



EVERETT
HOUSING AUTHORITY



Moving to Work Application
Cohort 2: Rent Reform

Table of Contents

Part I

a) MTW Plan

I.	Vision for EHA’s Local MTW Program	1
II.	Plan for Future Community/Resident Engagement	5
III.	EHA Operating and Inventory Information	6
IV.	Plan for Local MTW Program	11
V.	Proposed Use of MTW Funds	13
VI.	Evidence of Significant Partnerships	14

b) Rent Reform Information

I.	Alternative Rent Policy Selection and Rationale	16
II.	Alternative Rent Policy Description for Public	21
III.	Information Technology Plan	33

Part II

Appendix 1: Moving to Work Certifications of Compliance

Appendix 2: Public Process Documentation

Appendix 3: Required Standard Forms

Appendix 4: Other Supporting Documentation

EVERETT HOUSING AUTHORITY MTW PLAN

I. VISION FOR LOCAL MTW PROGRAM

Thriving resident households is the driving force behind EHA’s MTW vision and reason for its interest in MTW. All MTW initiatives will focus directly or indirectly on the ability of households to thrive, especially through greater economic independence. MTW provides new tools to address the many challenges and barriers faced by EHA residents in their efforts to thrive, which include:

- **Concentration of assisted housing** in the highest-poverty Census Tract in Snohomish County and one of the highest shares of voucher holders (59%) living in poor, low-opportunity neighborhoods in the state;
- **A declining share of subsidized housing opportunities dedicated to families with children** while over 1,100 Everett schoolchildren and their families experience homelessness;
- **Relatively low median household incomes** but extraordinarily high housing development and rental costs driven by the neighboring Seattle/King County market;
- **Program regulations** limiting EHA’s ability to address local circumstances, for example, the Project-Based Voucher limitations on use and other restrictive requirements;
- **A rent policy** that does not reward work and support households’ potential to thrive;
- **Limited federal and local resources** to invest in self-sufficiency and support services;

MTW flexibility will enhance EHA’s ability to help its households to thrive, and thus to support the community. MTW flexibilities will help EHA households have access to:

- Housing options in communities of opportunity through a housing choice and mobility initiative that will include both choice and place-based strategies
- Greatly expanded support for residents to increase earnings and achieve self-sufficiency
- Staff in all departments and levels organized to maximize household success

The exciting MTW opportunities that EHA believes are key to thriving households include:

- **A New Rent Policy.** EHA’s selected rent policy option, Tiered Rents, will provide households with very strong incentives to become employed, retain employment, increase their earned income, and progress in their careers. EHA will explore ways to strengthen the effectiveness of these incentives during and after the first six years.
- **Project-Based Voucher (PBV) Deployment.** Not only will an expanded and strengthened PBV program result in increased housing choice, it will strengthen EHA’s and its key partners’ ability to address systemic racism in the housing market, especially for families with children, as well as contribute to households’ long-term economic success.
- **Funding Flexibility.** MTW flexibility would allow EHA to use up to 10% of its HAP funding for local non-traditional activities. The use of HAP funds for gap financing will leverage millions of dollars for equitable housing development during the first 6 to 10 years of EHA’s participation in MTW. In addition, EHA will invest directly in services and other efforts to increase household self-sufficiency and stability.
- **Community, Resident, and Staff Engagement.** MTW flexibilities create a substantial opportunity to utilize community partner, resident, and staff ideas to address community needs. EHA values inclusion as a key strategy to improve program outcomes.

Experience and Skills of EHA Personnel Administering the MTW Program

EHA has been successful in attracting highly educated, skilled, and experienced staff at every level of the organization. EHA’s key staff who will be involved in administering MTW have significant experience managing HUD programs:

Ashley Lommers-Johnson, Executive Director, has almost three decades of leadership in HUD programs and 13 years’ experience Seattle, King County, and Baltimore’s MTW programs.

His master's thesis formed the basis for rent policy at Baltimore and Seattle. His rent policy work with residents over two years earned Seattle HUD's 2000 National Best Practice for Policy Development award. At Baltimore he led a public housing department with 13.4% vacancy in 2006 to 0.22% vacancy in 2010 using MTW and administrative innovations. Under his leadership, EHA has received multiple national and local awards and achievements in all areas of operations—RAD conversions, development, HCV, fiscal management, and resident services. He is the President of the Association of Washington Housing Authorities and serves on PHADA's Board of Trustees. PHADA recently recognized him for his leadership on matters related to racial equity in housing.

John Forsyth, Director of Housing Operations and Resident Services, former head of Seattle Housing Authority's Community Services Division with over 15 years' experience in an MTW agency, was instrumental in developing several high-profile public-private partnerships and played a lead role in Yesler mixed-income redevelopment using a Choice Neighborhoods grant.

Wendy Blain, Director of Finance, current president of the Washington Housing Authorities Accounting Professionals, has been key in maintaining EHA's strong record of compliance and innovation and reaching 30 consecutive years without an audit finding in 2020.

Wendy Westby, Director of HCV, leader of EHA's HCV program, averaging close to 100% voucher utilization for the past 6 years, and a 95% resident satisfaction rate in 2020.

Tony Nabors, Director of Diversity, Equity and Inclusion has significant experience guiding organizations through transformations to further racial equity. His work on racial equity at EHA has been recognized statewide and nationally.

Janinna Attick, Senior Policy Analyst, one of five EHA employees with master's degrees in public administration, will play a lead role in developing and analyzing EHA's MTW plans.

Jason Morrow, Director of Development, a key new addition with international private sector housing development experience—his most recent project was a mixed-use property with over 400 housing units in the South Lake Union area adjacent to downtown Seattle.

Abby Karpowitz, Family Self-Sufficiency Coordinator, has been instrumental in creating a successful FSS program by developing and implementing resident self-sufficiency strategies.

Fair Housing and Other Civil Rights Goals, Strategies, and Specific Actions

EHA’s commitment to civil rights and affirmatively furthering fair housing is explicit in its new mission statement: “We create affordable housing, foster healthy communities where households thrive, and *replace systemic racism with equity for all.*” The agency’s Director of Diversity, Equity and Inclusion led development of the plan to operationalize this objective. EHA will also continue past practices to further fair housing objectives:

- EHA administers a content-rich Fair Housing training to all staff in three modules via its e-learning platform as part of the onboarding process and annually thereafter.
- EHA has incorporated information on the benefits of moving to areas of opportunity and a map showing areas of opportunity to the HCV oral briefing and the mover’s packet
- EHA successfully relocated all Baker Heights public housing tenants from Snohomish County’s highest poverty neighborhood to many new communities between 2017 and 2019. EHA staff supported the many LEP tenants with language-specific relocation services and briefings in eight different languages.
- In 2018, EHA engaged a consultant to complete an Analysis of Impediments to Fair Housing Choice and a Language Access Plan for clients with Limited English Proficiency. To implement the report’s recommendations, EHA created an LEP staff committee that is

developing improved LEP policies and procedures and will expand to include program participants and a representative from a local human services agency.

II. PLAN FOR FUTURE COMMUNITY/RESIDENT ENGAGEMENT

Plan for Continued Engagement of Assisted Households and Community Stakeholders

Building on its existing relationships, EHA has developed a robust community and participant engagement plan for its MTW program. The plan includes the following components:

Creation of a Resident Advisory Group comprised of EHA residents and participants. EHA commits to consulting with the Advisory Group on development of the agency's initial and annual MTW Plans and any major new or discontinued MTW initiatives, including the new rent policy.

Nine residents/participants have been identified to serve on the group initially. EHA will continue to do outreach through mail, e-mail, the EHA website, postings at EHA properties, and direct staff outreach to identify additional members.

Experience has shown resident advisory and focus groups are larger and more diverse when participants are compensated for their time and expertise. Therefore, EHA will compensate members of the Resident Advisory Group for their contributions.

Creation of a Community MTW Advisory Board that includes one or more representatives from the Resident Advisory Group as well as participants from community stakeholder groups. EHA has obtained preliminary agreement from Housing Hope, Washington State University (WSU), and Everett Community College to serve on the Community Advisory Board.

Regular outreach to existing community groups regarding the impacts of proposed MTW initiatives, including community groups comprised of and working with immigrants, people with limited English proficiency (LEP), and communities of color, such as the Communities of Color

Coalition, the Snohomish County NAACP, Refugee and Immigrant Services Northwest, and the Connect Casino Road initiative, which serves one of the most diverse neighborhoods of Everett.

Continued surveying of and increased dialogue with voucher program landlords, as part of its ongoing customer service outreach, to identify areas where EHA can use MTW flexibility to increase landlord participation and retention in the tenant-based voucher program.

Planned Affirmative Outreach

EHA has already done significant outreach to residents and participants as part of its application planning (see Appendix 2 for details). EHA will seek ongoing inclusion of diverse voices in the MTW planning and implementation processes by:

- Seeking representation on the Resident Advisory Group and feedback on MTW plans and initiatives that reflect the community and EHA’s resident population through targeted outreach such as language-specific materials, and through multiple outreach methods including mailings, flyers at properties, text messaging, and outreach by EHA’s Resident Services and Housing Management staff, who have trusting relationships with residents.
- Including representatives on the Community Advisory Board from local organizations that serve the wide diversity of populations in the local community.
- Translating important documents and communications about policy changes and rent reform into the most common languages, and actively notifying families in multiple languages that documents can be translated into additional languages upon request.

III. PHA OPERATING AND INVENTORY INFORMATION

EHA serves the City of Everett, WA, home to about 110,000 residents and the Snohomish County seat. Of EHA’s nearly 1,500-unit portfolio, 70% of units are designated for older adults; 74% are

subsidized; and 37% are in the Delta neighborhood, parts of which have a high poverty rate.

EHA’s portfolio consists of the following vouchers and units:

Program	Units/Vouchers	Population(s) Served
Housing Choice Vouchers	3,160	Elderly (32%), non-elderly people with disabilities (28%), families with children (32%), general low-income (8%)
<i>Non-Elderly Disabled</i>	<i>200</i>	<i>Non-elderly people with disabilities</i>
<i>Mainstream</i>	<i>78</i>	<i>Non-elderly people with disabilities</i>
<i>Project-Based Vouchers (PBV)</i>	<i>568</i>	<i>People experiencing homelessness, veterans, victims of domestic violence, elderly, people w/disabilities, young parents</i>
RAD PBV (former Public Housing)	333	Elderly people (62+), people with disabilities, low-income households
Section 202	443	Elderly people (62+)
Affordable Housing (LIHTC, etc.)	386	Seniors (55+), elderly people (62+), parents in recovery, low-income households

Over the past seven years, EHA has invested about \$110 million in revitalizing developments in the Delta neighborhood. EHA has nearly completed a seven-year effort to reposition its public housing portfolio. Most of its public housing units have been recapitalized with RAD PBV contracts. EHA is in the process of disposing of its remaining public housing inventory, which consists of 44 scattered site units and a 244-unit wartime housing development, Baker Heights. All of the tenants of these units have been relocated and have received Housing Choice Vouchers.

Plans for Housing Stock as a Result of MTW Participation

In furtherance of EHA’s strategic objective to create 1,500 units over the next 10 years, EHA has been building its reserves and internal staff capacity, including hiring a Director of Development who has significant private sector multifamily development experience. Despite EHA’s success in leveraging resources for development and portfolio recapitalization, high construction costs in the greater Seattle area will require EHA to invest its own resources to reach its development goal. EHA has observed how other MTW agencies in the region successfully use MTW flexibility with project-basing and gap financing to expand development and preservation activities.

EHA is also exploring a RAD PBV conversion for 369 units at nine HUD 202 PRAC properties that the agency controls. These properties struggle due to their smaller sizes and lack of secure funding and EHA sees a RAD PBV conversion as a possible strategy to address capital needs and stabilize the properties. MTW participation would allow EHA to augment rents or provide additional capital funding, which could make the difference for a successful RAD conversion.

Challenges in Leasing Units and Vouchers and Serving the Needs of Specific Populations

In a tight rental market, voucher holders face competition from households driven out of Seattle in search of more affordable housing options. The agency consistently utilizes 100% of its HCV voucher and budget authority and has relationships with hundreds of landlords. However, voucher success rates have historically been around 70% and most households lease units in low opportunity areas. EHA's housing portfolio consistently operates at occupancy above 98%.

During resident outreach, HCV participants identified leasing challenges, particularly in opportunity areas, despite statewide source of income protection. EHA intends to use MTW flexibility to create a housing choice and mobility initiative that will increase the share of households leasing in communities of opportunity.

The share of HCVs used by families with children has decreased over the last 10+ years, while EHA's new vouchers, aside from tenant protection vouchers, have been exclusively for non-elderly disabled or Mainstream participants. Furthermore, elderly and disabled participants have very low turnover, substantially due to the region's high housing cost relative to fixed incomes.

Examples of Innovation and Creativity

EHA has a long track record of applying innovation and creativity to its implementation of HUD programs to meet the needs of the Everett community, as evidenced by the following accomplishments:

- 2020 will be the sixth year in which EHA’s HCV Program has averaged **close to 100% voucher utilization**, a rare accomplishment requiring careful planning and work with participants and landlords. Maximizing the number of households served has been EHA’s highest priority for the past seven years. EHA also achieved 100% lease-up success for its 2019 Mainstream vouchers, despite the challenges of working during the pandemic.
- EHA has been a key partner in using PBVs to address homelessness. Three new nonprofit-operated projects serving over 110 homeless households with PBVs began lease-up in 2019. EHA partnered with Housing Hope, the largest non-profit developer-operator of low-income housing in the county, on their HopeWorks Station (HWS) development, which combines PBVs with on-site job training and social services for homeless and low-income households. HWS offers on-site training in culinary careers in their Kindred Kitchen restaurant and catering facility, and in retail through their décor consignment shop, ReNewWorks.
- EHA’s pioneering implementation of online recertifications using YARDI’s RENTCafé platform led to a NAHRO National Award of Excellence in 2018. EHA staff assisted in the development and refinement of this ground-breaking efficiency tool. Having implemented RENTCafé for new applicants and voucher holders as well as annual recertifications, EHA staff seamlessly conducted their work with residents paperless and through remote work.
- EHA received multiple awards, including a NAHRO National Award of Excellence nomination and a Merit Award in 2018 for a resident-centered and highly efficient temporary relocation process for an 80-unit LIHTC/PBV re-syndication. All residents stayed within walking distance of the property, and all children attended their same school without needing transportation. EHA leased 16 units near the development for the duration of the renovation, which was done in five phases of two months each.

- In 2015, EHA received a NAHRO National Award of Excellence for Pivotal Point, a 20-unit LIHTC/PBV project serving survivors of domestic violence. EHA partnered with Domestic Violence Services of Snohomish County (DVS), the City of Everett, and multiple funders to transform a former Army Reserve Base into a domestic violence shelter, new permanent housing, and an Everett Police Department annex.
- Through an agreement with the Housing Authority of Snohomish County (HASCO), EHA's voucher holders can rent units throughout Snohomish County without the burden and confusion of porting, expanding their access to surrounding communities of opportunity. About 24% of EHA voucher holders now live outside Everett but within Snohomish County.
- In 2014, EHA became one of the first PHAs to benefit from HUD's Rental Assistance Demonstration Program (RAD), converting three of its five Public Housing developments to RAD PBV. EHA formed two tax credit partnerships that leveraged bonds and tax credits to fund the long-term capital needs of those three properties and seven smaller unsubsidized properties. EHA's creative financing received a NAHRO National Merit Award in 2015.
- EHA has operated a highly successful local Family Self-Sufficiency (FSS) program since 2014. In 2018, 74% of FSS participants increased their earned income. The program initially was funded from internal resources; in 2020, EHA was one of only 18 applicants to receive a HUD FSS Coordinator grant. EHA recently received another HUD award for 2021.
- EHA is currently developing the 105-unit Legacy project on the site of the former Baker Heights public housing site in the Delta neighborhood of Everett, which will be assisted with PBVs. In furtherance of EHA's goal to end schoolchild homelessness in Everett, 75% of the units will house homeless families with children who attend North Everett schools.

IV. PLAN FOR LOCAL MTW PROGRAM

EHA's local MTW program innovations will be squarely focused to help residents thrive, with a focus on better short- and long-term outcomes for residents. EHA plans to use MTW flexibility to implement initiatives aligned with the MTW statutory objectives. All MTW initiatives, combined with a radical commitment to fair housing and civil rights, will seek to end race and other demographic characteristics as determinants of success. This section describes EHA's initial plan; the agency will continue to develop additional strategies during its participation in MTW, building on the learnings from other MTW agencies, including nearby existing MTW agencies.

Cost Effectiveness

Building on existing efforts to reduce paper and use technology to simplify processes, EHA will use MTW flexibility to implement an agencywide streamlining and cost savings initiative. The initiative will incorporate a continuous improvement approach that will empower staff to identify further efficiencies during the entire MTW demonstration. Initial measures will include:

- Simplify the reexamination process for elderly and disabled households.
- Identify opportunities to collaborate with other social service program providers to deduplicate participant information collection (a common request from participants).
- Simplify the utility allowance schedule program-wide, drawing on the experience of the four MTW agencies in the current Rent Reform demonstration by focusing on unit size with adjustments for more expensive utilities in the local market.
- Allow EHA to inspect its own units and decrease the frequency of HQS inspections for units that receive regular inspections from other entities.
- Cap rents for tenant-based voucher participants living in tax credit units to at or slightly above the 60% AMI tax credit maximum rent, estimated to save \$308,000 per year.

- Align PBV selection, contracting, waiting list and admissions requirements with those of other state and local funders.

Self-Sufficiency

EHA will use MTW flexibility to implement a resident success initiative, focused on increasing resident employment, earned income, and self-sufficiency, which will include the following components as part of its initial implementation:

- Invest MTW funds in services and programs and leverage partnerships to increase long-term resident self-sufficiency. EHA residents have self-identified the need for job search and readiness skills to increase their earned income, as well as financial literacy and coaching.
- Leverage the potential of Tiered Rents as part of rent reform to incentivize participating employment-focused (non-elderly, non-disabled) families to increase earned income.
- Streamline local FSS program rules to decrease administrative burden and increase participant success in meeting self-sufficiency goals.
- Leverage the full potential of the PBV program to address poverty and homelessness among families with children, by expanding the PBV program cap. EHA will seek a partner (e.g., Washington State University) to evaluate the long-term benefits to children and families.

Housing Choice

EHA will use MTW flexibility to implement a housing choice and mobility initiative that will focus on the dual approach of increasing voucher holder access to communities of opportunity and expanding the supply of affordable housing in opportunity areas, through the following strategies:

- Create a local mobility program to increase the share of EHA families who live in communities of opportunity (44% of EHA families with children live in low-opportunity neighborhoods) focusing on landlord engagement and incentives, participant education and services, and

modified payment standards in certain areas. EHA will increase participant and landlord education about Washington State's source of income protection, which participants identified as a need. EHA will explore partnerships to evaluate the success of the program.

- Expand project-basing in opportunity areas, including with private landlords.
- Explore modifications and limitations to the mobility aspect of the PBV program to mitigate the impact of increasing the PBV program cap on its tenant-based waiting list.
- EHA will leverage up to \$3 million per year in HAP funds for the first 6-10 years in MTW as gap financing to develop housing in healthy communities of opportunity with access to jobs, good schools, and other amenities to help residents thrive (see Section 5 for more information).

EHA sees this initiative as integral to accomplishing its commitment to fair housing and addressing racial disparities in access to housing and opportunity.

V. PROPOSED USE OF MTW FUNDS

EHA requests authority to use public housing and HCV funds flexibly in the MTW program. EHA expects that eventually all of its MTW funding will be HCV funding, as it is in the process of disposing of its remaining public housing units. It is EHA's intent to use up to 10% of its HAP funds for nontraditional uses for 6 to 10 years during which EHA aims to generate cost savings through more efficient operations and other reductions in costs. After this period, EHA will fund nontraditional activities with cost savings and utilize 100% of its voucher allocation. This will require very difficult policy trade-offs at first. Through its planning process and consultations with residents and stakeholders, EHA has prioritized the following uses for MTW funding:

- **Expand supportive services** to EHA households with a focus on self-sufficiency and housing stability, building on EHA's existing successful programs and partnerships such as

FSS. EHA has identified the need to expand its service offerings to tenant-based voucher households, which will likely be delivered differently from FSS in view of the program size.

- **Provide gap financing for development of affordable housing**, prioritizing housing for families with children and developments in communities of opportunity or in connection with a plan to transform an existing community.

Provide resources to help voucher participants successfully lease units in communities of opportunity in support of EHA’s local mobility initiative, such as landlord incentives or funding to assist with security deposit and application fees, which are lacking in Everett.

VI. EVIDENCE OF SIGNIFICANT PARTNERSHIPS

EHA has deep relationships with several key agencies and housing partners, including through its work to reimagine the Delta neighborhood and its Family Self-Sufficiency Project Coordinating Committee (FSS-PCC), which will help make EHA’s implementation of MTW successful.

Partner	Relationship and Commitments
City of Everett*	EHA’s partnerships with the City include a supportive housing project built on City land with PBVs, and the City’s housing action plan. The City will be a partner in developing additional housing and transforming distressed Everett neighborhoods through land use, planning, and funding activities.
Everett Community College (ECC)*	ECC is a member of EHA’s FSS-PCC. ECC is committed to working with EHA to address student homelessness, increase college enrollment among EHA residents, and provide access to jobs, tutoring, and other training.
Everett Public Schools (EPS)*	EPS is the school district serving most EHA families. EPS is a partner in EHA’s Legacy development which will house homeless children and their families and is providing an 80% school impact fee waiver for the project.

HNN*	HNN, one of EHA’s largest voucher program landlords, develops/operates LIHTC properties in opportunity areas, sponsored on-site leasing fairs to support EHA relocation, and is interested in increased PBV opportunities.
Housing Hope*	EHA partners with Housing Hope on several PBV properties where Housing Hope provides supportive housing and self-sufficiency services to EHA voucher holders, including its College of Hope adult life skills program.
Snohomish County	The County has committed early childhood vouchers for a preschool at an EHA development. EHA shares data with the County so homeless households on EHA’s waitlist can receive County housing navigator services.
Washington State University (WSU)*	WSU recently added a campus in the Delta neighborhood and intends to partner with EHA on initiatives to serve EHA residents, such as a medical school partnership, and MTW research opportunities.
Workforce Snohomish*	Workforce Snohomish is the local Workforce Investment Board and has an MOU with EHA to offer employment-related assistance to residents of EHA’s Baker Heights Legacy project, which is in development. Workforce is also a member of EHA’s FSS-PCC.
YARDI*	YARDI is more than a software vendor to EHA. YARDI has been vital to EHA staying on the cutting edge of efficiency and productivity and is the reason for EHA's seamless transition to remote work without missing any compliance deadlines during the pandemic.

* Letter of support or supplemental documentation included in Appendix 4.

RENT REFORM INFORMATION

I. ALTERNATIVE RENT POLICY SELECTION AND RATIONALE

As part of his research for his master's thesis on public housing rent policy, EHA's Executive Director conducted numerous intensive focus groups with Seattle Housing Authority residents in preparation for its MTW and Jobs Plus initiatives. Residents consistently made three observations related to their perception that the rent policy punished work:

1. Rents increase too often.
2. When rent increases due to earned income, the increases are too high.
3. Rent increases or rent should be predictable. In other words, residents should know how much their rent would be in the future.

According to residents, these perceptions lead to reluctance to become employed, stay employed, and pursue better jobs or higher income and/or strategies to avoid rent increases. However, they also provide a road map for successful resident-centered rent reform.

If rent increases less often, residents can benefit from getting a job and keep it for a longer period before their earnings get taxed. When rent does increase and the increase is less than 30 percent of their increased earnings, residents will be less likely to forfeit their job. If rent increases are more predictable, the shock of such increases, especially if they are not drastic, will also lead to longer job retention and efforts to increase income or get a better job. Rent reform that embodies these three elements is more likely to be viewed as rewarding work.

For households to thrive financially and to achieve the MTW statutory objective of greater self-sufficiency, a rent policy perceived to reward work in a fair manner is crucial. Of the rent options available under Cohort 2, the [MTW Test Rent #1, Tiered Rent](#), best accomplishes this. For a new rent model to be highly successful, it must reward work in a way that rewards/incentivizes:

Getting a job	Keeping a job	Getting a better-paying job or higher income
----------------------	----------------------	---

While resident surveys have indicated that residents generally support a tie between income and rent, residents have viewed steep rent increases due to income increases under the current rent policy as punishment for work. The current rent system’s reward for getting a job, keeping it, and increasing income is nonexistent in some circumstances or too weak. The tiered rent model provides far more rewards for work. EHA proposes to implement Test Rent #1, Tiered Rents, for the following reasons:

1. **Favorable Incentive Approach.** Tiered Rents represent more of a carrot approach to encouraging employment. The idea that work is rewarded as a means to greater self-sufficiency more closely aligns with EHA’s goal to create a positive relationship with residents than a punitive rent policy.
2. **Local Feasibility.** In this region, a rent system not tied to income for extremely low-income households would not be politically feasible. Seattle Housing Authority, for example, designed a policy much like the Stepped Rent policy, which was roundly denounced by advocates, the Mayor and the City Council. The mere attempt to adopt such a policy resulted in significant loss of political capital and lack of trust. Tiered Rents, despite the loss of adjustments to income, is far easier to justify.
3. **Effective Incentive for Work**—Tiered Rents provide a strong incentive for getting a job, keeping a job, and increasing income. EHA’s primary criteria for choosing Tiered Rents are related to these three incentives. Tiered Rents provide a very strong incentive to get a job. For unemployed households, the triennial recertifications provide up to three years of unchanged

rents regardless of an increase in employment. This period of rent stability despite increases in income provides a significant reward for work. This reward may entice more than one adult to become employed. The three-year period between recertifications will also function as a job retention and increased earning incentive.

Despite these incentives, a recertification could result in a big increase in rent, which is typically a decision point for some to reduce their income by leaving a job, especially if the job itself is not very fulfilling. As for the incentive to earn more, this option would drive up incomes but anticipation of big increases in rent might dampen participants' drive for higher incomes. For example, a \$10 per hour increase in income might result in a \$500 per month rent increase at recertification. For someone paying \$50 in rent, such an increase can be very discouraging.

A big advantage for Tiered Rents is that it could be maintained over the duration of EHA's participation in the MTW Demonstration. After the six-year rent reform study period, or during the study if allowable, the policy could be amended with strategies to strengthen the incentives for job retention and increased incomes and based on lessons learned from the study. For example, EHA could limit the size of increases after the first recertification to a dollar amount (e.g., no higher than the equivalent to a minimum wage job), a percentage (e.g., 20% of gross income), or another means of reducing the shock of a large rent increase.

4. **Streamlining.** While some of the usual income verifications and other burdensome features of the current rent policy will still be needed for Tiered Rents, completing recertifications every three years and not having to calculate adjustments to income represent a significant reduction in administrative burden. Since Tiered Rents are largely income based, EHA anticipates that processing hardship cases will not add significant burden.

5. **Responsiveness to Economic Changes.** The pandemic in 2020 offers a window into the potential problems that can result from a rent policy that is not based on income. Millions of people lost their jobs in a very short amount of time and those with the lowest incomes have been unemployed for longer periods of time. Keeping rents tied to income with a hardship policy to address loss of income ensures that residents will not experience significant adverse impacts from job losses or stagnant wages during an economic downturn.

For these reasons, EHA believes that Tiered Rents will better support EHA’s objectives for long-term resident economic self-sufficiency.

EHA believes in the Jobs Plus hypothesis under which a rent policy that rewards work is one of three elements that together can result in a synergistic effect of exponential increases in self-sufficiency. EHA will supplement the rent policy with greater access to services and jobs and staff who view their jobs as strengthening households’ ability to thrive.

EHA believes in the expected benefits of the Tiered Rent policy but notes that changing the rent structure to 30% of gross income (rather than some percentage below 30% to mitigate the loss of deductions) will result in an immediate

65% of EHA survey respondents agreed or strongly agreed that they wish their rent did not change every year.

rent increase for many participants. (EHA already has a \$50 minimum rent, so many of the lowest-income families will see no change in their rent.) EHA has identified that participants with substantial child or dependent care expenses and mixed families will experience relatively higher adverse impacts from the Tiered Rent structure due to the loss of deductions. This is discussed further in the Hardship Policy subsection below *Impacts on Specific Groups*.

Consideration of Other Rent Policy Options

EHA does not have a large enough program size to implement MTW Test Rent #3, a locally proposed rent policy option. EHA considered MTW Test Rent #2, Stepped Rents. Under Stepped Rents, rent would initially be set at 30% of gross income and would increase annually by 2% to 4% of the Fair Market Rent for the applicable unit/bedroom size. EHA determined that this rent policy option would not meet the agency's goals or work well within the local context, for the following reasons:

- The model, instead of rewarding work, is more of a stick approach. In other words, it tells participants, "You had better get a job in order for you to afford your rent next year." Such a model is not consistent with EHA's values or desire to provide opportunities and incentives as a means to facilitate progress toward self-sufficiency.
- Tying rent increases to the region's relatively high Fair Market Rents, even at the low end of 2%, would result in significant annual rent increases for households, particularly for larger households with rents based on larger bedroom units. As a result, EHA anticipates such a policy would generate a significant volume of hardship requests, particularly in later years of the demonstration when the rent increases accumulate and may outstrip households' ability to increase their earned income.
- EHA was concerned about how rent increases would be based on unit size, rather than the household's earning potential, disadvantaging larger families with relatively few wage earners.
- As noted previously, another area housing authority that tried to use MTW flexibility to implement a rent policy that was based on set increases rather than tied to income experienced significant community opposition.

II. DESCRIPTION TO THE PUBLIC OF TIERED RENT POLICY

If selected into the MTW demonstration, EHA plans to implement MTW Test Rent #1, Tiered Rents. Because the Rent Reform group of MTW housing authorities will be studying whether new ways of setting rents are more effective than the current policy, some families will continue to pay rent under the current policy, and some will be randomly selected to pay rent under the Tiered Rent policy. An evaluator will compare outcomes for the two groups. See the Eligibility and Enrollment section below for more information.

For families who are selected to pay rent under the Tiered Rent policy, the family’s rent is based on gross annual income and is only adjusted every three years (unless the family experiences a hardship and requests a hardship exemption). The family is placed into a rent tier based on its gross annual income. Rent tiers are set in ranges of \$2,500 of annual gross income. Except for the first tier, which is set at the current minimum rent of \$50, each tier is set at 30% of the midpoint income amount for each tier, divided by 12 (to represent monthly income). The table shown below represents the ranges of gross income for each tier and the corresponding tiered rent.

The Tiered Rent represents the amount that the assisted family is responsible for contributing toward rent and utilities (based on the utility allowance). The amount the family pays to the landlord is equal to the Tiered Rent, minus the utility allowance for their unit. If the family selects a unit with a gross rent (contract rent plus utility allowance) that exceeds the applicable payment standard, the family is also responsible for paying the additional amount by which the gross rent exceeds the payment standard.

Differences Between Tiered Rent Policy and Current Policy

Tiered Rent differs from the current policy for setting rent in the following ways:

- Rent is based on gross, rather than adjusted income. Gross income means your income before any deductions for dependents, medical expenses, childcare expenses, etc.
- Rent is based on actual income over the year prior to the income review, rather than anticipated income, improving the accuracy of reporting and better representing long-term earnings potential.
- Income is only reviewed every 3 years, rather than annually. (There are exceptions for hardships; see Hardship Policy section below.)
- Rent is set based on tiers (ranges) of income, except for the lowest tier, which is equal to the current minimum rent of \$50. (See Tiered Rent table below.)
- Rent stays the same for 3 years.

Some parts of the Tiered Rent policy are the same as the Current Policy rent:

- Rent continues to be based on the family's income.
- Families will still get a utility allowance for tenant-paid utilities. They will still get a utility reimbursement payment, if applicable.
- If a family with a tenant-based voucher chooses to lease a unit where the contract rent with the owner, plus the allowance for tenant-paid utilities, exceeds EHA's payment standard, the family will be responsible for the extra amount.
- The family cannot pay more than the gross rent (contract rent plus utility allowance). If a family rents a unit where their Tiered Rent is more than the gross rent, the family will pay the gross rent.
- If a family moves between income reviews, their rent may change.

Tiered Rent Table

Tier	Tier Annual Gross Income Minimum	Tier Annual Gross Income Maximum	Tiered Rent (Tenant/Participant Cost for Rent + Utility Allowance)
1	\$0	\$2,499	\$50
2	\$2,500	\$4,999	\$94
3	\$5,000	\$7,499	\$156
4	\$7,500	\$9,999	\$219
5	\$10,000	\$12,499	\$281
6	\$12,500	\$14,999	\$344
7	\$15,000	\$17,499	\$406
8	\$17,500	\$19,999	\$469
9	\$20,000	\$22,499	\$531
10	\$22,500	\$24,999	\$594
11	\$25,000	\$27,499	\$656
12	\$27,500	\$29,999	\$719
13	\$30,000	\$32,499	\$781
14	\$32,500	\$34,999	\$844
15	\$35,000	\$37,499	\$906
16	\$37,500	\$39,999	\$969
17	\$40,000	\$42,499	\$1,031
18	\$42,500	\$44,999	\$1,094
19	\$45,000	\$47,499	\$1,156
20	\$47,500	\$49,999	\$1,219
21	\$50,000	\$52,499	\$1,281
22	\$52,500	\$54,999	\$1,344
23	\$55,000	\$57,499	\$1,406
24	\$57,500	\$59,999	\$1,469
25	\$60,000	\$62,499	\$1,531
26	\$62,500	\$64,999	\$1,594
27	\$65,000	\$67,499	\$1,656
28	\$67,500	\$69,999	\$1,719
29	\$70,000	\$72,499	\$1,781
30	\$72,500	\$74,999	\$1,844
31	\$75,000	\$77,499	\$1,906
32	\$77,500	\$79,999	\$1,969
33	\$80,000	\$82,499	\$2,031
34	\$82,500	\$84,999	\$2,094
35	\$85,000	\$87,499	\$2,156
[Continued on Next Page]			

[Continued from Previous Page]			
Tier	Tier Annual Gross Income Minimum	Tier Annual Gross Income Maximum	Tiered Rent (Tenant/Participant Cost for Rent + Utility Allowance)
36	\$87,500	\$89,999	\$2,219
37	\$90,000	\$92,499	\$2,281
38	\$92,500	\$94,999	\$2,344
39	\$95,000	\$97,499	\$2,406
40	\$97,500	\$99,999	\$2,469
41	\$100,000	\$102,499	\$2,531
42	\$102,500	\$104,999	\$2,594
43	\$105,000	\$107,499	\$2,656
44	\$107,500	\$109,999	\$2,719
45	\$110,000	\$112,499	\$2,781
46	\$112,500	\$114,999	\$2,844

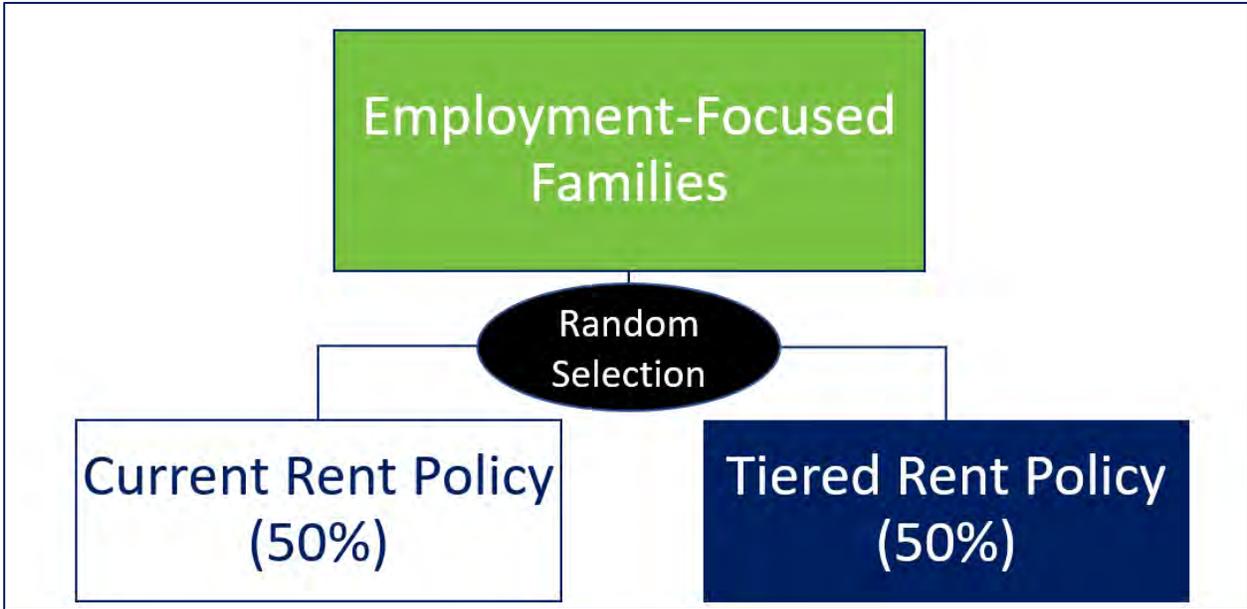
The 2020 Median Family Income for the Seattle-Bellevue Metropolitan Area, as determined by HUD, is \$113,300, which is partway through Rent Tier 46.

Eligibility and Enrollment

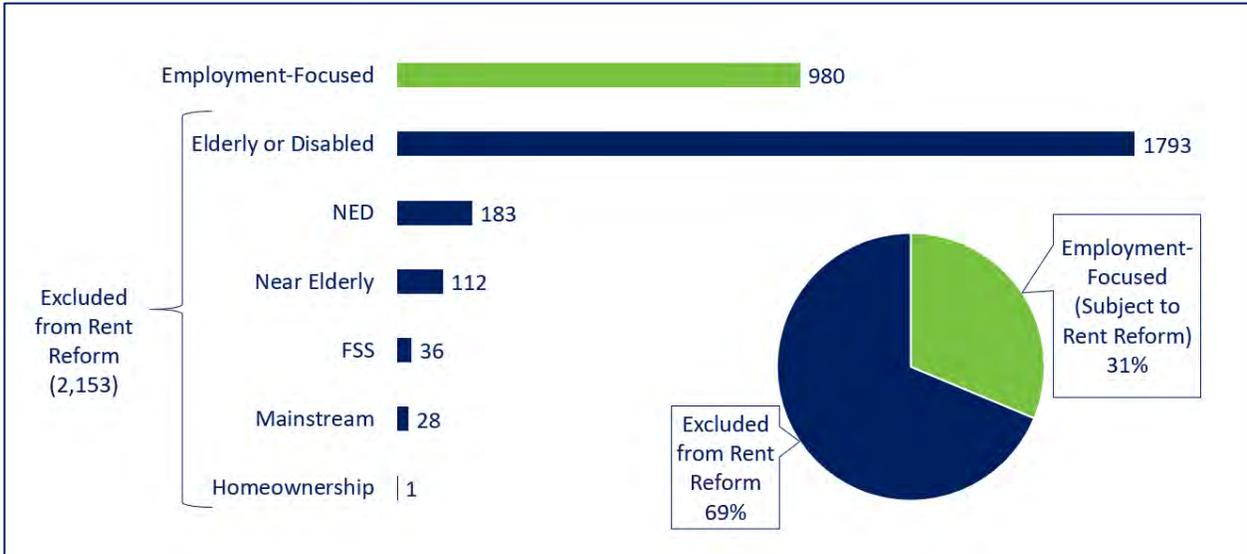
Only some households may participate in the Tiered Rent policy. Families (including families with only one member) on the Housing Choice Voucher and Project-Based Voucher programs will be eligible to participate in the Tiered Rent policy if they meet three criteria. They:

- Are not elderly and not disabled at the time of enrollment;
- Will not become elderly at any point during the six-year test rent study period; and
- Do not participate in the Family Self-Sufficiency (FSS) or Homeownership programs.

EHA will refer to these eligible households as “employment-focused” families.



Eligible employment-focused families will be randomly selected (by lottery) to pay rent under either the Tiered Rent policy (*see Tiered Rent Calculation section*) or the Current Policy. Eligible families will be evenly split between the two rent groups. Half of the families will pay Tiered Rent and half will pay based on the Current Policy. This will allow EHA, HUD, and researchers to compare the two groups and see if the Tiered Rent policy has the desired impacts on employment and earned income or if there are other unintended consequences of the policy.



Based on a review of EHA participant families, EHA expects about 980 families to be eligible for the rent study and 2,153 to be excluded.

Rollout of New Rent Policy

EHA sees three elements as critical for successfully implementing the new rent policy:

1. **Education of EHA Staff.** Upon notification of MTW approval, and in consultation with HUD and the evaluator, EHA will develop materials and education sessions for all staff who will assist with the implementation of the rent policy. The purpose of the education of staff is to ensure that all staff not only understand the details of the rent policy, but also fully support the policy's intent and staff's role in ensuring that the new policy supports the statutory goal of greater household self-sufficiency.
2. **Software Modifications.** Upon notification of MTW approval, EHA will enter into an agreement with YARDI (see partnership letter) to ensure that all necessary modifications to implement the policy are designed and included in YARDI's RENTCafé, the online certification and recertification application. Assuming at least one year between MTW approval and implementation of EHA's first Annual MTW Plan, completion of the modifications at least two months prior to implementation will be necessary so that EHA staff will have time to learn how the modifications will work.
3. **Education of Residents and Assessments of Need.** EHA sees the education and outreach component of its implementation plan as key to success of Tiered Rents. Once staff are fully educated about the details and intent of the new rent policy, EHA will design materials to explain the new policy to residents.

EHA will engage with the Tiered Rent group intensively prior to implementation to explain the details and benefits of the policy and how families can maximize their financial benefits,

and provide financial counseling to ensure that families do not incur unsustainable debt between MTW recertifications. In addition, EHA will connect with families in the Tiered Rent group at least annually during the rent study period to provide self-sufficiency, financial counseling, and budgeting resources, with a particular focus on the year in advance of the triennial income review to prepare residents for any significant rent changes.

EHA will explore the use of its e-learning platform provided by YARDI as a tool to provide ongoing access to learning about the new rent policy and its potential benefits. Staff will conduct needs assessments and provide appropriate counseling to residents so that they can take the necessary steps to maximize the benefits for the new rent policy for their households.

EHA will conduct outreach using a variety of methods to ensure that all residents and participants, regardless of technology access, education level or primary language, will have a good understanding of the new rent policy. EHA will create a comprehensive outreach plan that may include group meetings, individual meetings, mailings, e-mails, text messages, videos, and engagement through partner agencies who have trusted relationships with participants. EHA will translate key materials into the most common languages and offer interpreters for meetings.

Timeline

EHA plans on the following schedule for enrollment of families and implementation of Tiered Rents, if the agency is accepted into the MTW demonstration. This schedule may change, depending on HUD timelines, HUD evaluator comments, and other factors.

- **2021:** HUD expected to announce selection of housing authorities for MTW. If selected, EHA finalizes details of rent policy and prepares for selection and implementation.

- **2022:** Employment-focused participants and new admissions will be randomly selected for either the Tiered Rent group or the Current Policy group.
- **2023:**
 - Participants who are selected to pay Tiered Rent will have their first income review under the new rent policy.
 - Participants selected for the Current Policy group will have their income review as usual.
- **January 2024 to December 2028:** EHA will complete annual income reviews for Current Policy group families. Tiered Rent group families will only report income changes every three years unless requesting a hardship.

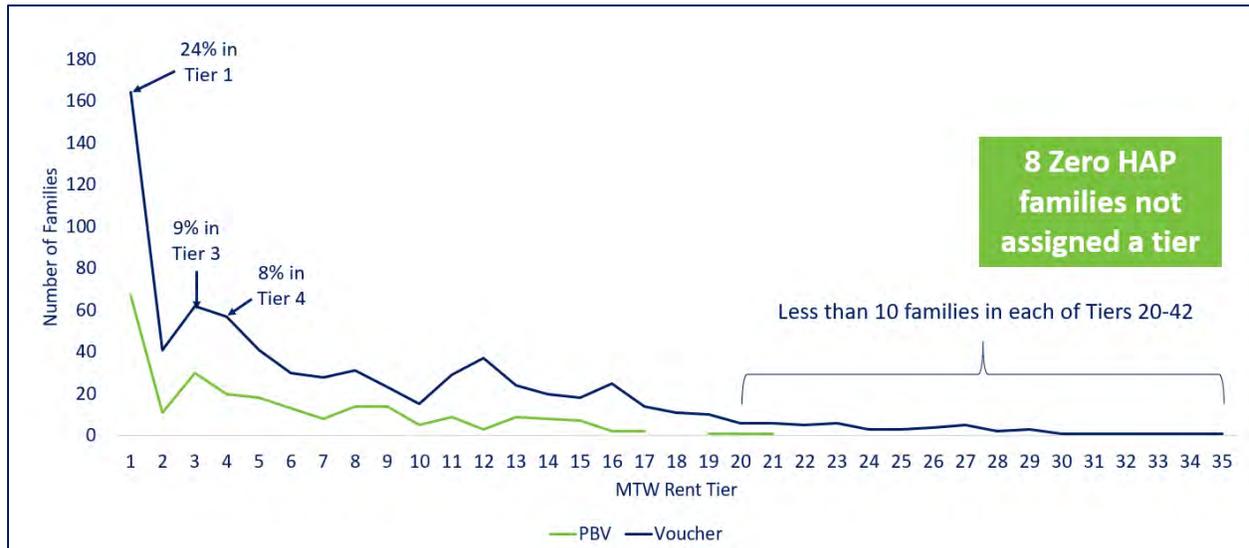
EHA will process hardship requests from families in the Tiered Rent group as requested during the entire rent study period. *See Hardship Policy section for more detail.*

Benefits of Tiered Rent Policy

- The Tiered Rent policy provides an incentive to gain or increase earnings from employment since families won't face an immediate rent increase from the new income and can choose to save or spend the additional money they earn.
- The hardship policy will protect families who experience a loss of income.
- Less-frequent income reviews will give EHA staff more time to focus on customer service, such as landlord outreach, promoting housing stability, and supporting residents in moving to higher-opportunity areas.

63% of EHA survey respondents said that their family's income changes more than once a year.

Anticipated Rent Tiers



This chart shows the anticipated distribution of employment-focused families by rent tier based on current gross income. As demonstrated in the chart, over 40% of employment-focused participants have less than \$10,000 in annual income, indicating the challenge that EHA will have in helping these households obtain earned income. The group of households who are already connected with the labor force will need different services and strategies to help them increase their earned income compared with the households who have little or no paid employment.

Hardship Policy

Families who are in the Tiered Rent group will have the ability to request temporary rent relief in situations where the family has a loss of income. Hardships will be considered according to the following proposed policy, which is modeled on current EHA policies:

- A hardship is a situation where the family's total current/anticipated annual gross income would drop the family into a lower rent tier than the one they are currently in.

- EHA may also be able to approve hardship requests in very limited circumstances if a family faces an unanticipated situation, such as a major medical expense, and requires temporary rent relief to avoid eviction or similar consequences.
- If a family in the Tiered Rent group has a hardship between the triennial (every three years) income review, the family can request a hardship rent. EHA is proposing to have the hardship request process be started through the Interim Review workflow in the YARDI RENTCafe platform, which is how a family normally notifies EHA of a decrease in income.
- EHA will strive to review hardship requests within 10 business days of receiving a request and all documentation needed to process the request. EHA will prioritize requests where the family is at imminent risk of eviction or similar consequences.
- The hardship rent will be the rent in the tier that matches the family's new, lower income.
- The hardship rent is temporary and will last between 1 and 12 months. EHA will work with the requesting family to determine how long the hardship rent should last, based on the family's circumstances, including how long the family is expected to have the lower income.
- The family can request a renewal of the hardship rent, if it is expiring and the family continues to experience a hardship.
- Once the hardship rent expires, the family's rent will return to the tiered rent assigned at their most recent triennial income review until its next triennial income review is completed.

Impacts on Specific Groups

EHA has identified two groups of employment-focused families who are few in number but expected to experience more significant increases in rent and make more hardship requests under the Tiered Rent policy:

1. Families who have significant deductions for dependent care expenses (29 families have significant annual unreimbursed child care expenses of \$1,000 or more, and two families have significant annual unreimbursed disability expenses of \$4,900 or more), and
2. Mixed immigration status families who receive prorated assistance (17 families).

Families with Significant Child Care or Disability Assistance Expenses

Under current HUD rules, families with dependent children receive a deduction of \$480 from their gross income for each dependent (members who are under 18, over 18 and have a disability, or full-time students of any age). In addition, current rules allow families to deduct certain unreimbursed child care expenses from gross income, if the child care allows a family member to work, seek employment, or attend school.

The loss of the child care deduction under the tiered rent calculation in particular would result in a small number of families experiencing significant increases in rent. There are currently 29 families on EHA's voucher program that would qualify for tiered rents and are currently receiving a child care deduction of at least \$1,000. These families have an average gross income of \$35,000 and average unreimbursed child care expenses of \$6,239. Under tiered rents, these families would experience an average rent increase of \$180, with individual estimated rent increases ranging from \$44 to \$443.

Another 28 families receive a child care expense deduction of less than \$1,000 annually and would see less of an impact from a change in the rent calculation. These families have an average gross income of \$17,500 and average unreimbursed child care expenses of \$478. Under tiered rents, these families would experience an average rent increase of \$35, with individual estimated rent changes ranging from a rent decrease of \$1 to an increase of \$72.

Families living in Everett and Snohomish County, which are close to the high-wage Seattle job market, struggle with high child care costs, which can approach or even exceed housing costs. A 2019 report by Child Care Aware found that the average annual cost for infant care in the Seattle area (outside of city limits) was \$13,299 for family child care settings, and for center-based care was \$16,604, which equaled 38.4% to 45.2% of the median income for a single parent. The same report found that the cost of preschool care consumes 25.1% to 26.8% of the median income for a single parent.

In addition, EHA has identified two families who have significant expenses for auxiliary assistance for a household member with disabilities that allow a member of the family to work or go to school.

EHA is concerned that the rent increase as a result of losing these deductions could act as a negative incentive for work, or alternatively, could force families to enter into less-reliable child or disability care arrangements or to pull older children out of care, for financial reasons, which is inconsistent with EHA's vision of thriving resident households.

Mixed Families

Under current HUD rules, assistance for mixed families that include both members who are citizens or have eligible immigration status and members who do not have eligible immigration status (or elect not to state that they have eligible status) is prorated based on the number of household members who are citizens or eligible immigrants in relation to the total number of members in the family.

EHA has identified 17 mixed families who would qualify to be part of rent reform. These households have average gross household income of \$17,000, and 5 have annual gross incomes of less than \$2,500. Assuming that mixed families continue to receive prorated HAP under the tiered

rent calculation, EHA estimates these families will experience a rent increase of \$65 on average under the tiered rent calculation. This is significantly higher than the average estimated \$26 increase for full assistance families under the tiered rent calculation.

The rent increase is primarily attributed to calculating rent based on gross rather than adjusted income. EHA's mixed families have average income adjustments of \$1,910 and an average of 2.76 dependents, while full assistance families have average income adjustments of \$1,089 and average of 2.15 dependents. In addition, two of these families have unreimbursed child care expenses of over \$1,000 and would be negatively impacted by the loss of the deduction for that expense. All 17 mixed families already pay 39% or more of their gross income toward rent and utilities, and eight of the 17 pay over 50% of their gross income, so the estimated rent increase would likely present an additional hardship.

Hardship Mitigation

If EHA is accepted into the MTW demonstration, EHA looks forward to working with HUD and the research consultant to determine how the tiered rent policy can be implemented to minimize the negative impact on these families. **EHA's preferred strategy would be to exclude these families from the rent reform demonstration.** If that is not possible, alternative mitigation approaches could be to either phase in rent increases over several years or cap them at no more than a certain percentage increase (such as 10%).

III. INFORMATION TECHNOLOGY PLAN

Once accepted into the MTW demonstration, EHA will be prepared to rapidly begin working with its software vendor, YARDI, to implement the required changes. YARDI currently works with 17 MTW agencies, including many who have implemented new rent policies. Based on past experience and preliminary discussions with YARDI, EHA anticipates that the process of updating

the software to accommodate MTW finance and policy changes and training staff on the changes will take 6-12 months. EHA expects the most intensive changes will be to the RENTCafé portal (used for online initial certification and recertifications), which will need to be updated to accommodate the new rent policy, including identifying which households are part of the treatment group, asking them to provide the appropriate documentation at the triennial interval, and accommodating hardship requests.

EHA has already discussed its potential participation in MTW and Tiered Rents with YARDI, and YARDI has confirmed that they are fully capable of supporting EHA in implementing MTW changes, including the new proposed rent policy. YARDI has historically been very responsive in implementing requested changes to its system. YARDI has provided a letter of support for EHA's application (see Appendix 4).

EHA has significant experience navigating complex software transitions. EHA converted from Emphasys' LIB software to YARDI in 2014. The conversion involved the entire agency and the agency systematically converted all operations, including property management, voucher operations, accounting, and financial reporting to the platform. The conversion involved learning the new system, converting data, and then verifying that the converted data was accurate. In order to accomplish this, EHA staff attended training and the agency hired consultants to help staff navigate the process.

Since implementing YARDI, EHA staff have continued to work closely with the company as they have launched several new products. EHA was the first PHA to open its HCV waiting list using YARDI's RENTCafé portal. In 2018, EHA partnered with YARDI to be part of HUD's eVMS demonstration. EHA's relationship with YARDI allowed the agency to successfully produce the required custom reports to be part of the demonstration. Also in 2018, EHA became

the first PHA to launch their Annual Review workflow and won a 2019 NAHRO Award of Excellence for how it implemented online recertifications. EHA has also moved interim recertifications to RENTCafé. Since then, EHA has continued to partner with YARDI to enhance and improve the product. Being a RENTCafé innovator, EHA has been able to shape the product in a way that works for the agency, while making the product better for other clients. EHA's three HCV managers are truly YARDI experts and can thoroughly test new products. As a result, EHA staff are regularly asked to provide feedback about new products.

EHA is confident that its partnership with YARDI and the skills developed through six years of implementations will provide the necessary expertise to successfully implement software changes as the result of MTW waivers and financial tracking and reporting.

APPENDIX 1
MOVING TO WORK CERTIFICATIONS OF COMPLIANCE

JAN 04 2021

ATTACHMENT 2
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, which means that it will: (i) take meaningful actions to further the goals identified by the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR 5.150-5.180 and 903.15; (ii) take no action that is materially inconsistent with its obligation to affirmatively further fair housing; and (iii) address fair housing issues and contributing factors in its programs, in accordance with 24 CFR 903.7(o)(3) and 903.15(d). Note: Until the PHA is required to submit an AFH, and that AFH has been accepted by HUD, the PHA must follow the certification requirements of 24 CFR 903.7(o) in effect prior to August 17, 2015. Under these requirements, the PHA will be considered in compliance with the certification requirements of 24 CFR 903.7(o)(1)-(3) and 903.15(d) if it: (i) examines its programs or proposed programs; (ii) identifies any impediments to fair housing choice within those programs; (iii) addresses those impediments in a reasonable fashion in view of the resources available; (iv) works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and (v) maintains records reflecting these analyses and actions.
- (11) The PHA will carry out its plan in conformity with HUD's Equal Access Rule at 24 CFR 5.105(a)(2).
- (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, which incorporates a fair housing strategy that reflects the jurisdiction's AFH or Analysis of Impediments to Fair Housing Choice (AI), as applicable, and a description of the manner in which the PHA Plan 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 135.
- (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.

Everett Housing Authority

WA006

PHA NAME

PHA NUMBER/HA CODE

/we, the undersigned, certify under penalty of perjury that the information provided above, as well as any information provided in the accompaniment herewith, is true and correct. WARNING: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§ 287, 1001, 1010, 1012; 31 U.S.C. § 3729, 3802).

Allison Warren-Barbour

Chair, Board of Commissioners

NAME OF AUTHORIZED OFFICIAL*

TITLE


SIGNATURE

1/4/21
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.*

APPENDIX 2 PUBLIC PROCESS DOCUMENTATION

Evidence that public housing residents and HCV participants were notified of EHA's intent to participate in the MTW demonstration program

On September 3, 2020, EHA contacted HCV participants and public housing residents and notified them of EHA's intent to participate in the MTW demonstration. This communication is attached as [Exhibit A](#). Due to the COVID-19 pandemic, this letter was sent via e-mail. Since all participants complete recertifications online through EHA's Yardi RENTCafé portal, EHA has e-mail addresses on file for all HCV, PBV, and Public Housing participants and residents.

Evidence that (at least) two resident meetings were held

EHA staff conducted three virtual resident meetings prior to release of the draft MTW Application, offering a morning, afternoon, and evening option to accommodate residents with varying schedules. Meetings were conducted via Zoom with the option to join either online or by phone. Meetings were held on:

- Wednesday, October 21, 2020 at 2:00 PM
- Monday, November 2, 2020 at 10:30 AM
- Tuesday, November 10, 2020 at 6:00 PM

Residents and participants were notified of the meetings via e-mail, the EHA website, and through direct outreach by EHA staff in the Housing Management and Resident Services departments. A total of 12 residents and participants participated across the three meetings.

Outreach to Resident Advisory Board

EHA also provided information about MTW and the opportunity to comment on the draft Plan and participate in the public hearing at its Resident Advisory Board (RAB) meeting on December 9, 2020 at 6:00 PM. Of the 14 households that attended the RAB meeting, only two had been in attendance at previous MTW meetings, meaning this meeting provided an opportunity to reach 12 additional households.

Feedback provided by the RAB during the meeting is also being considered for its applicability to EHA's MTW Plan.

See [Exhibit B](#) for screenshots and meeting notes from the three resident meetings held prior to the start of the public comment period and the RAB meeting. Meetings were also recorded, and meeting recordings can be provided to HUD upon request as further documentation.

Public notice advertising the public hearing

EHA published an initial legal notice in the local paper, the Everett Daily Herald, announcing a planned public comment period commencing on November 17, 2020. EHA elected to push back the public comment period to start on November 23, 2020, to allow for staff to release a more final draft of the application to the public for review and published an updated legal notice. Copies of the original November 17th and the subsequent November 23rd legal notices are attached as [Exhibit C](#).

Resident Outreach

EHA provided a news alert on its website and sent an e-mail to all residents and participants sharing the link to the draft Application and Plan and notifying them of the public hearing, along with other opportunities to provide feedback to EHA on its MTW planning efforts. The news alert and e-mail are attached as [Exhibits D and E](#), respectively. Also, as noted above, EHA informed RAB members of the opportunity to participate in the public process as part of the RAB meeting.

EHA also sought further input from community partners through specific outreach to its primary partner agencies, such as its PBV partners, and through outreach to community groups representing affordable housing stakeholders:

Housing Consortium of Everett and Snohomish County	The Housing Consortium is a collaborative partnership of nonprofit housing developers, service providers, local business and government, and for-profit organizations focusing on affordable housing needs and issues in Everett
---	--

	and Snohomish County. Everett Housing Authority is a voting member of the Consortium’s Board.
Partnership to End Homelessness Board	The governing board for Snohomish County’s Continuum of Care, which includes Everett, the Board has stakeholders representing, among others, the healthcare, legal, mental health, refugees and immigrants, higher education, youth issues, transportation, mental health, affordable housing, and employment sectors. An Everett Housing Authority staff person is currently in the process of joining the Board.

Evidence of the public hearing

EHA conducted a virtual public hearing at the start of its Board of Commissioners meeting on Monday, December 14, 2020 at noon. A copy of the minutes from the Board of Commissioners meeting documenting the public hearing, along with a screenshot from the meeting, are attached as **Exhibit F**.

Thirteen members of the public representing various community agencies and four EHA residents/program participants attended the public hearing. Representatives from the City of Everett, Housing Hope, the Housing Authority of Snohomish County, Homes and Hope Community Land Trust, and Homage Senior Services, as well as one EHA resident, all provided comments at the public hearing. All comments were supportive of EHA’s MTW application.

Board of Commissioners resolution

EHA’s Board of Commissioners adopted a resolution authorizing EHA to apply to participate in Cohort 2 of the MTW expansion and related authorizations at meeting on January 4, 2021. A copy of the resolution is attached as **Exhibit G**.

Appendix 2, Exhibit A - Initial Resident Notice

From: [Janinna Attick](#)
To: [Janinna Attick](#)
Subject: Moving to Work - Resident Notice
Date: Thursday, September 3, 2020 4:45:00 PM
Attachments: [image001.png](#)

Dear Everett Housing Authority Resident/Participant:

The Everett Housing Authority (EHA) has been invited to apply to participate in the Moving to Work Demonstration Program. This program is available to only 139 out of over 3,000 housing authorities around the nation, and it is limited to only high-performing authorities.

The purpose of the demonstration is to:

- Increase housing choices for low-income residents
- Increase resident self-sufficiency
- Decrease the cost of administering housing programs

EHA will submit an application by January 8, 2021. Between now and then, we would like to get resident ideas about our programs and how the programs and rules can change to better meet the needs of residents:

1. We will send out a survey in the next month to get some of your thoughts as we start this process.
2. We will also have at least two online/phone meetings with you to provide you with more information and get your feedback.
3. We would like some of you to participate in an MTW Resident Advisory Group that will provide ongoing ideas, recommendations, and feedback to the housing authority.
4. Lastly, we want at least two of our residents/participants to serve on an MTW Community Advisory Group to provide guidance to EHA on the development of the MTW Demonstration Program.

Please be on the lookout for more communications from EHA, especially a survey that we will send out to you in the next month.

If you would like to find out more about the MTW Demonstration, please click on the link below:

[MTW Link](#)

If you need language assistance to understand this message, please e-mail info@evha.org.

Thank you,

Ashley Lommers-Johnson
Executive Director



Appendix 2, Exhibit B - Resident and Participant Meeting Documentation

MTW Participant Meeting #1 Comments October 21, 2020 at 2:00 PM



In attendance at meeting:

EHA Staff: Janinna Attick, Chris Neblett, Kristen Cane, Wendy Westby, Amy Moe, Pamela Zathan-Fink, Kalah Floeting, Shauna Garza

Residents/Participants: Cherokee Screechowl (RAD PBV resident), Tracy Turner (RAD PBV resident), Teresa Zillen-Herrera (RAD PBV resident)

Cherokee

- She requests that the slide deck from the meeting be sent to her – missed first part of the call
 - Janinna will send her the slide deck after the meeting.
- What have other housing authorities done with MTW? Does Tacoma participate in MTW?
 - Janinna: Yes, Tacoma, Seattle, and King County all participate. Not sure of all details of how it has been used, since they have all been in the program for many years. Tacoma explored time limits to housing assistance. This is not something EHA is interested in. Seattle and King County are part of a program that is helping families move to high opportunity neighborhoods.

- Cherokee has heard of the Seattle and King County programs. Daughter has a voucher. She is finding no accessibility to neighborhoods – homeowners don't accept vouchers. One landlord kept voucher until it expired, another owner, in good school area, didn't return calls from her about a unit.
 - Wendy: Our State has a source of income protection law that keeps landlords from discriminating on the basis that a tenant uses a voucher to help with rent.
- Cherokee would like info on source of income protection – wasn't aware of this
 - Janinna: will follow up with her after meeting with more information.
- After hearing about the single mom, live here at Pineview. Don't have to remind us – sometimes when there is a new policy or program, people are hesitant to become involved. A lot of residents have been marginalized or had negative experiences and are afraid to speak up. Please make sure this is kept at the forefront of planning.
- She is taking notes on the rent reform hardship policy. References language saying "Might be" the policy. Think about people where English is not the first language and how we communicate with them.
 - Janinna: She would like to clarify that we are still in drafting process, not intending to be vague. These meetings are to get input to help us craft the policy. We will include a draft policy in the application and there will be opportunity for participant and public comment. HUD provides some limits on what we can do but we do have some flexibility in how we implement the hardship policy.
 - [Note: will make this clearer in future meetings at the outset.]

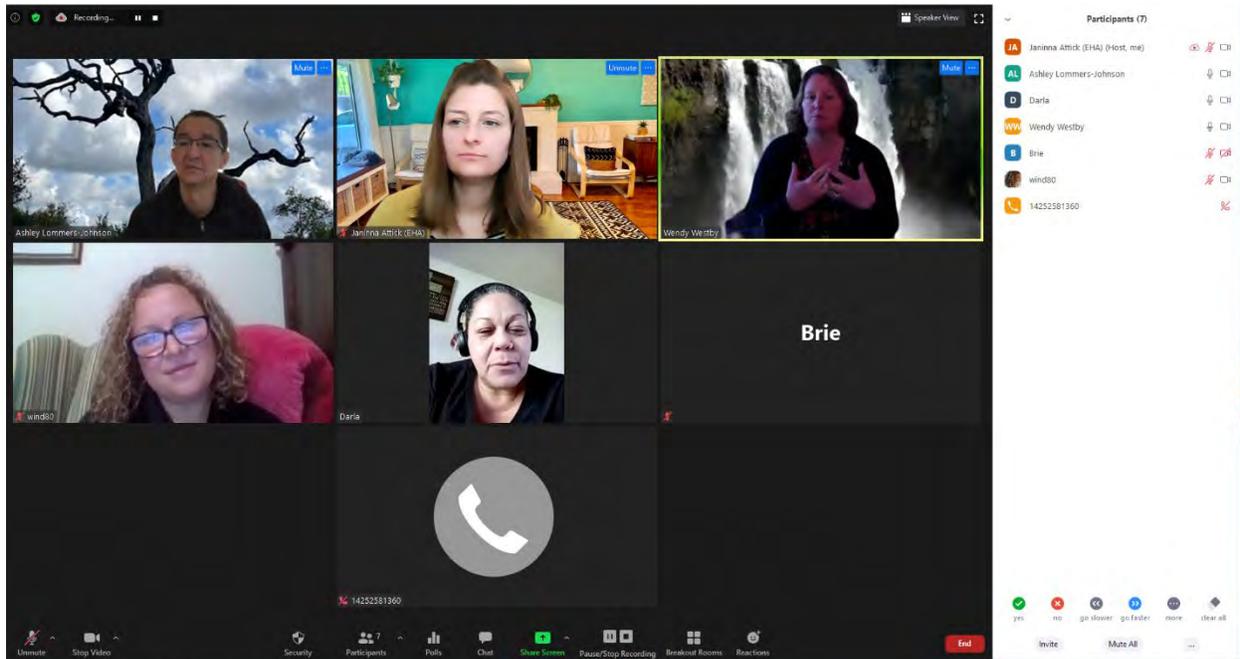
Tracy

- How long is waiting list for HCV?
 - Wendy: Complicated question. Those who apply since 2018 continue to wait, longest anyone has been waiting. Mainstream vouchers for under 62 and disabled, those are being issued to people who qualify on the waiting list. We are serving as many families as we possibly can
- Under 62, kind of hard to find places that take someone who is 51/her age group. She is disabled and advocates for people with disabilities. With coronavirus, this is very hard. Budget cuts – have been speaking with legislators in our area. Need to have more places that will take people who are under 62. More affordable housing.
 - Janinna: We are aware of great need for housing for elderly and people with disabilities. We included this in our needs assessment for our Annual Plan. We will take this into consideration in MTW planning.

Teresa

- Her experience is as a single parent with four children – lower average wage, previously working at Target. She is now at home. It is hard with 3 kids doing virtual school. She thanks EHA for a place to live. She was formerly homeless.
- She wants to share a comment about her experience being a single parent with 4 children, one with a disability, when working full-time. Due to her increased income she almost lost food stamps and therefore her EBT case number. The case number allows her family to access food at school and other services, take to museum, etc., and helps with paying cable bill. When she was working and at risk of losing benefits, DSHS asked if she could have her rent increased so she could keep her EBT card and the other resources. If you are earning and lose benefits, you are only working to keep food on the table, and not for the other resources, if your rent is too low.
- It is important to keep the balance between housing and other costs/benefits. She reached the point where she was not working to save up, just working to put food on the table and losing resources she needed. She doesn't have the education required to get more than minimum wage. Thank you for the support, compassion, empathy.

MTW Participant Meeting #2 Comments November 2, 2020



In attendance at meeting:

EHA Staff: Ashley Lommers-Johnson, Janinna Attick, Wendy Westby

Residents/Participants: Eralba Aliaj (voucher and FSS participant), Darla Matias (voucher and FSS participant), Anthony Horn (voucher and FSS participant), Tom Douge (EHA PBV resident)

Meeting

Ashley Lommers-Johnson, EHA Executive Director, and Janinna Attick, EHA Senior Policy Analyst, present background information about MTW, the new tiered rent policy, and other opportunities that MTW provides.

Questions and Comments

Eralba

- She is on FSS and wondering whether MTW and information presented at meeting applies to her.
 - Janinna: Yes, rent reform is just one piece of MTW and EHA also has the ability to streamline aspects of FSS program, so meeting information does apply even if she is excluded from rent reform.

Darla

- Is there a plan for voucher holders to keep landlords from turning them down? In certain counties, laws that prohibit landlords from discriminating against voucher holders. Landlords that are not familiar with program or have had bad experience with Section 8? Is there a plan for educating landlords to be more flexible? She has noticed that has been an issue with trying to find or obtain new housing – unfamiliarity with vouchers or bad reputation
 - Wendy: WA State passed protections for source of income in September 2018. It is now illegal for landlords to discriminate against someone with a voucher. Did you experience before then?
- Darla: think it was 2017. Even with being a school bus driver and part of FSS, they looked at income and landlords she talked to were not familiar with the program. Even though she has a good rental history and been a good tenant that landlords don't want to leave once they have her as a tenant.
 - Wendy: She hopes the experience would be different now. State did a bit of outreach, we've done some outreach, but some landlords may not have heard. One of our managers is a landlord specialist and he talks with new landlords and encourages them to participate in the program. If you get moving paperwork, we give you info to share with potential landlords. Hope that it would be better now. Source of income discrimination spells out how owners need to calculate income when someone has a voucher or other source of income assistance.
- Darla: Think there is a misunderstanding among landlords of what voucher program entails. It is helpful that there is someone they can call to give a better explanation of the program.

Tom

- Understand that rent reform is part of a variety of experiments (under MTW) to decide what is the best way forward. Ashley did a good presentation on background. Would like to know about the non-voucher options. How would this apply? If someone wants to move with a voucher and they are on the tiered rent? Do they go through the regular process?
 - Wendy: HUD has given us a list of things we can do that other MTW agencies have done. We can also propose other flexibilities. If we are part of this group added to the MTW program, the specific policy we would have to implement is the tiered rent. That is required for 6 years. We are looking for your feedback on other measures we may want to implement in addition to rent reform.

Eralba

- Question – what people suggest for things to improve? My goal is to get out of this program. Being an immigrant, trying to do research online, just learned about a new concept, the homeownership voucher. She has so much to say. Besides being an immigrant, victim of domestic violence – that is how she ended up on the program and in FSS program. Even if not coming from domestic violence, being low income, you come from hardships. It's hard to get information about how to succeed or move forward.

- Can EHA do a strategy – build partnerships to help people transition from Section 8 voucher to homeownership? Combine resources – Section 8 transition from renting to homeownership, get government loan (FHA?)
 - Wendy: EHA supports the homeownership vouchers we have out there now, but we are not letting new vouchers on now. However, through MTW or another new program we could consider offering homeownership. We currently work with Domestic Violence Services to provide 20 units of housing for people leaving domestic violence at Pivotal Point
- Wind80: she was part of Pivotal Point – it was a life-changing experience to have the help in a moment of crisis.

Anthony

- He and his wife (Brie) are participants in FSS and on Section 8. FSS is getting ready to end for them. It ended up not being as much of an opportunity as they thought. They were both students, trying to become RNs, have a lot of certifications. Started paying rent at a certain rate when they started. Since that time, they haven't been able to escrow because he fell and broke his neck and has been out of work. He doesn't feel like they got out of the program what it was meant for. The whole time they've been on program, maybe escrowed a couple of hundred dollars. Now that it is coming to an end, do they qualify for this new program [rent reform]?
 - Wendy: not sure if you have already requested, but FSS program does provide for an extension. (He says he did.) Second piece – if not part of FSS at time we start rent, could be part of new rent group. But it is random – you can't choose which policy you are part of.
- He and his wife talked with their FSS caseworker about extensions. When he fell and broke his neck, they got an extension for two years. He is continuing on his journey to become an RN. Happy to be alive and walking, wanted to use the program. His injury was unfortunate timing. He is hoping to take advantage of this new program.

Darla

- Has been a part of the FSS program, was excited. She got laid off, before that she was heading towards a really good goal. In spite of possible changes, she hopes they won't hinder her. Kept her motivated to moving up to next pay level because it benefits her and her family in the long run. Hope the new policy will enhance things for many other people.
 - Janinna: FSS and Tiered Rents have similar goals to incentivize increasing earned income, but with FSS you get the full benefit of the increased income at the end with the escrow payment, while with Tiered Rents you get to keep all of your additional earnings along the way.

- Think the tiered rents is something people could look forward to. There is still a cushion with the hardship policy, a safety net. Abby [FSS Coordinator] invited her to the meeting.

Anthony

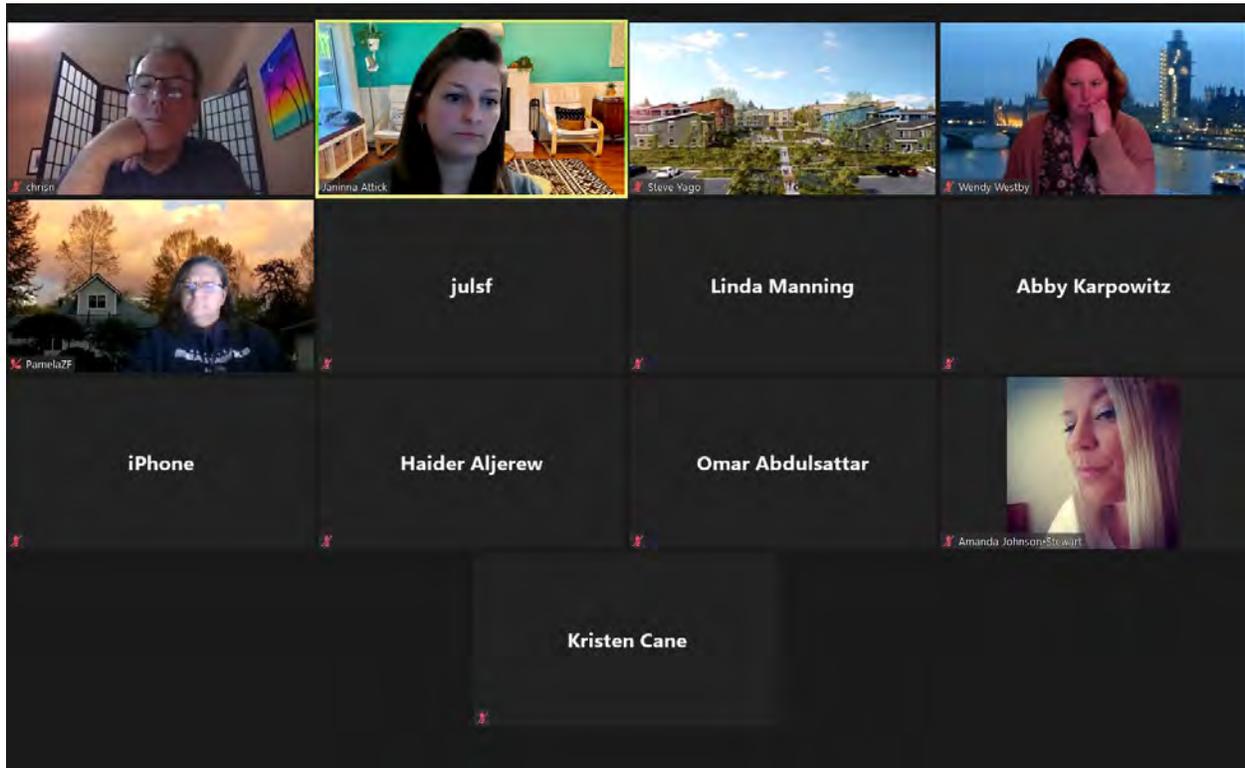
- He is thankful for the place they are in now, but not exactly where they want to be. Went on the Section 8 website, found a bunch of different housing. Zillow, Craigslist. Saw a lot of “no Section 8”.

Eralba

- Question about Section 8 and landlords refusing. Landlord of a property who rents to someone from Section 8 – do they need to go through a certain process if they have never participated on Section 8 before? Do they need to register with the housing authority? Or just need an agreement between the parties?
 - Wendy: That’s correct, no pre-registration needed. We try to make it as low barrier as possible. You find the unit, you respond, the landlord goes through their normal selection criteria. Hopefully you’ve seen the unit. When you turn in the Request for Tenancy Approval, that starts the EHA process. For a brand-new landlord, we do a very minimal eligibility check and get them set up as a vendor. No class or special pre-qualification they need have to be a landlord on the program.

Ashley and Janinna thank everyone for coming and sharing their comments.

MTW Participant Meeting #3 Comments
November 10, 2020 at 6:00 PM



In attendance at meeting:

EHA Staff: Janinna Attick, Chris Neblett, Wendy Westby, Linda Manning, Steve Yago, Kristen Cane, Abby Karpowitz, Pamela Zathan-Fink

Residents/Participants: Haider Al Jerew (PBV resident), Omar Abdulsattar (PBV resident), Amanda Johnson-Stewart (voucher and FSS participant), [unknown person joining by iPhone], Julie Figueroa (voucher and FSS participant), Tom Butler (RAD PBV resident; joined partway through meeting)

Meeting

Janinna Attick presents background information about MTW, the new tiered rent policy, and other opportunities that MTW provides.

Questions and Comments

Haider:

- Some people have gross pay of \$2,600 – their retirement plan (e.g., 401(K)) is \$600. Could we consider the net income instead of the gross income?

- Wendy: Don't have a clear answer. HUD has always used gross income but it would be really interesting to explore this. The current rent structure doesn't account for those other costs.
- On the new tiered rent policy, we will be looking at current anticipated income instead of past income, so this could be a gamechanger.
- Does the housing authority offer a rent to own option? Homeownership can help households stabilize in the long run.
 - Wendy: we used to participate in the voucher homeownership program and had two families purchase homes, but about 7 years ago we decided to leave the program and just support those two existing households. Due to the high cost of housing in our area, very few participants could make the program work. We have discussed, and we know that homeownership provides a sense of stability.
 - Rent to own is a different arrangement, where there is a contract to purchase the home. HUD technically allows rent to own, but the deals usually are much too risky, and we couldn't approve. We would be putting people in a situation where they have a lot to lose. If homeownership is a goal, we may be able to make that happen with MTW.
 - Janinna: other housing authorities have used MTW flexibility to develop units for purchase that are affordable to modest income households. This isn't something our planning has discussed yet, but could be a possibility in the future.
 - Abby: We are working with a new partnership right now to develop this type of opportunity.

Amanda:

- Is rent reform voluntary?
 - Janinna: eligible households would be selected randomly to either pay the current rent or new rent policy, rather than volunteering.
- Since the new rent policy is based on gross income, how does that impact those with self-employment income?
 - Janinna: "Gross" income refers to the income before the adjustments for dependents and child care expenses that result in what HUD calls "adjusted" income. The definition of "gross" income that the voucher program uses for self-employed individuals is income after business expenses. That would continue under rent reform.
- What other programs or support will be offered under MTW?
 - Janinna: we have discussed expanding services, using some funding to develop new housing units as other ways that we could use our MTW flexibility.

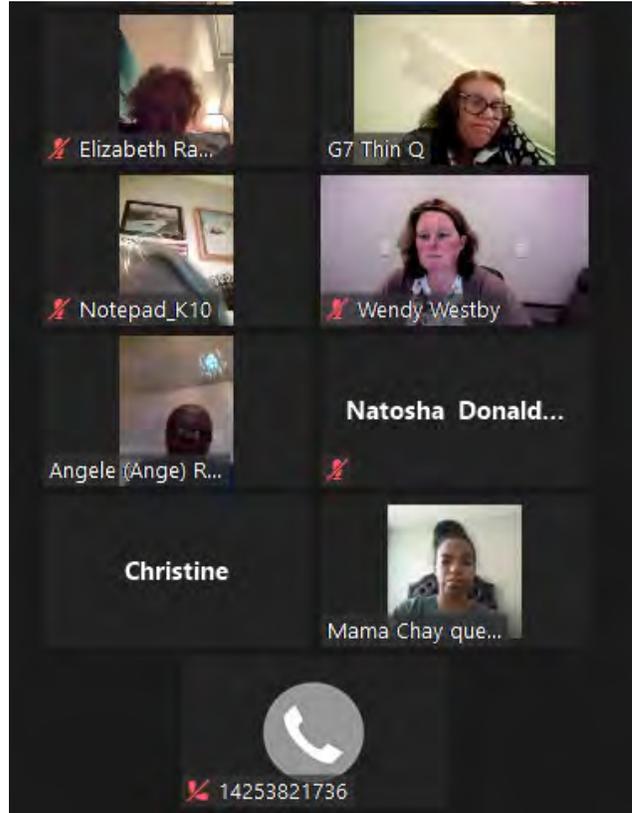
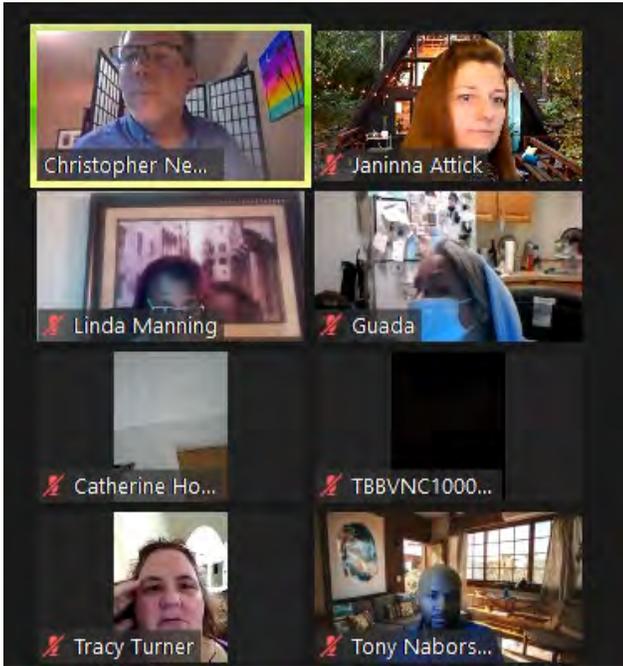
- Will the bedroom size ever change? It is difficult being self-employed. Requested an accommodation two years ago for an extra bedroom to support my business.
 - Wendy: Unfortunately, we can only offer reasonable accommodations to support someone with a disability. Previously, the difference between a 1 and 2 bedroom or a 2 and 3 bedroom unit was not so high, so a household with a voucher might be able to lease a larger unit with their voucher than the stated bedroom size. However, the difference in rents has increased a lot and that is not as common now. If we give someone an extra bedroom, that cuts into the funding that we have available to help other families.

Pamela (EHA staff):

- In the current voucher program, there is a definition of Self Sufficiency. What would be the definition for this program? Would that include people no longer needing housing assistance?
 - Janinna: self-sufficiency looks different for different households, not a single definition for MTW. For elderly and disabled households, this could mean helping them live independently. For employment-focused households, this could be helping them increase their earned income.
 - EHA's Executive Director has been clear that he does not want to implement time limits as part of MTW. Some households might have an income increase where they no longer qualify for assistance. For those with a tenant-based voucher, the rule that they would go off the program after 180 days of paying the full rent would continue. This is slightly different for people living in RAD PBV units. We haven't had any discussions about changing this under MTW.
 - Wendy: Under tiered rents, since someone on the new policy goes three years without an income review, someone could stay on the program longer if they go to that income where they would no longer receive assistance, between those three-year reviews, when their higher income is not being considered in their rent.

Janinna and Wendy thank everyone for coming and sharing their comments.

**EHA Resident Advisory Board Meeting
December 9, 2020 at 6:00 PM**



EHA Staff: Chris Neblett, Janinna Attick, Wendy Westby, Linda Manning, Tony Nabors

Participants

	Name	Property or Program	How They Learned About Meeting
1	Risa Meinke	Broadway Plaza	Flyer in BP elevator
2	Pedro Reyes	Broadway Plaza	Flyer in BP elevator
3	Catherine Holdsworth	Broadway Plaza	BP Facebook page
4	Peggy Holmgren	Broadway Plaza	BP Facebook, flyer from Service Coordinator Charles
5	Cherokee Screechowl	Pineview	Existing RAB member, e-mail
6	Tracy Turner	Bakerview	E-mail
7	Elizabeth Ramstead	Broadway Plaza	Flyer in BP elevator
8	Judy Boulder	Broadway Plaza	Flyer in BP elevator
9	Natosha Donaldson	HCV	E-mail from FSS Coordinator Abby
10	George Grewing	Broadway Plaza	Flyer in BP elevator
11	Chenier Leaks	HCV	Through her housing specialist
12	Angele Russell-Knox	Bakerview	Bulletin board at BV
13	Peggy Dayton	Bakerview	Existing RAB member
14	Leonor Selvidge	HCV	Call (attended previous meeting)

Questions and Comments

Tracy – question for Wendy. Wondering about the vouchers – she has been waiting for a tenant-based voucher. When she first moved to Bakerview, they put her on the waiting list.

Wendy: PBV units give option to get a voucher to move after 12 months. If we have vouchers available, we can give them a voucher to move. We haven't had any since April 2019. People who live in PBV units and want to move with a voucher are on the "interest list". As vouchers come available, we issue them. Right now, it doesn't look we will have vouchers available in 2021. If we get new vouchers, then we could issue to PBV participants. The distinction is important because people who are on the interest list get vouchers ahead of the regular waiting list.

Risa – was a single mom at Grandview, lived there for 15 years. Now at Broadway Plaza. Went to an EHA meeting in December of last year where it was announced that we would be creating a new program for the homeless. What happened with that?

Wendy: we got awarded new voucher under the Mainstream program. Last year we had turned in an application. In March we got 60 vouchers, and in October we got an additional 18. In March of 2021, we will get another 75 vouchers. Vouchers are for non-elderly people who have disabilities and meet a local preference: homeless or rent-burdened (50%+ income toward rent and utilities). She is proud that we have leased up 100% of the first 26 vouchers we've issued.

Judy – Tony – love the program for DEI, how will we identify the issues?

Tony: In part through data collection to get better information about residents and staff. How do we have more opportunities to hear from the community and our residents? RAB is one of those things that we have in place that helps us hear from residents. We are trying to be thoughtful about that.

Cherokee – Wendy was just talking about accomplishments of vouchers that were leased during COVID. She is wondering what barriers there have been for people to find landlords/units to rent.

Wendy: A big change to how we normally do business during COVID – we have to do a briefing when someone gets a voucher, but now we are using technology to do that. Zoom, phone, lots of creative ways to give people that info. People don't seem to be having trouble finding units. Eligibility team is providing "warm" referral to deposit assistance. We give people 6 months to look for a place. If things don't go well in the beginning, people sometimes give up. One additional support is to keep them motivated. We have actually reduced the time from 82 days between issuance to leasing, down to around 60 days.

Cherokee – expensive to do background checks, landlords won't accept the reusable screening – multiple adults in HH gets expensive – first and last month's rent, pet deposit and pet rent. So many people are looking at available rentals – you can see how many people have visited the rental on sites like Trulia.

Wendy: you bring up a great point. Some people in this meeting are in PBV units and some have regular vouchers. We are only able to help with rent. All those things that you talk about, deposits, screening fees – we don't have resources to help with that. There is the possibility to use MTW to help with some of those things.

Natosha – she did a survey that was sent out through the Family Self-Sufficiency program, and it mentioned a homeownership program where you own the home but not the land.

Wendy – Our FSS Coordinator is working on some new homeownership opportunities but nothing to report on that yet. EHA participates in the HCV Homeownership program but we’ve stopped taking new applicants. Can’t say that will always be the case, but that is the situation now. FSS is working on other ways. Sweat equity is another homeownership opportunity – this is mostly offered through Housing Hope.

Tony: outside of EHA, you may want to do some research on “community land trusts” – sounds like that is what you are talking about.

Tracy – will the new Baker Heights units have units for people with disabilities?

Wendy – don’t know the number, but building requirements are that a certain percentage of newly-built units need to be ADA accessible. 67 of the 105 units will be project-based for people exiting homelessness – the balance would be available for others to rent – some will certainly have disability accommodations.

Tracy: I have a concern. It is hard to find a place that rents to younger people with disabilities that aren’t too expensive (she is 51).

Wendy: We are definitely aware of the need for more units for people with disabilities and we are committed to creating more units for people who are elderly or have disabilities. Can’t quote specific projects in the pipeline right now.

Legal Invoice

Date: 11/17/2020

Sound Publishing, Inc.
Unit Attn: A/R
PO Box 930
Everett WA 98206-0930

Everett Daily Herald

Bill To:
Everett Housing Authority
PO Box 1547
Everett WA 98206

Customer Account #: 14106425
Legal Description: EDH913653

Legal Description: City Notices

Desc: MTW PLAN

Legal #: EDH913653

Ad Cost: \$ 89.60

Ordered By: CHRISTOPHER NEBLETT

Published: Everett Daily Herald

Issues Ordered: 1

Start Date: 11/17/2020 **End Date:** 11/17/2020

Due: \$ 89.60

Please return this with payment. Questions? Call 1-800-485-4920

Everett Housing Authority
PO Box 1547
Everett WA 98206

Account #: 14106425
Invoice #: EDH913653
Due: \$ 89.60

Everett Daily Herald

Affidavit of Publication

State of Washington }
County of Snohomish } ss

Dicy Sheppard being first duly sworn, upon oath deposes and says: that he/she is the legal representative of the Everett Daily Herald a daily newspaper. The said newspaper is a legal newspaper by order of the superior court in the county in which it is published and is now and has been for more than six months prior to the date of the first publication of the Notice hereinafter referred to, published in the English language continually as a daily newspaper in Snohomish County, Washington and is and always has been printed in whole or part in the Everett Daily Herald and is of general circulation in said County, and is a legal newspaper, in accordance with the Chapter 99 of the Laws of 1921, as amended by Chapter 213, Laws of 1941, and approved as a legal newspaper by order of the Superior Court of Snohomish County, State of Washington, by order dated June 16, 1941, and that the annexed is a true copy of EDH913653 MTW PLAN as it was published in the regular and entire issue of said paper and not as a supplement form thereof for a period of 1 issue(s), such publication commencing on 11/17/2020 and ending on 11/17/2020 and that said newspaper was regularly distributed to its subscribers during all of said period.

The amount of the fee for such publication is \$89.60.

Dicy Sheppard

Subscribed and sworn before me on this

20th day of November,
2020.

Linda Phillips

Notary Public in and for the State of
Washington.

Everett Housing Authority | 14106425
CHRISTOPHER NEBLETT



Classified Proof

EVERETT HOUSING AUTHORITY
Moving to Work Application and Plan
Everett Housing Authority (EHA) seeks comment from EHA residents, program participants, landlords, and members of the public on its draft application and plan to participate in the Moving to Work (MTW) demonstration program.
The draft MTW Application and Plan will be available for review on EHA's website at www.evha.org, News & Updates, starting on November 17, 2020. A hard copy can be requested by e-mailing info@evha.org.
Written comments on the draft Application and Plan may be submitted to the drop box at the Housing Authority's administrative office at 3107 Colby Ave, Everett, WA 98201, by mail (Everett Housing Authority, Attn: Janinna Attick, P.O. Box 1547, Everett, WA 98205-1547); or via email to janinna@evha.org, through December 17, 2020 at 4:00 PM.
The Housing Authority's Board of Commissioners will hold a public hearing by video conference and telephone to receive public comments on the proposed MTW Application and Plan on Monday, December 14, 2020, at 12:00 PM.
Participants can join the meeting via Zoom videoconference by going to www.zoom.us/join and using meeting ID 673-962-739 or by phone by dialing (253) 215-6782 and using meeting code 673-962-739 and password 514202.
People with disabilities, or persons with limited English proficiency requiring assistance or accommodations to participate fully in the hearing should contact Chris Nebbett at (425) 303-1186, or via email at chrisn@evha.org, by December 7, 2020.
Ashley Lommers-Johnson
Executive Director
November 17, 2020
Published: November 17, 2020. EDH913653

RECEIVED-EHA

NOV 30 2020

Legal Invoice

Date: 11/23/2020

Sound Publishing, Inc.
Unit Attn: A/R
PO Box 930
Everett WA 98206-0930

Everett Daily Herald

Bill To:

Everett Housing Authority
PO Box 1547
Everett WA 98206

Customer Account #: 14106425

Legal Description: EDH914175

Legal Description: City Notices

Desc: MTW APPLICATION

Legal #: EDH914175

Ad Cost: \$ 92.40

Ordered By: CHRIS NEBLETT

Published: Everett Daily Herald

Issues Ordered: 1

Start Date: 11/23/2020 **End Date:** 11/23/2020

Due: \$ 92.40

Please return this with payment. Questions? Call 1-800-485-4920

Everett Housing Authority
PO Box 1547
Everett WA 98206

Account #: 14106425

Invoice #: EDH914175

Due: \$ 92.40

Everett Daily Herald

Affidavit of Publication

State of Washington }
County of Snohomish } ss

Dicy Sheppard being first duly sworn, upon oath deposes and says: that he/she is the legal representative of the Everett Daily Herald a daily newspaper. The said newspaper is a legal newspaper by order of the superior court in the county in which it is published and is now and has been for more than six months prior to the date of the first publication of the Notice hereinafter referred to, published in the English language continually as a daily newspaper in Snohomish County, Washington and is and always has been printed in whole or part in the Everett Daily Herald and is of general circulation in said County, and is a legal newspaper, in accordance with the Chapter 99 of the Laws of 1921, as amended by Chapter 213, Laws of 1941, and approved as a legal newspaper by order of the Superior Court of Snohomish County, State of Washington, by order dated June 16, 1941, and that the annexed is a true copy of EDH914175 MTW APPLICATION as it was published in the regular and entire issue of said paper and not as a supplement form thereof for a period of 1 issue(s), such publication commencing on 11/23/2020 and ending on 11/23/2020 and that said newspaper was regularly distributed to its subscribers during all of said period.

The amount of the fee for such publication is \$92.40.

Dicy Sheppard

Subscribed and sworn before me on this
25th day of November
2020.



Linda Phillips

Notary Public in and for the State of
Washington.

Everett Housing Authority | 14106425
CHRIS NEBLETT

EVERETT HOUSING AUTHORITY
Moving to Work Application and Plan (UPDATED)

Everett Housing Authority (EHA) seeks comment from EHA residents, program participants, landlords, and members of the public on its draft application and plan to participate in the Moving to Work (MTW) demonstration program. This notice supersedes an earlier notice with respect to the beginning of the comment period. The draft MTW Application and Plan will now be available for review on EHA's website at www.evha.org, News & Updates, starting on November 23, 2020. A hard copy can be requested by e-mailing info@evha.org.

Written comments on the draft Application and Plan may be submitted to the drop box at the Housing Authority's administrative office at 3107 Colby Ave, Everett, WA 98201, by mail (Everett Housing Authority, Attn. Janinna Attick, P.O. Box 1547, Everett, WA 98206-1547); or via email to janinna@evha.org, through December 23, 2020 at 4:00 PM.

The Housing Authority's Board of Commissioners will hold a public hearing by video conference and telephone to receive public comments on the proposed MTW Application and Plan on Monday, December 14, 2020, at 12:00 PM.

Participants can join the meeting via Zoom videoconference by going to www.zoom.us/join and using meeting ID 673-982-739 or by phone by dialing (253) 215-8782 and using meeting code 673-982-739 and password 514202.

People with disabilities, or persons with limited English proficiency requiring assistance or accommodations to participate fully in the hearing should contact Chris Neblett at (425) 303-1186, or via email at chrisn@evha.org, by December 7, 2020.

Ashley Lommers-Johnson
Executive Director
November 23, 2020

Published: November 23, 2020. EDH914175

Appendix 2, Exhibit D - News Alert

11/30/2020

Everett Housing Authority | EHA

Starting Monday, March 16 all Housing Authority offices will be closed to the public until further notice. This is in response to the Governor's emergency declaration for government agencies to take proactive measures to decrease the spread of the **COVID-19 coronavirus**. We will keep you advised of when the offices will reopen via this website. If you need to contact the Housing Authority during the time we are closed to the public, please call (425) 258-9222. Your call will be returned as soon as possible.

EHA's Moving to Work Draft Plan is now available for public comment. Click [here](#) for more information.



SELECT LANGUAGE

- HOUSING PROGRAMS
- RESIDENTS
- LANDLORDS
- EMPLOYMENT
- DOING BUSINESS
- ABOUT
- ANTI-RACISM



FIND HOUSING

HOUSING PROGRAM OPTIONS

CHECK AVAILABILITY

OUR PROPERTIES



LEARN MORE ABOUT EHA

NEWS & UPDATES

FEATURED PROJECTS

www.evha.org

1/3

MTW Draft Plan – Comment Period and Public Hearing

November 19, 2020

Your Voice Matters! We Need Your Input on our Moving to Work Application Everett Housing Authority (EHA) is applying to be part of a demonstration program that will allow us to make some changes to our programs to better serve our community and be more efficient. The program is called MTW (...)

The results of the 2020 Census will help determine how hundreds of billions of dollars in federal funding flow into communities every year for the next decade. That funding shapes many different aspects of every community, no matter the size, no matter the location. For more information and ways to participate, please visit: <https://2020census.gov/> Learn more >>

Everett Housing Authority’s Draft PHA Plans Available for Review

July 23, 2020

HUD has advised an Annual Public Housing Agency Plan for the period effective July 1, 2020 is required in addition to the Five Year Plan submitted previously. The proposed Annual Plan and a second version of the Five Year Plan are now available for public review and comment. Click...

Letter to the Community from Our Executive Director

June 24, 2020

Letter to the Community from Our Executive Director Dear Everett Community, Over the past few weeks, I have wrestled with what to say in the context of the death of George Floyd and the scourge of systemic racism. I realize that as a Black person who grew up under Apartheid in South Africa, I don...

SEE MORE NEWS ITEMS



FOR RESIDENTS

FOR SENIORS

FOR LANDLORDS

FOR HOUSING CHOICE VOUCHER PARTICIPANTS

CONTACT

Administration: 425-258-9222

Maintenance: 425-303-1170

FAX: 425-303-1122

TTD/TTY: 425-303-1111

info@evha.org



11/30/2020

Everett Housing Authority | EHA

Physical Address:

3107 Colby Ave
Everett, WA 98201

Mailing Address:

P.O. Box 1547, Everett, WA 98206-1547

To contact a specific property, visit our property list.

Starting Monday, March 16 all Housing Authority offices will be closed to the public until further notice. This is in response to the Governor's emergency declaration for government agencies to take proactive measures to decrease the spread of the **COVID-19 coronavirus**. We will keep you advised of when the offices will reopen via this website. If you need to contact the Housing Authority during the time we are closed to the public, please call (425) 258-9222. Your call will be returned as soon as possible.

EHA's Moving to Work Draft Plan is now available for public comment. Click [here](#) for more information.

[SELECT LANGUAGE](#)

[HOUSING PROGRAMS](#) [RESIDENTS](#) [LANDLORDS](#)

[EMPLOYMENT](#) [DOING BUSINESS](#) [ABOUT](#)

[ANTI-RACISM](#)

MTW DRAFT PLAN – COMMENT PERIOD AND PUBLIC HEARING

Your Voice Matters! We Need Your Input on our Moving to Work Application

Everett Housing Authority (EHA) is applying to be part of a demonstration program that will allow us to make some changes to our programs to better serve our community and be more efficient. The program is called MTW (Moving to Work).

It is important that as we consider making changes, we hear from the people that we serve. We need your feedback on what is working well and your ideas for ways that we can serve you better.

Part of MTW would include a new rent policy that would encourage households to increase their income. Other changes could include improvements to our current programs or new

programs or services. You can learn more about MTW on our MTW webpage [here](#).

There are three ways you can give feedback:

Take Our Survey

You can take the survey here: https://www.surveymonkey.com/r/MTW_Survey

We will have a drawing and five EHA resident or applicant households who respond to this survey will be selected to receive a \$50 gift card!

If you are an EHA resident or applicant and you responded to the survey before November 19, 2020, and want to be entered into the gift card drawing, please e-mail Janinna Attick at janinna@evha.org to be included in the drawing.

Comment on Our Draft Application

EHA is preparing an application to HUD. Applications are due by January 8, 2021.

EHA's MTW Application and Plan is now available for public review and comment [here](#). A hard copy can be requested by e-mailing info@evha.org.

Written comments on the draft Application and Plan may be submitted to the drop box at the Housing Authority's administrative office at 3107 Colby Ave, Everett, WA 98201, by mail (Everett Housing Authority, Attn. Janinna Attick, P.O Box 1547, Everett, WA 98206-1547); or via email to janinna@evha.org, through December 23, 2020 at 4:00 PM.

Attend the Public Hearing

The Housing Authority's Board of Commissioners will hold a public hearing by video conference and telephone to receive public comments on the proposed MTW Application and Plan on **Monday, December 14, 2020, at 12:00 PM.**

Participants can join the meeting via Zoom videoconference by going to www.zoom.us/join and using meeting ID 673-982-739 or by phone by dialing (253) 215-8782 and using meeting code 673-982-739 and password 514202.

People with disabilities, or persons with limited English proficiency requiring assistance or accommodations to participate fully in the hearing should contact Chris Neblett at (425) 303-1186, or via email at chrisn@evha.org, by December 7, 2020.

CONTACT

Administration: 425-258-9222

Maintenance: 425-303-1170

FAX: 425-303-1122

TTD/TTY: 425-303-1111

info@evha.org

Physical Address:

3107 Colby Ave

Everett, WA 98201

Mailing Address:

P.O. Box 1547, Everett, WA 98206-1547

To contact a specific property, visit our [property list](#).



Appendix 2, Exhibit E - MTW Draft Plan E-mail Notice

Your Voice Matters! We Need Your Input on our MTW Application

Everett Housing Authority (EHA) is applying to be part of a demonstration program that will allow us to make some changes to our programs to better serve our community and be more efficient. The program is called MTW (Moving to Work). You can learn more about MTW on our MTW webpage [here](#).

It is important that we hear from the people that we serve before we make changes. We need your feedback on what is working well and your ideas for how we can serve you better.

Here are three ways that you can give us feedback:

1. [Take Our Survey](#)

You can take the survey here: https://www.surveymonkey.com/r/MTW_Survey

We will have a drawing and five EHA resident or applicant households who respond to this survey will be selected to receive a \$50 gift card!

If you are an EHA resident or applicant and you responded to the survey before November 19, 2020, and want to be entered into the gift card drawing, please e-mail Janinna Attick at janinnaa@evha.org to be included in the drawing.

2. [Comment on Our Draft Application](#)

EHA's MTW Application and Plan is now available for review. You can access it here: [Draft MTW Application](#). A hard copy can be requested by e-mailing info@evha.org. Comments are due by **Wednesday, December 23, 2020 at 4:00 PM**.

You can submit your comments three ways:

- Submit your written comments to the drop box at the EHA administrative office: 3107 Colby Ave, Everett, WA 98201
- Mail your written comments to Everett Housing Authority, Attn. Janinna Attick, P.O. Box 1547, Everett, WA 98206-1547
- You can e-mail your comments to janinnaa@evha.org

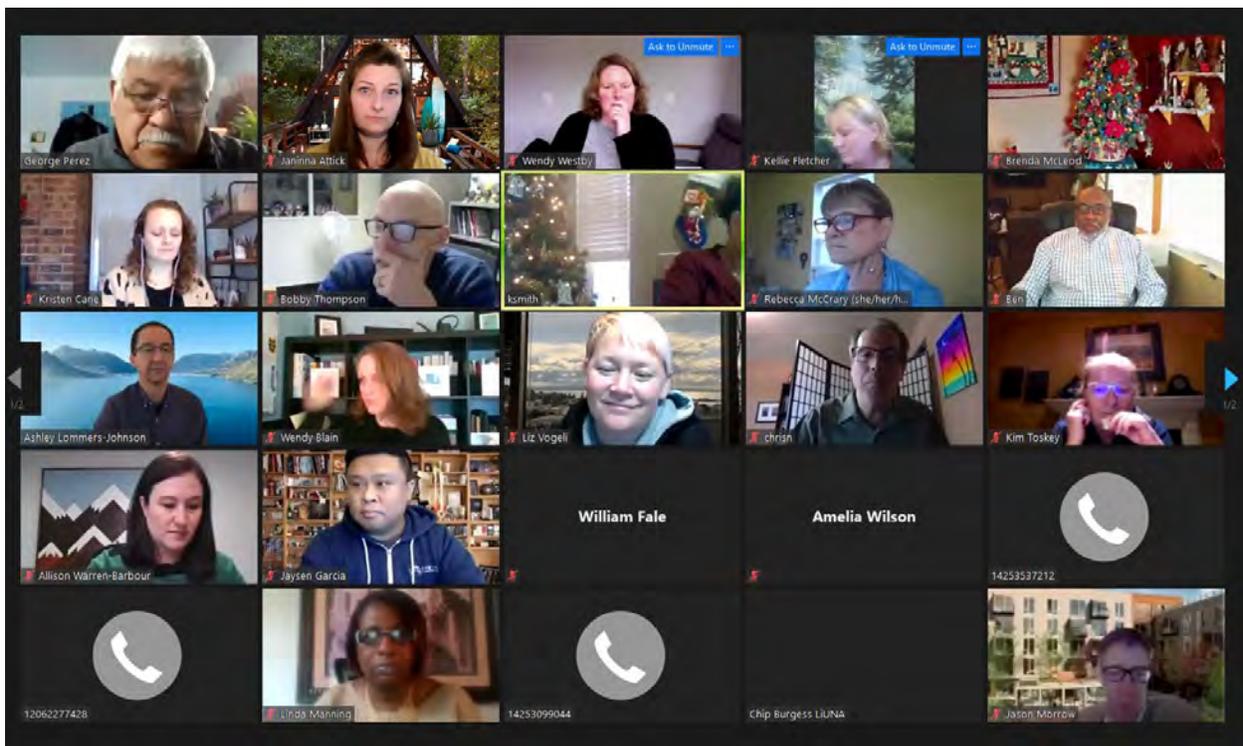
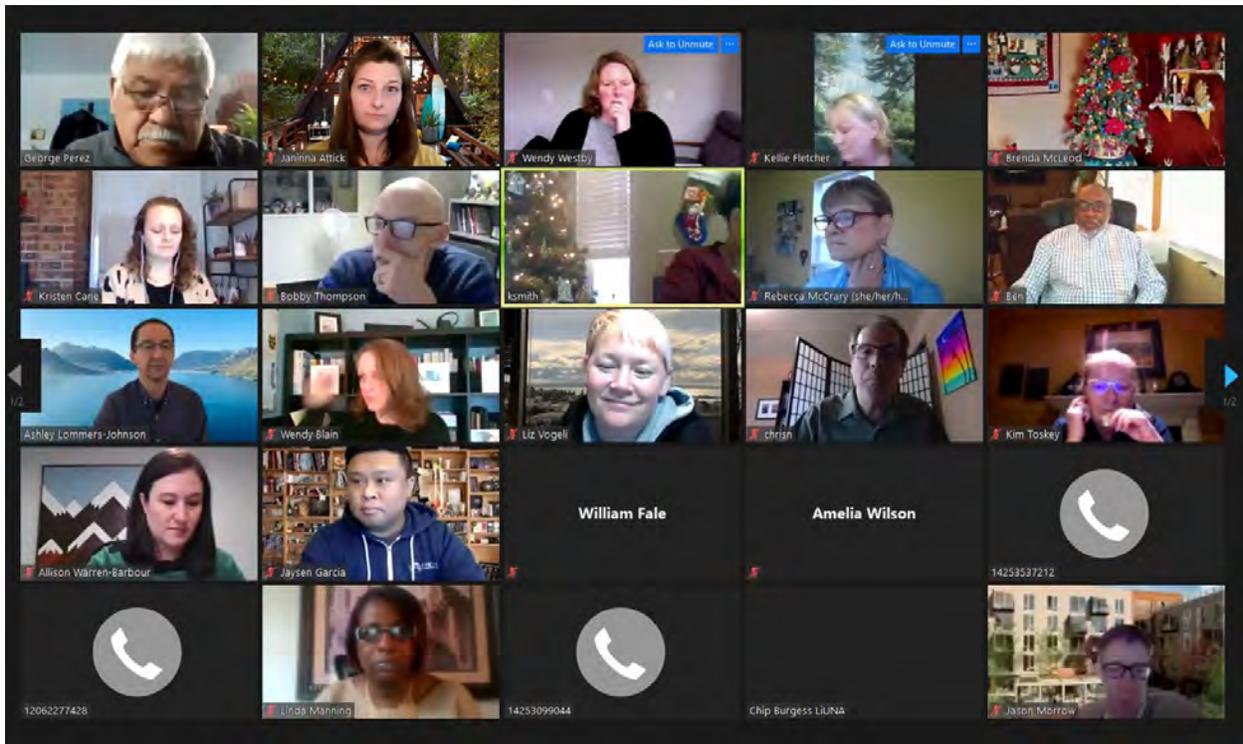
3. [Attend the Public Hearing](#)

The Housing Authority's Board of Commissioners will hold a virtual public hearing to receive public comments on the proposed MTW Application and Plan on **Monday, December 14, 2020, at 12:00 PM**.

You can join the public hearing via Zoom by going to www.zoom.us/join and using meeting ID 673-982-739 or by phone by dialing (253) 215-8782 and using meeting code 673-982-739 and password 514202.

If you have a disability and need an accommodation or you need an interpreter to participate fully in the public hearing, please contact Chris Neblett at (425) 303-1186, or via email at chrisn@evha.org, by Monday, December 7, 2020.

Public Hearing on the Moving to Work Demonstration Program (MTW) Draft Application and Plan - December 14, 2020



At 12:06 p.m. Chair Warren-Barbour called for a motion to convene a public hearing on Everett Housing Authority's MTW Demonstration Program Draft Application and Plan. Commissioner Burgess moved to convene the hearing, Commissioner Young seconded, and the motion carried unanimously. In addition to the Commissioners and Housing Authority staff, the following persons were in attendance:

Members of the Public

Bobby Thompson, Housing Hope
Crystal Simpson, Housing Hope
Becky Ableman McCrary, City of Everett
Liz Vogeli, Everett City Council
Kim Toskey, Homes and Hope Community Land Trust
Michelle Barnes, Homage Senior Services
Robin Hood, Snohomish County
Nicole McMurray, Snohomish County
Susan Chriest, Snohomish County
Duane Leonard, Housing Authority of Snohomish County
Jodie Halsne, Housing Authority of Snohomish County
Jim Dean, Interfaith Association of Northwest Washington
Scott Starr, SMR Architects

EHA Residents/Participants

Amelia Wilson (HCV Program Participant)
Anthony Vlands (Douglas Grove PBV Resident)
Stacy Smith (Grandview RAD PBV Resident)
Kellie Fletcher (Grandview RAD PBV Resident)

Chair Warren-Barbour opened the floor to comment on the MTW Demonstration Program Draft Application and Plan. City of Everett representative Becky Ableman McCrary conveyed the support of the mayor and the city regarding the Housing Authority's MTW application. She went on to say that the community as a whole will benefit if the Housing Authority is admitted to the MTW Demonstration Program, as it will deploy resources that will increase self-sufficiency among households. She said the mayor will provide a letter of support to include with the Housing Authority's MTW application.

The Housing Authority of Snohomish County's (HASCO) Executive Director Duane Leonard said HASCO supported the Housing Authority's MTW application, and he indicated that he will provide a letter of endorsement following today's hearing.

Homes and Hope Community Land Trust CEO Kim Toskey noted that one of her Board's directors, Tony Nabors (the Housing Authority's DEI Director), was present at today's hearing. She said her organization supported the Housing Authority's proposal to become a MTW agency, and its application was successful, she looked forward to partnering with the Housing Authority's clients in their pursuit of self-sufficiency. Ms. Toskey said she will provide a letter of support.

Housing Hope's Housing Director Bobby Thompson said he and Director of Property Management Crystal Simpson, who was also at today's hearing, supported the Housing Authority's MTW application and planned to provide a letter of endorsement. Mr. Thompson said the MTW Demonstration Program served as a platform that could greatly enhance the development of affordable housing, an objective shared by both Housing Hope and the wider community.

Homage Senior Services representative Michelle Barnes said her agency, which provides services to aging and disabled populations, supported the Housing Authority's application for the MTW Demonstration Program and will provide a letter of endorsement. She noted that seniors and others within the community face the prospect of homelessness due to the high cost of housing, and her organization supported any opportunity to expand the supply of safe and affordable housing.

Grandview RAD PBV resident Kellie Fletcher expressed her thanks for the invitation to become part of the Housing Authority's MTW Resident Advisory Group. She believed her work experience would be helpful to that group's efforts.

There were no further public comments. Executive Director Lommers-Johnson expressed appreciation for everyone attending today's public hearing, especially residents and program participants who stayed over from a previous meeting to discuss the formation of an MTW resident advisory group. He said guidance from this resident group and community partners will be essential if the Housing Authority is admitted to the MTW Demonstration Program. He then turned the floor over to Senior Policy Analyst Janinna Attick to provide more background on the MTW Application and Plan.

Senior Policy Analyst Attick began her presentation by discussing the Housing Authority's MTW engagement efforts to date. Outreach to staff has included a town hall meeting, smaller staff forums to gather feedback on how MTW may impact agency operations, and an ongoing staff planning group to assist in the development of the MTW application and related planning efforts. Outreach to residents and program participants has included three meetings held at different times of the day over the past couple of months and a segment at a recent Resident Advisory Board meeting. Similar meetings with Russian and Arabic speaking residents and program participants were planned for later in the week, using interpreters to gain those clients' perspective. A survey was also e-mailed to all residents, to gather feedback on various aspects of MTW, including its potential to expand supportive services. As mentioned previously, a recruitment effort was underway for an MTW Resident Advisory Group; this will involve residents and program participants in the development of policy if the Housing Authority is admitted to the MTW Demonstration Program. Community outreach efforts have included communications with partnering agencies, information on the agency website, and today's hearing. The Housing Authority was also in the process of recruiting an MTW Community Advisory Group composed of stakeholder partners, to advise on policy matters if the Housing Authority is admitted to the MTW Demonstration Program.

Senior Policy Analyst Attick went on to discuss the MTW outreach methods that have been utilized during this time of remote work due to COVID. These have included mass e-mails to

residents and program participants through the Yardi software system, information about MTW meetings in staff email signatures, direct outreach by staff in their day to day interactions with clients, flyers at Housing Authority properties, information on the agency website, and follow-up with meeting attendees. Plans for ongoing engagement will include meetings of the MTW Resident Advisory and Community Advisory groups, further outreach to community groups, landlord and resident/participant surveys, and future resident and participant meetings, including households with Limited English Proficiency.

Senior Policy Analyst Attick concluded with a timeline, starting with the MTW application deadline of January 8, 2021. HUD was expected to select the new MTW agencies in Spring 2021, and if the Housing Authority is admitted to the demonstration program, efforts to develop an MTW Plan encompassing new policies and programs, as well as negotiations with HUD regarding a contract of participation, were expected to take up the remainder of 2021. The Housing Authority would then implement the MTW Plan over the course of 2022. As the term of the MTW contract was 20 years, the Housing Authority will have ample time to refine its MTW policies and programs as needed.

Chair Warren-Barbour opened the floor to questions or further comments on the MTW Demonstration Program Draft Application and Plan. None were received, and she called for a motion to close public hearing. Commissioner Perez moved to close the public hearing, Commissioner Smith seconded, and the hearing closed at 12:24 p.m.

Resolution No. 1502

Adopting Everett Housing Authority's Moving to Work Application and MTW Plan, and related Certifications and Confirmations

WHEREAS, the Moving to Work (MTW) Demonstration Program is a demonstration program operated by the United States Department of Housing and Urban Development (HUD) that gives housing authorities more discretion over local policies and HUD funding to better meet the needs of their local communities and identify new and innovative ways of operating their programs; and

WHEREAS, in March 2019, HUD invited housing authorities to submit letters of interest to participate in an expansion of the MTW Demonstration Program, under Cohort #2, which will study rent reform; and

WHEREAS, in June 2019, Everett Housing Authority (EHA) submitted a letter of interest to participate in Cohort #2; and

WHEREAS, in August 2020, HUD announced that EHA was eligible to submit a full MTW application for Cohort #2; and

WHEREAS, EHA has prepared a draft application (Application) and MTW Plan and as part of the Application is requesting to implement Test Rent #1 – Tiered Rent if accepted into MTW under Cohort #2; and

WHEREAS, EHA completed all of the public process requirements described in PIH Notice 2020-21 as part of developing its Application and MTW Plan; and

WHEREAS, EHA considered all public and resident comments received during the application review period as part of finalizing its Application and MTW Plan;

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF EVERETT:

Section 1: Everett Housing Authority's Application, including the MTW Plan and EHA's selection of Test Rent #1 – Tiered Rent, and certifications contained therein, is approved.

Section 2: The Board of Commissioners confirms that the public process requirements described in Section 4(C)(i)(c) of HUD Notice PIH 2020-21, Request for Applications under the Moving to Work Demonstration Program for Fiscal Year 2020: COHORT #2 – Rent Reform", were met.

Section 3: The Chair of the Board of Commissioners and Executive Director are authorized to sign all required forms and documents and take other necessary actions in connection with submission of the Application to HUD, including without limitation making any final modifications to the Application.

Section 4: This Resolution shall take effect immediately.

Adopted by the Board of Commissioners of the Housing Authority of the City of Everett, Washington, this 4th day of January, 2021.


Allison Warren-Barbour (Jan 4, 2021 23:07 PST)

Chair, Board of Commissioners

Attest:



Secretary

MTW_Board_Resolution No 1502

Final Audit Report

2021-01-05

Created:	2021-01-04
By:	Chris Neblett (chrisn@evha.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAXj7H_IZHqyoxe7hVBpuG-RmclFbq4ivs

"MTW_Board_Resolution No 1502" History

-  Document created by Chris Neblett (chrisn@evha.org)
2021-01-04 - 11:07:10 PM GMT- IP address: 73.221.165.67
-  Document emailed to Allison Warren-Barbour (allisonwb@evha.org) for signature
2021-01-04 - 11:07:35 PM GMT
-  Email viewed by Allison Warren-Barbour (allisonwb@evha.org)
2021-01-05 - 7:06:42 AM GMT- IP address: 24.22.163.59
-  Document e-signed by Allison Warren-Barbour (allisonwb@evha.org)
Signature Date: 2021-01-05 - 7:07:11 AM GMT - Time Source: server- IP address: 24.22.163.59
-  Document emailed to Ashley L-J (ashleyflj@evha.org) for signature
2021-01-05 - 7:07:12 AM GMT
-  Email viewed by Ashley L-J (ashleyflj@evha.org)
2021-01-05 - 7:22:20 AM GMT- IP address: 73.11.169.193
-  Document e-signed by Ashley L-J (ashleyflj@evha.org)
Signature Date: 2021-01-05 - 7:22:34 AM GMT - Time Source: server- IP address: 73.11.169.193
-  Agreement completed.
2021-01-05 - 7:22:34 AM GMT



Adobe Sign

**APPENDIX 3
REQUIRED STANDARD FORMS**

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: Everett Housing Authority

Project Name: Moving to Work Application - Cohort 2

Location of the Project: Throughout the City of Everett, WA

Name of the Federal
Program to which the
applicant is applying: Moving to Work Expansion - Cohort 2

Name of
Certifying Jurisdiction: City of Everett

Certifying Official
of the Jurisdiction
Name: Rebecca McCrary

Title: Housing and Community Development Program Manager

Signature: *Rebecca A. McCrary*

Date: 12-11-2020

Certification of Payments to Influence Federal Transactions

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

Applicant Name

Everett Housing Authority

Program/Activity Receiving Federal Grant Funding

Moving to Work Application - Cohort 2

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

Ashley Lommers-Johnson

Title

Executive Director

Signature



Date (mm/dd/yyyy)

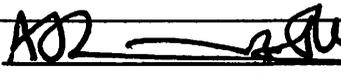
01/05/2021

DISCLOSURE OF LOBBYING ACTIVITIES

Approved by OMB
0348-0046

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

(See reverse for public burden disclosure.)

1. Type of Federal Action: <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	2. Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. Report Type: <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____
4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known:	5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: N/A	
6. Federal Department/Agency: Department of Housing and Urban Development	7. Federal Program Name/Description: Moving to Work Expansion - Cohort 2 CFDA Number, if applicable: N/A	
8. Federal Action Number, if known:	9. Award Amount, if known: \$	
10. a. Name and Address of Lobbying Registrant (if individual, last name, first name, MI): N/A	b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI): N/A	
11. 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:  Print Name: <u>Ashley Lommers-Johnson</u> Title: <u>Executive Director</u> Telephone No.: <u>425-303-1197</u> Date: <u>1/6/2021</u>	
Federal Use Only:		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

PRINT

APPENDIX 4 OTHER SUPPORTING DOCUMENTATION



January 4, 2021

Everett Housing Authority
Ashley Lommers-Johnson, Executive Director
31-7 Colby Avenue
Everett, WA 98201

Dear Mr. Lommers-Johnson,

I am very excited about the opportunity for Everett Housing Authority (EHA) to become a Moving to Work Housing (MTW) Authority. I know you have the creativity and commitment to be successful in using this flexibility to become an even more valuable resource for our community. I admire the way that you have partnered with the City, key local institutions, and other housing providers to solve housing and related problems. The City of Everett will be eager to participate in any related planning processes and other opportunities to contribute to a successful demonstration.

EHA's crucial partnership with the City of Everett and three nonprofit housing providers has resulted in three new affordable housing projects in Everett that address chronic homelessness of people with mental health challenges and other disabilities. EHA's commitment of project-based vouchers in 2019 was vital for the financial feasibility of these projects. The City's donation of public property for one of these developments, Clare's Place, as well as fee waivers and needed changes in City ordinances and policies, ensured that these new developments became a reality and previews the future success of similar partnerships between EHA and the City. The award-winning Pivotal Point supportive housing project for survivors of domestic violence, which incorporated an on-site Everett Police Department annex, is another innovative example of EHA's work with multiple partners to address community needs.

As you know, my administration has made ending student homelessness in Everett a high-priority initiative. I am particularly appreciative of EHA's mutual commitment to ending student homelessness as a long-term investment in ending generational poverty. EHA's partnerships with the Everett School District, the Everett Community College, and Washington State University around this priority combined with the MTW opportunity could become a model for ending homelessness among families with

Office of the Mayor

 2930 Wetmore Avenue Ste 10A
Everett, WA 98201

 425.2577119

 cfranklir@everettwa.gov
everettwa.gov

children. My administration will explore with you a range of strategies to assist with this important initiative, including fee and other waivers for new development as well as commitment of HOME, CDBG and other public funding sources.

I have also appreciated EHA's involvement in the City's Rethink Housing initiative, which is a multi-year effort to develop a community-wide housing action plan by June 30, 2021 that will include strategies for addressing the housing needs of current and future Everett residents at all income levels. EHA will be a key partner in implementing the recommendations of the action plan and my November 2020 mayoral directive to ensure affordable housing for all. I am very interested in exploring how MTW flexibilities can be used to support our action plan.

I look forward to working with you and continuing our quarterly meetings to discuss the Demonstration and how I can support its success.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Cassie Franklin', with a long horizontal flourish extending to the right.

Cassie Franklin, Mayor

CC: Nick Harper, Deputy Mayor
Julie Willie, Community Development Director
Rebecca McCrary, Housing and Community Development Program Manager



2000 Tower Street · Everett, WA · 98201-1390 · 425.388.9100

Office of the President
P 425.388.9572 – f 425.388.9531

December 21, 2020

Ashley Lommers-Johnson
Executive Director
3107 Colby Avenue
Everett, WA 98201
Everett Housing Authority

Dear Mr. Lommers-Johnson,

I am very excited at the prospect of Everett Housing Authority becoming a Moving to Work agency. Everett Community College strongly supports your application to participate in the national Moving to Work Demonstration. In addition, I will appoint one of our college officials to serve on the Moving to Work Advisory committee to assist with review of proposed policies and plans.

When I first learned about the highly innovative partnership between the Tacoma Housing Authority, housing developers/providers, and the community college and university in Tacoma to address student homelessness, I reached out to you in the hope that we can partner to end student homelessness in Everett. At the time, you were anticipating this opportunity and now there is a chance that MTW designation could be realized. I look forward to being a key partner with EHA in your MTW Demonstration, not only to address student homelessness, but also to work together on the broader MTW goals of increasing housing choice and long-term economic self-sufficiency of low-income families and individuals. To this end, the Everett Community College would like to explore plans and opportunities in the following areas:

- Increased college enrollment by EHA residents and participants as part of a broader strategy to escape poverty and prosper.
- Entry-level and other employment and internship opportunities at the college.
- Volunteer tutor programs for EHA clients staffed by our college students.
- Assistance with financial literacy training.

Congratulations on your invitation to submit a formal application. We look forward to hearing about the news of a successful application and the onset of a new era in our partnership.

Sincerely,

A handwritten signature in black ink that reads "D. J. Willis".

Dr. Daria J. Willis
President, Everett Community College



PO Box 2098, Everett, WA 98213
www.everettsd.org

January 4, 2021

To Whom It May Concern:

Everett Public Schools (EPS) would be delighted to deepen our partnership to improve the long-term outcomes of our mutual clients—low-income students enrolled in EPS. We are strongly supportive of the Everett Housing Authority’s application for participation in the Moving to Work Demonstration (MTW) and EHA’s use of increased flexibilities to pursue its mission and strategic objectives.

EPS is proud of our partnership to end homelessness of 1,066 school children and their families. We look forward to the completion of the 105-unit Legacy project with its 67 new housing units for this target group close to Hawthorne Elementary School on the Baker Heights site. The partnership of our McKinney-Vento program with EHA’s housing and on-site support services will lead to long-term educational and economic gains for our children and their families. EPS will work with EHA to find partners (a university and/or philanthropic entity) to design and implement a long-term evaluation of the outcomes of our partnership at Baker Heights and other future locations.

EPS is especially supportive of EHA’s desired use of MTW to ensure that low-income students have housing choices throughout our mutual jurisdictions so that there are not concentrations of need in higher poverty neighborhoods and schools. We applaud EHA’s strategies to use housing, education, and services as a platform for economic mobility and for households to escape generational poverty.

We look forward to exploring new and creative ways to collaborate with EHA on future efforts to achieve our mutual interests and goals, including:

- Targeting the already 1,000-plus children who are EHA residents or tenant-based voucher participants. For example, EPS and EHA can collaborate on ensuring that all eligible middle school students are enrolled in Washington State’s program to provide free college education to low-income students.
- Collaborating on efforts to evaluate the various impacts of housing on formerly homeless school children, including data sharing.
- Supporting new EHA developments in communities of opportunity with partial waivers of school impact fees using the model established for the new Legacy project.
- Expanding remote learning for our mutual clients.
- Collaborating on efforts to ensure greater school attendance and participation of parents in their children’s education.

EPS is committed to becoming a key partner in EHA MTW Demonstration and will participate in opportunities to assist with design and review of future plans and initiatives to further the goals of the Demonstration.

Sincerely,

Dr. Chad Golden
Director of Categorical Programs
cgolden@everettsd.org
(425) 385-4030



January 6, 2020

Ashley Lommers-Johnson
Everett Housing Authority
3107 Colby Avenue
Everett, WA 98201

RE: MOVING TO WORK APPLICATION

Dear Mr. Lommers-Johnson:

HNN Communities supports the Everett Housing Authority's application to become a Moving to Work housing authority. As a long-time partner with EHA through the project-based voucher program and as a tenant-based voucher landlord, we would gladly participate as a partner and advisor from our perspective as a landlord, developer, and property manager.

As you know, HNN owns and operates 31 multifamily properties, with over 7,100 apartment homes. Of this total, 29 of the communities are tax credit properties serving a mix of income. Like EHA, we are particularly committed to building high quality communities for families with children. We expect that in the next 10 years, we will develop an additional 5,000 units in your jurisdiction. Currently, we are in the construction phase for 3 affordable communities (not included in the totals above) that will deliver nearly 850 new apartment homes in 2021 and 2022. We have several other properties in the development stage. As always HNN would welcome expanding our partnership with EHA by marketing our properties to your voucher participants. Our properties are located throughout EHA's jurisdiction and offer a wide choice of housing options close to transportation and desirable amenities.

With HNN's experience in the Pacific Northwest as a private landlord to a significant number of households, we believe we can be a valuable resource to EHA's MTW Demonstration. We would be happy to participate by offering suggestions and proposals for improving the program for both landlords and voucher holders. We also support EHA's mission and desire for voucher holders to escape poverty in any way we can. We would be particularly interested in additional PBV opportunities in some of our existing properties and future communities to support the goal of providing affordable housing in mixed-income communities. Also, similar to the leasing fairs HNN sponsored at the Baker Heights site for EHA's relocation effort, we would offer similar opportunities for voucher holders to select communities where they can thrive.

Good luck with the application! We look forward to a deepening partnership with EHA.

Regards,

Philip Nored
President

PO Box 4108
Bellevue, WA 98009
(425) 453-9556

lifeisbetterhere.com



HOUSING AUTHORITY OF SNOHOMISH COUNTY

12711 - 4th Avenue West • Everett, Washington 98204
(425) 290-8499 • FAX (425) 290-5618

Ashley Lommers-Johnson, Executive Director
Everett Housing Authority
3107 Colby Avenue
Everett, WA. 98201

RE: Support for MTW Demonstration

Dear Ashley,

The Housing Authority of Snohomish County (HASCO) views EHA as a vital partner in serving Snohomish County's most vulnerable households. I appreciate the many ways in which we have collaborated over the years. For example, rather than competing with each other for VASH vouchers and having to duplicate services and partnerships in both PHAs, HASCO has taken the lead to receive VASH vouchers. Another example of our innovative relationship is aligning our policies for setting payment standards as well as utility allowances to reduce confusion among all program participants. These are just some examples of how collaboration and innovation have helped us service our clients with efficiency and greater effectiveness.

In our view, the most exciting innovation between our PHAs about 10 years ago was agreeing to a joint jurisdiction countywide. Instead of EHA serving Everett and HASCO serving the remainder of Snohomish County, our clients are free to live anywhere in our joint jurisdiction without the burden of portability. Over the years, this initiative has proven to be one of our most efficient and cost-effective innovations. From an MTW perspective, it meets all three of the statutory objectives of the demonstration: increased efficiency, housing choice, and ability to move freely to pursue employment opportunities.

Given our long history of effective collaboration, we believe that EHA is the kind of forward-thinking organization focused on what is best for residents and participants that will make a significant contribution to the MTW Demonstration. We strongly believe EHA should be selected for the Demonstration in order to continue to show ways to improve program effectiveness by reducing administrative burdens.

Sincerely,

Duane
Leonard

Digitally signed by Duane Leonard
DN: cn=Duane Leonard, o=Housing
Authority of Snohomish County,
ou=Executive Director,
email=dleonard@hasco.org, c=US
Date: 2020.12.17 14:19:49 -08'00'

Duane Leonard
Executive Director

Equal Housing Opportunity



December 28, 2020

Mr. Ashley Lommers-Johnson
Everett Housing Authority
3107 Colby Avenue
Everett, WA 98201

RE: HUD Moving to Work Application

Dear Mr. Lommers-Johnson;

I write this letter on behalf of Housing Hope to express our strong support for Everett Housing Authority's (EHA) application to join HUD's Moving to Work (MTW) Demonstration Program. Housing Hope is Snohomish County's leading non-profit developer and operator of affordable housing for very-low and extremely-low income households. Since our establishment in 1987, we have completed 76 housing development projects, including 237 Permanent Supportive Housing (PSH) units for families experiencing homelessness, 312 very low-income units for households below 50% AMI, and 311 homeownership units for low income households.

We have an extensive services program that is focused on assisting our residents to recover from the trauma of homelessness and to address their barriers to increased earned income. Affordable housing is not the end, but serves as the foundation upon which our residents can achieve self-sufficiency.

We operate in the Puget Sound region of Washington State, an extremely high-cost housing market. This has resulted in rapidly growing homelessness and a critical need for additional PSH units. However, the cost of creating new affordable housing has outstripped available capital resources including HOME, tax credits, state and local funding, and philanthropic funders. EHA has played a critical role in filling this gap by awarding Project Based Vouchers (PBVs) for our projects, particularly those serving households below 30% AMI. These PBVs generate operating income sufficient to service bank debt adequate to fill the capital funding gap.

However, EHA's capacity to issue additional PBVs is nearly exhausted due to program limits on project-basing. To continue developing new housing for extremely low income and homeless households, a more flexible PBV program is required that will balance tenant support with voucher budget authority. We believe the MTW Demonstration will provide sufficient flexibility to allow EHA to continue supporting the creation of new affordable housing.

With EHA's participation in the MTW Demonstration Project, we will work collaboratively with them to assist struggling families to escape poverty through living wage employment. Again, we strongly support EHA's application to be included in the Moving to Work (MTW) Demonstration Program and have attached a Resolution adopted by our Board of Directors.

Sincerely,

Fred Safstrom
CEO

Attachment (1)

Tel: 425.347.6556 | Fax: 425.353.4456 | www.housinghope.org | 5830 Evergreen Way | Everett, WA 98203-3748

Promoting and providing affordable housing and tailored services to reduce homelessness and poverty
for residents of Snohomish County and Camano Island.

Dear Mr. Lommers-Johnson:

Washington State University (WSU) Everett offers our strong support for the Everett Housing Authority's (EHA) Moving to Work Demonstration Application. We believe EHA is an ideal candidate for the Demonstration given our strong and developing partnership to transform one of the poorest areas in Snohomish County.

Our new WSU campus and EHA have been strong partners in our effort to transform the highest poverty census tract in Snohomish County. A key strategy for transformation and economic development for the area has been the growth of the new campus in the Delta Neighborhood, where EHA also has a large inventory of affordable housing.

Together, we have worked to earn support for our development activities, including signing a Memorandum of Understanding to purchase a portion of a distressed public housing property for the expansion of WSU's Everett campus. With strong City of Everett and neighborhood support, WSU and EHA advocated for a \$10 million state appropriation toward the purchase of the property for expansion of the campus. Goals include supporting the development of replacement housing and stimulating local economic development.

As WSU brings new academic programs to the area, we anticipate a growing partnership with EHA, especially in the following areas:

- **WSU Elson S. Floyd College of Medicine.** In 2021, WSU will graduate the medical school's first doctors. WSU anticipates that medical students will be a valuable resource to EHA communities within the broader region, especially elderly households and those with mental health challenges or chronic health conditions.
- **Early Childhood Education.** WSU anticipates that its new graduate program will work closely with EHA to support its early childhood education facility at a new 105-unit project near current campus facilities.
- **Master Gardener Program.** WSU will seek ways to support the several community gardens that EHA has developed over the past few years to enhance the quality of life and skills of the community.
- **Tutoring and Other Educational Services.** WSU anticipates a strong tutoring and mentoring program offered by our future students as well as opportunities for EHA residents to further their education at WSU.

WSU is highly supportive of EHA's commitment to end student homelessness. Together with the neighboring Everett Community College, we look forward to the innovative ways that EHA will seek to serve homeless college students in addition to homeless children enrolled in Everett schools. Together, we want to make a contribution to ending generational poverty through education, housing and related services.

WSU will be very willing to serve on EHA's MTW Advisory Committee, which will provide guidance to EHA on policy and program decisions during the demonstration.



Paul Pitre, Chancellor
Washington State University Everett



September 27, 2017

Ashley Lommers-Johnson
Executive Director
Everett Housing Authority
3107 Colby Avenue
Everett, WA 98201

Dear Mr. Lommers-Johnson:

Workforce Snohomish is pleased to provide our strong support for the Everett Housing Authority's applications for funding under the State of Washington Housing Trust Fund and Low Income Housing Tax Credit programs, to build low income housing as part of the Baker Heights Redevelopment. We understand that the first phase of the redevelopment will consist of an 82-unit building, 75% of which be designated as permanent supportive housing for homeless families. We recognize that employment and training services are critically needed by this population.

We would like to support the families in the new building through our WorkSource Everett, Youth Center and Service Center located at 3201 Smith Avenue. The WorkSource Center is only two miles from the new building site and can be accessed by a 14-minute bus ride, or in less than ten minutes in a car. For job seekers, we can offer several services: job search and placement assistance; free access to computers, internet, phones, fax machines and copiers for job search activities; professional Employment Specialist staff to discuss job search needs; assistance in finding open job positions; resume, cover letter and reference sheet information; employment and training related workshops and a job board.

Our WorkSource Center staff would be happy to receive referrals from the EHA on-site Service Coordinators to assist and support family members who are in need of any of the above services. We would also be willing to provide aggregate data as to how many people we serve from the new building on an annual basis and what services they use.

Finally, we recognize EHA is working closely with Everett Public Schools which will refer families to EHA to be housed in the new building. We applaud this coordinated approach to addressing homelessness. Our employment and training services will allow for a two-generational approach.

Please let me know if there are any additional ways we might collaborate on this exciting project.

Sincerely,



Erin Monroe
Chief Executive Officer



January 4, 2021

Ashley Lommers-Johnson, Executive Director
Everett Housing Authority
3107 Colby Ave
Everett, WA 98201-4024

Dear Mr. Lommers-Johnson:

Yardi Systems is excited to participate as Everett Housing Authority's (EHA) software vendor and partner if you are selected to participate in the Moving to Work Demonstration. We believe that EHA is exactly the kind of housing authority that will add to this successful demonstration.

Yardi is proud to have partnered with 17 of the current 39 MTW housing authorities to ensure that they have continued access to the best software applications to make their demonstrations successful. We have assisted MTW PHAs with several software modifications for MTW, including:

- Tiered TTP, Tiered Subsidy and Phased Rents
- Term Limits, TTP Baselines and Flat Subsidies
- Custom Self-Sufficiency Programs, Rewards Based FSS and Work Requirements

YARDI has the capacity and expertise to deliver these kinds of modifications as you conceive of different ways of doing business.

Over the past six years, Yardi and myself have been impressed with the advances that EHA has pursued and the efficiencies that you have implemented. EHA's National Award of Excellence from NAHRO for being the first PHA to implement online annual recertifications is evidence of your innovations and commitment to greatly increase efficiency and cost effectiveness of your services. Not only did you assist YARDI with the design of the Rent Cafe application for your HCV program, you also recommended highly creative and efficient training and implementation of the application.

We believe that your commitment to your mission, to excellence, and continued improvement in greater efficiency will make you a successful MTW site.

EHA has also demonstrated its commitment to be a good partner to YARDI. In a number of situations, you have made sure that YARDI is at the table with HUD when there are new IT-related plans in the works. This has helped YARDI to have lead time to develop changes to our applications in a timely manner. This history that we have with EHA points to success in the future as you develop plans and involve us early enough to make adjustments needed so that YARDI applications will support your MTW initiative.

Thank you for your partnership and confidence in Yardi, and good luck with your application.

David G. Kessler
VP, Affordable and Public Housing
Yardi Systems, Inc.