

# Housing Authority of the City of Dothan (DHA)

## Moving to Work (MTW) Supplement Plan

### For Public Review, Board Approval, and Submission to HUD

#### A. PHA Information

**PHA Name:** Housing Authority of the City of Dothan (“DHA”)

**PHA Code:** AL007

**BUDGET AUTHORITY:** 1634

**MTW Supplement for FY Beginning:** 01/01/2023

**PHA Program Type:** Housing Choice Voucher (HCV) Program and Public Housing (PH)

**MTW Cohort Number:** #3

**MTW Supplement Submission Type:** Annual Submission

#### B. Narrative

##### B.1. MTW Supplement Narrative

The Housing Authority of the City of Dothan (DHA) was granted flexibility and authority to develop policies in accordance with Moving to Work (MTW) for Expansion Agencies Operations Notice (Federal Register/ Vol. 85, NO. 168) FR/5994-N-05 outside the limitations of specific HUD regulations and provisions. The DHA was selected under the MTW Expansion, Cohort #3, Landlord Incentives.

The DHA is dedicated to developing and strengthening affordable housing opportunities that embrace best practices in a high-value organizational culture. The vision of DHA is committed to providing affordable housing services by implementing 21<sup>st</sup>-century technological approaches as a housing authority of the future. DHA lives up to its motto of Automate, Elevate, & Innovate as a progressive, high-performing PHA whose values support the agency’s mission and vision, help define the organizational culture, and reflect DHA’s purpose, four principles, and slogan, “You Are Our Why.”

The flexibilities allowed through the Moving-to-Work Program will enable the DHA to:

- Further encourage greater self-sufficiency by streamlining processes;
- Increase housing choices for families through enacting policies that encourage owner participation and increase units available to families within the local market; and
- Reduce administrative costs by reducing administrative burdens while increasing efficiency, resulting in increased cost-effectiveness.

Through the MTW initiatives and waiver requests, the DHA hopes to reduce administrative costs and increase its self-sufficiency effort. Through owner monetary incentives, the DHA hopes to further housing choices and options for participating families. The agency is uniquely positioned to work effectively with HUD in this endeavor, meet the three statutory goals, and work with HUD Policy Development & Research (PD&R) during this Landlord Incentives study.

#### Cost-Effectiveness

DHA plans to use the Housing Assistance Payment (HAP) and Administrative Fee funding flexibly through the two HUD-identified activities under Cohort #3 Landlord Incentives for Vacancy Loss and Damage Claims Payments. These waivers will provide a monetary incentive for owners by addressing the statutory waiver identified in 24 CFR 982.313. In contrast, DHA could not make payments to owners for damages to units caused by tenants or payments to owners for unpaid rent. Additionally, the same issue with the statutory waiver identified in 24 CFR 982.311 (d) (1), and DHA could not make vacancy loss payments to owners. In addition to the two HUD-identified Landlord Incentives activities, DHA having discretion under the MTW program, will also provide the monetary incentives and reimbursements of a security deposit and signing bonuses. This will ultimately streamline the lease-up process for the PHA, owners, and HCV participants.

### **Self-Sufficiency**

The DHA will implement the Moving through the Wiregrass with Purpose (MTWP) Program that will help HCV participants set goals and sustain motivation for moving to new homes, guiding families on the requirements of owners and selection of units. DHA's plans to combine the MTWP will provide mobility counseling on housing search, assist the families with background credit reviews, provide transportation to inspect units, help to negotiate rents, and provide information and follow-up counseling after participants move. The DHA plans to increase housing choices for HCV participants by utilizing mobility counseling services under the MTWP and the Small Area Fair Market Rent (SAFMR) payment standards. The goal of the MTWP is to provide a comprehensive approach to expanding housing opportunities for HCV participants and to increase owner participation in the HCV Program. The MTWP will provide case management services, mobility and housing counseling, and the Ready to Rent (R2R) tenant education workshop certification for HCV participants. The R2R tenant education will reduce the barriers to affordable housing opportunities in high-opportunity areas due to poor credit, criminal backgrounds, and negative tenant histories.

DHA will eliminate the requirement to operate a mandatory Family Self-Sufficiency (FSS) Program by waiving this requirement in this submission. The HUD Birmingham Field Office approved DHA's new FSS Action Plan. DHA graduated two FSS participants in FY2022, and they received their escrow payments.

### **Housing Choice**

DHA has launched its Landlord Marketing Outreach, Services, and Incentives Program to attract, recruit, and retain owners in the WMA. DHA has substantially improved its technological infrastructure, customer service, and communication with its HCV Program owners to meet the demand for affordable housing opportunities. The rebranding and marketing campaign of the HCV Program, targeting owners in affluent areas, will assist DHA with removing the "Section 8" stigma. Additionally, it will increase housing choice opportunities for families within those areas. This will allow DHA to expand housing opportunities by adding new owners to participate in the HCV Program. DHA has a Landlord Liaison on staff charged with continuously recruiting new owners and retaining current owners. The Landlord Liaison listens to owner concerns, addresses red tape, utilizes administrative flexibilities, and offers monetary incentives to owners to accept HCV participants.

The removal of the bureaucratic red tape will develop better relationships between owners and DHA, which will lead to more affordable housing choices for HCV participants. More owners equal more housing choices for HCV participants served by the WRVP. DHA will increase housing choices for HCV

participants to live in areas of opportunities based on the Payment Standard housing subsidies of 100% or 110% of Fair Market Rents (FMR) in the traditional WMA areas and the Small Area Fair Market (SAFMR) for Houston, Geneva, and Henry counties. DHA also plans to increase housing choices by expanding housing opportunities and deconcentrating poverty for HCV participants by providing access to jobs, good schools, healthcare, a healthy environment, healthy foods, safe neighborhoods, and transportation services through the SAFMR payment standards.

### **C. MTW Waivers and Associated Activities**

All are “Plan to Implement in the Submission Year”

<b>C.4</b>	<b>Landlord Leasing Incentives</b>
<b>Activity 4.a.</b>	<b>Vacancy Loss (HCV)</b>
<b>Activity 4.b.</b>	<b>Damage Claims (HCV)</b>
<b>Activity 4.c.</b>	<b>Other Landlord Incentives (HCV)</b>
<b>C.10</b>	<b>Family Self-Sufficiency Program with MTW Flexibility (Traditional)</b>
<b>Activity 10.a.PH</b>	<b>Waive Operating a Required FSS Program (PH)</b>
<b>Activity 10.a.HCV</b>	<b>Waive Operating a Required FSS Program (HCV)</b>

**Activity 4.a. – Vacancy Loss (HCV)**

<b>4.a. – Vacancy Loss (HCV)</b>		
<b>Narrative</b>	<i>Description:</i> To incentivize an owner’s continued participation in the HCV program, DHA will make a Vacancy Loss payment to the owner. DHA payments to an owner will be equal to no more than one month of the contract rent. The Vacancy Loss payment will be made to the owner when the next HAP contract is executed between the owner and the DHA. DHA will update its Administrative Plan to reflect the Vacancy Loss payment and owner incentive item.	Applies to all units
<b>MTW Statutory Objective</b>	Housing Choice	
<b>Cost Implications</b>	Increased HAP expenditure (one-month payment)	
<b>Different policy by household status/family types/sites</b>	The MTW activity applies to all assisted households	
<b>Safe Harbor Waiver needed?</b>	No	
<b>Hardship Policy required?</b>	No	
<b>Does Hardship Apply to more than this activity</b>	[skip]	
<b>Has the agency modified the hardship policy since the last submission</b>	[skip]	
<b>Impact Analysis required?</b>	No	
<b>Impact Analysis apply to more than this MTW activity</b>	[skip]	
<b>What has been accomplished or changed during the implementation</b>	N/A	

<b>4.a. – Other Landlord Incentives – Specific Questions</b>	
Does this policy apply to certain types of units or to all HCV units or only certain types of units (for example, accessible units, units in a low-poverty neighborhood, or units/landlords new to the HCV program)?	All HCV units that were previously rented unit under a HAP contract that was reported within 30 days.
What is the maximum payment that can be made to a landlord under this policy?	Up to one month's contract rent
How many payments were issued under this policy in the most recently completed PHA fiscal year	\$0
What is the total dollar value of payments issued under this policy in the most recently completed PHA fiscal year?	\$0

**Activity 4.b. – Damage Claims**

<b>4.b. – Damage Claims</b>		
<b>Narrative</b>	<i>Description:</i> To incentive an owner’s continued participation in the HCV program, DHA may provide owners with a Damage Claim payment. If the HCV participant leaves the unit damaged, the amount of damage claims will not exceed the lesser of the cost of repairs or two months of contract rent. In implementing this activity, the HCV participant’s security deposit must first be used to cover damages. DHA may provide up to two months of contract rent minus the security deposit to cover the remaining repairs. The Damage Claim payment will be made to an owner when the next HAP contract is executed between the owner and PHA. DHA will update its Administrative Plan to reflect the Damage Claim payment and owner incentive item.	Applies to all units
<b>MTW Statutory Objective</b>	Housing Choice	
<b>Cost Implications</b>	Increased HAP expenditure (one-month or two-month payment)	
<b>Different policy by household status/family types/sites</b>	The MTW activity applies to all assisted households	
<b>Safe Harbor Waiver needed?</b>	No	
<b>Hardship Policy required?</b>	No	
<b>Does Hardship Apply to more than this activity</b>	[skip]	
<b>Has the agency modified the hardship policy since the last submission</b>	[skip]	
<b>Impact Analysis required?</b>	No	
<b>Impact Analysis apply to more than this MTW activity</b>	[skip]	

<b>What has been accomplished or changed during the implementation</b>	N/A	
<b>4.b. – Other Landlord Incentives – Specific Questions</b>		
Does this policy apply to certain types of units or to all HCV units or only certain types of units (for example, accessible units, units in a low-poverty neighborhood, or units/landlords new to the HCV program)?	All HCV units that were previously rented unit under a HAP contract that was reported within 30 days.	
What is the maximum payment that can be made to a landlord under this policy?	The amount of damage claims will not exceed the lesser of the cost of repairs or two months of contract rent.	
How many payments were issued under this policy in the most recently completed PHA fiscal year	\$0	
What is the total dollar value of payments issued under this policy in the most recently completed PHA fiscal year?	\$0	



**Activity 4.c. – Other Landlord Incentives- Signing Bonus**

<b>4.c. – Other Landlord Incentives- Signing Bonus</b>		
<b>Narrative</b>	<i>Description:</i> To incentivize new owners to join the HCV program, DHA will provide a Signing Bonus payment. DHA will also target incentive payments to owners leasing properties in high-opportunity neighborhoods or in areas located where vouchers are difficult to use, as defined in an agency’s Administrative Plan. The owner's payments will equal no more than one month of the contract rent. The payment will be made to the owner when the HAP contract is executed between the and DHA. DHA will update its Administrative Plan to reflect the Signing Bonus payment and owner incentive item.	Applies to all units
<b>MTW Statutory Objective</b>	Housing Choice	
<b>Cost Implications</b>	Increased HAP expenditure (one-month payment)	
<b>Different policy by household status/family types/sites</b>	The MTW activity applies to all assisted households	
<b>Safe Harbor Waiver needed?</b>	No	
<b>Hardship Policy required?</b>	No	
<b>Does Hardship Apply to more than this activity</b>	[skip]	
<b>Has the agency modified the hardship policy since the last submission</b>	[skip]	
<b>Impact Analysis required?</b>	No	
<b>Impact Analysis apply to more than this MTW activity</b>	[skip]	
<b>What has been accomplished or changed during the implementation</b>	N/A	

<b>4.c. – Other Landlord Incentives – Specific Questions</b>	
Does this policy apply to certain types of units or to all HCV units or only certain types of units (for example, accessible units, units in a low-poverty neighborhood, or units/landlords new to the HCV program)?	All HCV Units
What is the maximum payment that can be made to a landlord under this policy?	Up to one month's contract rent
How many payments were issued under this policy in the most recently completed PHA fiscal year	\$0
What is the total dollar value of payments issued under this policy in the most recently completed PHA fiscal year?	\$0

**Activity 4.c. – Other Landlord Incentives- Application Fee**

<b>4.c. – Other Landlord Incentives- Application Fee</b>		
<b>Narrative</b>	<i>Description:</i> To incentivize new owners to join the HCV program, DHA will provide an Application Fee payment. DHA will also target incentive payments to owners leasing properties in high-opportunity neighborhoods or in areas located where vouchers are difficult to use, as defined in an agency’s Administrative Plan. Payments made to the owner will be equal to no more than \$50.00. The payment will be made to the owner when the HAP contract is executed between the owner and DHA. DHA will update its Administrative Plan to reflect the Application Fee payment and owner incentive item.	Applies to all units
<b>MTW Statutory Objective</b>	Housing Choice	
<b>Cost Implications</b>	Increased HAP expenditure (one-time \$50.00 fee)	
<b>Different policy by household status/family types/sites</b>	The MTW activity applies to all assisted households	
<b>Safe Harbor Waiver needed?</b>	No	
<b>Hardship Policy required?</b>	No	
<b>Does Hardship Apply to more than this activity</b>	[skip]	
<b>Has the agency modified the hardship policy since the last submission</b>	[skip]	
<b>Impact Analysis required?</b>	No	
<b>Impact Analysis apply to more than this MTW activity</b>	[skip]	
<b>What has been accomplished or changed during the implementation</b>	N/A	

<b>4.c. – Other Landlord Incentives – Specific Questions</b>	
Does this policy apply to certain types of units or to all HCV units or only certain types of units (for example, accessible units, units in a low-poverty neighborhood, or units/landlords new to the HCV program?)	All HCV Units
What is the maximum payment that can be made to a landlord under this policy?	Payments made to the owner will be equal to no more than \$50.00.
How many payments were issued under this policy in the most recently completed PHA fiscal year	\$0
What is the total dollar value of payments issued under this policy in the most recently completed PHA fiscal year?	\$0

**Impact Analysis - Activity 4.c. – Other Landlord Incentives- Renter’s Insurance**

<b>4.c. – Other Landlord Incentives- Renter’s Insurance</b>		
<b>Narrative</b>	<i>Description:</i> To incentivize new owners to join the HCV program, DHA will provide a Renter’s Insurance payment. DHA will also target incentive payments to owners leasing properties in high-opportunity neighborhoods or in areas located where vouchers are difficult to use, as defined in an agency’s Administrative Plan. Payments made on behalf of an HCV participant will equal no more than \$120.00 for a \$10.00 a month policy. The payment will be made on behalf of the HCV participant when the HAP contract is executed between the owner and DHA. DHA will update its Administrative Plan to reflect the Renter’s Insurance payment and owner incentive item.	Applies to all units
<b>MTW Statutory Objective</b>	Housing Choice	
<b>Cost Implications</b>	Increased HAP expenditure (one-time \$120.00 fee)	
<b>Different policy by household status/family types/sites</b>	The MTW activity applies to all assisted households	
<b>Safe Harbor Waiver needed?</b>	No	
<b>Hardship Policy required?</b>	No	
<b>Does Hardship Apply to more than this activity</b>	[skip]	
<b>Has the agency modified the hardship policy since the last submission</b>	[skip]	
<b>Impact Analysis required?</b>	No	
<b>Impact Analysis apply to more than this MTW activity</b>	[skip]	
<b>What has been accomplished or changed during the implementation</b>	N/A	

<b>4.c. – Other Landlord Incentives – Specific Questions</b>	
Does this policy apply to certain types of units or to all HCV units or only certain types of units (for example, accessible units, units in a low-poverty neighborhood, or units/landlords new to the HCV program?)	All HCV Units
What is the maximum payment that can be made to a landlord under this policy?	Payments made on behalf of an HCV participant will be equal to no more than \$120.00 for a \$10.00 a month policy.
How many payments were issued under this policy in the most recently completed PHA fiscal year	\$0
What is the total dollar value of payments issued under this policy in the most recently completed PHA fiscal year?	\$0

**Impact Analysis - Activity 4.c. – Other Landlord Incentives-Security Deposit**

<b>4.c. – Other Landlord Incentives-Security Deposit</b>		
<b>Narrative</b>	<i>Description:</i> To incentivize new owners to join the HCV program, DHA will provide a Security Deposit payment. DHA will also target incentive payments to owners leasing properties in high-opportunity neighborhoods or in areas located where vouchers are difficult to use, as defined in an agency’s Administrative Plan. The owner's payments will equal no more than one month of the contract rent. The payment will be made to the owner when the HAP contract is executed between the owner and DHA. DHA will update its Administrative Plan to reflect the Security Deposit payment and owner incentive item.	Applies to all units
<b>MTW Statutory Objective</b>	Housing Choice	
<b>Cost Implications</b>	Increased HAP expenditure (one-month payment)	
<b>Different policy by household status/family types/sites</b>	The MTW activity applies to all assisted households	
<b>Safe Harbor Waiver needed?</b>	No	
<b>Hardship Policy required?</b>	No	
<b>Does Hardship Apply to more than this activity</b>	[skip]	
<b>Has the agency modified the hardship policy since the last submission</b>	[skip]	
<b>Impact Analysis required?</b>	No	
<b>Impact Analysis apply to more than this MTW activity</b>	[skip]	
<b>What has been accomplished or changed during the implementation</b>	N/A	

<b>4.c. – Other Landlord Incentives – Specific Questions</b>	
Does this policy apply to certain types of units or to all HCV units, or only certain types of units (for example, accessible units, units in a low-poverty neighborhood, or units/landlords new to the HCV program?)	All HCV Units
What is the maximum payment that can be made to a landlord under this policy?	Up to one month’s contract rent
How many payments were issued under this policy in the most recently completed PHA fiscal year	\$0
What is the total dollar value of payments issued under this policy in the most recently completed PHA fiscal year?	\$0



**Activity 10.a.PH – Waive Operating a Required Family Self-Sufficiency (FSS) Program (PH)**

<b>10.a. – Waive Operating a Required Family Self-Sufficiency (FSS) Program (HCV)</b>		
<b>Narrative</b>	<i>Description:</i> DHA will eliminate the requirement to operate a mandatory FSS Program by waiving this requirement for its Public Housing (PH) Program.	Applies to all units
<b>MTW Statutory Objective</b>	Cost-effectiveness, Self-Sufficiency	
<b>Cost Implications</b>	Neutral	
<b>Different policy by household status/family types/sites</b>	The MTW activity applies to all assisted households	
<b>Safe Harbor Waiver needed?</b>	No	
<b>Hardship Policy required?</b>	No	
<b>Does Hardship Apply to more than this activity</b>	[skip]	
<b>Has the agency modified the hardship policy since the last submission</b>	[skip]	
<b>Impact Analysis required?</b>	No	
<b>Impact Analysis apply to more than this MTW activity</b>	[skip]	
<b>What has been accomplished or changed during the implementation</b>	N/A	

**Activity 10.a.HCV – Waive Operating a Required Family Self-Sufficiency (FSS) Program (HCV)**

<b>10.a. – Waive Operating a Required Family Self-Sufficiency (FSS) Program (HCV)</b>		
<b>Narrative</b>	<i>Description:</i> DHA will eliminate the requirement to operate a mandatory FSS Program by waiving this requirement for its Housing Choice Voucher (HCV) Program.	Applies to all units
<b>MTW Statutory Objective</b>	Cost-effectiveness, Self-Sufficiency	
<b>Cost Implications</b>	Neutral	
<b>Different policy by household status/family types/sites</b>	The MTW activity applies to all assisted households	
<b>Safe Harbor Waiver needed?</b>	No	
<b>Hardship Policy required?</b>	No	
<b>Does Hardship Apply to more than this activity</b>	[skip]	
<b>Has the agency modified the hardship policy since the last submission</b>	[skip]	
<b>Impact Analysis required?</b>	No	
<b>Impact Analysis apply to more than this MTW activity</b>	[skip]	
<b>What has been accomplished or changed during the implementation</b>	N/A	