

**Moving to Work Demonstration Program Application**

**Cohort #4— Landlord Incentives**

**Ann Arbor Housing Commission (AAHC)**

**MI064**

**Contact: Weneshia Brand, Director of Operations**

**[WRBrand@a2gov.org](mailto:WRBrand@a2gov.org) 734 794-6720 ext. 47203**

## Table of Contents

### **Part I: Plan and Landlord Incentives**

#### **Part A: MTW Plan<sup>i</sup>**

- 1... Vision for AAHC's Local MTW Program
- 3... Plan for Future Community/Resident Engagement
- 3... AAHC Operating and Inventory Information
- 4... Plan for Local MTW Program
- 6... Proposed Use of MTW Funds
- 8... Evidence of Significant Partnerships

#### **Part B: Landlord Incentives Activities Information**

- 12... Landlord Needs Assessment
- 13... MTW Cohort #4 Activities
- 14... Other Landlord Incentives and Initiatives

### **Part II: Appendices**

#### **a) Appendix 1:**

- Moving to Work Certifications of Compliance (Attachment I of this Notice)
- Commitment to Participate in the Fourth Cohort Evaluation (Attachment II of this Notice)

#### **b) Appendix 2: Public Process Documentation**

- MTW Resident Notice
- MTW Resident Meeting August 12, 2021
- MTW Resident Meeting August 17, 2021
- Public Notice Advertisement
- MTW Public Hearing August 18, 2021
- MTW Board Resolution September 15, 2021

#### **c) Appendix 3: Required Standard Forms**

- Certification of Consistency with the Consolidated Plan (**form HUD-2991**);
- Certification of Payments (**form HUD-50071**);
- Disclosure of Lobbying Activities (**SF-LLL**)

---

<sup>i</sup> <https://www.hud.gov/sites/dfiles/PIH/documents/2021-03pihn.pdf>

## **PART A: MOVING TO WORK PLAN**

### **1) Vision for PHA's Local MTW Program**

The Ann Arbor Housing Commission is committed to providing the best possible housing opportunities for current and future residents throughout Washtenaw and Monroe County. Washtenaw and Monroe County are diverse communities ranging from a central urbanized area surrounding the City of Ann Arbor and the City of Ypsilanti to low-density rural areas throughout most of these two Counties. Many neighborhoods have strong school systems, low crime, and plenty of job opportunities and other neighborhoods have higher poverty and fewer public amenities.

It is our vision that as a Moving to Work agency we can address community housing needs by increasing low-income family's access to housing and increase housing stability. The MTW program will strengthen the AAHC's current strategy to increase the affordable housing stock through development, by also increasing the AAHC's capacity to recruit and retain private landlords. Additionally, the MTW program will strengthen the AAHC's current strategy to develop strong partnerships to strengthen our support service programs and partnership to increase housing stability and increase self-sufficiency.

#### **Cost Effectiveness**

- AAHC believes that MTW title provides a significant set of benefits that can be used to support the agency's mission to provide desirable housing and related supportive services for low-income individuals and families on a transitional and/or permanent basis. Ann Arbor is one of the most expensive housing markets in Michigan, which makes it particularly difficult to find decent, affordable and accessible housing. The AAHC is actively partnering with local non-profits, public agencies and local governments to increase the supply of affordable housing in the City of Ann Arbor, Washtenaw County, and Monroe County through financial tools, development of affordable housing on public property, project-based vouchers, zoning regulations and other public policy tools. AAHC can use the flexible funding offered by the MTW program to creatively and appropriately fund programs that are successful, leverage additional funding, and compensate partners to expand housing opportunities to participants.

#### **Self-Sufficiency**

- AAHC partners with many local non-profits, mainstream service providers and the private sector to build healthy residential communities and promote an atmosphere of pride and responsibility. The AAHC has contracts with 7 non-profit agencies to provide on-site support service to tenants who live in AAHC properties. The AAHC has a contract with SOS Community Services to provide eviction prevention services to all of the AAHC's voucher tenants. The AAHC has MOU's with many local agencies to assist homeless and disabled applicants complete the application process, search for housing, and successfully lease-up. The AAHC works directly with the Michigan Works agency to leverage employment and training opportunities for program participants. And, AAHC works with private companies, local non-profits and the Habitat for Humanity to increase participation in the AAHC's homeownership program. The AAHC partners with the United Way to provide support services aimed at empowering families to build savings and financial capabilities as a pathway out of poverty. And the AAHC participates in HUD's

Family Self Sufficiency Program. And the AAHC will continue to look for opportunities to hire program participants, which the AAHC currently does for its housing programs.

### **Housing Choice**

- According to the Martin Prosperity's Institute's 2015 report "Segregated City, The Geography of Economic Segregation in America", Washtenaw County is the 8<sup>th</sup> most income segregated County in the United States. Low-Income residents in Washtenaw County do not have choices on where to live due to the high housing costs in the County and the MTW designation can help the AAHC provide greater choices through higher payment standards and landlord incentives to enable program participants more choices on where to live. HUD has recognized a growing number of populations with specific needs that often go unmet by the existing housing and support service infrastructure. AAHC's goal is to develop programs and housing stock targeted to the most underserved populations. In response, we administer a Mainstream, Homeownership, VASH, FSS, NED, FUP, and EHV program in addition to HCV, PBV, and RAD PBV.

AAHC recognize there is a significant need for additional affordable housing. A recent market analysis for the City of Ann Arbor shows a market demand for 1,300 units at 30% AMI, 700 units at 31% to 60% AMI and 300 units at 61% to 100% AMI in the downtown and near downtown. AAHC is looking to increase the housing opportunities through partnership, private development, acquisition, and utilizing programs such as MTW. The Corporation for Supportive Housing (CSH) recently completed a needs analysis for Permanent Supportive Housing for all of Washtenaw County and determined that in the next 10 years an additional 1,581 PSH units for single adults and 407 PSH units for families are needed. The AAHC currently has a homeless preference for its waitlist and partners with the Continuum of Care and multiple non-profits to house homeless households in AAHC PBV units as well as with tenant-based vouchers. The AAHC and its community partners work hard to create programs and opportunities for homeless households to live in low-poverty, high opportunity neighborhoods.

### **Interest in the MTW Demonstration Program**

- Becoming an MTW agency is a huge opportunity to better meet our community and resident needs by increasing flexibility and creativity to streamline internal processes and create housing and programs that support housing retention, choice, and improve the quality of life of AAHC program participants. The new programs and properties the AAHC developed, could not have been accomplished without the opportunities presented by HUD, the innovation of our leadership, support from our partners and local government, and the diligent work of staff. AAHC has accomplished great things working with our participants and partners. MTW designation will be one of the most significant tools the AAHC can use to complement the AAHC's existing strategies to accomplish community goals.

### **MTW program PHA personnel**

- The AAHC has expanded its staffing from 25 to 36 people in the last 10 years, to support redevelopment of its public housing under the RAD program (completed in 2020), new affordable housing development, and new voucher programs (FUP, NED, VASH, and EHV). Following is a list of staff with primary responsibility for administration of the MTW program: a Director of Operations, an HCV Program Manager, eight HCV Occupancy Specialists, an Administrative Assistant, two FSS Coordinators, an Accounting Specialist, and a Financial Analyst. AAHC staff have experience with supportive housing, home ownership, social work,

supportive services, landlord recruitment and job placement. The team's educational background includes Public Administration, Criminal Justice, Accounting and Social Work.

### **Fair Housing And Other Civil Rights Goals, Strategies, And Specific Actions**

- The AAHC will comply with and HCV owners will be required to adhere to the Fair Housing Act, the Americans with Disabilities Act and other applicable federal guidelines. The AAHC examines its current and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.

The City of Ann Arbor and the City of Ypsilanti have both passed Human Rights and Non-Discrimination ordinances that include non-discrimination by source of income and specifically housing rental vouchers.

### **2) Future Community/Resident Engagement**

The AAHC currently communicates with program participants through a variety of means: website, email, mail, in-person, public notices and press releases. The AAHC is also developing a social media account, a tenant portal and a landlord portal in Yardi to communicate with participants, applicants and landlords. The AAHC has a contract with Bromberg and Associates for interpreters and translation services for people with limited English proficiency for over 100 languages. The AAHC also contracts with the Deaf Community Advocacy Network to hire sign language interpreters for meetings and for individuals who require a sign language interpreter. AAHC will create an MTW page on our website to interact with the broader community and stakeholders. The AAHC website is a department on the City of Ann Arbor's website and the AAHC benefits from the wide range of Accessibility and Title VI services offered by the City including helping with assistive technologies, interpreters, translators and processes for complaints. The AAHC will do outreach to persons with limited English proficiency. In addition, we will continue to partner with local organizations, non-profits, city and county government, for future community and resident engagement discussion.

### **3) PHA Operating and Inventory Information**

#### **General Description HCV program and Households**

- The Ann Arbor Housing Commission (AAHC) is committed to increasing affordable housing for low-income families. The AAHC is moderately-sized with 1233 Housing Choice Vouchers, 135 Mainstream Vouchers, 237 VASH vouchers, 32 FUP vouchers, 29 EHV vouchers and 336 RAD vouchers. The AAHC also owns and manages 548 apartments (inclusive of the 336 RAD units). The AAHC has the capacity to grow the program through development of affordable housing (over 1000 units in the pipeline) and increasing its voucher programs.

The Washtenaw County Median Household income is \$106,500. The vast majority of AAHC program participants and applicants make less than \$25,000/year. 64% of participants are Black/African American, 34% are White/Caucasian, and less than 2% are Asian, Native American or Native Hawaiian. 10.5% of participants are elderly, 53% are disabled and 17% are homeless at admission.

Ann Arbor is one of the most expensive housing markets in Michigan and the Midwest which makes it particularly difficult for persons with disabilities, poor credit, large families, and people with a history of homelessness to find decent, affordable and accessible housing. The AAHC is actively partnering with local non-profits, public agencies and local governments to increase the supply of affordable housing in the City of Ann Arbor and Washtenaw County through financial tools, development of public property, a local millage and zoning policy. AAHC is working with the Washtenaw County Office of Community and Economic Development to increase local government financial support for supportive services in the Community for people with disabilities, the elderly, people who are homeless and precariously housed. Both the City of Ann Arbor and Washtenaw County provide over \$1.2 million/year in general funds to support local non-profit housing and human service providers, including AAHC's non-profit partners. AAHC staff are City of Ann Arbor employees and the City provides over \$300,000/year in general fund support to pay for the administration of the AAHC's HUD programs due to shortfalls in HUD funding. In addition, the City of Ann Arbor recently passed a millage to provide over \$6 million/year for affordable housing development with up to 25% of the millage set-aside for affordable housing supportive services.

### **Changes in Demographics**

- Washtenaw County continues to grow (albeit slowly), which is unusual for a midwestern rust-belt state. The main economic driver and by far the largest employer is the University of Michigan and Michigan Medical Center. Other industries include bio-technology, medical, and high tech industries. The unemployment rate is historically well below state average. In all communities, the population is also aging and the senior population is a growing percentage of the community. The AAHC opened its HCV and PBV waitlist in 2020 and over 7,000 applications were received for an annual turnover of about 100-150 vouchers/year. The demographics of our waiting list has not changed significantly over the last decade based on race, income, family size, disability status and age. The most significant demographic is that AAHC applicants are not representative of Washtenaw County. AAHC applicants are lower-income, more likely to identify as Black or African American, more likely to report having a disability, more likely to be headed by a single female, and more likely to report being homeless than the County.

### **Plans for Housing Stock**

- The AAHC has recently completed redevelopment of all of its public housing under the Rental Assistance Demonstration (RAD) program (December 2020). The AAHC prioritized energy efficiency, green materials and increased accessibility while redeveloping its public housing under the RAD program. The AAHC owns 1 Turnkey III single family home that was fully renovated in 2016. In March 2021, the AAHC acquired (through a HUD 223(f) loan and local grants) and is renovating a 136-unit senior apartment complex. In addition, the AAHC is partnering with the City of Ann Arbor & Downtown Development Authority to develop seven city-owned properties in downtown Ann Arbor. In addition, the AAHC is working with the City of Ann Arbor to develop 3 public properties located outside the downtown. These projects will add approximately 1400 affordable housing units to the community, including units set aside as Permanent Supportive Housing.

### **Challenges of the PHA**

- The most common challenge that the AAHC faces in leasing HCV units and serving special needs populations is the shortage of housing, lack of affordable units, and the lack of accessible units. The number of naturally occurring affordable units and designated affordable units through

LIHTC and HUD programs, continue to decrease. LIHTC apartments that have reached the end of their affordability commitment are converting to market rate apartments and many are discontinuing accepting vouchers. A majority of Ann Arbor & Washtenaw County renters are considered housing cost burdened. Multifamily apartment rentals are in high demand and there is pent-up demand for housing that serves very low- and low-income renter households. The existing tax credit rentals are operating at high occupancy levels, with many properties maintaining wait lists. With few (0.3%) of the government subsidized units vacant in the county (none available in the downtown) and a wait list of approximately 7,100 households for a housing voucher, there is clear pent-up demand for housing that serves very low-income households. The AAHC is working with public officials to generate community support through extensive community engagement processes to develop city-owned properties as affordable housing. NIMBYISM is always a challenge.

### **Innovation and Creativity**

- AAHC has demonstrated innovative and creative ideas within our current programs. The AAHC redeveloped its entire public housing portfolio under the Rental Assistance Demonstration (RAD) program and one of the goals is to increase the number of accessible units in our portfolio. The AAHC demolished public housing units that did not have accessible features, and built 52 new apartments in the last 4 years and 44 of them are wheelchair accessible, 8 are barrier-free, and 5 of these new units are also hearing and visually accessible. The AAHC has made additional customized accessibility modifications after tenants have moved in to meet the needs of the tenants. Increased energy efficiency and green construction techniques were a high priority. The AAHC added solar panels to 1 apartment and is in the process of adding solar panels to 8 additional apartments.

The AAHC is an active member of the local Continuum of Care Board and is partnering with 3 non-profits to provide housing and services under the McKinney Vento Act. As mentioned in other sections, the AAHC has multiple non-profit and mainstream service partners, is working closely with the City of Ann Arbor to develop new affordable housing units on city-owned property, and is a member of the Washtenaw Housing Alliance. In addition, AAHC has partnered with the local Habitat for Humanity where HCV participant can use their voucher to purchase Habitat Homes.

Prior to the CARES Act, the AAHC reached out to the City of Ann Arbor to secure \$250,000 to provide COVID-related assistance to program participants including rental assistance, food programs, wi-fi access and tablets for students, personal protective equipment, security deposits and other benefits for program participants.

The AAHC partnered with Huron Valley PACE to secure a grant from the Ann Arbor Area Community Foundation to provide an on-site social worker and access to comprehensive health services (physical, mental, behavioral, medical) to the residents at our newly acquired senior property.

The AAHC works closely with the County to secure CDBG funds for redevelopment projects. Most recently, the County allocated over \$400,000 to improve a dirt road adjacent to a RAD-converted property that is causing significant stormwater run-off problems on the AAHC property, which is lower than the road. The County is funding, and the City of Ann Arbor is overseeing paving, curb, gutter, sidewalks, lighting, and stormwater drainage improvements.

#### **4) Plan for Local MTW Program**

AAHC will utilize MTW flexibilities in our community to address local needs. Our plan will address the three statutory objectives of the MTW program. AAHC is committed to implementing measures that are cost effective, inspire self-sufficiency of its participants, and creates more housing opportunity for participants to choose from.

##### **Cost Effectiveness**

- AAHC will implement HUD waivers and regulations to streamline processes for participant, landlords, and staff. AAHC will implement online payment options for residents, direct deposits for housing assistance payments, mobile HQS inspections, alternative HQS inspections, online recertifications, online workorders, and online waiting list applications. In addition, we will offer online housing search managed by owners. These changes will free staff from overly burdensome administrative duties and allow more flexibility to serve residents/participants and implement new procedures.

##### **Self-Sufficiency**

- AAHC is committed to improving the quality of life for our participants. We seek to increase enrollment of our Homeownership program and Family Self-Sufficiency Program. In addition, The AAHC is working with local agencies to enhance programming, support services, educational and training opportunity for participants. In addition, we looking to establish an Apprenticeship program for facilities and maintenance, which will be available to program participants and residents.

##### **Housing Choice**

- AAHC was one of the first PHAs to apply for and receive approval to convert its entire portfolio under the Rental Assistance Demonstration. As a result, the AAHC was able to improve and expand its housing stock. MTW flexibility will allow us to offer options that currently are not possible to our participants by creating customized plans to address or mitigate barriers that individual families may face in renting a unit, such as negative credit, lack of credit, negative rental or utility history, or to connect the family to other community resources (including COVID-related resources) that can assist with rental arrears.

#### **5) Proposed Use of MTW Funds**

AAHC will use MTW HCV funds to supplement the work it is currently doing with other housing providers, social service agencies, and both public and private funders to create more units in moderate and high-income neighborhoods and offer different types of housing options. With the added flexibility available through MTW, the AAHC will be able to increase program efficiencies and directly support private (for profit and non-profit) landlords to increase participation in the voucher program. The AAHC will use MTW funding to leverage funds and services for our residents/participants. MTW funds will reduce barriers for specialized populations, provide better services and resources to our residents and meet other community needs. The AAHC was awarded and is administering Emergency Housing Vouchers (EHV). The AAHC will adopt the same strategies for MTW as HUD included in the EHV program. The AAHC has been utilizing many of these strategies for several years using grant funds from various community resources. The AAHC was excited to see these strategies included in the EHV program.



Specifically, the AAHC will use MTW funding flexibility to pay for:

- **Owner recruitment and outreach.** The AAHC will conduct owner recruitment and outreach specifically for the MTW program. In addition to traditional owner recruitment and outreach, activities may include conducting pre-inspections or otherwise expediting the inspection process, providing enhanced customer service, and offering owner incentive and/or retention payments.
- **Owner incentive and/or retention payments.** The AAHC may make incentive or retention payments to owners that agree to initially lease their unit to an HCV family and/or renew the lease of an HCV family. The AAHC may design the owner incentive payment to meet its specific needs (such as, for example, limiting the incentive payments to new owners or owners in high opportunity neighborhoods, or structuring all or part of the payment as a damages or unpaid rent mitigation fund, where the owner receives the mitigation payment only if the security deposit is insufficient to cover damages and other amounts owed under the lease). The AAHC may condition the offer of the owner incentive payment on the owner's agreement to abide by certain terms and conditions. For example, the AAHC could require the owner to agree to contact and work with the family's CoC case manager or other intervention services (assuming such services are available) should lease violations or other tenant-related issues arise during the assisted tenancy before taking action to evict the tenant.

HUD anticipates that owner incentive/retention payments would typically be made as a single payment at the beginning of the assisted lease term (or lease renewal if a retention payment). However, regardless of the frequency that the AAHC chooses to make such payments, owner incentive/retentions payments are not housing assistance payments and are not part of the rent to owner. Owner incentive/retention payments are not taken into consideration when determining whether the rent for the unit is reasonable.

- **Holding fees.** In some markets, it is not uncommon for an owner to request a holding fee that is rolled into the security deposit after an application is accepted but before a lease is signed. The AAHC will cover part or all of the holding fee for units where the fee is required by the owner after a tenant's application has been accepted but before the lease signing. The AAHC and owner must agree how the holding fee gets rolled into the deposit, and under what conditions the fee will be returned. In general, owners need to accept responsibility for making needed repairs to a unit required by the initial housing quality standards (HQS) inspections and can only keep the holding fee if the client is at fault for not entering into a lease.
- **Security deposit assistance.** The AAHC will provide security deposit assistance for the family, when other community security deposit resources are insufficient or unavailable. The amount of the security deposit assistance may not exceed the lesser of two months' rent to owner, the maximum security deposit allowed under applicable state and/or local law, or the actual security deposit required by the owner. The AAHC may choose to pay the security deposit assistance directly to the owner or may pay the assistance to the family, provided the AAHC verifies the family paid the security deposit. The AAHC may place conditions on the security deposit assistance, such as requiring the owner or family to return the security deposit assistance to the AAHC at the end of the family's tenancy (less any amounts retained by the owner in accordance with the lease). Security deposit assistance returned to the AAHC must be used for either services fee eligible uses or other MTW administrative costs.

- **Utility deposit assistance/utility arrears.** The AAHC will provide utility deposit assistance for some or all of the family's utility deposit expenses. Assistance can be provided for deposits (including connection fees) required for the utilities to be supplied by the tenant under the lease. The AAHC may choose to pay the utility deposit assistance directly to the utility company or may pay the assistance to the family, provided the AAHC verifies the family paid the utility deposit. The AAHC may place conditions on the utility deposit assistance, such as requiring the utility supplier or family to return the utility deposit assistance to the AAHC at such time the deposit is returned by the utility supplier (less any amounts retained by the utility supplier). In addition, some families may have large balances with gas, electric, water, sewer, or trash companies that will make it difficult if not impossible to establish services for tenant-supplied utilities. The AAHC may also provide the family with assistance to help address these utility arrears to facilitate leasing. Utility deposit assistance that is returned to the AAHC must be used for either services fee eligible uses or other administrative costs.
- **Moving expenses (including move-in fees and deposits).** The AAHC may provide assistance for some or all of the family's reasonable moving expenses when they initially lease a unit. The AAHC may not provide moving expenses assistance for subsequent moves unless the family is required to move for reasons other than something the family did or failed to do (e.g., the AAHC is terminating the HAP contract because the owner did not fulfill the owner responsibilities under the HAP contract or the owner is refusing to offer the family the opportunity to enter a new lease after the initial lease term, as opposed to the family choosing to terminate the tenancy in order to move to another unit), or a family has to move due to domestic violence, dating violence, sexual assault, or stalking, for example.
- **Tenant-readiness services.** The AAHC may help create customized plans to address or mitigate barriers that individual families may face in renting a unit, such as negative credit, lack of credit, negative rental or utility history, or to connect the family to other community resources (including COVID-related resources) that can assist with rental arrears.
- **Lease-up Assistance.** The AAHC will contract with local service providers to assist new applicants with the initial lease-up process, including application and income certification as well as searching for apartments, and assisting with the lease-up process.
- **Essential household items.** The AAHC may assist the family with some or all of the costs of acquiring essential household items as defined by the AAHC (e.g., tableware, bedding, etc.).
- **Renter's insurance if required by the lease.** The AAHC may assist the family with some or all of the cost of renter's insurance, but only in cases where the purchase of renter's insurance is a condition of the lease.
- **HCV Homeownership.** AAHC will pay the cost of a mortgage rate buydown (when a borrower pays an additional charge in exchange for a lower interest rate on their mortgage) for HCV homeowners.

## 6) Evidence of Significant Partnerships

AAHC has developed significant partnerships between other public agencies, city/state/local governments, private nonprofits and for-profit entities. The AAHC partners with several agencies to achieve the vision of housing choice, self-sufficiency, and cost effectiveness. Below is a description of the community partners.

- **The Washtenaw County Continuum of Care (CoC).** CoC uses coordinated entry as a standardized way to meet the immediate and long-term needs of those at-risk of or experiencing homelessness in Washtenaw County. Coordinated entry provides centralized intake, assessment, and referral as appropriate to anyone calling with a housing crisis or concern. The AAHC is a board member of the CoC, is an active participant in the coordinated entry process, and partners with local non-profits to provide housing for homeless households with CoC grants.
- **Washtenaw County Sheriff Dept, Public Defenders Office and Prosecutor's office:** The AAHC is an active participant in a local initiative to assist community members re-enter the community from prison. This population is particularly difficult to house.
- **Washtenaw County Department of Health and Human Services:** The AAHC has a partnership with DHHS to provide referrals and programming support to participants in the HUD Family Unification Program. The AAHC will coordinate with DHHS.
- **Washtenaw County Community Mental Health:** The AAHC have many partnerships related to providing housing and support services for community members with mental health issues.
- **City of Ann Arbor:** The Ann Arbor City Council and City Administration are partnering with the AAHC to redevelop city-owned properties as affordable housing. In 2018, City Council directed the City Administrator to work with the AAHC to do a financial feasibility analysis of 12 properties. Since then, the City has provided funding to move forward with various studies and due diligence, conduct community engagement, and start the site plan approval process for 10 properties.
- **Ann Arbor Downtown Development Authority:** The DDA is providing millions of dollars in financial support for the redevelopment of City-owned properties as well as financial support to redevelop public housing under the RAD program for properties in or near the downtown.
- **Michigan Works:** The AAHC partners with MI Works on a wide variety of services to promote the employment and training services available through Michigan Works, including events and programs such as job fairs, criminal record expungement fairs, youth and young adult summer internships, career counseling, and training opportunities.
- **Barrier Busters.** Barrier Busters is a group of more than 90 social service provider agencies in Washtenaw County that are committed to increasing communication and coordination between its member agencies and improving services for Washtenaw County residents in need. The Barrier Busters Emergency Unmet Needs Fund is a collection of public and private funds that provides emergency assistance funds. This community fund provides agencies with a more efficient way to prevent evictions and utility shut-offs, and assist with other emergency costs that threaten Washtenaw County residents' housing and financial stability. Coordinated Entry partners use Barrier Busters as a way to direct outreach and marketing to over 90 human service providers, expanding outreach to those least likely to apply, including through agencies that serve protected classes such as persons with disabilities. The AAHC is an active participant in Barrier Busters to advocate for and secure financial assistance to its residents and program participants.
- **Ann Arbor Center For Independent Living (CIL).** CIL assist disabled consumers with locating private rental homes. Staff will search for government-subsidized housing options first, then private rental options. Due to the lack of affordable housing in Washtenaw County it has become more of a necessity. CIL also assist consumers with locating financial resources for

move-in cost. The AAHC and CIL work together to assist AAHC program applicants who are also CIL participants to successfully lease-up.

- **Avalon Housing.** Avalon staff assists persons with disabilities with every step of the process required to move into units in the private landlord market. This includes assistance with locating available units, transportation to view available units, completing applications, securing community resources to assist with application fees and security deposits, following up with property managers throughout the application process, and in some cases physically assisting with moving a client's belongings. The AAHC contracts with Avalon to provide on-site case management services to its homeless households, including 24/7 supportive housing services at its Miller Manor property. The AAHC has also awarded PBV's to several Avalon properties serving homeless and special needs populations.
- **Interfaith Hospitality Network (IHN).** IHN has traditionally worked with the private housing market and have 40 private landlords that work with their Rapid Rehousing program and family shelter. IHN is able to help people apply for vouchers, find housing, gather necessary documentation, and finalize lease and all other related paperwork.
- **Michigan Ability Partners (MAP).** MAP physically helps individuals exiting transitional housing to permanent housing move their belongings in agency vehicles. For larger moves, SSVF has financial assistance to fund moving costs. MAP also has a relationship with moving companies that offer a discount to client's who have an ability to self-pay. The AAHC has awarded PBV to MAP and MAP is a payee for many AAHC tenants.
- **Salvation Army.** The Program Coordinator has a list of private landlords who will house Veterans and facilitates the housing search and application process. Salvation Army provides assistance with moving the Veteran into their housing. This includes transporting the Veteran and their belongings to their housing unit and coordinating with community partners for furniture and other housing needs.
- **Shelter Association of Washtenaw County (SAWC).** In addition to the SAWC landlord networks, the Shelter Association is SOAR certified to assist disabled persons with obtaining expedited SSI/SSDI benefits. By obtaining a sustainable income, individuals experiencing homelessness can more readily end his/her homelessness through private sector housing. The AAHC is working closely with the SAWC to assist homeless applicants with eligibility, documentation, and lease-up.
- **SOS Community Services.** AAHC and SOS are currently collaborating on a project to assist households who are at risk of losing a housing choice voucher, thus avoiding homelessness. Through the course of these programs, SOS has assisted persons with disabilities in applying to various housing programs, has assisted these persons in finding housing and moving into units on the private rental market. Each of these programs has assisted persons with disabilities by making referrals, assisting households in securing community-based services, and coordinating household services.
- **Ozone House.** The AAHC contracts with Ozone House, to provide case management services to youth aging out of foster care who are participants in the HUD FUP program.
- **Peace Neighborhood Center.** The AAHC contracts with PNC to provide family and youth services at 2 AAHC properties.

- **Community Action Network.** The AAHC contracts with CAN to provide family and youth services at 3 AAHC properties.

## **B. Landlord Incentive Activities Information**

### **1) Landlord Needs Assessment**

As of February 2020, the average monthly rent in Ann Arbor was \$1,580 for an 882-square-foot apartment, a 3% increase over 2019, higher than the national median for a comparable apartment (\$1,468) and considerably higher than nearby Detroit (\$1,069) or East Lansing (\$1,294), home of Michigan State University. Half of Ann Arbor tenants spend 30% or more of their household income on rent. HUD defines cost-burdened families as those “who pay more than 30% of their income for housing” and “may have difficulty affording necessities such as food, clothing, transportation, and medical care.”

Rental units in Washtenaw County, specifically, Ann Arbor are becoming increasingly more costly, and less affordable, especially to non-student renters and to aspiring first time buyers as well. The University of Michigan is the biggest driver for higher costs, due to increased enrollment, faculty and staff at the U-M and the U-M Medical Center. On the positive side Ann Arbor has a high quality of life and great public schools but the housing costs are driving out low-income households and low-wage earners.

The HCV program depends on landlord participation to make privately owned units available to voucher holders; therefore, their participation determines the number of available units and their geographic distribution, which in turn affects tenant mobility, healthy housing, fair housing choice, and other HUD goals and strategies. Despite the large number of households served by the AAHC program (over 2,000), the AAHC has combined waiting lists with over 7,000 households and therefore a large number of households that are eligible for assistance do not receive it.

In addition, many voucher holders are unable to find an eligible rental unit and a landlord who accepts vouchers within the time required to use the voucher. A landlord’s decision to accept vouchers is generally motivated by a cost-benefit analysis of renting to voucher holders versus non-voucher holders, such as financial factors relating to faster occupancy and rent payment. The City of Ann Arbor and City of Ypsilanti have both recently adopted non-discrimination ordinances which prohibit discrimination based on source of income, including vouchers. These ordinances will prevent landlords from saying no to applicants just because they have vouchers, but landlords can still adopt tenant screening criteria that screens tenants out due to poor rental histories and credit scores. In addition, rental housing in Ann Arbor, particularly in the downtown and around campus, is often too expensive for the voucher program.

Besides financial concerns, landlords’ perceptions of voucher tenants and anticipated tenant-related issues, as well as their tolerance for dealing with bureaucracy. Many landlords ultimately choose not to participate in the HCV program. Misperceptions and negative stereotypes about voucher holders contribute to landlords’ reluctance to participate. A landlord’s negative experiences with the program typically involve some combination of frustration with the bureaucratic elements of the program, costs associated with inspections, and conflicts with tenants that were difficult to address because of the constraints related to the program.

Although, moderately priced rental housing is in short supply, vouchers have been effective in promoting mobility and residential choice among recipients. Many voucher recipients live in healthy neighborhoods that offer social, educational, and economic opportunities for themselves and their children. Vouchers give families access to low-poverty and racially mixed neighborhoods. When demand for rental housing is reasonably strong, landlords do not need the voucher program to lease the units they own. Some may have doubts about whether the low-income households who receive vouchers will be good tenants, and whether program regulations will prevent them from rejecting unqualified

applicants or evicting problem tenants. And some landlords are simply skeptical about participating in the program for fear of becoming entangled in red tape and bureaucratic hassles.

To address these issues, the AAHC has implemented the following in its programs:

- 1) The AAHC allows and strongly encourages landlords to receive payment through direct deposit to ensure the quickest payment.
- 2) The AAHC has an on-line landlord portal for a landlord to review housing assistance payment(s), check the status of unit housing quality standard inspections, review abated payments, submit request for tenancy approval, request special/compliant inspections, and review unit vacancies.
- 3) The AAHC process HAP payments to landlords by the first of the month every month, unless there is a payment in dispute or a payment amendment in process to reduce landlord fears related to delayed payments.
- 4) The AAHC, through its nonprofit, provides security deposit, admin fee, and holding fee assistance to new tenants off of its waitlist to assist with lease-up.
- 5) The AAHC, through its nonprofit, provides partial damage payments to landlords to encourage landlords to continue in the voucher program.
- 6) The AAHC holds landlord breakfasts to recruit new landlords, and invites participating landlords to discuss their positive experiences in the program.
- 7) The AAHC provides PBV opportunities to private (for profit and non-profit) landlords within the City of Ann Arbor who provide permanent supportive housing and housing for special needs populations in low-poverty census tracts.
- 8) The AAHC provides vacancy payments for PBV units.
- 9) The AAHC partners with local non-profits participating in the Continuum of Care program to provide housing units and vouchers that non-profits provide services for.
- 10) The AAHC develops new housing to increase the number of affordable housing units available in the community
- 11) The AAHC acquires existing housing to preserve affordable housing in the community.

## **2) MTW Cohort #4 Activities**

Below is a description of the Cohort #4 MTW Activities List that the AAHC will implement if selected for the fourth cohort of the MTW Expansion.

The AAHC's goal is to grow the acceptance of vouchers by landlords in moderate and high-income neighborhoods to expand housing opportunities for HCV participants and increase the successful lease-up rate by all participants. All of the MTW Cohort activities proposed by the AAHC are a response to the current marketplace, feedback from residents, community partners and landlords.

**[2.b] Payment Standards – Fair Market Rents (FMR).** AAHC will establish a payment standard between 80% and 120% of the Fair Market Rent, instead of the standard 90% - 110% of FMR. In addition, the AAHC will adopt a hold harmless policy as an incentive to encourage landlord participation.

**[4.a] Vacancy Loss.** AAHC will establish a vacancy loss payment of up to one-month as reimbursement for time the unit spent vacant in between HCV participants. AAHC will offer this incentive to all landlords who continue to do business with AAHC by leasing the unit to another HCV participant. If the unit is vacant for at least one month, the owner will receive one-month contract rent once the unit is re-leased

by another HCV participant. If the unit is vacant for less than one month, the owner will receive a pro-rated amount based on the number of days the unit was vacant.

**[4.b] Damage Claims.** AAHC will establish a damage claim to pay the landlord reimbursement for tenant-caused damages after accounting for any security deposit. The amount of compensation will not exceed the lesser of the cost of damages or two months contract rent. The damages will be documented and accepted by the PHA. The PHA will choose how aggressively to contest claims regarding tenant fault.

**[4.c] Other Landlord Incentives.** AAHC will provide a signing bonus to incentivize landlords to join or re-join the HCV program by providing the equivalent of one month of contract rent as a signing bonus to any landlord who has not participated in the HCV program in the most recent three years. This incentive is only available to landlords who do not already have HCV tenants.

**[5.d] Alternative Inspection Schedule.** AAHC will implement an alternative schedule for conducting HQS inspections. Currently, HCV units are inspected biennially (once every two years). Under the MTW activity Cohort #4 Landlord Incentive, the AAHC will conduct HQS inspections at least once every three years for units that did not fail the previous HQS or equivalent inspection.

### **3) Cohort Specific MTW Waivers and Associated Activities List**

**[4.1] HQS Initial Inspection.** AAHC requests that HUD provide a waiver to eliminate the requirement for an initial inspection for units that meet one of the following: 1) the unit is less than five years old (as demonstrated by a certificate of occupancy provided by the owner) 2) the unit passed an HQS (or equivalent inspection) within the previous 3 years or 3) for units that are located in a census tract with a poverty rate below 10 percent. This activity only applies to initial inspections. Participants will still be able to request interim inspections. Units must still have regular inspection according to the agency's schedule. In addition, HQS inspection standards may not be altered as found in 24 CFR 982.401.

**[4.2] Front-End Vacancy Loss.** To incentivize landlord's initial participation in the HCV program, the AAHC asks for a waiver to make additional payments to the landlord in circumstances where the previous tenant was not an HCV participant. AAHC will make a payment to the landlord that is equal to one month of the contract rent. The payment will be made to the landlord when the next HAP contract is executed between the owner and the agency. AAHC will update the HCV Administrative Plan to reflect this front-end vacancy loss policy.

### **3) Other Landlord Incentives and Initiatives Agency Specific Waivers<sup>1</sup>**

The AAHC requests that HUD approve a waiver to allow the use of housing assistance payment subsidy for other activities, incentives and initiatives offer by the PHA such as activities related to tenant screening, credit reports, criminal background checks, and eviction reports. Lower-income tenants are perceived as having lower credit, lower reliability, and less stable income. Negative information on a participant's rental history report may make it difficult to secure rental opportunities. The AAHC proposes using HAP to cover part or all of the fees, balances, and debts that negatively affect a participant rental history. Below is a list of other landlord incentives and initiatives that AAHC will implement other initiatives to improve the HCV program and attract landlords.

---

<sup>1</sup> The following MTW waivers and associated activities will not be available to PHAs selected under this fourth cohort of the MTW Expansion for the evaluation period without the express permission of HUD: Waiver 1 on Tenant Rent Policies, Activities d, f, l, o, q and s; Waiver 5 on Housing Quality Standards, Activity b; and Waiver 7 of Term-Limited Assistance, Activity b.



**Payment Standards (FMR) Hold Harmless Policy.** AAHC is asking for a waiver to allow the payment standard that is used at the annual reexaminations to be the higher of 1) the current payment standard that would otherwise apply to the family or 2) the payment standard amount used for the family at the commencement of its MTW assistance. This means that there will be a minimum payment standard that will not be reduced once the family has leased a unit under the MTW program.

**ATTACHMENT I**  
**Moving to Work Certifications of Compliance**

**CERTIFICATIONS OF COMPLIANCE**

**U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**  
**OFFICE OF PUBLIC AND INDIAN HOUSING**

**Certifications of Compliance with HUD and Federal Requirements and Regulations:**  
**Board Resolution to Accompany Application to the Moving to Work Demonstration Program**

Acting on behalf of the Board of Commissioners of the applicant public housing agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the application to the Moving to Work (MTW) Demonstration Program for the PHA and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the application and implementation thereof:

- (1) The PHA will adhere to the MTW Operations Notice or successor notice and all requirements therein.
- (2) The PHA will adhere to HUD guidance in the MTW Operations Notice or successor notice in continuing to ensure at least 75% of families assisted are very low-income as defined in Section 3(b)(2) of the 1937 Act throughout the PHA's participation in the MTW Demonstration Program.
- (3) The PHA will adhere to HUD guidance in the MTW Operations Notice or successor notice in establishing a reasonable rent policy that is designed to encourage employment and self-sufficiency.
- (4) The PHA will adhere to HUD guidance in the MTW Operations Notice or successor notice in continuing to assist substantially the same total number of eligible low-income families as would have been served absent MTW throughout the PHA's participation in the MTW Demonstration Program.
- (5) The PHA will adhere to HUD guidance in the MTW Operations Notice or successor notice in continuing to maintain a comparable mix of families (by family size) as would have been provided had the funds not been used under the MTW Demonstration Program throughout the PHA's participation in the MTW Demonstration Program.
- (6) The PHA will adhere to HUD guidance in the MTW Operations Notice or successor notice in continuing to ensure housing assisted under the MTW Demonstration Program meets housing quality standards established or approved by the Secretary throughout the PHA's participation in the MTW Demonstration Program.
- (7) The PHA published a notice that a hearing would be held, that the application and all information relevant to the public hearing was available for public inspection for at least 30 days, that there were no less than 15 days between the public hearing and the approval of the application by the Board of Commissioners, and that the PHA conducted a public hearing to discuss the application and invited public comment.
- (8) The PHA took into consideration public and resident comments (including those of its Resident Advisory Board or Boards) before approval of the application by the Board of Commissioners or Board of Directors in order to incorporate any public comments into the application.

- (9) The PHA certifies that the Board of Commissioners 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).
- (10) The PHA certifies that it will carry out its application in conformity with: Title VI of the Civil Rights Act of 1964 (42 USC 2000d-2000d-4); the Fair Housing Act (42 USC 3601-19); Section 504 of the Rehabilitation Act of 1973 (29 USC 794); Title II of the Americans with Disabilities Act of 1990 (42 USC 12101 et seq.); all regulations implementing these authorities; other applicable Federal, State, and local civil rights laws; and that it will affirmatively further fair housing by fulfilling the requirements set out in HUD regulations found at Title 24 of the Code of Federal Regulations, including regulations in place at the time of this certification, and any subsequently promulgated regulations governing the obligation to affirmatively further fair housing. The MTW PHA is always responsible for understanding and implementing the requirements of HUD regulations and policies and has a continuing obligation to affirmatively further fair housing in compliance with the 1968 Fair Housing Act, the Housing and Community Development Act of 1974, The Cranston-Gonzalez National Affordable Housing Act, and the Quality Housing and Work Responsibility Act of 1998. (42 U.S.C. 3608, 5304(b)(2), 5306(d)(7)(B), 12705(b)(15), and 1437C-1(d)(16)).
- (11) The PHA will carry out its plan in conformity with HUD's Equal Access Rule at 24 CFR 5.105(a)(2) and will not make a determination of eligibility for housing based on sexual orientation, gender identity, or marital status.
- (12) The application is consistent with the applicable Comprehensive Plan (or any plan incorporating such provisions of the Comprehensive Plan) for the jurisdiction in which the PHA is located.
- (13) The application certifies that according to the appropriate State or local officials that the application is consistent with the applicable Consolidated Plan.
- (14) The PHA complies 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.
- (15) The PHA complies with the Violence Against Women Act and its implementing regulations at 24 C.F.R. Part 5, Subpart L and Parts 960 and 966.
- (16) The PHA complies with the Architectural Barriers Act of 1968 and its implementing regulations at 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
- (17) The PHA complies 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 75.
- (18) The PHA complies with requirements with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.
- (19) The PHA complies with requirements with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment and implementing regulations at 49 CFR Part 24.
- (20) The PHA complies 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.
- (21) The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).

- (22) The 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 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.
- (23) With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
- (24) The PHA will keep records in accordance with 2 CFR 200.333-200.337 and facilitate an effective audit to determine compliance with program requirements.
- (25) The PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.
- (26) The PHA will comply with the requirements of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Rewards at 2 CFR Part 200.
- (27) The application and all attachments are available at the primary business office of the PHA and at all other times and locations identified by the PHA in its Plan and will continue to be made available at least at the primary business office of the PHA.

ANN ARBOR HOUSING COMMISSION

**PHA NAME**

MI064

**PHA NUMBER/HA CODE**

*I certify that the information provided on this form and in any accompanying documentation is true and accurate. I acknowledge that making, presenting, or submitting a false, fictitious, or fraudulent statement, representation, or certification may result in criminal, civil, and/or administrative sanctions, including fines, penalties, and imprisonment.*

JENNIFER L. HALL

**NAME OF AUTHORIZED OFFICIAL\***

EXECUTIVE DIRECTOR

**TITLE**



**SIGNATURE**

9/13/2021 **DATE**

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

**ATTACHMENT II**  
**Commitment to Participate in the HUD-Sponsored Evaluation of the**  
**Fourth Cohort of the MTW Expansion**

**COMMITMENT TO PARTICIPATE**

**U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**  
**OFFICE OF PUBLIC AND INDIAN HOUSING**

**Commitment to Participate in the HUD-Sponsored Evaluation of the Fourth Cohort of the MTW**  
**Expansion**

In addition to the elements described in PIH Notice 2021-03, HUD will provide additional scope and information about the HUD-sponsored evaluation of the fourth cohort of the MTW Expansion and any additional requirements that the PHA must adhere to.

Acting on behalf of the Board of Commissioners of the applicant public housing agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I agree to ensure participation of the PHA in the HUD-sponsored evaluation of the first cohort of the MTW Expansion as described in PIH Notice 2021-03 understanding the following considerations:

- (1) The PHA must participate in the HUD-sponsored evaluation of the fourth cohort of the MTW Expansion whether or not it receives an MTW designation through the lottery process described in PIH Notice 2021-03.
- (2) The PHA must follow PIH Notice 2011-65 or its successor notice whether or not it receives an MTW designation through the lottery process described in PIH Notice 2021-03. Adherence to PIH Notice 2011-65 regarding "Timely Reporting Requirements of the Family Report (form HUD-50058 and form HUD- 50058 MTW) into the Public and Indian Housing Information Center" is important to HUD's ability to evaluate the fourth cohort of the MTW Expansion.
- (3) In event the PHA is not selected to be in the treatment group, the PHA may apply to future cohorts of the MTW Expansion to which the PHA is eligible. Despite a potential designation under a future cohort, the PHA may continue to have obligations under the HUD-sponsored evaluation of the fourth cohort of the MTW Expansion as well. Despite a potential designation under a future cohort, the PHA may not implement MTW activities in the Cohort #4 MTW Activities List in PIH Notice 2021-03 for the duration of the HUD-sponsored evaluation of the fourth cohort of the MTW Expansion.
- (4) The PHA will cooperate fully with HUD and its contractors for the duration of the HUD-sponsored evaluation of the fourth cohort of the MTW Expansion. Failure to comply with the HUD-sponsored evaluation of the fourth cohort of the MTW Expansion may affect the PHA's ability to apply to future cohorts of the MTW Expansion.

ANN ARBOR HOUSING COMMISSION

MI064

**PHA NAME**

**PHA NUMBER/HA CODE**


*I certify that the information provided on this form and in any accompanying documentation is true and accurate. I acknowledge that making, presenting, or submitting a false, fictitious, or fraudulent statement, representation, or certification may result in criminal, civil, and/or administrative sanctions, including fines, penalties, and imprisonment.*

JENNIFER L. HALL

EXECUTIVE DIRECTOR

**NAME OF AUTHORIZED OFFICIAL\***

**TITLE**



9/13/2021 **DATE**

**SIGNATURE**

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

## PUBLIC NOTICE

### **Moving to Work (MTW)**

[Moving to Work \(MTW\)](#) is a demonstration program for public housing authorities (PHAs) that provides them the opportunity to design and test innovative, locally-designed strategies that use Federal dollars more efficiently, help residents find employment and become self-sufficient, and increase housing choices for low-income families. MTW gives PHAs exemptions from many existing public housing and voucher rules and more flexibility with how they use their Federal funds. MTW PHAs are expected to use the opportunities presented by MTW to inform HUD about ways to better address local community needs.

The MTW statutory objectives are to reduce costs, give households incentives to achieve economic self-sufficiency, and to increase housing choice. The statute requires MTW agencies to: 1) serve the same number of low-income families as they would without MTW funding flexibility; 2) serve a mix of families by size comparable to the mix they would have served if they were not in MTW; 3) ensure that 75% of the families they assist have income at or below 50% of area median income; 4) ensure that assisted units meet housing quality standards; and 5) establish a reasonable rent policy.

[NOTICE PIH 2021-03: COHORT #4 – LANDLORD INCENTIVES](#) lays out the process by which 30 PHAs will be selected for the fourth cohort of the MTW Demonstration Expansion, which will evaluate landlord incentives and their effect on landlord participation in the HCV program. PIH identified seven MTW activities in the MTW Operations Notice that have the potential to act as landlord incentives. In addition, two Cohort Specific MTW Waivers are available for PHAs. Together, the [MTW Operations Notice](#) and Cohort Specific MTW Waivers are referred to as the “Cohort #4 MTW Activities List.” PHAs in the fourth cohort must implement at least two activities from the Cohort #4 MTW Activities List.

While AAHC is currently NOT a MTW agency, it is our hope that we soon will be. For more information about MTW, we invite you to attend our resident meetings.

### **Thursday August 12, 2021 at 6:00 pm**

One Tap Mobile: US: [+12133388477](tel:+12133388477), [91992790793](tel:+12133388477) or [+12063379723](tel:+12063379723), [91992790793](tel:+12063379723)

Meeting URL: <https://a2gov.zoom.us/j/91992790793?pwd=WEJDamtVTkZteE9ES3lvSFVkJmNpdz09>

Meeting ID: 919 9279 0793                      Passcode: 275753

Join by Phone: US: +1 213 338 8477 or +1 206 337 9723 or 888 788 0099 (Toll Free) or 877 853 5247 (Toll Free)

Meeting ID: 919 9279 0793

### **Tuesday, August 17, 2021 at 9:00 am**

One Tap Mobile: US: [+12063379723](tel:+12063379723), [98220271104](tel:+12063379723) or [+12133388477](tel:+12133388477), [98220271104](tel:+12133388477)

Meeting URL: <https://a2gov.zoom.us/j/98220271104?pwd=N3RaamprTGZhMUVueFBjWDBQYXJvdz09>

Meeting ID: 982 2027 1104                      Passcode: 647970

Join by Phone: US: +1 206 337 9723 or +1 213 338 8477 or 877 853 5247 (Toll Free) or 888 788 0099 (Toll Free)

Meeting ID: 982 2027 1104

### **Public Hearing Wednesday, August 18, 2021 at 6:00 pm**

Meeting URL: <https://a2gov.zoom.us/j/95108894821?pwd=UTI1QVQ3d0NiOHN2VXRpbzI5K0xLUT09>

**Moving to Work**  
**Resident and Public Meeting**  
**Held August 12, 2021**

**Ann Arbor Housing Commission (AAHC) held a Resident and Public meeting on August 12, 2021 to discuss the AAHC's desire to place an application for the HUD Moving to Work (MTW) Demonstration Program Cohort # 4: Landlord Incentive. Below is a summary of the discussion including public input.**

**Attendees:** Weneshia Brand, Misty Hendershot, MJ Townsend, Carla Campbell, Deborah, April Davis, Lillian Robertson, and Lakendra Palmer.

**Discussion:**

**Townsend:** Recommend that PHAs pay the cost of modifications, such as wheelchair ramps; to a unit for disabled individuals.

**Townsend:** Recommend that PHAs accept alternative inspections, such as city rental department inspections; in lieu of the HQS inspection?

**Townsend:** Recommend that PHAs become more knowledgeable with city rental inspection requirements.

**Palmer:** Recommend that AAHC increase the payment standard to provide families more assistance.

**Palmer:** Recommend reducing the amount of documentation landlords are required to complete to approve units.

**Palmer:** Mentioned that she would like to reside in Ann Arbor although, many landlords in Ann Arbor do not accept Housing Choice Voucher (Section 8). However, many landlords that accept Housing Choice Voucher have homes located in areas with increased crime. In addition, many of these homes need upgrades and repairs.

**Townsend:** Recommend the AAHC increase public education for tenants and landlords to eliminate the stigma of the program and the program participants.

**Townsend:** Mentioned that tenants are denied often because they do not have security deposits or deposits are delayed through third party payments such as support service agencies.

**Moving to Work**  
**Resident and Public Meeting**  
**Held August 17, 2021**

**Ann Arbor Housing Commission (AAHC) held a Resident and Public meeting on August 17, 2021 to discuss the AAHC's desire to place an application for the HUD Moving to Work (MTW) Demonstration Program Cohort # 4: Landlord Incentive. Below is a summary of the discussion including public input.**

**Attendees:** Weneshia Brand, Misty Hendershot, Bryce Allmacher, Dan Carroll, Stacie Davis, Toya Pace, Tish Lee, Colette DeRuad, Community Member 1, and Community Member 2.

**Discussion:**

**Davis:** Recommend AAHC develop a plan to encourage landlords to participate in program. In addition, the AAHC should hold informative meetings for landlords.

**Davis:** Mentions the paperwork is intimidating to landlords. Lastly, Davis mentioned that increasing the payment standard is a good idea.

**Carroll:** Recommend AAHC complete a credit check and rental history for participants. This will allow the participant an opportunity to address issues that may prevent them from being approved.

**Carroll:** Mentions landlords would benefit if the AAHC can assist with damages cost, vacancy payments, security deposits, and application fees.



# Moving To Work

Moving to Work (MTW) (<https://www.hud.gov/mtw>) is a demonstration program for public housing authorities (PHAs) that provides them the opportunity to design and test innovative, locally-designed strategies that use Federal dollars more efficiently, help residents find employment and become self-sufficient, and increase housing choices for low-income families. MTW gives PHAs exemptions from many existing public housing and voucher rules and more flexibility with how they use their Federal funds. MTW PHAs are expected to use the opportunities presented by MTW to inform HUD about ways to better address local community needs.

The MTW statutory objectives are to reduce costs, give households incentives to achieve economic self-sufficiency, and to increase housing choice. The statute requires MTW agencies to: 1) serve the same number of low-income families as they would without MTW funding flexibility; 2) serve a mix of families by size comparable to the mix they would have served if they were not in MTW; 3) ensure that 75% of the families they assist have income at or below 50% of area median income; 4) ensure that assisted units meet housing quality standards; and 5) establish a reasonable rent policy.

NOTICE PIH 2021-03 (<https://www.hud.gov/sites/dfiles/PIH/documents/2021-03pihn.pdf>): COHORT #4 – LANDLORD INCENTIVES lays out the process by which 30 PHAs will be selected for the fourth cohort of the MTW Demonstration Expansion, which will evaluate landlord incentives and their effect on landlord participation in the HCV program. PIH identified seven MTW activities in the MTW Operations Notice that have the potential to act as landlord incentives. In addition, two Cohort Specific MTW Waivers are available for PHAs. Together, the MTW Operations Notice (<https://www.hud.gov/sites/dfiles/PIH/documents/FinalMTWExOpsNoticePartVIWeb.pdf>) and Cohort Specific MTW Waivers are referred to as the “Cohort #4 MTW Activities List.” PHAs in the fourth cohort must implement at least two activities from the Cohort #4 MTW Activities List.

**While AAHC is currently NOT a MTW agency, it is our hope that we soon will be. For more information about MTW, we invite you to attend our resident meetings.**

## Thursday August 12, 2021 at 6:00 pm

One Tap Mobile: US: [+12133388477,91992790793#](tel:+12133388477,91992790793) or [+12063379723,91992790793#](tel:+12063379723,91992790793)

Meeting URL: <https://a2gov.zoom.us/j/91992790793?pwd=WEJDamtVTkZteE9ES3lvSFVkJmNpdz09>

(<https://a2gov.zoom.us/j/91992790793?pwd=WEJDamtVTkZteE9ES3lvSFVkJmNpdz09>).

Meeting ID: 919 9279 0793                      Passcode: 275753

Join by Phone: US: +1 213 338 8477 or +1 206 337 9723 or 888 788 0099 (Toll Free) or 877 853 5247 (Toll Free)

Meeting ID: 919 9279 0793

## Tuesday, August 17, 2021 at 9:00 am

One Tap Mobile: US: [+12063379723,98220271104#](tel:+12063379723,98220271104) or [+12133388477,98220271104#](tel:+12133388477,98220271104)

Meeting URL: <https://a2gov.zoom.us/j/98220271104?pwd=N3RaamprTGZhMUVueFBJWDBOYXJvdz09>

(<https://a2gov.zoom.us/j/98220271104?pwd=N3RaamprTGZhMUVueFBJWDBOYXJvdz09>).

Meeting ID: 982 2027 1104                      Passcode: 647970

Join by Phone: US: +1 206 337 9723 or +1 213 338 8477 or 877 853 5247 (Toll Free) or 888 788 0099 (Toll Free)

Meeting ID: 982 2027 1104

**Public Hearing Wednesday, August 18, 2021 at 6:00 pm**

Meeting URL: <https://a2gov.zoom.us/j/95108894821?pwd=UTI1QVQ3d0NiOHN2VXRpbzI5K0xLUT09>  
(<https://a2gov.zoom.us/j/95108894821?pwd=UTI1QVQ3d0NiOHN2VXRpbzI5K0xLUT09>).

**Moving To Work**

- [MTW Draft Plan \(/departments/Housing/Documents/Draft%20Plan.pdf\)](/departments/Housing/Documents/Draft%20Plan.pdf).

**Resident Meeting Notes**

- [Resident Meeting 8/12/21 \(/departments/Housing/Documents/Moving%20to%20Work%208.12.21%20Resident%20Meeting%20Notes.pdf\)](/departments/Housing/Documents/Moving%20to%20Work%208.12.21%20Resident%20Meeting%20Notes.pdf).
- [Resident Meeting 8/17/21 \(/departments/Housing/Documents/Moving%20to%20Work%208.17.21%20Resident%20Meeting%20Notes.pdf\)](/departments/Housing/Documents/Moving%20to%20Work%208.17.21%20Resident%20Meeting%20Notes.pdf).
- [Public Meeting 8/18/21 \(/departments/Housing/Documents/Moving%20to%20Work%208.18.21%20Public%20Hearing%20Notes.pdf\)](/departments/Housing/Documents/Moving%20to%20Work%208.18.21%20Public%20Hearing%20Notes.pdf).

**Public Comment**

If you have questions or comments about the Moving To Work program, please contact us.

We are looking for innovative and creative ideas for the MTW program. Contact us at [wbrand@a2gov.org](mailto:wbrand@a2gov.org).

## **Moving to Work**

### **Public Hearing**

**Held August 18, 2021**

**Ann Arbor Housing Commission (AAHC) held a Public Hearing on August 18, 2021 to discuss the AAHC's desire to place an application for the HUD Moving to Work (MTW) Demonstration Program Cohort # 4: Landlord Incentive. Below is a summary of the discussion including public input.**

**Attendees:** Weneshia Brand, Misty Hendershot, Bryce Allmacher, Patricia Jenkins, Dr. Lee Meadows, Deanna Boer, Thierry Batalonga, Julie Grand, Lisa Lavan, Riccia Lewis, Tisha Wilson, Caroline Sanders, and Community Member K.

#### **Discussion:**

**Jenkins:** I'd like to know if landlords told HUD that delays in HQS inspections and inadequate amounts of housing subsidy are incentives for owners to participant in the housing choice voucher program?

- HUD has created a website dedicated to Landlords who participate in the Housing Choice Voucher program. It seems likely, that HUD has a forum that welcome input from landlords.

**Sanders:** Asked how well does Washtenaw county residents knows who controls the housing choice vouchers in Washtenaw?

- HUD regulation requires the PHA to define the jurisdiction/area they'll serve. The public can find out what PHA covers their desired area on HUD's website.

**Sanders:** Asked if residents know how to apply for the housing choice voucher?

- HUD required the PHA to post a notice informing the public how to apply for assistance; often you can find the information in the local news publication and PHA website.

**Sanders:** Asked when the waiting list opens; why doesn't the commission provide more notice and says that the notice are confusing.

- HUD requires the PHA to provide at minimum two-week notice prior to opening the waiting list. The notice must describe the program, preference if any, the bedroom size, the date and time the list will open and close, and instructions how to apply.

**Lewis:** Asked if the commission has a program that allows people to purchase homes?

- AAHC does administer the Housing Choice Voucher Homeownership Program.

## **..Title**

Resolution to Approve the Moving To Work Plan Cohort # 4: Landlord Incentives

## **..Memorandum**

Moving to Work (MTW) is a demonstration program for public housing authorities (PHAs) that provides them the opportunity to design and test innovative, locally-designed strategies that use Federal dollars more efficiently, help residents find employment and become self-sufficient, and increase housing choices for low-income families. MTW gives PHAs exemptions from many existing public housing and voucher rules and more flexibility with how they use their Federal funds. MTW PHAs are expected to use the opportunities presented by MTW to inform HUD about ways to better address local community needs.

The MTW statutory objectives are to reduce costs, give households incentives to achieve economic self-sufficiency, and to increase housing choice. The statute requires MTW agencies to: 1) serve the same number of low-income families as they would without MTW funding flexibility; 2) serve a mix of families by size comparable to the mix they would have served if they were not in MTW; 3) ensure that 75% of the families they assist have income at or below 50% of area median income; 4) ensure that assisted units meet housing quality standards; and 5) establish a reasonable rent policy.

NOTICE PIH 2021-03: COHORT #4 – LANDLORD INCENTIVES lays out the process by which 30 PHAs will be selected for the fourth cohort of the MTW Demonstration Expansion, which will evaluate landlord incentives and their effect on landlord participation in the HCV program. PIH identified seven MTW activities in the MTW Operations Notice that have the potential to act as landlord incentives. In addition, two Cohort Specific MTW Waivers are available for PHAs. Together, the MTW Operations Notice and Cohort Specific MTW Waivers are referred to as the "Cohort #4 MTW Activities List." PHAs in the fourth cohort must implement at least two activities from the Cohort #4 MTW Activities List.

Attached is a final MTW Plan that will be submitted to HUD no later than October 15, 2021.

## **...Staff**

Prepared by: Weneshia Brand, Director of Operations, Ann Arbor Housing Commission  
Approved by: Jennifer Hall, Executive Director, Ann Arbor Housing Commission

## **..Body**

WHEREAS, AAHC desires to obtain Moving to Work (MTW) designation under HUD's fourth cohort of the MTW Expansion; and

WHEREAS, AAHC complied with Section 5(C)(i)(c) of PIH Notice 2021-03 & 2021-19 and held two resident meetings and one public hearing as required on August 12<sup>th</sup>, August 17<sup>th</sup>, and August 18<sup>th</sup>, respectively; and

RESOLVED, AAHC will comply with the MTW objectives, MTW statutory requirements, and MTW Operations Notice; and

RESOLVED, AAHC is committed to implementing the landlord incentive activities proposed in the MTW Plan and application package; and

RESOLVED, that the Ann Arbor Housing Commission Board approves the Moving To Work Plan, Application Package, and Certifications for submission to HUD no later than October 15, 2021.

# Certification of Consistency with the Consolidated Plan

U.S. Department of Housing  
and Urban Development

I certify that the proposed activities/projects in the application are consistent with the jurisdiction's current, approved Consolidated Plan.  
(Type or clearly print the following information:)

Applicant Name: Ann Arbor Housing Commission

Project Name: Moving to Work Program

Location of the Project: Washtenaw and Monroe Counties

Name of the Federal Program to which the applicant is applying: Moving to Work - Cohort 4

Name of Certifying Jurisdiction: Washtenaw County

Certifying Official of the Jurisdiction Name: Gregory Dill

Title: County Administrator

Signature:   
9883009D1DA84F8...

Date: 9/15/2021

# Certification of Payments to Influence Federal Transactions

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

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

Signature

Date (mm/dd/yyyy)



# DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

Approved by OMB

0348-0046

(See reverse for public burden disclosure.)

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



## INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.  
  
(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503.