40	Senior
Abbingtion on Mt. Holly	27	No	Family
Arbor Glen 50	25	yes,25	Family
Arbor Glen I	60	yes,60	Senior, Family

PROPERTY NAME	NUMBER OF VOUCHERS TO BE PROJECT-BASED	RAD?	DESCRIPTION OF PROJECT
Arbor Glen II	40	yes, 40	Family
Arbor Glen III	12	yes, 12	Family
Archdale Flats	36	Yes, 36	Family
Archdale Seniors	7	no	Senior
Ashley Square @ SouthPark	36	yes, 22	Family/Mixed Income
Autumn Place	68	yes, 68	Senior
Cedar Knoll	49	yes, 49	Family
Charlottetown Terrace	161	yes, 161	Disabled
Cherry Gardens	11	no	Senior
Claremont	50	yes, 50	Family
Eastway	40	no	Senior/VASH
Edwin Towers	176	yes, 176	Senior
Everett House	10	no	Disabled/Supportive
Fairmarket Square	16	yes, 16	Family/Mixed Income
First Ward	132	yes, 132	Family/Mixed Income
Gaston at North End	36	no	Family/Mixed Income
Gladedale	49	yes, 49	Family
Glen Cove	10	yes, 10	Mixed Income
Hampton Creste	60	yes, 60	Mixed Income/Supportive
Landing at Park Road	92	no	Senior
LaSalle at Lincoln Heights	55	no	Senior
Leafcrest	48	yes, 48	Family
Mallard Ridge	35	yes, 35	Family
McAden Park	60	yes, 30	Family, Mixed Income
McAlpine Terrace	26	yes, 26	Senior/Mixed Income
McCreesh Place	90	yes, 63	Supportive
McMullen Woods	21	yes, 21	Family/Mixed Income
Meadow Oaks	32	yes, 32	Family
Mill Pond	51	no	Mixed Income
Montgomery Gardens	20	yes, 20	Family/Mixed Income

PROPERTY NAME	NUMBER OF VOUCHERS TO BE PROJECT-BASED	RAD?	DESCRIPTION OF PROJECT
Moore Place I & II	120	yes, 34	Family/Mixed Income/Supportive
Nia Point	29	yes, 29	Family/Mixed Income
Oaks at Cherry	81	yes, 81	Family
Park at Oaklawn	89	yes, 89	Family/Mixed Income
Parktown Terrace	163	yes, 163	Family/Mixed Income
Prosperity Creek	156	yes, 156	Senior
Residences at Renaissance I	31	yes, 31	Family/Mixed Income
Residences at Renaissance II	67	yes, 67	Family/Mixed Income
Retreat at Renaissance	90	yes, 90	Senior
Rise on Clanton	80	no	Supportive
Rivermere	20	yes, 20	Family/Mixed Income
Robinsdale	30	yes, 30	Family/Mixed Income
Savanna Woods	49	yes, 49	Family
Seigle Point	120	yes, 102	Family/Mixed Income
Seneca Woods	17	yes, 17	Family/Mixed Income
South Oak Crossing	20	yes, 20	Family/Mixed Income
Southside Homes	392	yes, 392	Family/Mixed Income
Springcroft @ Ashley Park	18	yes, 18	Senior
Springfield Gardens	22	yes, 22	Senior
Steele Creek Seniors	120	yes, 120	Senior/Mixed Income
Stonehaven East	24	yes, 24	Family
Strawn Tower	170	yes, 170	Senior
Sunridge	44	yes, 44	Family
Tarleton Hills	50	yes, 50	Family/Mixed Income
Victoria Square	31	yes, 31	Family
Wallace Woods	48	yes, 48	Family
Woodlawn House	104	yes, 104	Senior
YWCA Families Together	10	no	Supportive/Family

**Planned Existing Project Based Vouchers: 3,936**



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

In 2023, INLIVIAN relocated the last remaining residents of Dillehay Courts and removed the last public housing units from its real estate portfolio. The former Dillehay Courts site will be redeveloped in multiple phases. The first redevelopment phase, the Gaston at North End opened in 2023.

## **General Description of All Actual Capital Expenditures During the Plan Year**

INLIVIAN has converted all of its Public Housing stock to RAD project-based vouchers and utilize reserves for maintenance and repairs. Planned capital expenditures using MTW funding flexibilities for FY2024 are listed below:

<b>Development</b>	<b>General Description</b>	<b>Planned Capital Expenditures</b>
Cedar Knoll	Sewer	\$ 2,497,214
Edwin Towers	HVAC Replacements and Elevator	\$ 3,026,475
Fairmarket Square	Substantial Renovations - interior finishes, kitchens, fire sprinkler piping, minor site work	\$ 3,687,218
Meadow Oaks	Phased Interior Unit Renovations	\$ 771,160
McAlpine Terrace	Exterior Renovations and Site Work	\$ 5,890,000
Parktowne Terrace	HVAC Replacements	\$ 2,810,687
Strawn Tower	HVAC Replacements	\$ 4,849,476
Vistas @ 707	Truss Structural Repairs	\$ 4,406,920
		<b>\$ 27,939,150</b>

## B. Leasing Information

### Planned Number of Households Served

PLANNED NUMBER OF HOUSEHOLDS SERVED THROUGH:	PLANNED NUMBER OF UNIT MONTHS OCCUPIED/LEASED*	PLANNED NUMBER OF HOUSEHOLDS TO BE SERVED**
MTW Public Housing Units Leased	0	0
MTW Housing Choice Vouchers (HCV) Utilized	99,600	8,300
Local, Non-Traditional: Tenant-Based	2,100	175
Local, Non-Traditional: Property-Based	15,132	1,261
Local, Non-Traditional: Homeownership	528	44
<b>PLANNED TOTAL HOUSEHOLDS SERVED:</b>	<b>117,360</b>	<b>9,730</b>

LOCAL, NON-TRADITIONAL CATEGORY	MTW ACTIVITY NAME/NUMBER	PLANNED NUMBER OF UNIT MONTHS OCCUPIED/LEASED*	PLANNED NUMBER OF HOUSEHOLDS TO BE SERVED*
Tenant-Based	CBRA (2009-3)	2,100	175
Property-Based	Development Protection Fund (2020-2)	15,132	1,261
Homeownership	Homeownership (2016-1)	528	44

### Anticipated Issues/Possible Solutions Related to Leasing

Nothing pertinent to the issue of leasing to note for plan year 2024.

HOUSING PROGRAM	DESCRIPTION OF ACTUAL LEASING ISSUES AND SOLUTIONS
MTW Public Housing	N/A
MTW Housing Choice Voucher	No updates to report.
Local, Non-Traditional	No updates to report.

## C. Waiting List Information

### Waiting List Information Anticipated

WAITING LIST NAME	DESCRIPTION	NUMBER OF HOUSEHOLDS ON WAITING LIST	WAITING LIST OPEN, PARTIALLY OPEN OR CLOSED	PLANS TO OPEN THE WAITING LIST DURING THE PLAN YEAR
<b>Federal MTW Housing Choice Voucher Program</b>	Central waitlist type	1,603	Closed	Yes
<b>PBV &amp; RAD PBV Units</b>	Site-based waitlist type	114,089	Partially Open	Yes

#### **Please describe any duplication of applicants across waiting list:**

INLIVIAN utilizes site-based waiting lists for project-based voucher developments. This allows applicants to be on several site-based waiting lists at the same time and increases housing options for the applicant.

### Planned Changes to Waiting List in the Plan Year

WAITING LIST NAME	DESCRIPTION OF ACTUAL CHANGES TO WAITING LIST
<b>Federal MTW Housing Choice Voucher Program</b>	INLIVIAN intends on opening the HCV waiting list in FY2024 utilizing a lottery process.
<b>PBV &amp; RAD PBV Units</b>	PBV waiting lists are opened and closed based on an analysis of historical turnover per site.



## III. Proposed MTW Activities

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## IV. Approved MTW Activities

### A. Implemented Activities

#### 2022-1 Modification of FSS Program

**Statutory Objectives:** Self Sufficiency

**Plan Year Approved, Implemented, Amended:**

INLIVIAN received approval to implement Modification of FSS Program in the 2022 MTW Annual Plan. INLIVIAN requested a non-significant amendment in FY2023.

**Description/Impact/Update:**

INLIVIAN proposes to modify the Traditional Family Self-Sufficiency program (FSS). INLIVIAN's FSS program is a voluntary program and offered across 16 INLIVIAN properties. INLIVIAN will expand its FSS program portfolio-wide, to include the HCV Program, thereby increasing the number of families eligible to participate. Participants who enroll will select a FSS pathway from one of the following:

1. Housing/Homeownership
2. Asset Building/Financial Strength
3. Employment
4. Education/Training

Enrolled participants will receive one-on-one coaching, and goal setting from a certified Life Coach to assist with successfully reaching short and long-term goals within the 5-7-year program term limit. The above pathways will have an established set of tasks and goals that participants must reach to receive the incentive/pay-out points within the selected pathway (monetary payments directly to participant). This proposed approach provides for immediate incentives aligned with tasks and goals that INLIVIAN believes will encourage program participation and ultimately participant success. Participants are eligible to receive pay-out points within other FSS pathways if they have not exceeded their annual FSS incentive limits. Incentive payout points can range from \$250-\$1500 with an annual maximum incentive of \$2,000 (see payout points chart, attached as Appendix H to this plan).

This requested activity will give incentives to participating families where the head of household is working, is seeking work, or is preparing for work by participating in job training, educational programs, or programs that assist people to obtain employment and become economically self-sufficient.



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

There are no planned non-significant changes to this activity for FY2024.

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

There are no planned changes to metrics/data collection.

#### **Planned Significant Changes**

There are no planned non-significant changes planned to this activity for FY 2024.

### **2020-1 (Replaced 2018-2, 2017-1) Modified Terms of Over-Subsidy**

**Statutory Objective:** Housing Choice, Cost Effectiveness

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

INLIVIAN received approval for the Modified Terms of Over-subsidy activity in FY 2017. The activity was implemented in FY 2018 and amended this activity as a technical amendment in FY 2020.

#### **Description Update:**

In FY 2017, the definition of over-subsidy was modified in the tenant based and traditional project-based voucher programs. Under this activity, HAP contract terminations occur if INLIVIAN is paying \$75.00 or less, or the equivalent to INLIVIAN's minimum rent, in monthly housing assistance payments (HAP) for 180 consecutive calendar days.

In RAD PBV communities where the RAD HAP contract rents are set below INLIVIAN's payment standard, the 180-day over-subsidy requirement will not apply until the family has reached 80% of area median income (AMI) for their family size. The participant can remain in the unit and the unit will stay under the HAP contract until 180 days after the family's adjusted income reaches 80% AMI. Tenants who resided in a contract unit at the time of RAD conversion are exempt from over subsidy regulations.

In 2020, INLIVIAN amended the modified the terms of over-subsidy initiative to apply to RAD PBV new admissions, to allow admission of applicants with incomes at or below 50% AMI whose total tenant payment (TTP) exceeds the HAP contract rent. Once housed, these families will be exempt from the 180-day over-subsidy requirement until the household adjusted income reaches 80% of AMI. INLIVIAN intends to utilize its MTW waiver in lieu of the Zero HAP requirements in the RAD Supplement Notice 4B (PIH 2023-19).

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

There are no planned non-significant changes to this activity for FY2024.

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

There are no planned changes to metrics/data collection.



### Planned Significant Changes

There are no planned non-significant changes planned to this activity for FY 2024.

## 2019-1 Housing Choice Provider Incentive Program

**Statutory Objective:** Housing Choice

### Plan Year Approved, Implemented, Amended:

INLIVIAN received approval for this initiative in FY 2019 and it was implemented in FY 2019.

### Description Update:

INLIVIAN's Housing Choice Voucher (HCV) program has been negatively impacted by a severe shortage of affordable housing units along with a strong and competitive rental market. This is making it increasingly difficult for HCV applicants and participants to locate affordable housing units.

In response to these local realities, INLIVIAN proposed this activity as an amendment to the FY 2019 MTW Plan. The purpose of the Housing Provider Incentive program is to recruit and retain landlords by incentivizing them to participate in the HCV Program; thereby, increasing housing choice for voucher holders. INLIVIAN has implemented the following incentives:

- **Sign- On Bonus (2019)**-New Housing Providers will receive a one-time bonus for registering to the program and leasing a HCVP Participant. Sign-on bonuses are processed after the HAP Contract for a unit is executed.
- **Continuity Bonus (2019)**- Housing Providers will receive a vacancy payment if a unit remains on the HCV program and is released to a HCV participant within sixty (60) days. Continuity bonuses are processed after the HAP Contract for the new family is executed.
- **Risk Mitigation (2019)**-Housing Providers may receive risk mitigation funds if a HCV participant is recommended for program termination (e.g. evictions, unauthorized moves, participant HQS violations) to assist Housing Providers with the costs associated with property damage and unpaid rent and fees after the deposit is applied. The Housing Provider must provide documentation of charges, including but not limited to invoices, receipts, and pictures.
- **New Unit Bonus (2021)**- To provide Housing Providers an incentive for new units added to the HCV Program and/or units returning to the HCV Program. Units that have received a housing assistance payment (HAP) within the last 12 months are not eligible for a new unit bonus.
- **Leasing Bonus (2023)**- To provide Housing Providers an incentive upon execution of a HAP contract.
- **Holding Fee (2023)**- To reserve a specific rental unit while the RFTA is being processed.

### Planned Non-Significant Changes:

INLIVIAN may eliminate the sign-on and new unit bonuses and utilize a leasing bonus for all newly executed HAP contracts.

### Planned Changes to Metrics/Data Collection:



There are no changes to metrics/data collection.

**Planned Significant Changes:**

There are no planned non-significant changes planned to this activity for FY 2024.

## **2018-1 Self Certification of HQS Initials**

**Statutory Objective:** Cost Effectiveness

**Plan Year Approved, Implemented, Amended:**

INLIVIAN received approval for this initiative in FY 2018 and it was implemented in FY 2018.

**Description Update:**

The activity allows a housing provider to submit a self-certification in lieu of a re-inspection when an initial inspection fails, and there are 10 or less different types of non-life-threatening deficiencies. Photos and invoices are required as proof of correcting the deficiency and must be submitted within 30 days of the failed inspection report. A self-certification of completion is executed by the participant and the housing provider prior to executing a Housing Assistance Payment (HAP) contract.

INLIVIAN will be requesting a Housing Quality Standards (HQS) extension for NSPIRE requirements and a HUD review of this initiative to ensure it is not less stringent than NSPIRE standards.

**Planned Non-Significant Changes:**

There are no planned non-significant changes to this activity for FY2024.

**Planned Changes to Metrics/Data Collection**

There are no changes to metrics/data collection.

**Planned Significant Changes:**

There are no planned significant changes planned to this activity for FY 2023.

## **2017-2 Imputed Earned Income**

**Statutory Objective:** Cost Effectiveness, Self Sufficiency

**Plan Year Approved, Implemented, Amended:**

INLIVIAN received approval to implement Imputed Earned Income in the FY 2017 Annual Plan. The activity was implemented in FY 2018.

**Description/Impact/Update:**

In both the tenant based and project-based voucher programs, INLIVIAN will not process an interim



recertification three months prior to a recertification, three months after a recertification or within three months after a lease up, when there is a loss of income (except in cases of unintentional employment termination) for work abled households.

This activity was implemented for the April 2018 re- certifications and March 2018 transfer lease ups. INLIVIAN currently does not process interims of increased income unless the household is a minimum rent household or being recertified.

There has not been any request for hardships, however, a protocol has been established. Hardship cases will be referred to the INLIVIAN Hardship Committee and evaluated using the Hardship Policy established by the agency.

Due to the COVID-19 pandemic, INLIVIAN suspended this activity and utilized COVID waivers PH and HCV-4 Family Income and Composition: Interim Examinations and PH and HCV-5 Enterprise Income Verification (EIV) Monitoring during this reporting period. INLIVIAN reactivated this activity in FY 2022.

INLIVIAN intends to utilize its MTW waiver in lieu of HOTMA's 10% threshold for a participant's increase or decrease in adjusted income. Currently, INLIVIAN does not conduct interims for changes in adjusted income unless the family will decrease to a lower rent band, or the family has an increase in income and is a minimum renter. All other increases in income are not processed until the next Annual Reexamination.

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

There are no planned non-significant changes to this activity for FY2024.

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

There are no changes to metrics/data collection.

#### **Planned Significant Changes**

There are no planned significant changes planned to this activity for FY 2024.

### **2017-3 Exception Payment Standards**

**Statutory Objective:** Housing Choice, Self -Sufficiency

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

INLIVIAN received approval to implement Exception Payment Standards for FY 2017. The activity was implemented in FY 2017 and amended in FY 2023 to increase the exception payment standard limit.

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

INLIVIAN received approval to implement exception payment standards above 120 percent of the



fair market rent (FMR) but not to exceed the lower of the comparable market rent or 150 percent of HUD's published FMR. In FY 2023, INLIVIAN amended the exception payment standard cap to the lower of the comparable market rent or 250 percent of HUD's published FMR. This request was made based on data from the State of Housing 2022 Report conducted by UNCC. The UNCC report indicated that the largest rent increases have happened in the lower-priced segment of the market with Class "C" properties having an average increase of 87.7%, or 5.4% per year from 2000-2022. Additionally, the report noted that Mecklenburg (\$1,567) has the highest average effective rent in the Charlotte region, while Gaston (\$1,209) has the lowest effective rent as of 2022 YTD.

To assist families in upward mobility, INLIVIAN has used research-based data to identify neighborhoods of opportunity with low poverty, low crime rate, access to better services including schools, transportation, and job opportunities. Areas of opportunity may also include areas identified for redevelopment activities to prevent gentrification and preserve affordable housing options.

To further de-concentration efforts and expand housing opportunities, INLIVIAN has developed a Choice Mobility program called Opportunity Housing Program (OHP). Families participating in OHP are provided pre-and post-move training and supportive services. Families are also provided voucher amounts up to 250% of the FMR based on the unit's location opportunity designation. INLIVIAN proposes to use exception payment standards over 150% FMR for the OHP program expansion and Mobility initiatives only. INLIVIAN will limit Opportunity Housing Program enrollment and size based on average rents in Opportunity Areas in order to serve substantially the same number of families. INLIVIAN will continue to use payment standards up to 150% of the FMR for non-OHP voucher holders.

INLIVIAN will also continue to work with experts in the field of mobility to refine mobility program services, participant requirements, and opportunity area designations.

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

There are no planned non-significant changes to this activity for FY2024.

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

There are no changes to metrics/data collection.

#### **Planned Significant Changes:**

There are no planned non-significant changes planned to this activity for FY 2024.

## **2016-1 Homeownership Initiative**

**Statutory Objective:** Housing Choice, Self -Sufficiency

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

INLIVIAN received approval to implement a Homeownership Program in the FY 2016.





### **Description/Update:**

In FY 2016, INLIVIAN implemented Destination Homeownership (DH) for qualifying Housing Choice Voucher and RAD-PBV participants who are eligible as a first-time home buyer, defined by HUD's and have earned income, Social Security (SS), or Supplemental Security income (SSI).

General requirements for program participation include, but are not limited to the following:

- Must be a Housing Choice Voucher, tenant based, or RAD PBV program participant.
- Participating households must demonstrate a minimum 24 months of stable employment history or stable receipt of acceptable fixed income for elderly/disabled.
- Must possess a minimum annual income of \$25,000 (amount changed from \$20,000 in FY 2019) for families reporting earned income.
- A minimum annual income of \$9,000 for elderly or disabled designated households.

All households must attend a mandatory Destination Homeownership (DH) Program Orientation and participate and successfully complete a HUD- certified Homeownership Education and Counseling program. The DH program provides workshops and individualized tailored counseling plans on budgeting, credit, the home buying process, roles and responsibilities of the lender and realtor. The Homebuyer Education Provider will assess participants for mortgage readiness through review of their tri-merge credit scores, debt ratio, employment history, reserves, and other financial concerns that directly impact the participant's ability to become mortgage ready. There is an 8-hour workshop provided to each participant once they become mortgage ready. This workshop is recognized by down payment assistance programs. The number of counseling hours needed for each individual is directly correlated to their mortgage readiness status.

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

In FY2024, INLIVIAN will change the monthly homeownership payment calculation for new program participants. INILIVIAN intends to provide a monthly homeownership assistance payment on behalf of the family that is equal to the payment standard minus the total tenant payment.

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

There are no changes to metrics or data collection to report for this activity.

### **Planned Significant Changes**

There are no planned non-significant changes planned to this activity for FY 2024.

## **2016-2 Triennial Re-examination**

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

The Triennial Re-examination activity was approved in FY 2016 and was implemented in October of 2018. This activity was amended in 2020 to expand triennial reexaminations to non-elderly, non-



disabled households.

**Description/Update:**

Effective October 2018, INLIVIAN implemented triennial re-examinations for elderly and/or disabled households in both the Housing Choice Voucher (HCV) and public housing programs. While HUD has extended the authority to conduct triennial re-examinations (recertifications) for elderly and/or disabled households, INLIVIAN used the agency's MTW flexibility to waive any Cost-of-Living Adjustments (COLA) between re-examinations.

INLIVIAN was approved, as a MTW technical amendment, to expand triennial recertifications for all public housing and housing choice voucher participants (tenant-based and project-based).

INLIVIAN may make necessary adjustments to the frequency of setting payment standards and rent increases to account for the increased time between re-examinations. INLIVIAN will adjust recertification dates, as necessary, to distribute recertification caseloads.

**Planned Non-Significant Changes:**

INLIVIAN will no longer perform criminal background checks at each scheduled re-examination.

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

There are no changes to metrics or data collection to report for this activity.

**Planned Significant Changes:**

There are no planned non-significant changes planned to this activity for FY 2024.

## **2016-3 (Replaced 2010-1) Rent Reform and Work Requirement**

**Statutory Objective:** Cost Effectiveness, Self Sufficiency

**Plan Year Approved, Implemented, Amended:**

INLIVIAN received approval to implement Rent Reform and a Work Requirement in the FY 2010 annual plan. The activity was implemented in FY2011 amended in FY 2016 and FY 2023.

**Description/Impact/Update:**

Rent simplification applies to both INLIVIAN Public Housing, Housing Choice Voucher and RAD PBV. While elderly and disabled are not required to participate in the work requirement, they are required to participate in rent reform/rent simplification.

In FY 2016, INLIVIAN amended the MTW Plan to indicate that the work requirement for families that port into Mecklenburg County applies when the work requirement is implemented for the HCV program.

**Work Requirement:**



INLIVIAN believes it is essential to create a clear expectation that all applicants and participants who are non-elderly and non-disabled should work. To this end, INLIVIAN instituted a work requirement under which each non-elderly/non-disabled household will be expected to work at least 20 hours per week. The tenants and participants of INLIVIAN have support under the Work Requirement Policy through the CORE Department. Case Management is available to assist households with identifying strengths, removing barriers to employment, and achieving their goals towards self-sufficiency. At the time of implementation, a household who works less than 20 hours per week will have the work requirement waived for a period of up to 6 months or until a household has found employment; whichever is sooner. For new admissions, employment will be verified at the time of admission all households must become compliant within 6 months of admission. All children under the age of 16, who have not graduated from high school or received their GED, must be enrolled in school full time.

Any time a household enters a Sanction Phase they will be referred to the CORE Program staff where a Certified Life Coach will be available to assist and ensure the household remains in compliance with the Work Requirement Policy.

Due to economic and public health conditions caused by the ongoing coronavirus pandemic, INLIVIAN temporarily suspended work requirement enforcement beginning April 2020. INLIVIAN lifted the work requirement suspension in 2022 for all work able PBV households. Each household was be given the 6-month waiver period and 90-day warning before any sanctions were applied for households not in compliance.

#### **Rent Reform:**

In 2010, as part of our Moving Forward Initiatives (MFI), INLIVIAN revised the rent calculation to an income-based, stepped rent process with stepped escrow deposits. The income bands are a \$2,500 range with the stepped rent being 30% of the range low end. For example, in a \$5,000 – \$7,499 annual income band, the low end of \$5,000 is divided by the 12 months of the year and multiplied by 30%. The total tenant payment required by the tenant would be \$125. Annual adjusted income will be used to establish the income band. A ceiling flat rent was established at INLIVIAN Fair Market Rents (PBV units only) by bedroom size and is reviewed/updated annually every fall. In 2018, INLIVIAN removed the escrow deposit and replaced it with two new incentive programs: The Challenging Barriers Program and the Milestone Program. The income bands for rent calculation have not changed.

Income earned by seasonal employment will be annualized if the employee has maintained employment for more than 60 days. Employees of temporary agencies will be annualized after an initial 30 days of assignments.

INLIVIAN's Alternate Verification Activity, as approved via COVID-19 related technical amendment, extended new admission income verifications validity to 180 days from the determination and/or effective date of the lease up instead of 60 days. For annual recertification verifications, the age of

verifications was extended from 120 days prior to the effective date of the action, to 180 days of the effective date of the action.

Traditional medical and childcare deductions have been eliminated. Participants need only verify enough non-reimbursable expenses to meet the requested deduction level listed below.

MEDICAL EXAMPLE	MEDICAL DEDUCTION	CHILDCARE EXPENSE	CHILDCARE DEDUCTION
\$0 - \$2,499	\$0	\$0 - \$2,499	\$0
\$2,500 - \$4,999	\$2,500	\$2,500 - \$4,999	\$2,500
\$5,000 - \$7,499	\$5,000	\$5,000 - \$7,499	\$5,000
\$7,500+	\$7,500	\$7,500+	\$7,500

To further streamline administrative processes, in FY 2023, INLIVIAN amended the alternative verification feature of the agency's rent reform initiative to include the following changes:

- **Fixed Sources of Income:** Verification documents for fixed income sources will be valid for the full calendar year in which the income is effective. For example, if a SS benefit letter is dated February 1, 2022, that benefit letter will be valid for any certification with an effective date in 2022.
- **Asset Income:** Income from assets with a combined value of less than \$50,000 will be excluded. The triennial recertification will include self-certification for households with combined assets at or below \$50,000, or third-party verification for assets over \$50,000.
- **Verification Hierarchy:** INLIVIAN reduced the verification hierarchy from a six (6) step process to a three (3) step process and no longer requires verification of income for households that have a combined household income of less than \$4,999 (minimum renters). The new verification hierarchy is illustrated in the chart below:

Level	Verification Technique	Ranking
3	Up front Income Verification (UIV) HUD and non-HUD systems, Written Third Party Verification, and Written Third Party Verification Form	Highest (Mandatory) HUD's Enterprise Income Verification (EIV) system, UIV using non-HUD systems, written third party, and written third party verification form can all be used to supplement EIV-reported income sources and when EIV has no data; Mandatory when tenant disputes EIV-reported employment and income information when total combined household income exceeds \$4,999.
2	Oral Third-Party Verification	Medium-Low (Mandatory if written third party verification is not available when total combined household income exceeds \$4,999)

1	Tenant Declaration	Low (Use as a last resort when unable to obtain any type of third-party verification when total combined household income exceeds \$4,999)
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This alternate verification activity will extend to all HCV programs including: MTW vouchers, Family Unification Program vouchers, Mainstream Program vouchers, portables, Traditional and RAD PBVs, VASH vouchers and Emergency Housing Vouchers.

INLIVIAN intends to utilize its MTW Rent Reform waiver in lieu of following HOTMA provisions:

- HOTMA's 10% adjusted income increase/decrease threshold for conducting Interim Reexaminations.
- HOTMA's increased the allowance for unreimbursed health and medical care expenses from 3% of annual income to 10%, phased-in over two years.
- HOTMA's provision that permits PHAs to grant hardship relief to families unable to pay rent because of unanticipated medical/disability expenses and families who are no longer eligible for the childcare expense deduction.

Currently, INLIVIAN does not conduct interims for changes in adjusted income unless the family will decrease to a lower rent band, or the family has an increase in income and is a minimum renter. All other increases in income are not processed until the next Annual Reexamination. Additionally, INLIVIAN's Rent Reform initiative utilizes \$2,500 income bands and traditional medical and childcare deductions have been eliminated and replaced with stepped medical and childcare expense deductions.

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

INLIVIAN may implement annual recertifications for households non-compliant with the work requirement.

INLIVIAN will update its age of verification policy to state that verifications must be dated within 180 days of the effective date of the action or 180 days of INLIVIAN's request date.

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

INLIVIAN has hired a vendor to utilize the six-sigma review process. Additional metrics and data collection methods may be implemented once the process is completed.

#### **Planned Significant Changes:**

There are no planned non-significant changes planned to this activity for FY 2024.

## **2016-4 Single Platform for Inspections**

**Statutory Objective:** Cost Effectiveness

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

INLIVIAN received approval to standardize the inspection protocol for all programs during the



FY2016 plan year.

**Description/Impact/Update:**

INLIVIAN may use the Uniform Physical Condition Standard (UPCS) as the model for inspection in lieu of Housing Quality Standards (HQS) and exclude the UPCS inspection criteria that impacts the building systems, site common areas, such as playgrounds, pools, laundry mats, and other amenities. In addition, INLIVIAN received approval to allow the agency's certified/trained UPCS inspector or HCV certified designees as described in the HCV Administrative Plan to conduct inspections of the units that the agency and/or their subsidiaries has an ownership interest in. INLIVIAN does use some of the UPCS components in the RAD PBV units and allows self-certification on annual for tenant-based units.

INLIVIAN will be requesting a Housing Quality Standards (HQS) extension for NSPIRE requirements. This initiative will be closed out upon the implementation of NSPIRE inspection protocols.

**Planned Non-Significant Changes:**

There are no planned non-significant changes to this activity for FY2024.

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

There are no changes to metrics/data collection.

**Planned Significant Changes:**

There are no planned non-significant changes planned to this activity for FY 2024.

## **2016-5 Controlled Program Moves**

**Statutory Objectives:** Cost Effectiveness

**Plan Year Approved, Implemented, Amended:**

INLIVIAN received approval for controlled program moves in the HCV tenant-based program during the FY 2016 plan year. The initiative was implemented in 2016.

**Description/Impact/Update:**

INLIVIAN will approve elective transfers only if the participant has lived in the current unit for a minimum of eighteen (18) consecutive months unless the situation involves a mandatory or permissible move.

<b>MANDATORY:</b>	<b>PERMISSIBLE:</b>
Abatement	Domestic Violence
Breach of contract by owner	Reasonable Accommodations
Transfer of ownership where new owner is not participating in the HCV program	Health or safety of a family member, or to address an emergency which a family has no control of.
Notice of Pending Foreclosure	
Under Housed	
Natural disasters that make the unit uninhabitable	Educational opportunities
Decrease in the payment standard	Employment opportunities

INLIVIAN will also deny a participant permission to make an elective move if the family is currently in a repayment agreement until they are paid in full and will be denied if pending termination. This policy applies to moves within INLIVIAN's jurisdiction or outside it under portability.

Third party documentation will be required for all requests inside of the 18-month period. Documentation examples include a job offer, school letter, police report, bank notices, or any documentation that verifies the legitimacy of the reason for the request to move inside of the 24-month period. Owner agreement to terminate may be applicable in some situations. This activity will apply to all tenant-based voucher holders and port-ins.

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

There are no planned non-significant changes to this activity for FY2024.

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

There are no changes to metrics/data collection.

#### **Planned Significant Changes:**

There are no planned non-significant changes planned to this activity for FY 2024.

## **2016-6 Modified Definition of Elderly**

**Statutory Objectives:** Housing Choice

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

INLIVIAN received approval to modify the definition of elderly from 62 or older to 55 or older during the FY 2016 plan year. The initiative was implemented with RAD conversions in 2016.



**Description/Update:**

The definition of elderly families for eligibility in both the Public Housing and Project Based Voucher Programs has been modified from head, co-head or spouse aged 62 and older, to head, or co-head or spouse aged 55 and older. This activity enables INLIVIAN to expand housing choice for near elderly households at senior developments.

**Planned Non-Significant Changes:**

There are no planned non-significant changes to this activity for FY2024.

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

There are no changes to metrics/data collection.

**Planned Significant Changes:**

There are no planned non-significant changes planned to this activity for FY 2024.

## **2011-3 New Construction of Affordable Units**

**Statutory Objectives:** Housing Choice**Plan Year Approved, Implemented, Amended:**

The activity was approved in March 2010 as a first amendment to the FY 2011 plan. The activity was implemented in FY 2011 and was amended as New Construction of Affordable Units to serve a broader scope which garnered approval in FY2012.

**Description/Impact/Update:**

INLIVIAN proposes to redevelop the 100% extremely low-income properties in our portfolio into mixed-income communities. The projects will include units intended for a wide range of income levels, from market rate to units that are affordable to those earning less than 30% area median income (AMI). Adding the units on the higher end of the income band will act to preserve some number of extremely low-income units by making the community sustainable and viable and will increase housing choices for those needing affordable housing. These communities will also create opportunities for residents to excel in INLIVIAN's Moving Forward program.

**Planned Non-Significant Changes:**

There are no planned non-significant changes to this activity for FY2024.

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

There are no changes to metrics/data collection.

**Planned Significant Changes:**

There are no planned non-significant changes planned to this activity for FY 2024.



## **2009-3 Community Based Rental Assistance**

**Statutory Objectives:** Cost Effectiveness, Self Sufficiency, Housing Choice

**Plan Year Approved, Implemented, Amended:**

INLIVIAN received approval to implement the Community Based Rental Assistance program during the FY2009 plan year. The initiative was implemented during the first quarter of FY 2009 and expanded in the FY 2011.

**Description/Impact/Update:**

INLIVIAN operates a Community Based Rental Assistance (CBRA) program (also known as the project-based voucher program). The CBRA program encompasses Traditional Project-Based vouchers, Special Needs units (elderly, disabled, supportive service and homeless) and Local Rental Subsidy programs. The CBRA policy is also applicable to units converted to PBV under the Rental Assistance Demonstration (RAD) program.

There is no annual benchmark for this activity because INLIVIAN's Board of Commissioners approves CBRA projects and program partnerships on a case-by-case basis. In selecting families to occupy Project-Based Voucher (PBV) units, INLIVIAN has delegated determination of program and project eligibility to the PBV owner/agent. However, INLIVIAN's standards must still be met. INLIVIAN retains the flexibility to use, as necessary, the Public Housing program guidelines for PBV participants that reside in mixed-finance communities with regard to various operational and procedural functions, including but not limited to forming resident organizations, informal hearing procedures, etc. This streamlined approach creates consistency for residents and efficiencies in application for staff.

INLIVIAN may delegate to the owner/agent the full responsibility of administering all aspects of the CBRA program. This includes waiting list selection and administration, eligibility, admissions, and functions related to continued occupancy to include, but not limited to regularly scheduled recertification, interim recertification, and transfer moves, at the property level based on the community's approved tenant selection plan and the Administrative Plan. The owner/agent is also authorized to administer informal hearing processes provided that no cause evictions are not permitted, and all policies and practices comply with fair housing and other related requirements.

**Traditional Project Based Voucher Activity**

In FY 2009, INLIVIAN was approved to implement a Community Based Rental Assistance (CBRA) program. The activity was implemented in FY2009 to simplify the selection process in order to maximize the number of quality project-based voucher units throughout Charlotte. INLIVIAN revised the current CBRA Policy to further increase efforts of deconcentrating poverty and expanding housing and economic opportunities.

**Supportive Housing Project-Based Activity**

In FY 2009, INLIVIAN was approved to implement Housing for Persons with Disabilities, Special Needs and Homeless. The activity was implemented in FY 2009. The activity enables INLIVIAN to



expand its role in the supportive housing community by leveraging funding and resources to social service and supportive housing providers. This will help alleviate the existing housing burden, as well as increase the income-based housing opportunities in the Charlotte community.

The activity has impacted Charlotte's supportive housing projects by enabling local agencies to produce additional units for the targeted population to fill a needed void in Charlotte's continuum of care. Without INLIVIAN's fund leveraging or resource commitment, projects may be delayed or not occur.

PROPERTY NAME	PBV	RAD-PBV	Total	DESCRIPTION OF PROJECT
McCreesh Place	26	63	89	Permanent Supportive Housing
Moore Place	86	34	120	Permanent Supportive Housing
RISE on Clanton	80	0	80	Permanent Supportive Housing
SHIP at Hampton Creste	0	60	60	Transitional Housing
YWCA Families Together Program	10	0	10	Transitional Housing
<b>Total</b>	<b>202</b>	<b>157</b>	<b>359</b>	

Through MTW flexibility, INLIVIAN allows supportive housing programs to operate on month-to-month leases, rather than requiring them to modify their program to comply with HUD regulations requiring 12-month initial leases. This is significant in respect to non-compliance and participant termination. INLIVIAN may also designate certified UPCS and/or HQS certified Supportive Housing staff as HCV Inspectors, as described in the Implement a Single Platform for Inspections activity and HCV Administrative Plan, in order to conduct initial/new move-in inspections. Supportive Housing sites must have a track record of passing initial inspections to be designated as an approved HCV Inspector. This flexibility is significant because it aligns with the fundamental goal of rapid re-housing by reducing the amount of time a person is homeless.

### Local Rental Subsidy Activity

The activity was approved in FY2011 as a second amendment to the Plan. The activity was implemented in FY2011. INLIVIAN awards partner agencies with an allocation of tenant-based vouchers to house families participating in intensive supportive services. INLIVIAN may grant special admissions to referrals from partner agencies participating in the Local Rental Subsidy Program and admit families that are not on the HCV waiting list or without considering the family's position on the HCV waiting list. However, referrals that are on the HCV waiting list will have preference. Families referred to INLIVIAN by partner agencies must meet HCV eligibility criteria and adhere to the partner's supportive services requirements for continued eligibility. Partner agencies participating in the Local Rental Subsidy program may impose voucher time limits based on their INLIVIAN-approved service delivery model. INLIVIAN is collaborating with

four partners to implement the Local Rental Subsidy Program:

- A. Charlotte Family Housing (CFH)** receives 40 rental subsidies. The families referred through CFH are either working or participating in a self-sufficiency or educational program and earning less than 30% of the Area Median Income (AMI). INLIVIAN may subsidize up to 15 families that need employment at the time of admission. The CFH program targets families who are situationally or transitionally homeless and ready for transition from local shelters. The CFH program is a collaborative effort that joins local agencies that are already providing services to this population with funds from the faith community, the corporate community, and the public sector. The goal is to help families achieve self-sufficiency within three to five years by providing comprehensive family development via social work, intensive case management and access to services while the family is permanently housed in a stable apartment community.

CFH has established operating procedures, landlord relationships and administrative staff to deliver wrap-around services and assist families in locating suitable housing. The CFH partnership enables delivery of supportive services at no cost to INLIVIAN. INLIVIAN and CFH modified the \$500 subsidy cap for working households due to the impact on larger families' ability to locate units below the INLIVIAN payment standard.

- B. A Stable Home (ASH)** is collaboration with A Child's Place, and INLIVIAN to provide stability for homeless school children and their families. ASH case managers identify and refer homeless families at participating schools for participation in the local Rental Subsidy Program. INLIVIAN provides case management to referrals that meet HCV eligibility and Family Self-Sufficiency/Moving Forward Supportive Services program requirements. INLIVIAN provides the flexibility for ASH's voucher allocation up to 50 based on their average utilization rate.
- C. Supportive Housing Communities (SHC)**, formerly known as Weyland II, receives 15 rental subsidies for chronically homeless families and/or individuals with disabilities. SHC transitioned from a site-based rental subsidy program at Weyland Apartments to a scattered-site program in 2016. Referrals for the SHC local Rental Subsidy Program are received by SHC through Mecklenburg County's Coordinated Assessment. Coordinated Assessment aims to connect individuals and families who are homeless, or at imminent risk of becoming homeless to available shelter and housing resources in the Charlotte-Mecklenburg community. Supportive services are provided to families participating in the SHC Local Rental Subsidy Program. Families must comply with HCV requirements and SHC supportive services to maintain continued eligibility.
- D. A Roof Above**, formerly Urban Ministry Center (UMC), has received an allocation of 95 vouchers to serve chronically homeless families and/or individuals with disabilities. Referrals for the UMC Local Rental Subsidy Program are received



through Mecklenburg County's Coordinated Assessment. Coordinated Assessment aims to connect individuals and families who are homeless, or at imminent risk of becoming homeless to available shelter and housing resources in the Charlotte-Mecklenburg community. UMC provides supportive services to families participating in the Local Rental Subsidy Program. Families must comply with HCV requirements and UMC supportive services to maintain continued eligibility.

**Planned Non-Significant Changes:**

Please see Community Based Rental Assistance (CBRA) Policy Appendix D.

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

There are no changes to metrics/data collection.

**Planned Significant Changes:**

INLIVIAN is requesting a waiver of 24 CFR 983.6 Maximum amount of PBV assistance in order to develop and/or subsidize more than 20 percent of the agency's authorized ACC units. This waiver will expand housing options for low-income families in Charlotte's tight rental market by ensuring long-term affordability of units.

## **2009-5 Moving Forward Supportive Services**

**Statutory Objectives:** Cost Effectiveness, Self Sufficiency

**Plan Year Approved, Implemented, Amended:**

The Moving Forward Supportive Services was approved in the FY 2009 Annual Plan. Implementation began in FY2009.

**Description/Impact/Update:**

Since 2009, Moving Forward Supportive Services have been gradually rolled out across three pilot groups to the non-elderly, non-disabled residents and HCV participants; Group 1 in 2009: Claremont, Victoria Square and the Housing Choice Voucher FSS program participants, Group 2 in 2010: Cedar Knoll, Leafcrest, Tarlton Hills, and Boulevard Homes, and Group 3 in 2017: Southside Homes, Dillehay, Robinsdale, Sunridge, Meadow Oaks, Wallace Woods, Savannah Woods, Mallard Ridge, Gladedale, Oaks at Cherry (Formerly Tall Oaks). As of January 2018, Supportive Services are now provided to the entire INLIVIAN portfolio in conjunction with the agency-wide implementation of the Work Requirement Policy. Therefore, the three pilot groups have been combined into one large group and now include the HCV Program.

The Moving Forward Supportive Services (MFSS) Program is now available to all INLIVIAN properties that are subject to the Work Requirement Policy. In addition, CORE Programs will provide supportive services to HCV Participants that must comply with the work requirement. MFSS provides case management services that directly supports a resident's compliance with the Work



Requirement Policy. The work requirement policy requires that all non-senior, non-disabled households must work at least 20 hours per week or participate in an approved work-related activity (monitored by a Case Manager). The head-of-household or any eligible adult member of the household, in combination, may comprise the total required 20 hours. The Moving Forward Program is similar to the Family Self-Sufficiency Program (FSS) by establishing goals and connecting to resources, however, a FSS participant is under a contractual agreement for five (5) years. The Moving Forward Program services are voluntary and there is not a contractual commitment.

**Planned Non-Significant Changes:**

There are no planned non-significant changes to this activity for FY2024.

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

There are no changes to metrics/data collection.

**Planned Significant Changes:**

There are no planned non-significant changes planned to this activity for FY 2024.

## **2009-8 Land Acquisition for Future Use**

**Statutory Objectives:** Housing Choice, Self Sufficiency

**Plan Year Approved, Implemented, Amended:**

The agency was approved to implement land acquisition for future affordable housing in FY 2009. The activity was implemented in FY 2009.

**Description/Impact/Update:**

MTW flexibility allows INLIVIAN to acquire sites without prior HUD approval, if the agency certifies that HUD site selection requirements have been met. This allows INLIVIAN to be nimble and competitive in the market when opportunities become available. With INLIVIAN's plan to increase the number of affordable housing opportunities, acquiring land is an option to be considered.

INLIVIAN continues to monitor the market for land opportunities to advance development efforts and provide new opportunities for housing choice. The City of Charlotte is experiencing an affordable housing crisis and has established a priority to combat the lack of affordable housing in the Charlotte community.

**Planned Non-Significant Changes:**

There are no planned non-significant changes to this activity for FY2024.

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

There are no changes to metrics/data collection.



#### **Planned Significant Changes:**

There are no planned non-significant changes planned to this activity for FY 2024.

### **2008-3 Investment Policies Consistent with State Law Initiative**

#### **Statutory Objectives:** Cost Effectiveness

#### **Description/Impact/Update:**

INLIVIAN proposed to adopt an investment policy consistent with state law in FY 2009 and was approved. The agency implemented the new activity in FY 2009.

INLIVIAN invests only in securities authorized under NC state law that allow the flexibility to invest productively and efficiently to achieve a portfolio which is safer, more liquid, and obtains competitive yield. INLIVIAN's investments are performed in accordance with HUD regulations and North Carolina Statutes. This activity has allowed INLIVIAN to achieve higher earnings on idle funds in a safer, more liquid environment. The activity is on schedule and effective.

INLIVIAN's investment policy restricts amounts deposited or invested for different types of investments as a percentage of the overall portfolio. Due to the pandemic, the agency continued to have had less ability to invest in commercial paper than in previous years due to its availability in the marketplace and the interest rates offered, however, with what funds are available for investment, INLIVIAN is gaining more interest on dollars leveraged in the NC portfolio.

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

There are no planned non-significant changes to this activity for FY2024.

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

There are no changes to metrics/data collection.

#### **Planned Significant Changes:**

There are no planned non-significant changes planned to this activity for FY 2024.

### **2008-7 Increase Acquisition and Rehabilitation of Existing Multi-Family Properties**

#### **Statutory Objectives:** Cost Effectiveness, Housing Choice

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

INLIVIAN received approval to implement increasing the acquisition/rehabilitation of existing multi-family properties; in the 2008 – 2009 MTW Annual Plan. Implementation began in FY 2009. In FY 2012, INLIVIAN received approval to expand this initiative to acquire and rehabilitate existing multi-family properties in mixed-income communities.



**Description/Impact/Update:**

INLIVIAN is anticipating the purchase of expiring tax credit units that are co-located with market rate units. INLIVIAN has had success in the past acquiring and rehabilitating properties that were at the end of the tax credit compliance period but still had the extended use agreement in place. After acquisition, the properties will be rehabilitated. First Ward Place, INLIVIAN's first Hope VI, is a two-phase project containing 283 total units with RAD, tax credit and unrestricted market units. The property is in a high opportunity area and preservation of income restricted units is a high priority. In 2020, INLIVIAN was successful in its attempts to purchase the asset and all member interests, becoming the sole member of the owner entity. INLIVIAN through HDP, its non-profit subsidiary is now planning to recapitalize the asset in two phases, the first phase will be recapitalized in 20221 with a if we are successful award of in an application for 9% tax credits, commercial debt and housing trust fund money. The disproportionate mix of affordable to market rate and the lack of rental income needed to stay current in the market with amenities have caused the market rate units to become "Naturally Occurring Affordable Housing" or "NOAHs". Therefore, renovation is necessary to upgrade this site to a class B. Demand outweighs the supply, creating higher than average demand and limiting opportunities for acquisitions in the Charlotte Market, however, INLIVIAN will continue to seek opportunities. Individuals who reside within the acquired properties will be processed as necessary in accordance with applicable relocation policies.

**Planned Non-Significant Changes:**

There are no planned non-significant changes to this activity for FY2024.

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

There are no changes to metrics/data collection.

**Planned Significant Changes:**

There are no planned non-significant changes planned to this activity for FY 2024.

## B. Not Yet Implemented Activities

ACTIVITIES NOT YET IMPLEMENTED			
Activity	Description/Update	Plan Year	Reason Activity not yet implemented
2022-2 Waiver of Mandatory Initial Inspections	<p>INLIVIAN would also like to pursue the Safe Harbor Waiver for element(s) of the MTW activity as described in the MTW Operations Notice for COHORT 4.1. Waiver of Mandatory Initial Inspection (HCV). Using this authority, INLIVIAN proposes to eliminate the requirement for an initial inspection under the following circumstances:</p> <ul style="list-style-type: none"> <li>the unit is less than five years old (as demonstrated by a certificate of occupancy, provided by the landlord); or</li> <li>b) the unit passed an HQS inspection (or equivalent inspection) within the previous three years.</li> </ul> <p>In addition to meeting one of the criteria above, the housing provider will be required to submit an Initial Inspection Self Certification Form that is signed by both the housing provider and the family that the unit in question substantially complies with Housing Quality Standards. The HCV participant will be able to request 23 an interim inspection.</p>	2022	INLIVIAN is in the planning phase to implement this activity.

## C. Activities on Hold

ACTIVITIES ON HOLD					
Activity	Description/Update	Plan Year	Implementation Date	Plan Year Activity was Placed on "Hold"	Reason Activity was Placed "on hold"
2013-2 Biennial Agency-Wide Inspections	INLIVIAN began the first biennial inspections in November 2015 for all properties and units.	2013	November, 2015	2019	This activity is no longer applicable to MTW planning as HUD currently permits all housing authorities to conduct biennial inspections. However, INLIVIAN does not want to lose the flexibility in the long-term, in case, HUD should reverse broad approval of general policy.

## D. Closed Out Activities

CLOSED OUT ACTIVITIES					
Activity	Description/Update	Plan Year	Implementation Date	Plan Year Activity was "Closed Out"	Reason Activity was "Closed Out"
2018-1 Self Certification of reinspection for HQS initials	The activity allows a self-certification in lieu of a re-inspection when an initial inspection fails, and there are 10 or less different types of non-life-threatening deficiencies. Photos and invoices are required and must be submitted within 30 days of the failed report.	2018	June, 2018	2021	MTW Flexibility no longer required as activity is consistent with HOTMA implementation rule: Housing Opportunity Through Modernization Act of 2016—Housing Choice Voucher (HCV) and Project-Based Voucher Implementation; Additional Streamlining Changes, 85 Fed. Reg. 63664 (Oct. 8, 2020).

CLOSED OUT ACTIVITIES					
Activity	Description/Update	Plan Year	Implementation Date	Plan Year Activity was "Closed Out"	Reason Activity was "Closed Out"
2008-2 Participant and Landlord Tracking	Through this activity, the agency began tracking the locations of Housing Choice Vouchers to best inform data-driven results, aimed at increasing access to affordable housing prospects in higher opportunity areas.	2008-2009	January, 2008	2021	The activity was closed out via the 2021 MTW Planning year, as the work has been completed, and implemented to support INLIVIAN's Opportunity Housing Program.
2015-1 Streamline Project-Based Voucher and Public Housing Regulations	This activity was pursued to streamline regulations of Project-Based (PBV) and Public Housing units in developments that house both.	2015	January, 2015	2019	INLIVIAN no longer has properties with PBV and PH in the same development after RAD conversion.
2015-2 Public Housing No Assistance Termination Policy (Mixed Income Communities Only)	This activity was pursued to allow terminations to Public Housing assistance for households no longer using the subsidy in mixed-income communities.	2015	January, 2015	2017	This activity has been combined with 2017-1-Modified Terms of Over Subsidy. This activity was closed-out effective fiscal year end 2016 (following HUD approval of the FY 2017 Plan and RAD Conversion).
2011-1 Acquisition of General Partnership Interest	This activity allowed the agency to acquire the General Partnership interest in the Little Rock Apartments.	2011	January, 2011	2016	Acquisition of property completed.
2011-2 Local Non-Traditional Initiatives	The activity allowed for supportive services partnerships.	2011	January, 2011	2018	The Supportive Housing Innovative Partnership (SHIP) units will now be considered Supportive Housing units under our Community Based Rental Assistance Policy.
2009-6 Youth Initiatives	This activity established a Cooperative Agreement to Form Partnerships with local education stakeholders to connect INLIVIAN participants to programs and services that address truancy, post-	2009	January, 2009	2015	The Agreement has expired.

CLOSED OUT ACTIVITIES					
Activity	Description/Update	Plan Year	Implementation Date	Plan Year Activity was "Closed Out"	Reason Activity was "Closed Out"
	secondary education preparation, and academic improvement.				
2008-2 Biennial Review Process for Elderly and Disabled	This activity allowed INLIVIAN to implement a biennial review process for elderly and disabled heads of households.	2009	January, 2010	2013	INLIVIAN subsequently implemented an agency-wide biennial process.
2008-5 Good Neighbor Training	The training was designed to assist families' acclimation to a neighborhood. Participants accessed training to learn more about being "Good Neighbors".	2008	January, 2008	2014	The trainings have been incorporated into initial briefing sessions for all head of households.
2008-2009 Development of Local Design Standards	This activity allowed for INLIVIAN to streamline design standards.	2009	January, 2011	2014	MTW flexibility is no longer necessary.
2007-2 Affordable Housing Impact Study	This activity allowed for a partnership with UNCC, to research the pattern and density of affordable housing and evaluate the association between the housing stock and crime rate, housing and property values, and school equity in surrounding communities.	2007	January, 2008	2010	The study was completed, and findings have been initiated through other INLIVIAN programs.
2007-2008 Section 8 Property Rating System	A quantitative evaluation rating system for the exterior appearance of a Section 8 property was developed to improve the housing quality standards of participating property owners to encourage an increase in the percentage of high-quality HCV rental units.	2008	January, 2009	2011	The activity was discontinued due to costs versus the overall impact upon housing choice families.

# V. PLANNED APPLICATION OF MTW FUNDS

## A. Planned Application of MTW Funds

### Estimated Sources and Uses of MTW Funding for the Fiscal Year

FDS LINE-ITEM NUMBER	FDS LINE-ITEM NAME	DOLLAR AMOUNT
70500 (70300+70400)	Total Tenant Revenue	\$0
70600	HUD PHA Operating Grants	\$125,148,488
70610	Capital Grants	\$2,434,373
70700 (70710+70720+70730+70740+70750)	Total Fee Revenue	\$0
71100+72000	Interest Income	\$50,000
71600	Gain or Loss on Sale of Capital Assets	\$0
71200+71300+71310+71400+71500	Other Income	\$13,838,545
70000	Total Revenue	\$141,471,406

### Estimated Application of MTW Funds

FDS LINE-ITEM NUMBER	FDS LINE-ITEM NAME	DOLLAR AMOUNT
91000 (91100+91200+91400+91500+91600+91700+91800+91900)	Total Operating - Administrative	\$9,982,604
91300+91310+92000	Management Fee Expense	\$2,215,797
91810	Allocated Overhead	\$0
92500 (92100+92200+92300+92400)	Total Tenant Services	\$5,621,325
93000 (93100+93600+93200+93300+93400+93800)	Total Utilities	\$0
93500+93700	Labor	\$0
94000 (94100+94200+94300+94500)	Total Ordinary Maintenance	\$1,179,560
95000 (95100+95200+95300+95500)	Total Protective Services	\$0
96100 (96110+96120+96130+96140)	Total Insurance Premiums	\$8,180
96000 (96200+96210+96300+96400+96500+96600+96800)	Total Other General Expenses	\$0
96700 (96710+96720+96730)	Total Interest Expense & Amortization Cost	\$0
97100+97200	Total Extraordinary Maintenance	\$0
97300+97350	HAP + HAP Portability-In	\$81,738,786
97400	Depreciation Expense	\$0
97500+97600+97700+97800	All Other Expense	\$40,725,153
90000	Total Expenses	\$141,471,406

## **Description of Planned Application of MTW Funding Flexibility**

INLIVIAN continues to use MTW Single Fund Flexibility to support various housing programs and services as well as invest in development projects to further the agency's mission and strategic goals. The flexibility allows INLIVIAN to balance the funding needs among various programs to achieve higher outcomes that would otherwise be constrained by inadequate resources. Planned uses of MTW Single Fund Flexibility includes supporting the following programs:

### **Housing Choice Voucher (HCV) Program**

The HCV Program enables low-income families, the elderly and the disabled to afford decent and safe housing in the private market. The HCV Program is a major use of MTW Single Fund Flexibility, which allows the agency to direct funding towards addressing specific local needs, such as increasing greater access to opportunity zones and increasing housing supply via landlord incentives and outreach initiatives.

### **CORE, Inc. (CORE)**

CORE consists of the Client Services Department, which delivers supportive services to residents in gaining the necessary skills for success intended to increase the resident's quality of life. The program goal is to help families become financially stable and decrease their dependence on housing subsidy. Case managers work with families to identify barriers and coordinate resources to address these barriers. MTW Single Fund Flexibility provides for CORE operating activities and special resources such as the following:

- **The Center for Employment Services (CES)**

The CES is a Moving Forward Initiative to promote employment and self-reliance in West Charlotte. One of the barriers to employment that residents face is the lack of job skills or training. The CES focuses on addressing this issue by providing the necessary services, training and support to Public Housing Residents and Housing Choice Voucher participants. Through partnerships with various organizations, such as Grace-Mar Services, the CES provides basic literacy classes, computer training, pre-employment workshops, completion of GED, and onsite employment assessments.

- **With Every Heartbeat is Life (WEHL) Program**

The WEHL Program educates our residents on the importance of cardiovascular disease awareness, making healthy food selections, and the importance of physical activity. The WEHL Program strongly believes in the "each one, teach one" method. This means sharing what you learn with others. This method is used to extend awareness as much as possible to Public Housing Communities to promote better health choices in hopes of developing healthy communities.

- **MAXimize Your Potential Academic Enhancement Program (MAX)**

The MAX Program is a youth development program that aims to provide the skills needed to prepare high school students for academic success in high school, college and beyond. Over the course of a school year, students participated in stimulating college and career

readiness workshops and activities designed to develop intrinsic motivation and the confidence students need to be successful in their post-secondary future. To help improve their academic performance, students received tutoring via one-on-one and group sessions. Though the program is focused on improving academic success, it also provides inspiration for students to do their very best. The MAX Program empowers students by drawing on their unique talents, strengths, and capabilities. By holding to these standards, the Program strives to reinforce self-motivation and personal responsibility and propel students toward academic excellence.

### **Development Projects**

MTW Single Fund Flexibility is used for development and revitalization projects to increase the supply of diverse price point housing. INLIVIAN maintains its mission to expand quality affordable housing opportunities through these real estate development initiatives, which may include predevelopment, redevelopment, administrative costs related to the capital project and other investments involving public-private partnerships.

### **Planned Application of Unspent Operating Fund and HCV Funding**

<b>Original Funding Source</b>	<b>Beginning of FY - Unspent Balances</b>	<b>Planned Application of PHA Unspent Funds during FY</b>
<b>HCV HAP*</b>	\$ 44,144,198	\$ 26,093,310
<b>HCV Admin Fee</b>	\$	\$
<b>PH Operating Subsidy</b>	\$ 26,354,220	\$
<b>TOTAL:</b>	<b>\$ 70,498,418</b>	<b>\$ 26,093,310</b>

### **Description or Planned Expenditures of Unspent Operating Fund and HCV Funding**

Uses of unspent funds include the funding for the development efforts of Trella Uptown, Centre South, and land acquisition and redevelopment at Dillehay and Moorehead Street. Capital and renovation projects will be funded at Fairmarket Place, McAlpine Terrace, Meadow Oaks, the Oaks at Cherry Parktowne Terrace, Savanna Woods, Sunridge, Wallace Woods, the Vistas at 707, and other properties, as well as an updated Physical Needs Assessment. Additionally, funding will be used for the redevelopment of Montgomery Gardens, Nia Point, Seneca Woods, Dillehay Courts, Grove Place, Little Rock, McAden Park, Oak Valley and Valley View.





## **Local Asset Management Plan**

### **Is INLIVIAN MTW Allocating Costs Within Statute?**

Yes.

### **Is INLIVIAN Implementing a Local Asset Management Plan (LAMP)?**

No, therefore No LAMP documentation provided in Appendix. INLIVIAN does not plan or intend to make any associated changes during the plan year.

### **Has the MTW PHA provide a LAMP in the appendix?**

N/A

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

N/A

## **Rental Assistance Demonstration (RAD) Participation**

### **Description of RAD Participation**

INLIVIAN has completed a RAD portfolio conversion of 3,284 units at 51 properties (BHMC managed and third party managed).

### **Has INLIVIAN submitted a RAD Significant Amendment in the Appendix?**

Yes.

### **Is INLIVIAN Implementing the RAD Significant Amendment Submitted in the Appendix the First?**

The original RAD Significant Amendment was introduced in the FY 2016 MTW Plan. The most recently submitted amendments were included as part of INLIVIAN's FY 2021 MTW Plan.

## **VI. ADMINISTRATIVE**

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

Certification of Compliance is included as Appendix A of the Plan. The signed Board Resolution is included in Appendix B of the Plan.

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

Documentation of Public Process is listed in Appendix C of the Plan.

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

INLIVIAN has transferred the evaluation contract from UNC-Chapel Hill to Community Science. Utilizing Community Science, INLIVIAN aims to regularly examine MTW and related policy outcomes to determine if policies: meet the statutory requirements outlined by HUD and/or can be improved or streamlined. Community Science will produce a year end evaluation report for FY2022 MTW which will be included as part of INLIVIAN's 2022 MTW Report.

### **D. Lobbying Disclosures**

Appendix G of the Plan.

## VII. Appendices

- Appendix A: Certification of Compliance
- Appendix B: Board Resolution
- Appendix C: Documentation of Public Process
- Appendix D: Community Based Rental Assistance (CBRA) Policy
- Appendix E: Planned Additional Agency Activities for FY 2024
- Appendix F: RAD Significant Amendment
- Appendix G: Lobbying Disclosures
- Appendix H: FSS Incentive Payout Points

## **APPENDIX A: CERTIFICATION OF COMPLIANCE**

## MTW 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 MTW Supplement to the Annual PHA Plan**

Acting on behalf of the Board of Commissioners of the Moving to Work Public Housing Agency (MTW PHA) listed below, as its Chairperson or other authorized MTW PHA official if there is no Board of Commissioners, I approve the submission of the MTW Supplement to the Annual PHA Plan for the MTW PHA Fiscal Year beginning (01/01/2023), hereinafter referred to as "the MTW Supplement", 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 MTW Supplement and implementation thereof:

- (1) The PHA made the proposed MTW Supplement and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the MTW Supplement and invited public comment.
- (2) The MTW PHA took into consideration public and resident comments (including those of its Resident Advisory Board(s) or tenant associations, as applicable) before approval of the MTW Supplement by the Board of Commissioners or Board of Directors in order to incorporate any public comments into the annual MTW Supplement.
- (3) The MTW PHA certifies that the Board of Directors has reviewed and approved the budget for the Capital Fund Program grants contained in the Capital Fund Program Annual Statement/Performance and Evaluation Report, form HUD-50075.1 (or successor form as required by HUD).
- (4) The MTW PHA will carry out the MTW Supplement in conformity with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d-4), the Fair Housing Act (42 U.S.C. 3601-19), section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), and title II of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) all regulations implementing these authorities; and other applicable Federal, State, and local civil rights laws.
- (5) The MTW Supplement is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
- (6) The MTW Supplement contains a certification by the appropriate state or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the MTW PHA's jurisdiction and a description of the manner in which the MTW Supplement is consistent with the applicable Consolidated Plan.
- (7) The MTW PHA will affirmatively further fair housing, which means that it will: (i) take meaningful actions to further the goals identified by the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR 5.150-5.180 and 903.15; (ii) take no action that is materially inconsistent with its obligation to affirmatively further fair housing; and (iii) address fair housing issues and contributing factors in its programs, in accordance with 24 CFR 903.7(o)(3) and 903.15(d). Note: Until the PHA is required to submit an AFH, and that AFH has been accepted by HUD, the PHA must follow the certification requirements of 24 CFR 903.7(o) in effect prior to August 17, 2015. Under these requirements, the PHA will be considered in compliance with the certification requirements of 24 CFR 903.7(o)(1)-(3) and 903.15(d) if it: (i) examines its programs or proposed programs; (ii) identifies any impediments to fair housing choice within those programs; (iii) addresses those impediments in a reasonable fashion in view of the resources available; (iv) works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and (v) maintains records reflecting these analyses and actions.
- (8) The MTW PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975 and HUD's implementing regulations at 24 C.F.R. Part 146.
- (9) In accordance with 24 CFR 5.105(a)(2), HUD's Equal Access Rule, the MTW PHA will not make a determination of eligibility for housing based on sexual orientation, gender identity, or marital status and will make no inquiries concerning the gender identification or sexual orientation of an applicant for or occupant of HUD-assisted housing.
- (10) The MTW PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
- (11) The MTW PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low- or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
- (12) The MTW PHA will comply with requirements with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.
- (13) The MTW PHA will comply with requirements with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment.
- (14) The MTW PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.

- (15) The MTW PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
- (16) The MTW PHA will provide HUD or the responsible entity any documentation needed to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58. Regardless of who acts as the responsible entity, the MTW PHA will maintain documentation that verifies compliance with environmental requirements pursuant to 24 Part 58 and 24 CFR Part 50 and will make this documentation available to HUD upon its request.
- (17) With respect to public housing and applicable local, non-traditional development the MTW PHA will comply with Davis-Bacon or HUD determined wage rate requirements under section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
- (18) The MTW PHA will keep records in accordance with 2 CFR 200.333-200.337 and facilitate an effective audit to determine compliance with program requirements.
- (19) The MTW PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.
- (20) The MTW PHA will comply with the policies, guidelines, and requirements of 2 CFR Part 200.
- (21) The MTW PHA must fulfill its responsibilities to comply with and ensure enforcement of housing quality standards as required in PIH Notice 2011-45, or successor notice, for any local, non-traditional program units. The MTW PHA must fulfill its responsibilities to comply with and ensure enforcement of Housing Quality Standards, as defined in 24 CFR Part 982, for any Housing Choice Voucher units under administration.
- (22) The MTW PHA will undertake only activities and programs covered by the Moving to Work Operations Notice in a manner consistent with its MTW Supplement and will utilize covered grant funds only for activities that are approvable under the Moving to Work Operations Notice and included in its MTW Supplement. MTW Waivers activities being implemented by the agency must fall within the safe harbors outlined in Appendix I of the Moving to Work Operations Notice and/or HUD approved Agency-Specific or Safe Harbor Waivers.
- (23) All attachments to the MTW Supplement have been and will continue to be available at all times and all locations that the MTW Supplement is available for public inspection. All required supporting documents have been made available for public inspection along with the MTW Supplement and additional requirements at the primary business office of the PHA and at all other times and locations identified by the MTW PHA in its MTW Supplement and will continue to be made available at least at the primary business office of the MTW PHA.

INLIVIAN

NC003

**MTW PHA NAME****MTW PHA NUMBER/HA CODE**

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

A. Fulton Meachem

President and CEO

**NAME OF AUTHORIZED OFFICIAL****TITLE****SIGNATURE****DATE**

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

**RESOLUTION**

**AUTHORIZE SUBMISSION OF THE INLIVIAN MOVING TO WORK ANNUAL PLAN FOR  
FISCAL YEAR 2024  
TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

**WHEREAS**, Moving to Work (MTW) is a demonstration program authorized by Congress and implemented by the US Department of Housing and Urban Development (HUD);

**WHEREAS**, INLIVIAN was designated by HUD as an MTW agency in 2007;

**WHEREAS**, in establishing MTW, Congress granted broad authority to housing authorities to design programs that would achieve three primary goals:

- Reduce cost and achieve greater cost effectiveness in Federal expenditures;
- Give incentives to families with children where the head of household is working, is seeking work, or is preparing for work by participating in job training, educational programs, or programs that assist people to obtain employment and become economically self-sufficient; and
- Increase housing choice for low-income families;

**WHEREAS**, the MTW agreement provides INLIVIAN with the authority to design and test innovative, locally designed housing and self-sufficiency strategies for low-income families;

**WHEREAS**, INLIVIAN's proposed Fiscal Year (FY) 2024 MTW Annual Plan was made available for the required 30-day public review/comment from October 13, 2023 to November 13, 2023;

**WHEREAS**, the proposed FY2023 MTW Annual Plan was made available for review by the Resident Advisory Committee (RAC), along with discussion with the RAC during the October RAC Presidents meeting;

**WHEREAS**, on November 2nd, INLIVIAN's Board of Commissioners conducted a public hearing for the proposed FY 2024 MTW Annual Plan;

**WHEREAS**, comments were / were not received on the proposed FY 2024 MTW Annual Plan as part of the public review and comment period; and

**WHEREAS**, INLIVIAN is requesting that the Board of Commissioners adopt the agency's proposed FY2024 MTW Annual Plan and authorize the submission of the plan to HUD.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of INLIVIAN that:

1. All initiatives in the MTW Annual Plan shall be reviewed and approved by the Board of Commissioners before they are implemented.
2. INLIVIAN's proposed FY2024 MTW Annual Plan is hereby adopted.
3. The Chair of the Board of Commissioners and the Chief Executive Officer are hereby authorized to execute any required documents, certifications or HUD forms related to the approval and filing of INLIVIAN's proposed FY2024 MTW Annual Plan.
4. The Chief Executive Officer is authorized to submit INLIVIAN's proposed FY 2024 MTW Annual Plan and such other documents, certifications or forms to HUD with such changes, additions, corrections or amendments as deemed necessary or appropriate or as may be required by HUD.

5. The Chief Executive Officer is hereby authorized to negotiate with HUD regarding any portion of INLIVIAN' s proposed FY 2024 MTW Annual Plan and to carry out other actions relating to the plan.

#### **RECORDING OFFICER'S CERTIFICATION**

I, A. Fulton Meachem, Jr., the duly appointed Secretary of INLIVIAN, do hereby certify that this resolution was properly adopted at a regularly held meeting on November 21, 2023.

(SEAL)

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A. Fulton Meachem, Jr.  
Secretary



## **APPENDIX C: DOCUMENTATION OF PUBLIC PROCESS**

### **MTW PLAN PUBLIC REVIEW PERIOD**

*October 13, 2023 – November 13, 2023*

### **MEETINGS AND HEARING**

- ❖ October 3: FY 2024 MTW Plan summary and process overview discussion with the INLIVIAN Resident Advisory Council (RAC).
- ❖ November 2: FY 2022 INLIVIAN BOC Policy and Board Governance Committee presentation and review of the Resolution to Authorize INLIVIAN to submit the Agency's Proposed FY 2023 Moving to Work (MTW) Annual Plan to HUD.
- ❖ November 2: A Public Hearing for the FY 2022 MTW Plan was held virtually, during the INLIVIAN BOC Policy and Board Governance Committee.
- ❖ November 21: INLIVIAN BOC approval of Resolution to Authorize INLIVIAN to submit the Agency's Proposed FY 2023 Moving to Work (MTW) Annual Plan to HUD.

### **PUBLISHING AND POSTING**

- ❖ October 13: Posting of Plan Draft and Public Notice on INLIVIAN website, administrative office, and BHMC Managed Properties.

### **INLIVIAN COMMUNITY NOTIFICATION/ENGAGEMENT SESSIONS**

## **APPENDIX D: COMMUNITY BASED RENTAL ASSISTANCE POLICY**

# COMMUNITY BASED RENTAL ASSISTANCE (CBRA) POLICY

## Overview

INLIVIAN's Community Based Rental Assistance (CBRA) program (also known as the project-based voucher program) encompasses traditional project-based voucher units, Special Needs units (elderly, disabled, supportive housing, supportive service, and homeless), and pilot local rental subsidy programs. INLIVIAN will determine the percentage of housing choice voucher assistance that is project-based under the CBRA program based on organizational strategic goals and public housing authority and/or City/County revitalization efforts. The CBRA policy is also applicable to units converted to PBV under the Rental Assistance Demonstration (RAD) program.

## *Simplification of the Process to Project-Base Units*

INLIVIAN will utilize a simplified owner proposal selection process to project-base vouchers. INLIVIAN will select CBRA proposals by any of the following methods:

Units Owned by INLIVIAN. INLIVIAN is authorized to project-base Section 8 assistance at properties owned directly or indirectly by the Agency, subject to HUD's requirements regarding subsidy layering. Project-based assistance for such owned units does not need to be competitively bid, nor are the owned units subject to any assessments for voluntary conversion. Direct or indirect ownership interest includes, but is not limited to:

- ✓ INLIVIAN participation as a member in a tax credit or other LLC;
- ✓ Direct or indirect ownership interest through an INLIVIAN subsidiary;
- ✓ INLIVIAN ownership of the land on which the community has been or is to be developed; or
- ✓ INLIVIAN is funding a portion of the construction costs of the community and subsidizing the operating costs or rents of the community for low income families.

Request for Proposals. INLIVIAN may solicit proposals by using a request for proposals (RFP) process. The RFP process will select proposals on a competitive basis. INLIVIAN will not limit proposals to a single site or impose restrictions that explicitly or practically preclude owner submission of proposals for project-based housing on different sites.

Proposals that were Previously Selected Based on Competition. INLIVIAN may consider an application and select a proposal for housing assisted under a federal, state, or local government housing assistance, community development, or supportive services program (e.g. Low-Income Housing Tax Credit (LIHTC), HOME, Housing Trust Fund, Affordable Housing Program, etc.) that included a competitive process. INLIVIAN may consider such applications only if housing was competitively selected within three years of the proposal selection date and where the earlier competitive proposal did not involve any consideration that the project would receive project-based voucher assistance.

Joint Requests for Proposals with the City and State. INLIVIAN may award project-based voucher assistance via competitive process for other affordable housing funds to maximize the impact of its project-based vouchers and to minimize the number of application processes developers face.

### **Solicitation and Selection of Proposals**

INLIVIAN will accept proposals on an ongoing basis. INLIVIAN may periodically advertise its request for proposals (RFP) for the target categories in Procureware. In addition to, or in place of advertising, INLIVIAN may also directly contact specific owners that have already been selected through one of the competitive processes above to inform them of available project-based assistance.

In order for the proposal to be considered, the proposal must respond to all requirements as outlined in the RFP. Incomplete proposals will not be reviewed.

INLIVIAN will rate and rank proposals for in the target categories using the following criteria:

#### *Family Units*

1. Must be located in a permissible area which meet INLIVIAN's goals and objectives including but not limited to deconcentrating poverty, expanding housing and economic opportunities. Preference will be given to proposals in which units are located in a High Opportunity Area that is characterized by: low poverty, low crime rate, access to high performing schools, access to transportation, access to employment opportunities and areas of redevelopment in order to preserve affordable housing options in gentrifying neighborhoods.
2. Families must have one member either working or participating in a work support program.
3. No more than 25% of the units in a family development will be project-based unless the development is providing some level of supportive services. (This does not apply to senior and special needs housing).
4. Developments in neighborhoods within a mile of one of Charlotte's new transportation corridors, including light rail, will be given second priority.

#### *Special Needs Units*

1. Category includes units for homeless, disabled, domestic violence, transitional youth and other special needs.
2. Services must be being provided onsite or in coordination with the housing. Higher levels of service provision will be given first priority.
3. Must be located in a permissible area which meet INLIVIAN's goals and objectives including but not limited to deconcentrating poverty, expanding housing and economic opportunities. Preference will be given to proposals in which units are located in a High Opportunity Area that is characterized by: low poverty, low crime rate, access to high performing schools, access to transportation, access to employment opportunities and areas of redevelopment in order to preserve affordable housing options in gentrifying neighborhoods. Developments in neighborhoods within a mile of one of Charlotte's new transportation corridors, including light rail, will be given second priority.

#### *Senior Units*

1. Must be located in a permissible area which meet INLIVIAN's goals and objectives including but not limited to deconcentrating poverty, expanding housing and economic opportunities. Preference will be given to proposals in which units are located in a High Opportunity Area that is characterized by: low poverty, low crime rate, access to high performing schools, access to

transportation, access to employment opportunities and areas of redevelopment in order to preserve affordable housing options in gentrifying neighborhoods.

2. Developments in Uptown Charlotte or in neighborhoods within a mile of one of Charlotte's new transportation corridors, including light rail, will be given second priority.

3. Services must be provided onsite or in coordination with the housing. Higher levels of service provision will be given priority if the locational criteria rank equally.

In addition to meeting the above criteria, each deal must meet HUD Site Selection Standards set forth in CFR 983.57. Each deal must also be in compliance with HUD subsidy layering rules, the Fair Housing Act, Davis-Bacon regulations for new construction and all other applicable HUD regulations.

Priority will be given to proposals in any target category that complement other local activities such as the redevelopment of a public housing site under the HOPE VI program, the HOME program, CDBG activities, other development activities in a HUD-designated Enterprise Zone, Economic Community, or Renewal Community.

#### **Program Cap**

INLIVIAN is requesting a waiver of 24 CFR 983.6 Maximum amount of PBV assistance in order to develop and/or subsidize more than 20 percent of the agency's authorized ACC units. This waiver will expand housing options for low-income families in Charlotte's tight rental market by ensuring long-term affordability of units.

#### **Prohibition of Assistance for Certain Units**

INLIVIAN will determine property eligibility criteria and may provide project-based assistance for transitional housing and other innovative housing types to address Charlotte's affordable housing needs.

#### **Cap on the Number of Project-Based Units**

INLIVIAN will provide project-based assistance for excepted units in multifamily buildings that are specifically made available for elderly or disabled families or families receiving supportive services on a project-by-project basis with MTW and/or HUD approval.

In Supportive Housing developments (homeless, disabled, domestic violence, transitional youth, and/or special needs) with less than 20 units, INLIVIAN will provide project-based assistance up to 100% of the units in the project. Services must be provided in the coordination of housing for supportive housing developments. The types of services offered to families for a project to qualify for the exception will be determined on a project-by-project basis depending on the target population. Supportive Housing developments may use the McKinney Act definition of disabled for the purposes of determining eligibility for exempted units.

INLIVIAN will require reports to be submitted at least quarterly for supportive housing developments (excluding elderly and disabled developments) to ensure proper monitoring of excepted units.

In family developments or transitional housing programs, families must be receiving FSS supportive services or other self-sufficiency services to qualify for an excepted unit. INLIVIAN, contract service provider, and/or supportive service partner will monitor the excepted family's continued receipt of supportive services and take appropriate action regarding those families that fail without good cause to complete their supportive services requirement. INLIVIAN will require reports to be submitted at least quarterly for family developments to ensure proper monitoring of excepted

units.

### **Site Selection Standards**

Per INLIVIAN's MTW Agreement, the Authority is authorized to duly adopt, according to the requirements of local law, alternate standards for determining the location of existing, newly constructed or substantially rehabilitated housing to receive subsidy; provided, however, that in lieu of the Site Selection Standards currently set forth in 24 C.F.R. Section 983.57, the agency will comply with the following requirements:

- a. The Agency will comply with the Fair Housing Act and Title VI of the Civil Rights Act of 1964, and implementing regulations thereto, in determining the location of newly constructed or acquired public housing units.
- b. Units may be located in the agency's jurisdiction, including within, but not limited to, the following types of urban areas: (1) an area of revitalization that has been designated as such by the City of Charlotte and/or Mecklenburg County, including Redevelopment Areas and Enhanced Enterprise Communities, (2) an area where public housing units were previously constructed and were demolished, (3) a racially or economically impacted area where the agency plans to preserve existing affordable housing, (4) in connection with a HOPE VI or other HUD funded master planned development, (5) in areas where a needs analysis indicates that subsidized housing represents a low percentage of the total number of housing units in the area or (6) relocating units to an area with a lower concentration of public housing units.
- c. Conduct a housing needs analysis indicating that there is a real need for the housing in the area; and
- d. When developing or substantially rehabilitating six or more Section 8 project-based units, the agency will: (1) advise current residents of the subject properties and representative community groups in the vicinity of the subject property by letter to resident organizations and by public meeting, of the agency's revitalization plan and (2) certify to HUD in its MTW Annual Report that the comments from residents and representative community groups have been considered in the revitalization plan. Documentation evidencing that the agency has met the stated requirements will be maintained at the housing authority and submitted to HUD in its MTW Annual Report.

It is the goal of INLIVIAN to select sites for CBRA housing that provide for deconcentrating poverty and expanding housing and economic opportunities. In complying with this goal, INLIVIAN will limit approval of sites for project-based housing in census tracts that have poverty concentrations of 20 percent or less.

However, INLIVIAN will grant exceptions to the 20 percent standard where INLIVIAN determines that the project-based assistance will complement other local redevelopment activities designed to deconcentrate poverty and expand housing and economic opportunities in census tracts with poverty concentrations greater than 20 percent, such as sites in:

- ✓ A census tract in which the proposed development will be located in a HUD-designated Enterprise Zone, Economic Community, or Renewal Community;
- ✓ A census tract where the concentration of assisted units will be or has decreased as a result of public housing demolition and HOPE VI redevelopment;
- ✓ A census tract in which the proposed development will be located is undergoing significant revitalization as a result of state, local, or federal dollars invested in the area;

- ✓ A census tract where new market rate units are being developed where such market rate units will positively impact the poverty rate in the area;
- ✓ A census tract where there has been an overall decline in the poverty rate within the past five years; or
- ✓ A census tract where there are meaningful opportunities for educational and economic advancement.

Additionally, INLIVIAN will strive to get as many CBRA units as possible in stable Charlotte neighborhoods, neighborhoods where there is an and/or neighborhood along Charlotte's new transportation corridors, including the light rail. Priority will be given to developments that meet one or more of the following goals:

- ✓ Located in an area of low crime as determined by local law enforcement;
- ✓ Located in an area with access to high-performing public schools; or
- ✓ Located in neighborhoods within a mile of one of Charlotte's new transportation corridors, including light rail.

### **Inspecting Units**

INLIVIAN will waive the requirement for an initial HQS inspection on newly constructed project-based units and utilize a Temporary Certificate of Occupancy (TCO) or Certificate of Occupancy (CO) in lieu of an initial inspection.

### **Site-Based Administration**

INLIVIAN's CBRA program may utilize simplified property management practices based on private management/private sector models instead of the traditional public housing authority managed project-based voucher model in order to simplify, streamline and enhance the delivery of management services to CBRA communities. INLIVIAN may delegate to the Owner Entities' professional management companies the full responsibility of administering all aspects of the CBRA program. This includes waiting list selection and administration, eligibility, admissions, and functions related to continued occupancy to include but not limited to regularly scheduled recertifications, interim recertifications and transfer moves, at the property level based on the community's approved tenant selection plan and INLIVIAN's Administrative Plan. The Owner Entities' property management is also authorized to administer grievance processes provided that no-cause evictions are not permitted, and all policies and practices comply with fair housing and other related requirements.

### **Lease**

INLIVIAN may waive the initial one-year lease requirement in Supportive Housing development and programs.

### **Family Right to Move**

INLIVIAN has received a waiver of 24 CFR 983.260 Family Right to Move, so that a family will not be offered the opportunity for continued tenant-based rental assistance if they terminate the lease at any time after one year of occupancy. Exceptions to the waiver may be made for:

- ✓ Occupancy of a wrong size unit due to change in family composition and property does not have an available unit that meets occupancy standards for the family's size;

- ✓ Reasonable accommodation;
- ✓ Victims of domestic violence, dating violence, or stalking;
- ✓ Owner refusal to renew the lease without good cause; and
- ✓ Tenants that occupied RAD -PBV units the time of conversion

### **Determining Rent to Owner**

INLIVIAN has an approved waiver of 24 CFR 983.301 in order to implement a more market competitive determination of rent to owner process for the Community Based Rental Assistance (CBRA) program in order to:

- ✓ Create affordable housing developments through public/private partnerships using market principles that maximize the economic viability and sustainability of INLIVIAN's mixed- income communities.
- ✓ Meet INLIVIAN's goals and objectives including but not limited to deconcentrating poverty, expanding housing and economic opportunities.
- ✓ Facilitate self-sufficiency among low-income families by increasing access to community resources and amenities that improve quality of life.

INLIVIAN's determination of rent to owner process may determine contract rents on a project-by- project basis up to 120% of HUDs fair market rents (FMRs) based on independent market study and analysis. Exceptions to the INLIVIAN Payment Standards may be granted with Administration approval based on the following factors:

- ✓ The quality of the housing regardless of the submarket.
- ✓ The location of the housing with respect to its proximity to revitalization/transformation activities and other public development initiatives.
- ✓ INLIVIAN's de-concentration efforts.
- ✓ INLIVIAN's RAD portfolio conversion.



## **APPENDIX E: PLANNED ADDITIONAL AGENCY ACTIVITIES**

# FY 2024 PLANNED ADDITIONAL AGENCY ACTIVITIES

## PLANNED SITE DEVELOPMENT ACTIVITIES

### First Ward Place

In 1993, the U.S. Department of Housing and Urban Development awarded then Earle Village one of the first HOPE VI Grants in the country. The grant was then leveraged with: (i) Low Income Housing Tax Credits (“**LIHTC**”) from the North Carolina Housing Finance Agency (“**NCHFA**”), (ii) commercial debt, and (iii) soft loans from both then Charlotte Housing Authority and Charlotte Mecklenburg Housing Partnership (“**CMHP**”). Earle Village was transformed into First Ward Place (the “**Community**”). The 1993 revitalization plan for this public housing community resulted in the demolition of 386 of the 409 Earle Village units; the remaining 23 units were renovated. A total of 283 units were re-built on the Earle Village site, in 2 phases, including 23 existing units that remained and were reinvested to pay homage to Earle Village. Funds invested provided the needed capital that made the Community the catalyst for a renaissance in Uptown Charlotte. The tax credit compliance period has now expired, and all member interests have been acquired by INLIVIAN. Deferred maintenance issues exist throughout the Community and a disproportionate amount of subsidized to market rate units has left this Community in need of repair and upgrades and, operationally unsustainable. INLIVIAN, through its development subsidiary, Horizon Development Properties, Inc. (“**HDP**”), intends to recapitalize First Ward Place, with Phase I commencing with a 9% competitive tax credit award. The Phase I-unit mix will remain as developed but the units will receive substantial renovations in order to improve them to the level of a class B property. INLIVIAN has approved the use of MTW funds to capitalize the predevelopment expenses for this recapitalization effort that will be funded with tax credit equity, commercial debt, and soft loans from the City, Dream Key Partners and HDP.

### Tall Oaks

Phase II of the Tall Oaks Redevelopment will continue to be pursued as designs are refined for a multifamily development planned for the remaining 2.7-acre site. Current plans being discussed with the neighbors and City officials proposes the development of 99 units with a majority of units being targeted to households between 60% and 80% of the area-median income to address the need for work-force housing in the neighborhood. MTW funds will be used for predevelopment expenditures on Tall Oaks II.

### Tarlton Hills

HDP continues to explore options available to redevelop the site of this 50-unit 100% RAD development situated near Uptown Charlotte. This site is very valuable with its views of the Charlotte skyline and is obsolete with its current density. The City planning staff is currently engaged in a small area planning process for this area of the City and a local foundation has engaged and is paying two planners to develop concepts for the neighborhood that include the Tarlton Hills site. HDP intends to collaborate with other adjacent owners and take the lead in the drafting of a Request for Qualifications for a master developer to bring the developed concepts to fruition. INLIVIAN will use MTW funds to capitalize the predevelopment work.

As part of any redevelopment, HDP will also look to potentially execute a Transfer Of Assistance (“**TOA**”) of the RAD operating subsidies to other communities HDP is developing through joint venture agreements in Public Private Partnerships (“**P3**”) in order to vacate the 100% extremely low income units in the community to prepare the site to be redeveloped as a mixed-income community with increased density that is reflective of diversified price point housing.

### Hall House

HDP anticipated the redevelopment of the Hall House site located at 426 N. Tryon Street as a mixed-use, mixed-income project (the “**Project**”). To that end, HDP and Urban-Atlantic Development LLC, a Delaware limited Liability Company (“**Urban**” or “**UA**”), entered into a certain Transaction Outline (the “**Original**

**Transaction Outline**”) with respect to the Project. At some point, the Project changed from being a two-block strategy with multiple land sellers and a mixed-use, mixed-income building that straddled the INLIVIAN and Bank of America parcels bounded by N. Tryon, College, 7<sup>th</sup> and 8<sup>th</sup> Streets, to being confined to the INLIVIAN parcel. HDP and Urban (hereinafter the **“Parties”** or **“Joint Venture”**) then agreed to amend, restate and replace the terms and conditions of the Original Transaction Outline that established the principal terms of a joint-venture agreement (**“Joint Venture Agreement”**) between the Parties to develop the Project on the INLIVIAN parcel only. The Parties are proposing to develop the Project with an ultimate affordable housing target for the multifamily units of 70/30/30; in which 70% of the units are at market rate and 30% are below market rate; with 30% of the below market rate units priced at 30% of the Area Median Income (**“AMI”**). The total affordable units of the Project will consist of a mix of 30%, 60%, and 80% AMI apartments. Further, the Joint Venture will fully intersperse the affordable multifamily units throughout the Project (**“Affordable Units Component”**). Currently the range of financial support required to facilitate the development and construction of the Affordable Units Component (the **“Gap”**) is estimated to be up to \$6 million. The County has provided a conditional commitment for this Gap funding. Should there be a variance in the development costs or operating expenses of the Affordable Units Component, the Gap is subject to change. In order to fund the balance of the total development costs for the Affordable Units, the Parties submitted an application for bond volume cap and 4% Low Income Housing Tax Credits (**“LIHTC”**) to the North Carolina Housing Finance Agency (**“NCHFA”**) on January 22, 2021 and a Full Application on May 14, 2021. If successful, this will be the first mixed-income development of its kind in the state of NC. The current unit count is 353 total of which 106 would be affordable. Details associated with the above description are subject to change and may apply MTW funding as necessary.

### **Strawn Cottages**

Strawn Cottages, now known as Centre South, has experienced delays due to the pandemic but is expected to break ground in 2021, contingent on a lease execution by an anchor tenant for the office tower. The private developer partner, The Fallon Company, is currently working on the marketing and pre-leasing for the office component and major efforts are focused on signing an anchor tenant. The office building design work is complete, and we expect permitting to occur in 2021 for a construction start of December 2021. Design work is underway for the residential component with permitting expected to occur in 2021 as well with construction commencing late fall 2022.

### **Gladedale Apartments**

INLIVIAN is pursuing opportunities to redevelop the existing 49 units at Gladedale. This site is obsolete in that its location would allow for a much higher density to add workforce housing to the lower income program at this parcel. HDP intends to redevelop this site using a special purpose entity (**“Company”**) that will own the redeveloped community. INLIVIAN will use MTW funds to capitalize the Company in order to fund a predevelopment budget. As part of any redevelopment, HDP will also look to potentially execute a Transfer Of Assistance (**“TOA”**) of the RAD operating subsidies to other communities HDP is developing through joint venture agreements in P3s (defined below”) in order to vacate the 100% extremely low income units in the community to prepare the site to be redeveloped as a mixed-income community with increased density that is reflective of diversified price point housing.

### **Hampton Crest**

Hampton Crest is a mixed-income development, that has outlived its reasonably expected life cycle. It is the intent of INLIVIAN to redevelop this site. The unit make-up includes 153 market-rate units that are naturally occurring affordable housing (NOAHs), along with 60 RAD Voucher units for a total of 213 units. HDP will publish an RFP for Developer Partners in 2021 for this site to determine the plan of development.

### **Oak Valley**

Oak Valley is a 50-unit apartment complex built in 1988. It is HDP’s intent to substantially rehabilitate or redevelop Oak Valley using MTW program funds. Successful completion of this rehabilitation will preserve this much needed affordable housing for some years to come. The modeling of this transaction will better

inform the plan of action.

### **Valley View**

Built in 1984, the 50 units at Valley View Apartments are in need of extensive renovations. It is HDP's intent to substantially rehabilitate or redevelop Valley View using MTW program funds. Successful completion of this rehabilitation will preserve this much needed affordable housing for some years to come. The modeling of this transaction will better inform the plan of action.

### **Grove Place**

The Grove Place Apartments is a 36-unit family community located in the Hickory Grove area of Charlotte. Built in 1988, the original existing structural systems are light-frame wood construction with plywood sheathing on engineered roof trusses, with sawn lumber floor framing. Grove Place has been experiencing severe structural deficiencies at the slabs, balconies and exterior stairs and is in dire need of substantial renovations. A recent structural report found open ceiling joints, separating portal sills, and cracked concrete slabs in the units and breezeways. It is HDP's intent to substantially rehabilitate Grove Place using MTW program funds. Diligence has determined that this project was built on unsuitable soils. HDP is currently determining whether to demolish this site or try to renovate it.

### **Fairmarket Apartments**

Built in 1990, the 60 units at Fairmarket Apartments are in need of extensive renovations. It is HDP's intent to substantially rehabilitate Fairmarket Apartments using MTW program funds. Successful completion of this rehabilitation will preserve this much needed affordable housing for some years to come.

### **McAlpine Terrace**

McAlpine Terrace is a 113-unit apartment complex designated for the elderly and disabled. In 2019, McAlpine received extensive renovations to the kitchens and bathrooms in 30 of the 113 units. It is HDP's plan to complete the renovations on the remaining 83 units including the common areas and window replacement. It is HDP's intent to complete the substantial rehabilitation of McAlpine Terrace using MTW program funds. Successful completion of this rehabilitation will preserve this much needed affordable housing for some years to come.

### **Autumn Place**

Autumn Place is a 68-unit, 4-story seniors elevator building located in a highly desirable area of Charlotte. Built as part of the original 1993 Earle Village HOPE VI development, Autumn Place is in need of Renovations in order to preserve the asset. Through Capital Projects, Autumn Place is undergoing substantial renovations and in order to bring the building up to current code.

### **Seneca Woods**

INLIVIAN, through its development arm HDP continues to explore options available to redevelop this 50-unit mixed income affordable development situated in the Park Woodlawn Neighborhood in Charlotte. This site is very valuable since it is located in an area of opportunity with access to good schools and employment. The site is obsolete physically and as it relates to its current density. It is also experiencing structural deficiencies that are causing the design team to advise demolition.

Construction costs are high in Charlotte, and the rents have not caught up to the cost to build. Further, this is a small parcel so structured parking would be required to fully build out this site to its zoning capacity. Structured parking is cost prohibitive. As a result, redevelopment with higher density may not be an option but HDP continues to vet this decision. The community comes out of the tax credit extended use agreement in 2022. INLIVIAN will use MTW funds to fund a predevelopment budget. If newly anticipated MTW Plan Amendment (2020-2 Development Protection Fund, submitted to HUD on 10/30/2020) is successfully approved, HDP intends to put the off-line building back on-line to preserve these units until

redevelopment options can be vetted.

## **PLANNED ACQUISITION ACTIVITIES**

### **Strategy**

INLIVIAN/HDP may consider an acquisition strategy based on expiring tax credits or other methods that will benefit the people routinely served by our agencies.

### **Baxter Street**

HDP is planning a new mixed-use, mixed-income development with workforce housing on land adjacent to another existing INLIVIAN development, Charlottetown Terrace. The program being considered includes 223 units of rental housing; however, the current zoning in this area is causing INLIVIAN to consider adding a mixed-use component on the lower level for which HDP would include a private partner to develop. In 2020, INLIVIAN was approached by Atrium Health with an opportunity to swap this parcel of land with another parcel also in a high opportunity area. Atrium Health has announced plans to build out a medical district in this small plan area including a medical hospital. This offers great opportunity for the Charlottetown Terrace high-rise that is designated for handicap households that is adjacent to the site as Atrium is offering some in-kind medical services.

These discussions are on-going. If HDP should swap this site, HDP would use MTW funds to develop new residential opportunities on the alternate site that is the subject of the swap.

### **Private/Public/Partnerships (P3)**

The goal of the P3 Program is to partner with third party developers in an effort to increase the number of affordable housing units in and around the City of Charlotte. INLIVIAN also seeks to use these new communities to mainstream the agency's RAD vouchers to redevelop obsolete sites, thereby increasing the density and further adding units to the city and providing greater housing choices to our clients. These sites are all located in high opportunity or opportunity areas by definition and are close to job opportunities and mass transit for our clients. It also gives INLIVIAN clients a chance to move into a community not historically known as being federally subsidized. By utilizing all potentially available resources at INLIVIAN's disposal, the P3 Program is allowing INLIVIAN to further its affordable housing mission. Further, HDP is the managing member or general partner in each of the ownership entities with the right of first refusal to purchase the property and the interests of all members at the end of the initial compliance period. This means an increase in our current portfolio of 1,129 units or 44% increase from our 2019-2021 efforts alone. All P3 projects are in various stages of construction with completion and lease up anticipated before 2022. These P3 projects may necessitate usage of MTW funding flexibility.

Current opportunities which have closed and are under construction or that are targeted for closing include: Archdale Flats – Family (202), Archdale Flats – Seniors (131), Abbington on Mt. Holly (102), Freedom Flats (220), Ashley Flats (150), Evoke Living at Westerly Hills (156), and Evoke Living at Arrowwood (168).

### **Opportunity Development**

INLIVIAN/HDP may explore purchasing other Class B or C apartment complexes in a High or Very High Opportunity Census tract to continue agency efforts to deconcentrate poverty. MTW funds may be used in these efforts.

**APPENDIX F: RENTAL ASSISTANCE DEMONSTRATION (RAD)**  
**SIGNIFICANT AMENDMENT**

## **Rental Assistance Demonstration (RAD) Significant Amendment**

The Housing Authority of the City of Charlotte is amending its FY2016 Moving Forward Annual Plan because it was a successful applicant in the Rental Assistance Demonstration (hereafter referred to as “RAD” or “Demonstration”). As a result, the Housing Authority of the City of Charlotte will be converting to Project Based Vouchers under the guidelines of PIH Notice 2012-32, REV-2 and any successor Notices. Upon conversion to Project Based Vouchers the Authority will adopt the PBV Residents Rights and Participation that cannot be altered by MTW flexibility. These are listed in Section 1.6.C & 1.6.D of PIH Notice 2012-32, REV-2. The PBV Resident Rights and Participation applicable to INLIVIAN’s RAD conversion are appended to this Attachment. Additionally, the Housing Authority of the City of Charlotte is currently compliant with all fair housing and civil rights requirements and is not under a Voluntary Compliance Agreement.

RAD was designed by HUD to assist in addressing the capital needs of public housing by providing the Housing Authority of the City of Charlotte with access to private sources of capital to repair and preserve its affordable housing assets. Please be aware that upon conversion, the Authority’s Capital Fund Budget will be reduced by the pro rata share of Public Housing Developments converted as part of the Demonstration, and that Housing Authority of the City of Charlotte may also borrow funds to address their capital needs. At this time, INLIVIAN will be researching all options and maintaining continued service requirements will be a high priority for the agency. We do not anticipate any reductions due to RAD.

The Housing Authority of the City of Charlotte will also be contributing Operating Reserves up to the maximum available amount per property as defined per the RAD notice, subject to HUD and Board approval. The Housing Authority of the City of Charlotte currently has debt under the Capital Fund Financing Program and will be working with US Bank to address outstanding debt issues. Regardless of any funding changes that may occur as a result of conversion under RAD, the Housing Authority of the City of Charlotte certifies that it will maintain its continued service level for its remaining portfolio of public housing units

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

Name of Public Housing Development: Southside	PIC Development ID: NC003000003	Conversion type: PBV	Transfer of Assistance: 2 units
Total Units: 394	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$529,754
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	65	73	8
Two Bedroom	233	221	-12
Three Bedroom	86	88	2
Four Bedroom	10	10	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	394	392	-2 (special use units)
If performing a Transfer of Assistance:	The Transfer of Assistance is related to special use units, therefore no transfer of waiting list is necessary		
# of Elderly, Disabled, or Receiving Supportive Services <sup>1</sup> :	392		

Name of Public Housing Development: First Ward	PIC Development ID: NC003000005	Conversion type: PBV	Transfer of Assistance: None
Total Units: 132	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$191,069
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	8	8	0
Two Bedroom	68	68	0
Three Bedroom	43	43	0
Four Bedroom	12	12	0
Five Bedroom	1	1	0
Six Bedroom	0	0	0
Total Units	132	132	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	132		

<sup>1</sup> INLIVIAN meets the RAD notice to Project-Base 100% of the units because the number of families that are elderly, disabled or eligible to receive supportive services exceeds 50% of the total RAD PBV units.



Name of Public Housing Development: Edwin Towers	PIC Development ID: NC003000006	Conversion type: PBV	Transfer of Assistance: None
Total Units: 176	Pre-RAD Unit Type: Senior	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$205,351
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	64	64	0
One Bedroom	96	96	0
Two Bedroom	16	16	0
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	176	176	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	176		

Name of Public Housing Development: Arbor Glen	PIC Development ID: NC003000009	Conversion type: PBV	Transfer of Assistance: 4 units
Total Units: 29	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$42,491
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	4	4	0
Two Bedroom	10	6	-4
Three Bedroom	13	13	0
Four Bedroom	2	2	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	29	25	-4
If performing a Transfer of Assistance:	The Transfer of Assistance is related to special use units, therefore no transfer of waiting list is necessary		
# of Elderly, Disabled, or Receiving Supportive Services:	25		

Name of Public Housing Development: Arbor Glen I	PIC Development ID: NC003000010	Conversion type: PBV	Transfer of Assistance: None
Total Units: 60	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$78,789
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	42	42	0
Two Bedroom	12	12	0
Three Bedroom	6	6	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	60	60	0
If performing a Transfer of Assistance:			
# of Elderly, Disabled, or Receiving Supportive Services:	60		

Name of Public Housing Development: Dillehay Courts, I	PIC Development ID: NC003000012	Conversion type: PBV	Transfer of Assistance: Yes
Total Units: 36	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$219,186
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	0	2	2
Two Bedroom	2	17	15
Three Bedroom	14	17	3
Four Bedroom	16	0	16
Five Bedroom	4	0	4
Six Bedroom	0	0	0
Total Units	36	36	0
If performing a Transfer of Assistance:	<b>Subsidy will be transferred to a new development in Charlotte that INLIVIAN's development instrumentality, Horizon Development Partners, Inc. is developing with a private partner. HDP is the controlling member in the partnership and has the right of first refusal to purchase the property and all member interests after the initial 15-year compliance period for tax credits has expired. The remaining 100 units will be demolished pursuant to a Section 18 conversion.</b>		
# of Elderly, Disabled, or Receiving Supportive Services:	0		

Name of PublicHousing Development: Dillehay Courts, II	PIC Development ID: NC003000012	Conversion type: Section 18 - TPV	Transfer of Assistance: None
Total Units: 100	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$219,186
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	0	0	0
Two Bedroom	10	0	10
Three Bedroom	54	0	54
Four Bedroom	32	0	32
Five Bedroom	4	0	4
Six Bedroom	0	0	0
Total Units	136	136	100
If performing a Transfer of Assistance:	<b><u>The 100 units will be disposed of under a Section 18 application with a demolition action. We will then be applying for Tenant Protection Vouchers.</u></b>		
# of Elderly, Disabled, or Receiving Supportive Services:	0		

Name of PublicHousing Development: Cedar Knoll/ Leafcrest/ Mallard Ridge	PIC Development ID: NC003000016	Conversion type: PBV	Transfer of Assistance: None
Total Units: 132	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$198,729
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	15	15	0
Two Bedroom	42	42	0
Three Bedroom	61	61	0
Four Bedroom	14	14	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	132	132	0
If performing a Transfer of Assistance:	N/A		

# of Elderly, Disabled, or Receiving Supportive Services:	97
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Name of Public Housing Development: Charlottetown	PIC Development ID: NC003000018	Conversion type: PBV	Transfer of Assistance: 19 units
Total Units: 180	Pre-RAD Unit Type: Disabled	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$204,394
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	139	125	-14
One Bedroom	40	36	-4
Two Bedroom	1	0	-1
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	180	161	-19
If performing a Transfer of Assistance:	The Transfer of Assistance is related to special use units, therefore no transfer of waiting list is necessary		
# of Elderly, Disabled, or Receiving Supportive Services:	161		

Name of Public Housing Development: Tall Oaks/Tarlton Hills/Savanna Woods	PIC Development ID: NC003000020	Conversion type: PBV	Transfer of Assistance: None
Total Units: 149	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$225,454
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	25	25	0
Two Bedroom	52	52	0
Three Bedroom	50	50	0
Four Bedroom	22	22	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	149	149	0
If performing a Transfer of Assistance:	<b>See Note E Below</b>		
# of Elderly, Disabled, or Receiving Supportive Services:	50		

Name of Public Housing Development: Autumn Place	PIC Development ID: NC003000022	Conversion type: PBV	Transfer of Assistance: None
Total Units: 68	Pre-RAD Unit Type: Elderly	Post-RAD Unit Type if different:	Capital Fund allocation of Development:\$ 82,776
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	65	65	0
Two Bedroom	3	3	0
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	68	68	0
If performing a Transfer of Assistance:	<b>N/A</b>		
# of Elderly, Disabled, or Receiving Supportive Services:	68		

Name of Public Housing Development: Meadow Oaks/Gladedale/ Wallace Woods	PIC Development ID: NC003000025	Conversion type: PBV	Transfer of Assistance: None
Total Units: 129	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$196,460
<b>Bedroom Type</b>	<b>Number of Units Pre- Conversion</b>	<b>Number of Units Post- Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	11	11	0
Two Bedroom	42	42	0
Three Bedroom	68	68	0
Four Bedroom	8	8	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	129	129	0
If performing a Transfer of Assistance:	<b>See Note E Below</b>		
# of Elderly, Disabled, or Receiving Supportive Services:	0		

Name of Public Housing Development: Sunridge/Robinsdale	PIC Development ID: NC003000028	Conversion type: PBV	Transfer of Assistance: None
Total Units: 74	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$112,283
<b>Bedroom Type</b>	<b>Number of Units Pre- Conversion</b>	<b>Number of Units Post- Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	4	4	0
Two Bedroom	23	23	0
Three Bedroom	43	43	0
Four Bedroom	4	4	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	74	74	0
If performing a Transfer of Assistance:	<b>N/A</b>		
# of Elderly, Disabled, or Receiving Supportive Services:	0		

Name of Public Housing Development: Park @ Oaklawn	PIC Development ID: NC003000030	Conversion type: PBV	Transfer of Assistance: None
Total Units: 89	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$84,539
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	0	0	0
Two Bedroom	46	46	0
Three Bedroom	39	39	0
Four Bedroom	4	4	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	89	89	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	89		

Name of Public Housing Development: Rivermere	PIC Development ID: NC003000031	Conversion type: PBV	Transfer of Assistance: None
Total Units: 20	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$18,832
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	0	0	0
Two Bedroom	12	12	0
Three Bedroom	8	8	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	20	20	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	0		

Name of Public Housing Development: Arbor Glen II	PIC Development ID: NC003000032	Conversion type: PBV	Transfer of Assistance: None
Total Units: 40	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$37,087
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why: (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	0	0	0
Two Bedroom	27	27	0
Three Bedroom	13	13	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	40	40	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	40		

Name of Public Housing Development: Nia Point	PIC Development ID: NC003000033	Conversion type: PBV	Transfer of Assistance: None
Total Units: 29	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$26,874
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	0	0	0
Two Bedroom	16	16	0
Three Bedroom	13	13	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	29	29	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	29		



Name of PublicHousing Development: Arbor Glen III	PIC Development ID: NC003000035	Conversion type: PBV	Transfer of Assistance: None
Total Units: 12	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$11,216
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	0	0	0
Two Bedroom	8	8	0
Three Bedroom	4	4	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	12	12	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	12		

Name of PublicHousing Development: McAden Park	PIC Development ID: NC003000037	Conversion type: PBV	Transfer of Assistance: None
Total Units: 30	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$26,387
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	3	3	0
Two Bedroom	18	18	0
Three Bedroom	9	9	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	30	30	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	30		

Name of Public Housing Development: Stonehaven	PIC Development ID: NC003000038	Conversion type: PBV	Transfer of Assistance: None
Total Units: 24	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$20,721
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	6	6	0
Two Bedroom	16	16	0
Three Bedroom	2	2	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	24	24	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	24		

Name of Public Housing Development: Montgomery Gardens	PIC Development ID: NC003000039	Conversion type: PBV	Transfer of Assistance: None
Total Units: 20	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$18,510
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	0	0	0
Two Bedroom	14	14	0
Three Bedroom	6	6	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	20	20	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	20		

Name of Public Housing Development: Prosperity Creek	PIC Development ID: NC003000040	Conversion type: PBV	Transfer of Assistance: 84 units
Total Units: 72	Pre-RAD Unit Type: Elderly	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$51,227
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	72	144	72
Two Bedroom	0	12	12
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	72	156	84
If performing a Transfer of Assistance:	<b>This will allow the property to be governed by a single program / HAP Contract. No changes to the policy expected.</b>		
# of Elderly, Disabled, or Receiving Supportive Services:	156		

Name of Public Housing Development: South Oak Crossing	PIC Development ID: NC003000041	Conversion type: PBV	Transfer of Assistance: None
Total Units: 20	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$19,329
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	0	0	0
Two Bedroom	10	10	0
Three Bedroom	10	10	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	20	20	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	20		

Name of Public Housing Development: Springfield Gardens	PIC Development ID: NC003000042	Conversion type: PBV	Transfer of Assistance: None
Total Units: 22	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$20,901
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	0	0	0
Two Bedroom	11	11	0
Three Bedroom	11	11	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	22	22	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	22		

Name of Public Housing Development: 940 Brevard	PIC Development ID: NC003000044	Conversion type: PBV	Transfer of Assistance: None
Total Units: 40	Pre-RAD Unit Type: Elderly	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$28,619
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	40	40	0
Two Bedroom	0	0	0
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	40	40	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	40		

Name of Public Housing Development: Seigle Point	PIC Development ID: NC003000045	Conversion type: PBV	Transfer of Assistance: None
Total Units: 102	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$94,569
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	6	6	0
Two Bedroom	42	42	0
Three Bedroom	54	54	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	102	102	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	102		

Name of Public Housing Development: Springcroft @ Ashley Park	PIC Development ID: NC003000046	Conversion type: PBV	Transfer of Assistance: None
Total Units: 18	Pre-RAD Unit Type: Elderly	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$12,891
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	18	18	0
Two Bedroom	0	0	0
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	18	18	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	18		

Name of Public Housing Development: McAlpine	PIC Development ID: NC003000048	Conversion type: PBV	Transfer of Assistance: None
Total Units: 26	Pre-RAD Unit Type: Senior	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$18,602
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	26	26	0
Two Bedroom	0	0	0
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	26	26	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	26		

Name of Public Housing Development: Glen Cove	PIC Development ID: NC003000049	Conversion type: PBV	Transfer of Assistance: None
Total Units: 10	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$9,574
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	0	0	0
Two Bedroom	5	5	0
Three Bedroom	5	5	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	10	10	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	10		

Name of Public Housing Development: Fairmarket Square	PIC Development ID: NC003000050	Conversion type: PBV	Transfer of Assistance: None
Total Units: 16	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different	Capital Fund allocation of Development: \$15,508
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	0	0	0
Two Bedroom	8	8	0
Three Bedroom	8	8	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	16	16	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	16		

Name of Public Housing Development: McCreesh II	PIC Development ID: NC003000051	Conversion type: PBV	Transfer of Assistance: None
Total Units: 63	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development:\$ 36,655
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	63	63	0
One Bedroom	0	0	0
Two Bedroom	0	0	0
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	63	63	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	63		

Name of Public Housing Development: Seneca Woods	PIC Development ID: NC003000052	Conversion type: PBV	Transfer of Assistance: None
Total Units: 17	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$16,267
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	0	0	0
Two Bedroom	8	8	0
Three Bedroom	9	9	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	17	17	0
If performing a Transfer of Assistance:	<b>See Note E Below</b>		
# of Elderly, Disabled, or Receiving Supportive Services:	17		

Name of Public Housing Development: Ashley Park	PIC Development ID: NC003000053	Conversion type: PBV	Transfer of Assistance: None
Total Units: 22	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$18,954
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	0	0	0
Two Bedroom	22	22	0
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	22	22	0
If performing a Transfer of Assistance:	<b>N/A</b>		
# of Elderly, Disabled, or Receiving Supportive Services:	22		



Name of Public Housing Development: Hampton Creste	PIC Development ID: NC003000054	Conversion type: PBV	Transfer of Assistance: None
Total Units: 60	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$54,287
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	8	8	0
Two Bedroom	44	44	0
Three Bedroom	8	8	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	60	60	0
If performing a Transfer of Assistance:	<b>See Note E Below</b>		
# of Elderly, Disabled, or Receiving Supportive Services:	60		

Name of Public Housing Development: Moore Place	PIC Development ID: NC003000055	Conversion type: PBV	Transfer of Assistance: None
Total Units: 34	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$24,712
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	34	34	0
Two Bedroom	0	0	0
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	34	34	0
If performing a Transfer of Assistance:	<b>N/A</b>		
# of Elderly, Disabled, or Receiving Supportive Services:	34		

Name of Public Housing Development: Steele Creek	PIC Development ID: NC003000056	Conversion type: PBV	Transfer of Assistance: 60 units
Total Units: 60	Pre-RAD Unit Type: Senior	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$38,721
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	60	102	42
Two Bedroom	0	18	18
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	60	120	60
If performing a Transfer of Assistance:	<b>This will allow the property to be governed by a single program / HAP Contract. No changes to the policy expected.</b>		
# of Elderly, Disabled, or Receiving Supportive Services:	120		

Name of Public Housing Development: Woodlawn House	PIC Development ID: NC003000057	Conversion type: PBV	Transfer of Assistance: 52 units
Total Units: 52	Pre-RAD Unit Type: Elderly	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$695.29
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	34	68	34
Two Bedroom	18	36	18
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	52	104	52
If performing a Transfer of Assistance:	<b>This will allow the property to be governed by a single program / HAP Contract. No changes to the policy expected.</b>		
# of Elderly, Disabled, or Receiving Supportive Services:	104		

Name of Public Housing Development: McMullen Woods	PIC Development ID: NC003000059	Conversion type: PBV	Transfer of Assistance: None
Total Units: 21	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$19,816
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	0	0	0
Two Bedroom	11	11	0
Three Bedroom	10	10	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	21	21	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	21		

Name of Public Housing Development: Boulevard Seniors	PIC Development ID: NC003000060	Conversion type: PBV	Transfer of Assistance: 20 units
Total Units: 70	Pre-RAD Unit Type: Elderly	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$45,672
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	70	90	20
Two Bedroom	0	0	0
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	70	90	20
If performing a Transfer of Assistance:	The Transfer of Assistance is related to special use units, therefore no transfer of waiting list is necessary.		
# of Elderly, Disabled, or Receiving Supportive Services:	90		

Name of Public Housing Development: Hall House	PIC Development ID: NC003000061	Conversion type: PBV	Transfer of Assistance: 191
Total Units: 191	Pre-RAD Unit Type: Senior	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$233,435
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	60	0	-60
One Bedroom	130	0	-130
Two Bedroom	1	0	-1
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	191	0	-191
If performing a Transfer of Assistance:	Hall House is currently vacant, so there is no waiting list		
# of Elderly, Disabled, or Receiving Supportive Services:	0		

Name of Public Housing Development: Claremont/Victoria Square	PIC Development ID: NC003000062	Conversion type: PBV	Transfer of Assistance: 1 unit from Victoria Square
Total Units: 82	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$72,191
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	14	14	0
Two Bedroom	34	34	0
Three Bedroom	25	24	-1
Four Bedroom	9	9	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	82	81	-1
If performing a Transfer of Assistance:	The Transfer of Assistance is related to special use units, therefore no transfer of waiting list is necessary		
# of Elderly, Disabled, or Receiving Supportive Services:	81		

Name of Public Housing Development: Boulevard Phase II	PIC Development ID: NC003000063	Conversion type: PBV	Transfer of Assistance: 8 units
Total Units: 23	Pre-RAD Unit Type: Family	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$21,320
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	4	7	3
Two Bedroom	11	15	4
Three Bedroom	8	9	1
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	23	31	8
If performing a Transfer of Assistance:	The Transfer of Assistance is related to special use units, therefore no transfer of waiting list is necessary		
# of Elderly, Disabled, or Receiving Supportive Services:	31		

Name of Public Housing Development: Strawn Apartments II	PIC Development ID: NC003000064	Conversion type: PBV	Transfer of Assistance: None
Total Units: 170	Pre-RAD Unit Type: Senior	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$178,054
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	120	120	0
One Bedroom	50	50	0
Two Bedroom	0	0	0
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	170	170	170
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	170		

Name of Public Housing Development: Parktowne Terrace II	PIC Development ID: NC003000065	Conversion type: PBV	Transfer of Assistance: None
Total Units: 163	Pre-RAD Unit Type: Senior	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$172,099
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency	130	130	0
One Bedroom	33	33	0
Two Bedroom	0	0	0
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
Total Units	163	163	0
If performing a Transfer of Assistance:	N/A		
# of Elderly, Disabled, or Receiving Supportive Services:	163		

Name of Public Housing Development: Strawn Cottages	PIC Development ID: NC003000058	Conversion type: PBV	Transfer of Assistance: None
Total Units: ___11	Pre-RAD Unit Type: ___Family__	Post-RAD Unit Type if different:	Capital Fund allocation of Development: \$172,099
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b>	<b>Number of Units Post-Conversion</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, Etc.)</b>
Studio/Efficiency			
One Bedroom	11	11	0
Two Bedroom			
Three Bedroom			
Four Bedroom			
Five Bedroom			
Six Bedroom			
Total Units	11	11	0
If performing a Transfer of Assistance:	Subsidy will be transferred to a new development in Charlotte that INLIVIAN's development instrumentality, Horizon Development Partners, Inc. is developing with a private partner. HDP is the controlling member in the partnership and has the right of first refusal to purchase the property and all member interests after the initial 15-year compliance period for tax credits has expired.		
# of Elderly, Disabled, or Receiving Supportive Services:			

### **Total to convert under RAD: 3,399 Physical Units/3,277 Occupied Units**

- A. INLIVIAN proposes a transfer of assistance for units at Hall House to Woodlawn, Prosperity Creek and Steele Creek.
- B. INLIVIAN proposes a transfer of assistance for current special use units at SouthsideHomes, Arbor Glen, Charlottetown Terrace, and Victoria Square to dwelling units at Boulevard Seniors and Boulevard Phase II.
- C. Upon conversion there will be changes in the policies that govern eligibility, admission, selection, and occupancy of units at the project sites after they have been converted. INLIVIAN will follow the HCV Administrative Plan and approved Owner Tenant Selection plan for resident selection.
- D. INLIVIAN is currently compliant with all fair housing and civil rights requirements and is not under a Voluntary Compliance Agreement.
- E. INLIVIAN will be requesting approval from HUD for a Transfer of Assistance of RAD PBV at formerly converted public housing properties, in order to redevelop underutilized sites to increase the total number of units to develop the site as mixed-income housing versus the traditional 100% extremely low income. Additional housing is needed in the portfolio to meet community demand in one of the fastest growing cities in the nation.
- F. INLIVIAN has completed a transfer of assistance of 36 RAD units from Dillehay Courts Phase I to a new development known as Archdale Flats – Family.

### **RAD PBV PROJECT SELECTION AND PROJECT CAP**

#### **PBV Project Selection**

#### **Maximum Amount of PBV Assistance**

Covered projects do not count against the maximum amount of assistance a PHA may utilize for the PBV program.

## **Cap on Number of PBV Units in each Project**

Fifty percent (50%) of the units in each project may receive PBV assistance. An assisted household cannot be involuntarily displaced as a result of this provision.

INLIVIAN will provide Housing Choice Voucher Project-based assistance for up to 100% of units at properties owned directly or indirectly by the Agency, subject to HUD's requirements regarding subsidy layering.

An owner may still project-base 100 percent of the units provided at least 50 percent of the units at the project qualify for the exceptions for elderly, disabled, or families receiving supportive services, or are within single-family properties or in accordance with INLIVIAN MTW initiatives.

Families living in units subject to a proposed RAD conversion must be given the option to receive supportive services. If such services are declined by the household, the unit shall remain under the HAP contract, the household shall not be terminated from the PBV program, and the decision to decline an offer to receive supportive services shall not represent a ground for lease termination. Once the initial household residing in the excepted unit under RAD vacates such unit, all MTW / PBV program requirements related to the required receipt of supportive services shall apply

## **PBV CONTRACT TERMS AND CONTRACT RENTS**

### **Length of Contract**

Covered projects shall have an initial HAP term of at least 15 years and up to 20 years upon request of the PHA and with approval by the agency administering the vouchers.

### **Mandatory Contract Renewal**

By statute, upon contract expiration, the agency administering the vouchers shall offer, and the PHA shall accept, renewal of the contract subject to the terms and conditions applicable at the time of renewal and the availability of appropriations each year for such renewal.

In the event that the HAP Contract is removed due to breach, non-compliance or insufficiency of Appropriations, for all units previously covered under the HAP Contract, new tenants must have incomes at or below 80 percent of the area median income at the time of admission and rents may not exceed 30% of 80% of median income for an appropriate size unit for the remainder of the term of the RAD Use Agreement.

### **Initial Contract Rents**

Initial PBV contract rents are subject to the statutory and regulatory PBV requirements governing contract rents. Initial contract rents cannot exceed the lower of (a) the reasonable rent; (b) an amount determined by the PHA, not to exceed 120 percent of the applicable FMR (or



applicable exception payment standard), minus any utility allowance; or (c) the rent requested by the owner.

PHAs may adjust subsidy (and contract rents) across multiple projects. MTW agencies may use their MTW block grant funds to set their initial contract rents, subject to applicable program caps. HUD refers to this as “bundled” rents, and is permissible when a PHA submits applications for two or more projects. There is no limit to the number of projects that a PHA may bundle.

### **Adjusting Contract Rents**

Contract rents will be adjusted annually by HUD’s Operating Cost Adjustment Factor (“OCAF”) at each anniversary of the HAP Contract, subject to the availability of appropriations for each year of the contract term. The rent to owner may at no time exceed the reasonable rent charged for comparable unassisted units in private market, as determined by the Contract Administrator. However, the rent to owner shall not be reduced below the initial rent to owner for dwelling units under the initial HAP Contract. MTW agencies may not alter this requirement.

### **Resident Rights, Participation, Waiting List and Grievance Procedures**

#### **Section 1.6. C. PBV Resident Rights and Participation**

##### **1. No Re-screening of Tenant upon Conversion**

Current households are not subject to rescreening, income eligibility, or income targeting provisions. Current households will be subject to any ongoing eligibility requirements for actions that occur during tenancy.

##### **2. Right to Return**

Any residents which need to be temporarily relocated to facilitate rehabilitation or construction will have a right to return to an assisted unit at the development once rehabilitation or construction is completed. Where the transfer of assistance to a new site is warranted and approved residents of the converting development will have the right to reside in an assisted unit at the new site once rehabilitation or construction is complete. Households will need to meet eligibility requirements at the time of admission. Residents of a development undergoing conversion of assistance may voluntarily accept a HA or Owner’s offer to permanently relocate to another assisted unit, and thereby waive their right to return to the development after rehabilitation or construction is completed

### **3. Renewal of Lease**

The HA must renew all leases upon lease expiration, unless cause exists. This provision must be incorporated by the PBV owner into the tenant lease or tenancy addendum, as appropriate.

### **4. Phase-in of Tenant Rent Increases**

INLIVIAN will continue to utilize the Rent Reform initiative to calculate total tenant payment, so tenant rent increases are not anticipated. If a tenant's monthly rent increases by more than the greater of 10 percent or \$25 purely as a result of conversion, the rent increase will be phased in over 3 years.

Three Year Phase-in:

- Year 1: Any recertification (interim or annual) performed prior to the second annual recertification after conversion – 33% of difference between most recently paid TTP and the standard TTP
- Year 2: Year 2 Annual Recertification (AR) and any Interim Recertification (IR) prior to Year 3 AR – 66% of difference between most recently paid TTP and the standard TTP
- Year 3: Year 3 AR and all subsequent recertifications – Full standard TTP

### **5. Public Housing FSS, ROSS, and Jobs Plus Participants**

Current PH FSS participants will continue to be eligible for FSS once their housing is converted under RAD, and PHAs will be allowed to use any PH FSS funds granted previously or pursuant to the FY 2013 PH FSS NOFA, to serve those FSS participants who live in units converted by RAD and who will as a result be moving to the HCV FSS program. A PHA must convert the PH FSS program participants at the covered project to their HCV FSS program.

Residents who were converted from the PH FSS program to the HCV FSS program through RAD may be terminated from the HCV FSS program or have HCV assistance withheld due to the participant's failure to comply with the contract of participation. RAD-PBV participants who exit from the HCV Traditional FSS program and occupied a RAD-PBV unit at the time of conversion may be required to terminate their assistance upon exiting the program.

Current ROSS-SC grantees will be able to finish out their current ROSS-SC grants once their housing is converted under RAD. However, once the property is converted, it will no longer be eligible to be counted towards the unit count for future public housing ROSS-SC grants.

The Jobs Plus target project(s) under RAD will be able to finish out their Jobs Plus period of performance at the site. Existing grant requirements, including but not limited to Jobs Plus Earned Income Disregard will continue to be implemented.

## **6. Resident Participation and Funding**

Residents of covered projects converting assistance to PBVs will have the right to establish and operate a resident organization for the purpose of addressing issues related to their living environment and be eligible for resident participation funding contingent upon funding availability.

## **7. Resident's Procedural Rights**

- A. Lease Termination.** In addition to the regulations at 24 CFR § 983.257, related to owner termination of tenancy and eviction, the termination procedure for RAD conversions to PBV will require that HAs provide adequate written notice of termination of the lease. In a case where the family has committed such an action or failure to act, the Project Owner may seek to evict the family and will do so by terminating the family's lease according to the following procedures.
- B. Notice of lease termination.** Before terminating a tenant's lease, the Project Owner must issue a written notice of lease termination to the tenant which shall not be less than:
- i. A reasonable period of time, but not to exceed than thirty (30) days:
    - a. If the health or safety of other tenants, Project Owner or HA employees, or persons residing in the immediate vicinity of the premises is threatened; or
    - b. In the event of any drug-related or violent criminal activity or felony conviction;
  - ii. Ten (10) days in the case of nonpayment of rent;
  - iii. Thirty (30) days in every other case, except that if a state or local law provides for a shorter period of time, such shorter period shall apply;
  - iv. Any notice of lease termination must contain the following information.
    - a. The reasons for the lease termination with enough specificity to permit the tenant to prepare a defense;
    - b. A statement of the tenant's right to request an informal grievance hearing from the Project Owner within ten (10) business days of the tenant's receipt of the notice of lease termination;
    - c. The opportunity to examine before the informal grievance hearing any relevant documents, records, or regulations, in the Project Owner's possession, including the tenant file, directly relating to the matter. The tenant shall be allowed to copy any such document at the tenant's expense. If the Project Owner does not make the document available for examination upon request by the resident, the Project Owner may not rely on such document at the informal grievance hearing.
    - d. The rights of tenants pursuant to the requirements of 24 CFR Part 5, Subpart L, involving protections for victims of domestic violence, dating violence, sexual assault, or stalking; and
    - e. The right of tenants to request a reasonable accommodation based on a disability, in accordance with 24 CFR Part 8.

**C. Grievance Hearing.** In addition to reasons that require an opportunity for an informal hearing given in 24 CFR § 982.555(a)(1)(i)-(vi),<sup>31</sup> an opportunity for an informal hearing must be given to residents for any dispute that a resident may have with respect to a HA (as owner) action in accordance with the individual's lease or the contract administrator in accordance with RAD PBV requirements that adversely affect the resident's rights, obligations, welfare, or status.

- i. For any hearing required under 24 CFR § 982.555(a)(1)(i)-(vi), the contract administrator will perform the hearing, as is outlined in Chapter 16 of the Housing Choice Voucher Administrative Plan.
- ii. For any additional hearings required under RAD, the HA (as owner) will perform the hearing.
- iii. There is no right to an informal hearing for class grievances or to disputes between residents not involving the Project Owner or contract administrator.
- iv. The Project Owner gives residents notice of their ability to request an informal hearing as outlined in 24 CFR § 982.555 (c) (1) for informal hearings that will address circumstances that fall outside of the scope of 24 CFR § 982.555 (a) (1)(i)-(vi).

**D. Informal Hearing.** The Project Owner provides opportunity for an informal hearing before an eviction as described below:

a. Request for informal grievance hearing. The tenant shall submit a written request for a hearing to the Project Owner within ten (10) business days of receipt of notice of the adverse action taken by the Project Owner. The written request shall specify:

- i. The reasons for the grievance; and
- ii. The action or relief sought.

b. Selection of Hearing Officer or Hearing Panel.

- i. An informal grievance hearing shall be conducted by an impartial person or persons appointed by the Project Owner other than a person who made or approved the action under review or a subordinate of such person.

c. Scheduling of hearings. Once the tenant properly requests the hearing, the hearing shall be scheduled by the hearing officer or hearing panel promptly for a time and place reasonably convenient to both the tenant and the Project Owner. A written notification specifying the time, place and the procedures governing the informal hearing shall be issued to the tenant at least five (5) calendar days before the informal hearing.

**d. Hearing Requirements**

i. The tenant shall be afforded a fair hearing, which shall include:

- a) The opportunity to examine before the informal grievance hearing any relevant documents, records, or regulations, in the Project Owner's possession, including the tenant file, directly relating to the matter. The tenant shall be allowed to copy any such document at the tenant's expense. If the Project Owner does not make the document available for examination upon request by the resident, the Project Owner may not rely on such document at the informal grievance hearing.
- b) The right to be represented by counsel or other person chosen as the tenant's representative, and to have such person make statements on the tenant's behalf;

- c) The right to a private hearing;
  - d) The right to present evidence and arguments in support of the tenant's complaint, to controvert evidence relied on by the Project Owner, and to confront and cross-examine all witnesses upon whose testimony or information the Project Owner relies; and
  - e) A decision based solely and exclusively upon the facts presented at the hearing.
- ii. The hearing officer or hearing panel may render a decision without proceeding with the hearing if the hearing officer or hearing panel determines that the issue has been previously decided in another proceeding.
  - iii. If the tenant fails to appear at a scheduled hearing, the hearing officer or hearing panel may make a determination that the party has waived his right to a hearing. Both the tenant and the Project Owner shall be notified of the determination by the hearing officer or hearing panel: Provided, That a determination that the tenant has waived his right to a grievance hearing shall not constitute a waiver of any right the tenant may have to contest the disposition of the grievance in an appropriate judicial proceeding.
  - iv. At the hearing, the tenant must first make a showing of an entitlement to the relief sought and thereafter the Project Owner must sustain the burden of justifying the Project Owner's action or failure to act against which the complaint is directed.
  - v. The hearing shall be conducted informally by the hearing officer or hearing panel and oral or documentary evidence pertinent to the facts and issues raised by the complaint may be received without regard to admissibility under the rules of evidence applicable to judicial proceedings. The hearing officer or hearing panel shall require the Project Owner, the tenant, counsel and other participants to conduct themselves in an orderly fashion. Failure to comply with the directions of the hearing officer or hearing panel to obtain order may result in exclusion from the proceedings or in a decision adverse to the interests of the disorderly party and granting or denial of the relief sought, as appropriate.

## **8. Establishment of Waiting List**

In establishing the waiting list for the converted project, the PHA shall utilize the project-specific waiting list that existed at the time of conversion. In addition, the waiting list must be maintained in accordance with PBV program requirements.

## **9. Choice-Mobility**

Under the RAD-PBV program, converting residents are eligible to the right to move with a tenant based rental assistance voucher after 12 months of occupancy after conversion. (24CFR 983.260). Once the initial converting resident vacates, all MTW/ PBV waivers/requirements related to choice mobility shall apply. The tenant-based voucher comes from an existing voucher supply from the PHA and is subject to availability. The PHA will set aside 75% of turnover vouchers to be utilized for converting residents. If a tenant-based rental assistance voucher is unavailable, the family will be placed on a waiting list until such time that one becomes available.

## **10. Agreement Waiver**

For public housing conversions to PBV, there will be no Agreement to Enter into a Housing Assistance Payments (AHAP) contract. Therefore, all regulatory references to the Agreement (AHAP), including regulations under 24 CFR Part 983 Subpart D are waived.

## **11. Inspections**

The PBV requirements related to inspection shall apply to all RAD PBV units.

## **12. When Total Tenant Payment Exceeds Gross Rent (over subsidy)**

When total tenant payment (TTP) for families living in the Covering Project prior to conversion, exceeds the Gross Rent of the unit, the unit for such families will remain under the HAP Contract. The rent to the owner for the unit will be (a) the family's TTP, less the Utility Allowance, or (b) the maximum LIHTC rent, if applicable. The unit will be considered part of the HAP contract and will remain eligible to receive future assistance should the resident's income decrease. In addition, the regulation requiring termination of assistance if a household does not receive subsidy for 180 days is also waived. Following conversion, all MTW / PBV over subsidy regulations will apply.

## **13. Under-occupied units**

If a family is in an under-occupied unit at the time of conversion, the family may remain in this unit until an appropriate sized unit becomes available in the covered project, but will be subject to move to an appropriate size unit once one becomes available. . Following conversion, all MTW / PBV regulations will apply.

## **PBV: Other Miscellaneous Provisions**

- 1. Access to Records, Including Requests for Information Related to Evaluation of Demonstration.** PHAs must agree to any reasonable HUD request for data to support program evaluation, including but not limited to project financial statements, operating data, Choice-Mobility utilization, and rehabilitation work. Please see Appendix IV for reporting units in Form HUD-50058.
- 2. Additional Monitoring Requirement.** The PHA's Board must approve the operating budget for the covered project annually in accordance with HUD requirements.
- 3. Davis-Bacon Act and Section 3 of the Housing and Urban Development Act of 1968 (Section 3).** Under existing PBV program rules, projects that qualify as "existing housing" under 24 CFR § 983.52(a) are not subject to Davis-Bacon (prevailing wages, the

4. Contract Work Hours and Safety Standards Act, and other related regulations, rules, and requirements) or Section 3 (24 CFR Part 135). However, the Davis-Bacon Act and Section 3 shall apply to all initial repairs that are identified in the Financing Plan to the extent that such repairs qualify as construction or rehabilitation, regardless of whether the project qualifies as “existing housing.” Developmental requirements under 24 CFR §983.154 and fair housing provisions under 24 CFR § 983.152(c)(vi) continue to apply.
5. **Mandatory Insurance Coverage.** The project shall maintain at all times commercially available property and liability insurance to protect the project from financial loss and, to the extent insurance proceeds permit, promptly restore, reconstruct, and/or repair any damaged or destroyed property of a project, except with the written approval of HUD to the contrary.
6. **Future Refinancing.** Owners must receive HUD approval for any refinancing or restructuring of permanent debt within the HAP contract term to ensure the financing is consistent with long-term preservation. (Current lenders and investors are also likely to require review and approval of refinancing of the primary permanent debt.)
7. **Administrative Fees for Public Housing Conversions.** For the initial Calendar Year in which a project’s assistance has been converted, RAD PBV projects will be funded with public housing money. Since the public housing funding will not have been transferred to the TBRA account and since this funding is not section 8 assistance the annual contributions contract (ACC) between the PHA and HUD will cover the project units, but be for zero dollars. For this transition period, the ACC will primarily serve as the basis for covering the units and requiring PHA compliance with HUD requirements, but it will not be (as it is in the regular PBV program) the funding vehicle for the PBV RAD vouchers. Given this, and given the fact that PHAs will be receiving full public housing funding for the PBV units during this transition period, PHAs will not receive ongoing section 8 administrative fee funding during this time.  
<sup>32</sup> For PBV conversions that are not FHA-insured, a future HUD notice will describe project financial data that may be required to be submitted by a PBV owner for purposes of the evaluation, given that PBV projects do not submit annual financial statements to HUD/REAC.

Generally, PHAs receive ongoing administrative fees for units under a HAP contract, consistent with recent appropriation act references to "section 8(q) of the [United States Housing Act of 1937] and related appropriations act provisions in effect immediately before the Quality Housing and Responsibility Act of 1998" and 24 CFR 982.152(b). During the transition period mentioned in the preceding paragraph, these provisions are waived, and PHAs will not receive section 8 ongoing administrative fees for PBV RAD units.

After this transition period, the ACC will be amended to include section 8 funding that corresponds to the units covered by the ACC. At that time, the regular section 8 administrative fee funding provisions will apply.

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### **Site Selection and Neighborhood Standards Review**

INLIVIAN has analyzed all currently known replacement sites for those RAD conversions that involve transfer of assistance. All proposed sites meet the current MTW Site and Neighborhood Standards as defined in INLIVIAN's MTW Agreement.

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### **Relocation Plans**

INLIVIAN anticipates relocation at only one community, Tall Oaks, which is currently under redevelopment. However, should future renovation or redevelopment plans require relocation, Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 will be followed as applicable. Households will need to meet eligibility requirements at the time of admission.

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### **Significant Amendment Definition**

As part of the Rental Assistance Demonstration (RAD), INLIVIAN is redefining the definition of a substantial deviation from the MTW Plan to exclude the following RAD- specific items:

- a. Changes to the Capital Fund Budget produced as a result of each approved RAD Conversion, regardless of whether the proposed conversion will include use of additional Capital Funds;
- b. Changes to the construction and rehabilitation plan for each approved RAD conversion;
- c. Decisions or changes related to the financing structures for each approved RAD conversion including decisions to allocate PHA financial resources as a source of funds to support the RAD conversion initiatives; and
- d. Decisions to apply MTW programmatic flexibility to post-conversion RAD developments.



# Certification of Payments to Influence Federal Transactions

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

OMB Approval No. 2577-0157 (Exp. 11/30/2023)

Public reporting burden for this information collection is estimated to average 30 minutes. This includes the time for collecting, reviewing, and reporting data. The information requested is required to obtain a benefit. This form is used to ensure federal funds are not used to influence members of Congress. There are no assurances of confidentiality. HUD may not conduct or sponsor, and an applicant is not required to respond to a collection of information unless it displays a currently valid OMB control number.

Applicant Name

Program/Activity Receiving Federal Grant Funding

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

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

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

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

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

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

Name of Authorized Official	Title
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Signature	Date (mm/dd/yyyy)
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## **APPENDIX H: FSS PROGRAM INCENTIVE PAY POINTS**

## 2022-1 MODIFICATION OF FSS PROGRAM

### INCENTIVE PAY POINTS

Pathway	Goal	Amount
<b>Housing/Homeownership</b>	Enrollment in Homeownership Education & Counseling	\$250
	Completion of Homeownership counseling	\$500
	Home purchase	\$1,250
	Move out subsidized housing	\$1,000
<b>Asset Building/Financial Strength</b>	Enroll in Financial Coaching/Edu	\$250
	Credit Score Increase to 640 or better	\$500
	Credit score increase to 680 or better	\$500
	Open saving or Checking Account	\$250
	Increase annual savings by \$500	\$500
<b>Employment</b>	Unemployed- Obtain employment of 20hrs or more**	\$250
	Maintain employment for 12-months	\$500
	Achieve Job Promotion	\$500
<b>Education/Training</b>	Completion of training/certification program	\$100
	Completion of GED or HSD Program	\$250
	Completion of associate degree	\$500
	Completion of bachelor's degree	\$1,000
	Completion of Master's degree or higher	\$1,500

*\*Annual Maximum deposit \$2,000.*

*\*Participants can achieve multiple goals within the year not to exceed \$2,000.*

*\*\*Unemployed-Obtain employment of 20hrs or more- eligible if unemployed at time of program enrollment. Participant is not eligible upon regaining employment after loss of employment.*