

## Community Development Committee

Meeting date: Tuesday, September 8, 2020

For the Metropolitan Council meeting of September 23, 2020

**Subject:** 2021 Public Housing Agency Plan Approval

**District(s), Member(s):** District(s), Member(s): All

**Policy/Legal Reference:** 24 Code of Federal Regulations, Part 903

**Staff Prepared/Presented:** Terri Smith, Director, Housing and Redevelopment Authority, (651) 602-1187

**Division/Department:** Community Development / Housing and Redevelopment Authority

### Proposed Action

That the Metropolitan Council:

1. Approve the 2021 Public Housing Agency (PHA) Plan, including changes to the Housing Choice Voucher Administrative Plan.
2. Authorize the Metropolitan Council Chair to execute the required certifications.
3. Direct staff to submit the final Plan to the U.S. Department of Housing and Urban Development.

### Background

As an administrator of the U.S. Department of Housing and Urban Development (HUD) Housing Choice Voucher program, the Council's Housing and Redevelopment Authority (Metro HRA) is required to prepare and submit an annual update to its Public Housing Agency (PHA) Plan.

The PHA Plan serves as a guide to the Metro HRA programs, policies, operations and strategies for serving the needs of very low and extremely low-income households. The PHA Plan is intended to be a convenient source of information for program participants, HUD and the general public.

There are two parts to the PHA Plan. The Five (5) Year Plan (last approved in 2019 for the years 2020-2024) describes the mission of the agency and the agency's long-range goals and objectives for achieving its mission over a five-year period. The Annual Plan (last approved in 2019 for the year 2020) is an update relating to the general policies and procedures for providing service in the coming year and is the subject of this approval.

The Housing Choice Voucher Administrative Plan, the main policy document of the Metro HRA, is reviewed and updated annually as HUD adopts new or revised regulations and as the agency determines a need for policy revisions. The Administrative Plan becomes an attachment to the PHA Plan. Staff has prepared updates to the Annual PHA Plan and the Housing Choice Voucher Administrative Plan.

The [2021 Metro HRA Draft Annual Plan](#), the [2020 Metro HRA Draft Administrative Plan](#) with all changes red-lined, and a Summary of Proposed Changes are attached and available for review online.

Staff recommends approval of the 2021 Annual PHA Plan and the amendments to the Housing Choice Voucher Administrative Plan as proposed.

## **Rationale**

Federal regulations for the Housing Choice Voucher Program require submittal of the Annual PHA Plan.

## **Thrive Lens Analysis**

The PHA Plan and Housing Choice Voucher Administrative Plan support the Thrive outcomes of equity, livability, and stewardship. By using a Thrive Lens, discretionary policies of the HRA promote equity and choice, while ensuring that the federal resources to fund the Housing Choice Voucher Program are maximized to serve families efficiently.

## **Funding**

Developing the Public Housing Agency Plan is a regular part of the Metro HRA's annual workload and ensures compliance with the Department of Housing and Urban Development.

## **Known Support / Opposition**

As required by HUD, the draft Plan was open for a 45-day public comment period. HRA staff hosted meetings with Resident Advisory Board to review the PHA Plan elements and provide comments on proposed policy changes. A summary of their comments can be found as Attachment E of the PHA Plan. A public hearing was held at the Community Development Committee meeting on Monday, August 17, 2020. No comments were received at the public hearing.

<b>Streamlined Annual PHA Plan (HCV Only PHAs)</b>	<b>U.S. Department of Housing and Urban Development Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226 Expires 02/29/2016</b>
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**Purpose.** The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

**Applicability.** Form HUD-50075-HCV is to be completed annually by **HCV-Only PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, High Performer PHA, Small PHA, or Qualified PHA do not need to submit this form. Where applicable, separate Annual PHA Plan forms are available for each of these types of PHAs.

**Definitions.**

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers, and was designated as a high performer on both of the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments if administering both programs, or PHAS if only administering public housing.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, or at risk of being designated as troubled, that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceeds 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment, and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceeds 550, and that was designated as a standard performer in the most recent PHAS and SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined, and is not PHAS or SEMAP troubled.

<b>A.</b>	<b>PHA Information.</b>																																			
A.1	<p>PHA Name: <u>Metropolitan Council Housing and Redevelopment Authority</u>  PHA Code: <u>MN 163</u>  PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>1/2021</u>  PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)  Number of Housing Choice Vouchers (HCVs) <u>6812</u>  PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission</p> <p><b>Availability of Information.</b> In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at the main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website.</p> <p><input type="checkbox"/> <b>PHA Consortia:</b> (Check box if submitting a joint Plan and complete table below)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">Participating PHAs</th> <th style="width: 10%;">PHA Code</th> <th style="width: 25%;">Program(s) in the Consortia</th> <th style="width: 20%;">Program(s) not in the Consortia</th> <th style="width: 20%;">No. of Units in Each Program</th> </tr> </thead> <tbody> <tr> <td>Lead HA:</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program	Lead HA:																													
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<b>B.</b>	<b>Annual Plan.</b>				
<b>B.1</b>	<p><b>Revision of PHA Plan Elements.</b></p> <p>(a) Have the following PHA Plan elements been revised by the PHA since its last Annual Plan submission?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Housing Needs and Strategy for Addressing Housing Needs.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Financial Resources.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Rent Determination.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Operation and Management.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Informal Review and Hearing Procedures.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Homeownership Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Substantial Deviation.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Significant Amendment/Modification.</p> <p>(b) If the PHA answered yes for any element, describe the revisions for each element(s):</p> <p><b>Revised Housing Choice Voucher Changes are listed as Attachment B Summary of Changes.</b></p>				
<b>B.2</b>	<p><b>New Activities</b></p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?</p> <p>Y N</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Project Based Vouchers.</p> <p>(b) If this activity is planned for the current Fiscal Year, describe the activities. Provide the projected number of project-based units and general locations and describe how project-basing would be consistent with the PHA Plan.</p> <p><b>The Metropolitan Council HRA has awarded a total of 823 PBVs in 47 projects throughout the Twin Cities region. The HRA will offer and award up to 20% of its Housing Choice Voucher baseline allocation in Project Based Vouchers. The service area of the Metro HRA spans nearly 100 communities. The HRA will award PBVs according to the offer and award criteria outlined in Chapter 17 of the Administrative Plan.</b></p>				
<b>B.3</b>	<p><b>Most Recent Fiscal Year Audit.</b></p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N N/A</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe:</p>				
<b>B.4</b>	<p><b>Civil Rights Certification</b></p> <p><a href="#">Form HUD-50077</a>, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>				
<b>B.5</b>	<p><b>Certification by State or Local Officials.</b></p> <p><a href="#">Form HUD 50077-SL</a>, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>				

**B.6 Progress Report.**

Provide a description of the PHA's progress in meeting its Mission and Goals described in its 5-Year PHA Plan.

**GOAL: Maintain/increase the availability of decent, safe and affordable housing and be responsible stewards of the region's finite resources**

- Maximize utilization of Section 8 Housing Choice Voucher program funds and vouchers
- Apply for additional Vouchers if made available
- Administer the Project -Based Voucher program and continue to offer PBVs as an opportunity to gain affordable units in resource rich neighborhoods.
- Continue to own and operate 150 Council-owned affordable housing units in suburban locations
- Maintain high performer Section 8 Management Assessment Program (SEMAP) status
- Continue to assess HRA operations, evaluate current policies and procedures to ensure the agency is operating at its optimal level
- Continue to apply for new funding and program opportunities when they become available
- Continue to work towards receiving a Moving to Work status through either a regional designation in partnership with Minneapolis Public Housing or through a HUD MTW Cohort Expansion

**PROGRESS:**

- Maintained 98.59% utilization for the HCV program in most recent funding year.
- Received 81 Vouchers through the Rental Assistance Demonstration program in partnership with Carver County, 40 Tenant Protection Vouchers for a Minnetonka Opt Out project and 8 additional vouchers to serve veterans through the VASH program
- Applied for 300 additional Mainstream Vouchers through a competitive grant application and was awarded 67 initially and an additional 47 as a result of connecting people to housing stability during COVID-19.
- Continues to administer and award Project Based Vouchers.
- Operated 150 Council-owned housing units at 97% occupancy, in partnership with Kingwood Management.
- Continue to assess operations, policies and procedures and make policy and procedural changes as needed.
- Received a letter from the U.S. Department of Housing and Urban Development in support in concept of a regional Moving to Work partnership between the Minneapolis Public Housing Authority and the Metro HRA. The agencies continue to explore MTW options with HUD to determine if a partnership is feasible. Extensive public and board engagement will occur prior to any formal commitments.

**GOAL: Increase assisted housing choices for all residents across race, ethnicity and income through expansive owner recruitment and retention efforts**

*Recruitment:*

- Conduct landlord outreach to unit owners, including owners in resource rich areas
- Conduct regular landlord meetings to explain program for new or potential landlords
- Conduct presentations to educate landlords and property owners about the Section 8 program at various landlord groups
- Conduct focus group conversations to non-participating landlords
- Maintain HRA web page providing program information to potential landlords

*Retention:*

- Conduct annual owner workshops
- Maintain HRA web page providing program information for current landlords
- Circulate quarterly owner newsletter

**PROGRESS:**

- Provided housing search assistance for hard-to-house voucher holders in all areas of the region, including resource-rich areas
  - Assisted 76 hard-to-house families with voucher placement
  - Additional 35 in progress
- Conducted new landlord briefings
- Conducted Owner Workshop for participating landlords
- Presented at a variety of community meetings and landlord coalition meetings
- Published 2 Owner Newsletters

**GOAL: Encourage movement to areas in the region with less than 20% poverty and above average performing schools.**

- Educate participants on potential outcomes of moving to high-opportunity areas near good schools with lower crime and along the region's transit routes
- Provide mobility counseling services to educate and encourage movement to resource rich areas
- Measure progress and learn from results to guide policy refinement
- Continue to look at regional partnerships that allow choice and access for families in the region. Apply for Mobility Demonstration from the funds allocated through the Consolidated Appropriations Act, 2019

**PROGRESS:**

- 59 Active participants in Community Choice, Mobility Counseling Program
  - 21 in Pre-Move status completing financial literacy training, tenant education and other preparation for voucher issuance
  - 38 in Post-Move status that includes quarterly home / remote visits
  - 9 graduated – completed 2 years as an enrolled participant
- 37 voucher holders attended tenant education workshops
- 67 families attended financial literacy and tenant education classes.

**GOAL: Administer programs to encourage integrated settings to provide rental assistance for persons with disabilities**

- Administer the Minnesota State funded Bridges Rent Assistance program to provide rent assistance to persons with disabilities in partnership with Anoka, Hennepin and Ramsey counties
- Administer the Non-Elderly Disabled program, providing Section 8 rental assistance to disabled families and individuals
- Administer the Continuum of Care program, a program administered in partnership with the Metro HRA to provide rent assistance and the Hennepin, Ramsey and Anoka County to provide case management to ensure success in independent living for disabled households
- Administer a Family Unification Program in partnership with Anoka county, promoting housing stability for families involved in the child protection system
- Apply for additional Mainstream vouchers, if available

**PROGRESS:**

- Continue to provide housing assistance for persons with mental illness through the Bridges Program.
- Continue to assist 200 non-elderly people with disabilities through Non-Elderly Disabled (NED) Vouchers
- Awarded funds through HUD to continue to serve over 300 chronically homeless families through the COC program
- Awarded 89 Mainstream Vouchers in 2018, 67 in 2019 and additional 46 in 2020 to provide rent assistance for non-elderly persons with disabilities experiencing homelessness or at risk of homelessness.

**GOAL: Contribute to the State of MN goal of ending long-term homelessness and the Federal strategic plan to prevent and end homelessness**

- Administer a Veteran’s Affairs Supportive Housing (VASH) Program
- Provide PBV assistance in developments that serve people experiencing homelessness
- Administer a Continuum of Care program to house homeless persons with disabilities using the Housing First model and person-centered approach
- Administer the Mainstream Voucher Program to provide federal voucher subsidy to people experiencing homelessness and using the Metro Transit system as temporary shelter
- Explore opportunity for rent assistance programs to assist in stabilizing homeless families that partner with schools and other providers
- Implement a Move-Up preference that would give a priority on the Housing Choice Voucher waiting list to individuals and families that transitioning or “moving-up” from Permanent Supportive Housing Units

**PROGRESS:**

- Administer the VASH program serving 165 formerly homeless veterans
- Continue to award PBV to housing providers serving homeless populations.
- Administers the COC program, housing over 300 formerly homeless families.
- Implemented a Move-Up preference for 40 vouchers to individuals and families transitioning out of permanent supportive housing, in cooperation with the Continuums of Care.
- Continue to explore and apply for funding opportunities as they arise.

**GOAL: Promote self-sufficiency and stabilize families**

- Educate voucher tenants through financial literacy and tenant education classes
- Provide housing search assistance to applicants with high barriers
- Focus on a person-centered approach, setting program participants up for success
- Administer a Family Self-Sufficiency Program
- Provide PBVs in supportive housing projects
- Implement harm reduction and prevention strategies to foster housing stability
- Research and explore HCV Homeownership program

**PROGRESS:**

- Continue to award and provide PBV’s in supportive housing projects that focus on self-sufficiency.
- Provide tenant education and financial literacy classes to voucher families experiencing barriers to success.
- Continue to explore funding and partnership opportunities that encourage self-sufficiency, including the implementation of a Move-Up preference.

**B.7 Resident Advisory Board (RAB) Comments.**

(a) Did the RAB(s) provide comments to the PHA Plan?

Y N

(a) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.

**The Plan is currently under review. Any submitted comments will be included with the Plan submission to HUD.**

# Instructions for Preparation of Form HUD-50075-HCV

## Annual PHA Plan for HCV Only PHAs

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### A. PHA Information. All PHAs must complete this section. ([24 CFR §903.23\(4\)\(e\)](#))

A.1 Include the full **PHA Name**, **PHA Code**, **PHA Type**, **PHA Fiscal Year Beginning** (MM/YYYY), **Number of Housing Choice Vouchers (HCVs)**, **PHA Plan Submission Type**, and the **Availability of Information**, specific location(s) of all information relevant to the public hearing and proposed PHA Plan.

**PHA Consortia:** Check box if submitting a Joint PHA Plan and complete the table. ([24 CFR §943.128\(a\)](#))

### B. Annual Plan. All PHAs must complete this section. ([24 CFR §903.11\(c\)\(3\)](#))

#### B.1 Revision of PHA Plan Elements. PHAs must:

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the “yes” box. If an element has not been revised, mark “no.”

**Housing Needs and Strategy for Addressing Housing Needs.** Provide a statement addressing the housing needs of low-income, very low-income families who reside in the PHA’s jurisdiction and other families who are on the Section 8 tenant-based waiting list. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income), (ii) elderly families and families with disabilities, and (iii) households of various races and ethnic groups residing in the jurisdiction or on the waiting list based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. ([24 CFR §903.7\(a\)\(1\)](#) and [24 CFR §903.7\(a\)\(2\)\(i\)](#)). Provide a description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. ([24 CFR §903.7\(a\)\(2\)\(ii\)](#))

**Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.** A statement of the PHA’s policies that govern resident or tenant eligibility, selection and admission including admission preferences for HCV. ([24 CFR §903.7\(b\)](#))

**Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA’s anticipated resources, such as PHA HCV funding and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources. ([24 CFR §903.7\(c\)](#))

**Rent Determination.** A statement of the policies of the PHA governing rental contributions of families receiving tenant-based assistance, discretionary minimum tenant rents, and payment standard policies. ([24 CFR §903.7\(d\)](#))

**Operation and Management.** A statement that includes a description of PHA management organization, and a listing of the programs administered by the PHA. ([24 CFR §903.7\(e\)\(3\)\(4\)](#)).

**Informal Review and Hearing Procedures.** A description of the informal hearing and review procedures that the PHA makes available to its applicants. ([24 CFR §903.7\(f\)](#))

**Homeownership Programs.** A statement describing any homeownership programs (including project number and unit count) administered by the agency under section 8y of the 1937 Act, or for which the PHA has applied or will apply for approval. ([24 CFR §903.7\(k\)](#))

**Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements.** A description of any PHA programs relating to services and amenities coordinated, promoted, or provided by the PHA for assisted families, including those resulting from the PHA’s partnership with other entities, for the enhancement of the economic and social self-sufficiency of assisted families, including programs provided or offered as a result of the PHA’s partnerships with other entities, and activities under section 3 of the Housing and Community Development Act of 1968 and under requirements for the Family Self-Sufficiency Program and others. Include the program’s size (including required and actual size of the FSS program) and means of allocating assistance to households. ([24 CFR §903.7\(l\)\(i\)](#)) Describe how the PHA will comply with the requirements of section 12(c) and (d) of the 1937 Act that relate to treatment of income changes resulting from welfare program requirements. ([24 CFR §903.7\(l\)\(iii\)](#)).

**Substantial Deviation.** PHA must provide its criteria for determining a “substantial deviation” to its 5-Year Plan. ([24 CFR §903.7\(r\)\(2\)\(i\)](#))

**Significant Amendment/Modification.** PHA must provide its criteria for determining a “Significant Amendment or Modification” to its 5-Year and Annual Plan. Should the PHA fail to define ‘significant amendment/modification’, HUD will consider the following to be ‘significant amendments or modifications’: a) changes to rent or admissions policies or organization of the waiting list; or b) any change with regard to homeownership programs. See guidance on HUD’s website at: [Notice PIH 1999-51](#). ([24 CFR §903.7\(r\)\(2\)\(ii\)](#))

If any boxes are marked “yes”, describe the revision(s) to those element(s) in the space provided.

**B.2 New Activity.** If the PHA intends to undertake new activity using Housing Choice Vouchers (HCVs) for new Project-Based Vouchers (PBVs) in the current Fiscal Year, mark “yes” for this element, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake this activity, mark “no.” ([24 CFR §983.57\(b\)\(1\)](#) and Section 8(13)(C) of the United States Housing Act of 1937.

**Project-Based Vouchers (PBV).** Describe any plans to use HCVs for new project-based vouchers. If using PBVs, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan.

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- B.3 Most Recent Fiscal Year Audit.** If the results of the most recent fiscal year audit for the PHA included any findings, mark “yes” and describe those findings in the space provided. ([24 CFR §903.11\(c\)\(3\)](#), [24 CFR §903.7\(p\)](#))
- B.4 Civil Rights Certification.** Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulation*, must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the AFFH Certification if: it can document that it examines its programs 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. ([24 CFR §903.7\(o\)](#))
- B.5 Certification by State or Local Officials.** Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, including the manner in which the applicable plan contents are consistent with the Consolidated Plans, must be submitted by the PHA as an electronic attachment to the PHA Plan. ([24 CFR §903.15](#))
- B.6 Progress Report.** For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA’s progress in meeting the mission and goals described in the 5-Year PHA Plan. ([24 CFR §903.11\(c\)\(3\)](#), [24 CFR §903.7\(r\)\(1\)](#))
- B.7 Resident Advisory Board (RAB) comments.** If the RAB provided comments to the annual plan, mark “yes,” submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA’s decision made on these recommendations. ([24 CFR §903.13\(c\)](#), [24 CFR §903.19](#))

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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the Annual PHA Plan. The Annual PHA Plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA’s operations, programs, and services, and informs HUD, families served by the PHA, and members of the public for serving the needs of low- income, very low- income, and extremely low- income families.

Public reporting burden for this information collection is estimated to average 4.5 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**Privacy Act Notice.** The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality



# Metropolitan Council Housing and Redevelopment Authority, MN163

## 2021 Public Housing Agency Plan

### Attachments Table of Contents

Attachment A	HCV Administrative Plan
Attachment B	Summary of Changes
Attachment C	HUD 50077-ST-HCV-HP- PHA Certifications of Compliance with the PHA Plan and Related Regulations including Required Civil Rights Certifications
Attachment D	Fiscal Year Audit
Attachment E	Resident Advisory Board (RAB) Comments
Attachment F	Form HUD 50077 SL, Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan

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**Attachment A  
2020 DRAFT Administrative Plan for the  
Housing Choice Voucher Program**

**Is located on the PHA Website:**

**<http://metro council.org/Housing/Publications-Resources-NEW.aspx>**

**[Click on Metro HRA PLANS & REPORTS](#)**

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**Attachment B**  
**2020 Housing Choice Voucher Administrative Plan**  
**Summary of Changes**

Metropolitan Council, Metro HRA

**The Summary of Changes provides an overview of the recommended red-lined changes to the  
2020 Housing Choice Voucher Administrative Plan.**

## **CHAPTER 4: APPLICATIONS, WAITING LIST AND TENANT SELECTION**

### **4-III.C. SELECTION METHOD**

#### **LOCAL PREFERENCES [24 CFR 982.207; HCV P. 4-16]**

The HRA is proposing to revise its local preferences policy to include a “Homework Starts with Home” Preference. This preference would be in partnership with Solid Ground, Suburban Ramsey Family Collaborative and suburban Ramsey County school districts (program partners) to provide rent assistance to people of underserved and under-supported populations including black, indigenous and people of color, and lesbian, gay, bisexual, transgender, queer or questioning and Intersex (LGBTQI) students and families who are homeless, doubled up or at imminent risk of homelessness.

- The PHA will allocate up to 20 Housing Choice Vouchers per calendar year toward the HSWH partnership. Once these vouchers have been utilized in a calendar year, no additional priority will be given under this category.

*DISCRETIONARY CHANGE: This policy would assist the Metro HRA in meeting its goals to end homelessness in the State of Minnesota and implement investment in place strategies.*

## **CHAPTER 17: PROJECT BASED VOUCHERS**

### **17-II.B OWNER PROPOSAL SELECTION PROCEDURES**

#### **Solicitation and Selection of PBV Proposals [24 CFR 983.51(b) and (c)]**

These proposed policy changes are to align the PBV offer and award criteria more closely with Council goals and allow the Metro HRA to offer and award PBVs independently through independent issuance of a Request for Proposals.

*DISCRETIONARY CHANGE: Policy alignment with Council goals, the Council’s Livable Communities Program Fund Distribution Plan and the Council’s Housing Policy Plan.*

**Civil Rights Certification**  
*(Qualified PHAs)*

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB Approval No. 2577-0226  
Expires 02/29/2016

**Civil Rights Certification**

**Annual Certification and Board Resolution**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official, I approve the submission of the 5-Year PHA Plan for the PHA of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the public housing program of the agency and implementation thereof:*

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those program, addressing those impediments in a reasonable fashion in view of the resources available and working with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.

Metropolitan Council Housing Redevelopment Authority  
PHA Name

MN163  
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)

Name of Authorized Official Charlie Zelle	Title Metropolitan Council Chair
Signature	Date

**Attachment D**  
**2021 PHA PLAN**

**Metropolitan Council**

**[2019 Comprehensive Annual Financial Report](#)**

**[Fiscal Year Ended December 31, 2019](#)**

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## **Metro HRA RESIDENT ADVISORY BOARD MEETING**

### **Background**

The HRA hosted a Resident Advisory Board Meeting on June 30, 2020 from 3-5pm WebEx

Metro HRA Attendees: Ryane L, Tammy P, Dralandra L, Tasha B, Abdiaziz I, Renae P

RAB Members Attendees: 6 total

The subject of the RAB meeting was to discuss the implementation of Small Area Fair Market Rents. The RAB members engaged in conversation virtually for the first time with HRA staff, as a result of COVID-19. As a group, the members discussed the move packet that the HRA will be sending out. The packet includes a chart of new payment standards (Small Area Fair Market Rents) and a link to the website, a letter explaining the steps to move, and a utility and budget worksheet. These are the documents members discussed with HRA staff.

### **PROPOSED POLICY: MOVE PACKET PAGE 1**

*The RAB discussed the following question:*

- Is the communication and letters regarding the implementation of Small Area Fair Market rents clear? If you received this letter in the mail would you understand what you needed to do and how your rent would be calculated under the new SAFMRs?

#### RAB Comments

Members did not have many comments/questions concerning the first page. From reading the first page, it did raise a question for one of our members.

Board Member: Next year when a pre-existing renter doesn't plan on moving and the recerts happen, the owner will see the payment standards has gone up. So, the owner can ask for more rent and that will come out of the renter's pocket.

Staff: Your landlord can raise the rent as much as they want. If your landlord raises the amount more than what you can pay, it may not impact you at all. The HRA may have to pay the extra. The increase in rent with the new payment standards only affects you if its above your income.

### **PROPOSED POLICY: MOVE PACKET BUDGET WORKSHEET PAGE 2**

*The RAB discussed the following questions:*

- If this worksheet came in the mail with your voucher and RTA, would it feel overwhelming to do some math and plug in these numbers using the worksheet?

#### RAB Comments

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Members agreed that the budget worksheet makes them feel empowered and self-sufficient. The worksheet gives the members a sense of independence and competence. They felt confident enough to work through the worksheet and calculate their Total Tenant Payment without calling their coordinator.

Members agreed if they would have had this worksheet in the past it would have been extremely helpful in calculating their rent. One RAB member mentioned in the past, her rent was calculated wrong by her coordinator, had she had a budget worksheet like this she could have notified her coordinator of the mistakes herself.

Members agreed it would be beneficial to provide a budget worksheet example attached to the letter with detailed instructions on how to get the numbers filled in the example

Other comments made by the members for this page:

“Yes, its doable” “Saves time, we don’t have to call our coordinator, you can just figure it out yourself” “This is an accessible tool tenants can use to help them w calculating their TTP”

### **PROPOSED POLICY: MOVE PACKET UTILITY WORKSHEET PAGE 3 AND 4**

*The RAB discussed the following questions:*

- How do you feel about the utility chart?
- If you were not on this call listening to an explanation of the move packet, would any of these words sound unfamiliar? Do you understand the language being used in the budget worksheet?

#### RAB Comments

Members did not have many comments/questions concerning the utility chart. The members unanimously agreed the utility chart is much more simplified than our current utility chart. There are less numbers and more space in the new utility chart.

#### Step 2 “Enter Tenant Paid Utilities” on the Budget Worksheet

Members agreed it would be helpful to add: *“From your utility worksheet”* OR *“Add the page Number. Give members page indicators when working through the worksheet, something that helps guide tenants.*

#### Step 3 “Add the Payment Standard” on the Budget Worksheet

Members stated to make it clear on this step that tenants **MUST USE THE NEW PAYMENT STANDARD SHEET** not the old payment standard sheet. Add a link to the website on this step or say *“Go to new payment standard chart attached to this letter”* OR *“On page X use the new payment standard chart”*

The wording is inconsistent. The language used above is not consistent with the language used below on this page. The phrase “Maximum Rent” is not mentioned in the beginning. Tenants aren’t introduced to this phrase until they get to the calculation section below.

Defining maximum rent in the beginning would be helpful for completing the calculations later

Attach an example of the budget worksheet w calculations filled in and details on how we got those numbers

#### Other RAB questions and comments

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Members made comments about participating in the Rent to Own/ Family Self-Sufficiency program. In the past, the Metro HRA would match tenants' portion of the rent every year and hold these funds for the family. Families were able to redeem these funds, once they were no longer receiving assistance. RAB members felt the family self-sufficiency program should get re-introduced because it provided families with an opportunity to build wealth while receiving rent assistance. Members commented that the program sets families up to be successful after being on Section 8. One of the RAB member's friends/family participated in the FSS and are now homeowners.

- Enables people of color to become homeowners; there is a huge racial disparity gap when it comes to home ownership the FSS program help bridge that gap
- Members felt the program would help the HRA with budget issues; if families are able to move off the program because they have FSS funds, then Metro HRA would assist less voucher holders because more families would be moving off Section 8
- Market the program more, some members were unaware of this; coordinator had not mentioned it to them and by the time they did it was too late to submit required documents
- Create a "projection plan" concerning their finances/ different areas of their life SMART goals

Staff: How do you feel about using WebEx and virtual meetings?

Many of the members are familiar with Zoom and prefer to use Zoom over WebEx.

- A few members had a hard time logging onto the call because the password did not work for them. Some members had to type the password in more than once to get on the call. Others had audio issues and were unable to speak during the call.
  - A few members were able to use the WebEx functions such as raising their hands.

RAB Member: Can owners deny families with Section 8 vouchers?

Staff: Participation in the Section 8 or other rent assistance programs is voluntary by landlords who can choose to or choose not to accept voucher holders. Some cities such as Mpls are prohibiting owners from discriminating against tenants receiving rent assistance. Ultimately, at the federal level it is up to the landlord to participate in the program, but the owner cannot deny families solely based off their participation in the Section 8 program.

RAB Member: How does new inspections work?

Staff: We are doing virtual inspections now due to COVID. Our inspector schedules a time with you to complete an inspection virtually. You walk them through your house using your electronic device. I think tenants prefer this method because you don't have to worry about an inspector coming into your home. It feels less invasive.

What happens if the landlord decides to increase the rent due to the new payment standards?

HRA Staff: The new payment standards only affects you when you decide to move. If you decide to stay in your current unit, then you will keep your old payment standard. It only applies when you move. The landlord can raise the rent and we've been getting call from owners explaining they will increase the rent. If your landlord raises the amount more than what you can pay, it may not impact you at all. The HRA may have to pay the extra.

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**Certification by State or Local  
Official of PHA Plans Consistency  
with the Consolidated Plan or  
State Consolidated Plan  
(All PHAs)**

U. S Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 2/29/2016

**Certification by State or Local Official of PHA Plans  
Consistency with the Consolidated Plan or State Consolidated Plan**

I, Tony Schertler, the Executive Director  
*Official's Name* *Official's Title*

certify that the 5-Year PHA Plan and/or Annual PHA Plan of the

Metropolitan Council Housing and Redevelopment Authority (Metro HRA)  
*PHA Name*

is consistent with the Consolidated Plan or State Consolidated Plan and the Analysis of

Impediments (AI) to Fair Housing Choice of the

Dakota County Consortium

*Local Jurisdiction Name*

pursuant to 24 CFR Part 91.

Provide a description of how the PHA Plan is consistent with the Consolidated Plan or State Consolidated Plan and the AI.

The Metro HRA administers rent assistance to many special populations including families with HIV, mental illness, homeless and veterans. The HRA is actively working to increase the housing stock for voucher holders, uses project based vouchers to gain permanent units in suburban locations and assists voucher holders in housing placement in low-poverty areas.

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
Tony Schertler	Executive Director, Dakota County CDA
Signature	Date

**Certification by State or Local  
Official of PHA Plans Consistency  
with the Consolidated Plan or  
State Consolidated Plan  
(All PHAs)**

U. S Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 2/29/2016

**Certification by State or Local Official of PHA Plans  
Consistency with the Consolidated Plan or State Consolidated Plan**

I, David Hough, the County Administrator  
*Official's Name* *Official's Title*

certify that the 5-Year PHA Plan and/or Annual PHA Plan of the  
Metropolitan Council Housing and Redevelopment Authority (Metro HRA)  
*PHA Name*

is consistent with the Consolidated Plan or State Consolidated Plan and the Analysis of  
Impediments (AI) to Fair Housing Choice of the  
Hennepin County Consortium  
*Local Jurisdiction Name*

pursuant to 24 CFR Part 91.

Provide a description of how the PHA Plan is consistent with the Consolidated Plan or State Consolidated Plan and the AI.

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Name of Authorized Official	Title
Signature	Date

<p><b>Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan or State Consolidated Plan (All PHAs)</b></p>	<p>U. S Department of Housing and Urban Development Office of Public and Indian Housing OMB No. 2577-0226 Expires 2/29/2016</p>
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**Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan or State Consolidated Plan**

I, Meredith Udoibok, the Office of Community Finance Executive Director  
*Official's Name* *Official's Title*

certify that the 5-Year PHA Plan and/or Annual PHA Plan of the  
Metropolitan Council Housing and Redevelopment Authority (Metro HRA)  
*PHA Name*

is consistent with the Consolidated Plan or State Consolidated Plan and the Analysis of  
 Impediments (AI) to Fair Housing Choice of the  
State of Minnesota-DEED  
*Local Jurisdiction Name*

pursuant to 24 CFR Part 91.

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